

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		01/03/21		Prepared by:		NEHA	
PO/WO no.		74871		PO / WO Date.		16/02/21	
Supplier Name		Green Belt Services		PO/WO amount		24,804/-	
Firm/Company		NE		Project		N/E	
Sl. No.	Bill No.	Bill Date		Bill amount			
1	07	23/02/21		24,654/-			
2							
3							
Amount A – Bills total(Excluding Transport & Hamali Charges):						24,654/-	
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.	08	22/02/21	89167	☒ Yes ☐ No			
2.				☐ Yes ☐ No			
3.				☐ Yes ☐ No			
Amount B – Other Credits : Transportation charges/Charges						1475/-	
Amount C – Other Debits :							
Amount D (D=A+B-C) – Amount to be credited to the supplier:						24,654/-	
Amount E – PO / WO value:						24,804/-	
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 06/03/21				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha						
Date	01/03/2021						

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. *Nilgiri Estates*Sl.No. **07**Date *23/02/2021*D.C.No. *081*Date *22/02/2021*P.O.No. *74871*

Date :

S.No.	PARTICULARS	Qty.	Rate	AMOUNT	
				Rs.	Ps.
1	Supply of plants & grass	600+ 600+ 2018+		26,129.00	
		TOTAL		26,129.00	

GREEN BELT SERVICES

Bank Name: HDFC Bank

A/c. No.50200055048996

IFSC Code: HDFC0002019

Rupees inwards: *Twenty six thousand*
one hundred twenty nine only

For GREEN BELT SERVICES

Authorised Signatory

Purchase Order

Page(s) 1 Of 1

17-02-2021 12:44:16 PM



74871

16.02.21 11:18:37

From Company : **Nilgiri Estates**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.
G S T No. : 36AAHFN0766F1ZA

Supplier Details

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

Doc No	74871	175202
Doc Date	16-02-2021	
Quote No	Nil	
Quote Date	16-02-2021	
SupplyType	Supply	

GSTIN 36AAUFG2910P1ZT

8897895924

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 Alternethra Red	600.00	12.00	0.00	6.00	7,632.00
2 6031 - Miscellaneous - Plants - NA - nos Alternethra Green	600.00	12.00	0.00	6.00	7,632.00
3 6096 - Miscellaneous - Grass - NA - Bags Shaded Grass	20.00	450.00	0.00	6.00	9,540.00
Total Order Value . . .					24,804.00
Rupees : Twenty Four Thousand Eight Hundred Four 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 Nilgiri Estate
Sy.No.143/133/134/135/136, Rampally Village.
Phone. 9030931172

Penalty For Delay Nil

Transportation Extra.

Warranty Nil

Advance Paid Rs.....

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for Site use purpose

Completion Date Nil

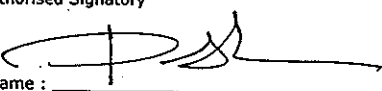
Measurment Nil

Security Nil

Remarks

For **Nilgiri Estates**

Authorised Signatory

Name : 

Accepted the above Terms And Conditions

For **Green Belt Services**

Name : _____

Date : __/__/__

Requisition Form

Company Name:		NILGIRI ESTATES		Date:		16-02-2021	
Site & Phase :		NILGIRI ESTATE		Time:		10:48	
Supplier				Req. No.		175202	
Material required before date:				ID No.		64003	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Alternethra- Red	Std	600	No's			
2	Alternethra-Green	Std	600	No's			
3	Shade Grass 74871	Std	20	bags			
4							
5							
6							
7							
8							
9							
Remarks: -For site use purpose							
Prepared By		Kavitha		Approved by			
Sign. & Date		16-02-2021		Sign. & Date			

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

APPROVED BY
17 FEB 2021
SOHAM MODI
MANAGING DIRECTOR

Estimate/Draft PO

Page(s) 1 Of 1

16-02-2021 3:15:04 PM

Original / Office Copy / Purchase Div.Copy

From Company : **Nilgiri Estates**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.
G S T No. : 36AAHFN0766F1ZA

Supplier Details

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

GSTIN 36AAUFG2910P1ZT

8897895924

Doc No	74871	175202
Doc Date	16-02-2021	
Quote No	Nil	
Quote Date	16-02-2021	
SupplyType	Supply	

Kind Attn : Mr.Ravi Shanker

Estimate/Draft PO for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6031 - Miscellaneous - Plants - NA - nos Alternethra Red	600.00	12.00	0.00	6.00	7,632.00
2 6031 - Miscellaneous - Plants - NA - nos Alternethra Green	600.00	12.00	0.00	6.00	7,632.00
3 6096 - Miscellaneous - Grass - NA - Bags Shaded Grass	20.00	450.00	0.00	6.00	9,540.00
Total Order Value . . .					24,804.00

Rupees : Twenty Four Thousand Eight Hundred Four 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 Nilgiri Estate
Sy.No.143/133/134/135/136, Rampally Village.
Phone. 9030931172

Penalty For Delay Nil

Transportation Extra.

Warranty Nil

Advance Paid Rs.....

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for Site use purpose

Completion Date Nil

Measurment Nil

Security Nil

Remarks



For Nilgiri Estates

Authorised Signatory

Accepted the above Terms And Conditions

For Green Belt Services

Name : _____

Name : _____

Date : __/__/__

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. *Nilgiri Estates**Rampally*D.C.No. **08** Date *22/02/2021*P.O.No. *74871* Date :

S.No.	PARTICULARS	QUANTITY
1	<i>Alphonethra - Red. (plants)</i>	<i>600 no's</i>
2	<i>Alphonethra - green "</i>	<i>600 no's</i>
3	<i>Shaded grass</i>	<i>20 Bags</i>
4	<i>Trans port Extra</i>	

INWARD

Inward No: 22483	Dt: 22/02/21
MRN No: 89167	Dt: 24/02/21
Received By: Ashish	Sign: <i>Ashish</i>

MODI PROPERTIES PVT. LTD.

INWARD

No. *115944*

Date *26/2*

Sign: *[Signature]*

SEC' BAD

For GREEN BELT SERVICES

Receivers Signature

[Signature]
Authorised Signatory