PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:	1/3/23	Prepared by	Deepa	Serial no.	15306
Supplier name	Green belt services			HO inward no.	
Firm/Company	MPPI	Project	MPI	HO received date	
PO/WO date	14/2/23	PO/WO No.	97128	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	180	28/2/23	10,585/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	10,585/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	117885	Proof of delivery matches MRN	☑ Yes □ No

Amount B –Other Credits : Transportation charges	–
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	10,585/-
Amount E – PO / WO value:	9,010/-
Amount F – Difference (A – E):	1,575/-
Quantity received as per PO /WO	☑ Yes □ Excess received □ Short received □ Part received
Close PO / WO	☑ Yes □ No – wait for balance material □ Other
Payment – due date	6/3/23
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa				
Sign:	[signature]				
Date	1/3/23				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

GSTIN :36AAUFG2910P1ZT

Composite Scheme

INVOICE

Cell : 8897895924

GREEN BELT SERVICES

GARDENING, HOUSE KEEPING, PAINTING,CIVIL & LABOUR CONTRACTOR

H.No. 4-1270, Marthanda Nagar, New Hafeezpet, Near Kondapur, Hyderabad - 49.

E-mail : greenbeltservices.2212@gmail.com

M/s. MODi properties pvt LtD

(MPPL)

Sl.No. 180 Date: 28/02/2023

D.C.No. 181 Date :

P.O.No. 97128 Date :

S.No.	PARTICULARS	Qty.	Rate	AMOUNT Rs.	Ps.
1	Supply of varmi Compost -		-	10,585	00
			TOTAL	10,585	00

SUMMIT SALES LLP R.R. DIST. IN WARD No. 10644 Date 01/3/23 Sign.

GREEN BELT SERVICES

Bank Name: HDFC Bank

A/c. No.50200055048996

IFSC Code: HDFC0002019

Rupees inwards: Ten Thousand five Hundred Eighty five only.

For GREEN BELT SERVICES

Authorised Signatory

Purchase Order

 14-02-2023 12:39:38

97128
08.02.23 3:15:07

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details			
Green Belt Services 4-1270, Marthand nagar, New HafeezPet, Near Konda pur Hyd-49	**Doc No**	97128	178952
	Doc Date	14-02-2023	
GSTIN 36AAUFG2910P1ZT	**Quote No**	Nil	
	Quote Date	13-02-2023	
8897895924	**SupplyType**	Supply	

Kind Attn : Mr.Ravi Shanker

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	981500 - CHEM-Chemical - Vermicompost-- - 20Kg - Bag	25.00	200.00	0.00	6.00	5,300.00
2	954800 - CHEM-Chemical - Neem Care powder-- - 40Kgs - Bags	5.00	700.00	0.00	6.00	3,710.00
					Total Order Value . . .	**9,010.00**

Rupees : Nine Thousand Ten Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Within 7 days
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penality For Delay	Nil
Transportation	Extra.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order For gardening use purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Original invoice + copy of proof of delivery is required to process invoice for payment . Do not send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of deli vary /DC can be sent by email.

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Veeru 14/02

Name : ____________________

Accepted the above Terms And Conditions

For ***Green Belt Services***

Name : ____________________

Date : __/__/____

Requisition Form							
Company Name:	Mayflower platinum welfare association	Date:	13-02-2023			
Site & Phase :	Mayflower platinum welfare association	Time:				
Unit No./Block No.						
Supplier:		Req. No.	178952			
Material required before date:	17-02-2023	ID No.	84273			
S No	Item chemicals	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CONS3491-Consumables-Vermicompost---20Kg-Bags - 9815	25	0	25		
2	CONS1278-Consumables-Neem Care powder---40Kgs-Bags - 9548	5	0	5		
3						
4	97128					
5						
6						
7						
8						
9						
10						
Remarks:	Towards Gardening use purpose.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	N.Subhash					
Approved By:	K.Narender reddy	13/2/23				
Sign & Date:						

GSTIN :36AAOFG2910P1Z1
Composite Scheme

DELIVERY CHALLAN

Cell : 8897895924

GREEN BELT SERVICES

GARDENING, HOUSE KEEPING, PAINTING,CIVIL & LABOUR CONTRACTOR
H No. 4-1270, Marthanda Nagar, New Hafeezpet, Near Kondapur, Hyderabad - 49.
E-mail : greenbeltservices 2212@gmail.com

M/s. MODi properties pvt LtD (MpL)

D.C.No 181 Date 27/02/2023

P.O.No 97128 Date

S No.	PARTICULARS	QUANTITY
1	varmiCompost -	25 Bags.
2	Neem powder -	5 Bags.
3	Trans port Extra -	

INWA...
Inward No: 24302 27-2-23
MRN No: 117 889 ... 27/2/23
Received By: Sign:
MODI PROPERTIES PVT LTD ...

SUMMIT SALES LLP
INWARD
No: 87080
Date: 01/3/23
Sign:
R.B. DIST.

Receivers Signature

For GREEN BELT SERVICES

Authorised Signatory