

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 5/2/21.		Prepared by: D.SOWMYA	
PO/WO no. 74180.		PO / WO Date. 2-1/1/21.	
Supplier Name Green Belt Services.		PO/WO amount 1,14,745.	
Firm/Company Serene Constructions		Project Serene farms.	
Sl. No.	Bill No.	Bill Date	Bill amount
1	1	4/2/21.	1,20,575.
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges): 1,20,575.			
Sl. No.	DC No	DC. Date	MRN No.
1.	2	3/2/21.	88255
2.	1	3/2/21.	88233
3.			
DC matches MRN			
☒ Yes ☐ No			
☒ Yes ☐ No			
☐ 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: 1,20,575			
Amount E – PO / WO value: 1,14,745			
Amount F – Difference (A – E): GST-18% 5,830			
Quantity received as per PO /WO		☒ Yes ☐ Excess received ☐ Short received ☐ Other (explained below)	
Is difference between PO / Bill acceptable?		☐ Yes ☐ No (explained below)	
Excess / short material received		☐ Approved – within acceptable limits ☐ No (explained below)	
Close PO / W?O		☐ Yes ☐ No – wait for balance material ☐ No (explained below)	
Advance paid / PDC given (deduct when paying)		☐ Yes – Rs. ___/- ☐ No	
Payment – due date		6.1.2021	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			05 FEB 2021
Date	5/2/21	MINISH PARIKH	MANAGER PROCUREMENT

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 10,000/-, Purchase Manager or Procurement Manager to approve all bills from 10,000/- to 1,00,000/-. 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/- 7. MD to approve all bills above 1,00,000/-

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. Serene Constructions LLPSl.No. 01 Date 04/02/2021Yankapally Hyd.D.C.No 01, 02 Date 3/2/21P.O.No 74180 Date

S.No.	PARTICULARS	Qty.	Rate	AMOUNT	
				Rs.	Ps.
1	Supply of plants & Frisco grass -	45, 2500 1500 1200 no.		1,20,575.00	
		TOTAL		1,20,575.00	

GREEN BELT SERVICES

Bank Name: HDFC Bank

A/c. No. 50200055048996

IFSC Code: HDFC0002019

Rupees inwards: one Lakh twentyThousand five Hundred Seventy Five only

For GREEN BELT SERVICES

Authorised Signatory

GSTIN :36AAUFG2910P1ZT

DELIVERY CHALLAN

Cell : 8897895924

Composite Scheme



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. Serene Constructions LLP
Yenkampally - Hyd.

D.C.No. 02 Date 03/02/2021P.O.No. 74180 Date :

S.No.	PARTICULARS	QUANTITY
1	Frisco grass	45 Bags
2	Duranta plants.	2500 no's
3	Trans port Extra	

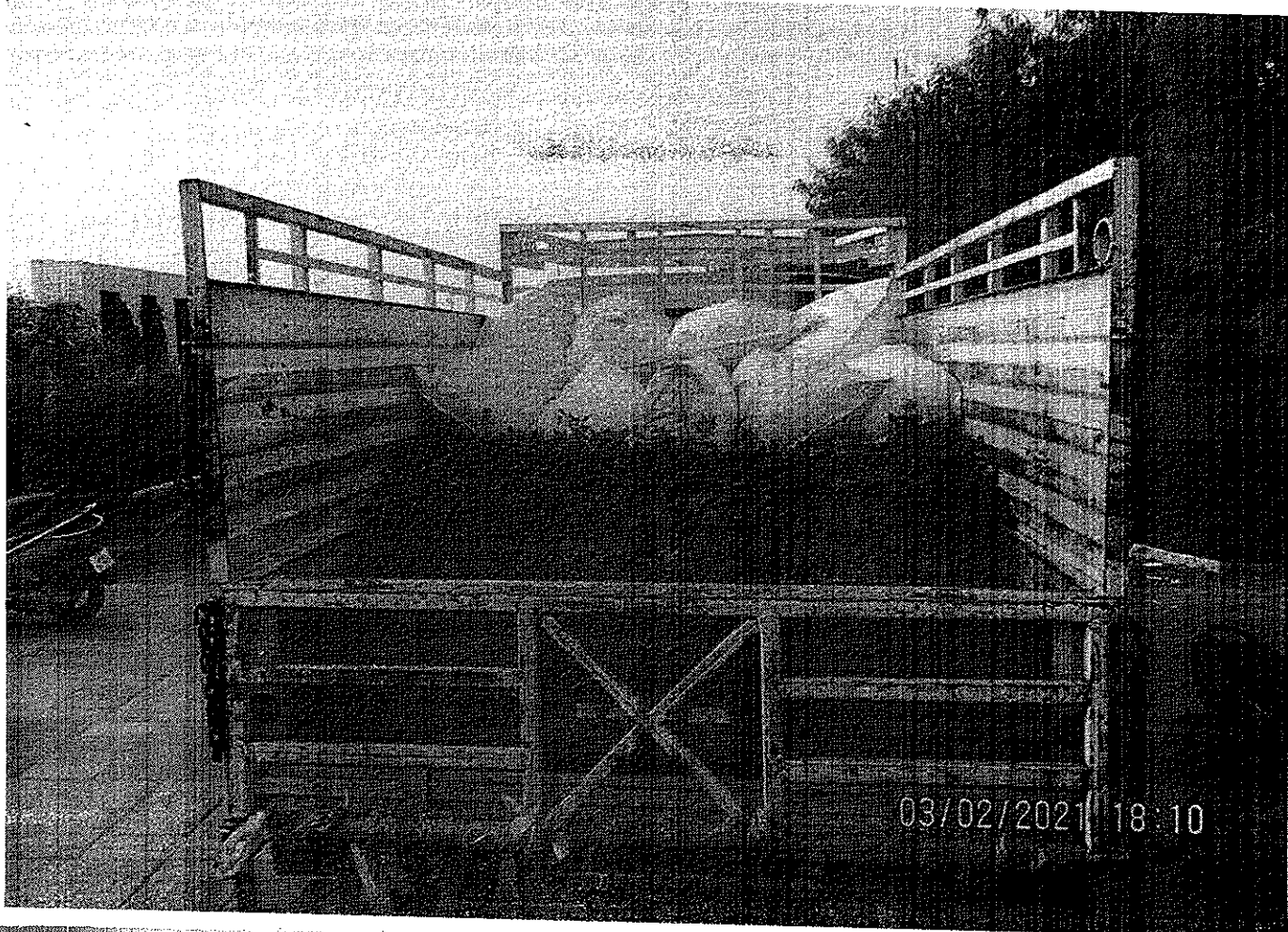


INWARD	
Inward No: <u>5581</u>	Dt: <u>03-02-21</u>
MRN No: <u>88255</u>	Dt: <u>03-02-21</u>
Received By: <u>[Signature]</u>	Sign: <u>[Signature]</u>
Serene Construction (Hyd) LLP	

Receivers Signature

For GREEN BELT SERVICES

Authorised Signatory





GSTIN :36AAUFG2910P1ZT

DELIVERY CHALLAN

Cell : 8897895924

Composite Scheme



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. Serene Constructions LLPYenkampally - Hyd.D.C.No. **01**Date: 03/02/2021P.O.No. 74180

Date:

S.No.	PARTICULARS	QUANTITY
1	Mehandi plants	1500 no's
2	Bombay Hedge plants	1200 no's.
3	Trans port Extra	



INWARD	
Inward No: <u>5674</u>	Dt: <u>03-01-2</u>
MRN No: <u>88233</u>	Dt:
Received By: <u>R. Sachin</u>	Signature: <u>[Signature]</u>
Serene Constructions (Hyd) LLP	

Receivers Signature

For GREEN BELT SERVICES

Authorised Signatory

Requisition Form

Company Name:		serene constructions llp		Date:	27-01-2021
Site & Phase :		Serene farms		Time:	14:15
Supplier		green belt services		Req. No.	150475
Material required before date:			asap	ID No.	63406
No	Description				

No	Description	Size	Quantity	Units	Inward No	Date
1	fescues grass	std	45	bags		
2	durantha	std	2500	nos		
3	mehandi	std	1500	nos		
4	bombay border	std	1200	nos		
5						
6						
7						
8						
9						
10						

Remarks: The above material is required for laying of lawn and plantation of hedge.

24.80

63406

08.12

Note: On receipt of material at site write inward number and date in last 2 columns.

Prepared By	syed golam sarwar	Approved by	
Sign.& Date	27-01-2021	Sign. & Date	

28 JAN 2021

APPROVED

la no-1234-21, 30V

28 JAN 2021

SOHAM P. JI
MANAGING DIRECTOR

Purchase Order

Page(s) 1 Of 1

29-01-2021 4:12:47 PM



74180

16.01.21 11:00:15

From Company : **Serene Constructions LLP**
5-4-187/374,ii Floor,M.G.Road,Secunderabad-500 003.
G S T No. : 36ACVFS7909P1ZV

Supplier Details

Green Belt Services
4-1270, Marthand nagar, New HafeezPet, Near Konda pur Hyd-49

GSTIN 36AAUFG2910P1ZT

8897895924

Doc No	74180	150475
Doc Date	27-01-2021	
Quote No	Nil	
Quote Date	07-12-2020	
SupplyType	Supply	

Kind Attn : Mr.Ravi Shanker

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6096 - Miscellaneous - Grass - NA - Bags Fescus Grass	45.00	350.00	0.00	6.00	16,695.00
2 6031 - Miscellaneous - Plants - NA - nos Golden Duranta	2,500.00	10.00	0.00	6.00	26,500.00
3 6031 - Miscellaneous - Plants - NA - nos Mehendi Plant	1,500.00	25.00	0.00	6.00	39,750.00
4 6031 - Miscellaneous - Plants - NA - nos Bombay Hedge plant	1,200.00	25.00	0.00	6.00	31,800.00
Total Order Value . . .					114,745.00
Rupees : One Lakh(s) Fourteen Thousand Seven Hundred Fourty Five Only.					

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	50% as advance & balance 50% on delivery of all materials.
Tax	Inclusive of all taxes
Delivery Date	Within 7 days
Delivery Location	Serene Farms Sy no-44, Yenkepally Village, Chevella Mandal,RR.Dist-501 503 Phone. ..
Penalty For Delay	Nil
Transportation	Extra.
Warranty	Nil
Advance Paid	Rs.../- vide cheq
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for V.no.1 to 5, 21, 30
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Serene Constructions LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Green Belt Services**

Name : _____

Date : __/__/__