PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	22-02-21	Prepared by:	PRABHAKAR
PO/WO no.	74670	PO / WO Date.	10-02-21
Supplier Name	GREEN BELT SERVEICES	PO/WO amount	11,448-00
Firm/Company	Vista Homes	Project	Vista Homes
Sl. No.	Bill No.	Bill Date	Bill amount
1	05	19-02-21	11,448-00
2			
3			
Amount A – Bills total(Excluding Transport & Hamali Charges):			11,448-00

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	07	18-02-21	88915	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B –Other Credits : Transportation charges	1,325-00
Amount C –Other Debits :	-
Amount D (D=A+B-C) – Amount to be credited to the supplier:	12,773-00
Amount E – PO / WO value:	11,448-00
Amount F – Difference (A – E): GST-18%	-

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	01-03-21
Remarks	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]					
Date		22/2/21					

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. Vista Homes

Kushaiguda - Hyd.

Sl.No. 05 Date : 19/02/2021

D.C.No. 7 Date :

P.O.No. 74670 Date :

S.No.	PARTICULARS	Qty.	Rate	AMOUNT Rs.	Ps.
1	Supply of Arekapalms –	90 no		12,773	00
			TOTAL	12,773	00

GREEN BELT SERVICES

Bank Name: HDFC Bank

A/c. No.50200055048996

IFSC Code: HDFC0002019

MODI PR... SEC'BAD No. 74559 Date 18/2

Rupees inwards: Twelve Thousand Seven Hundred Seventy three only.

For GREEN BELT SERVICES

Authorised Signatory

GSTIN :36AAUFG2910P1ZT

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. Vista Homes

Keeshaigudu Hyd

D.C.No. 07   Date : 18/02/2021

P.O.No. 74670   Date : ....

S.No.	PARTICULARS	QUANTITY
1	Areka palms –	90 No's
2	Transport Extra –	

PROPERTIES PVT. LTD.
INWARD
No. 4577
Date 18/2
Sign.
SEC'BAD

INWARD	
Inward No: 25735	Dt: 18/02/21
MRN No: 88915	Dt:
Received By:	Sign:
Vista Homes	

Receivers Signature

For GREEN BELT SERVICES

Authorised Signatory

Purchase Order

 13-02-2021 12:29:07

74670
10.02.21 4:59:45

Original

From Company : **Vista Homes**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAGFV2068P1ZJ

Supplier Details

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

GSTIN 36AAUFG2910P1ZT

8897895924

Doc No	74670	180626
Doc Date	10-02-2021	
Quote No	Nil	
Quote Date	01-02-2021	
SupplyType	Supply	

Kind Attn : Mr.Ravi Shanker

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6031 - Miscellaneous - Plants - NA - nos *Areca palam*	90.00	120.00	0.00	6.00	11,448.00
Rupees : Eleven Thousand Four Hundred Fourty Eight Only.				**Total Order Value . . .**		**11,448.00**

Terms and Conditions :-

Specification / Brand	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	Vista Homes Sy. No. 193, Kapra, Hyd. From ECIL take left in lane opposite MRR school Phone. Contact: 8790166611
Penality For Delay	Nil
Transportation Cost	Extra.
Warranty	Nil
Advance Paid	Rs.....
r Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for E block landscape purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Vista Homes***

Authorised Signatory

Name

Contact

Accepted the above Terms And Conditions

For ***Green Belt Services***

Name : ____________

Date : __/__/____

-Requisition Form

Company Name:	Vista Homes		
Site & Phase :	Vista Homes	Date:	10.02.2021
		Time:	12:35
Supplier:		Req. No.	180626
Material required before date:	14.02.21	ID No.	63844

No	Description	Size	Quantity	Units	Inward No	Date
1	**Areca palms**		90	No's		
2	74670					
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: For E-Block Land scape Purpose.

Prepared By	T.Madhu	Approved by	
Sign.& Date	10.02.2021	Sign. & Date	

APPROVED BY
12 FEB 2021
SOHAM MODI
MANAGING DIRECTOR

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

Estimate/Draft PO

 10-02-2021 3:13:39 PM

Original / Office Copy / Purchase Div.Copy

From Company : **Vista Homes**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAGFV2068P1ZJ

Supplier Details			
Green Belt Services 4-1270, Marthand nagar, New HafeezPet, Near Konda pur Hyd-49 **GSTIN** 36AAUFG2910P1ZT 8897895924	**Doc No**	74670	180626
	Doc Date	10-02-2021	
	Quote No	Nil	
	Quote Date	01-02-2021	
	SupplyType	Supply	

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Measurment	Nil
Security	Nil
Remarks	

APPROVED BY
12 FEB 2021
SOHAM MODI
MANAGING DIRECTOR

For *Vista Homes*

Authorised Signatory

Accepted the above Terms And Conditions

For *Green Belt Services*

Name : ______________ Name : ______________ Date : __/__/____