

PURCHASE DIVISION
Advice for approval for credit to supplier

E

Date:		26-4-21		Prepared by:		PRABHAKAR	
PO/WO no.		76175		PO / WO Date.		6-4-21	
Supplier Name		GREEN BELT SERVEICES		PO/WO amount		11,527-00	
Firm/Company		Silver Oak Villas LLP		Project		Part III	
Sl. No.	Bill No.			Bill Date	Bill amount		
1	15			9-4-21	12,852-00		
Amount A – Bills total(Excluding Transport & Hamali Charges):						12,852-00	
Sl. No.	DC.No	DC. Date	MRN No.	DC matches MRN			
1.			91046	☒ Yes ☐ No			
2.				☐ Yes ☐ No			
3.				☐ Yes ☐ No			
Amount B –Other Credits : Transportation charges/Charges							
Amount C –Other Debits :							
Amount D (D=A+B-C) – Amount to be credited to the supplier:							
Amount E – PO / WO value:						12,852-00	
Amount F – Difference (A – E): GST-18%						11,527-00	
Quantity received as per PO /WO						1,325-00	
				☒ 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				03-05-21			
Remarks: Transportation included, can be considered.							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date			26 APR 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

INVOICE

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

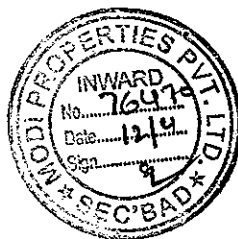
M/s. Silver Oak villas. H.O.SI.No. 16Date : 09/04/2021D.C.No. 15

Date :

P.O.No.

Date :

S.No.	PARTICULARS	Qty.	Rate	AMOUNT	
				Rs.	Ps.
1	Supply of plants			12,852	50
				TOTAL	
				12,852	50



GREEN BELT SERVICES

Bank Name: HDFC Bank

A/c. No.50200055048996

IFSC Code: HDFC0002019

Rupees inwards: Twelve ThousandEight Hundred fifty two only.

fifty paise.

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. Silver Oak Villas LLP.

Cherlapally, Hyd.

D.C.No. 15 Date 07/04/2021

P.O.No. 76175 Date

S.No.	PARTICULARS	QUANTITY
1	Silver Oak trees	75 no's
2	Nirriam plants	150 no's
3	Trany post Extra	

INWARD WITH TIME:

Inward No 1139	Dr: 8/4/21
MRN No 91046	Dr: 8/4/2021
Received By:	Sign: [Signature]
SILVER OAK VILLAS LLP	

For GREEN BELT SERVICES

Receivers Signature

Authorised Signatory

Purchase Order



76175

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08-04-2021 11:13:15 AM

Original

30.03.21 4:51:32

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7

Supplier Details			
Green Belt Services 4-1270, Marthand nagar, New HafeezPet, Near Konda pur Hyd-49 GSTIN 36AAUFG2910P1ZT 8897895924	Doc No	76175	183569
	Doc Date	06-04-2021	
	Quote No	Nil	
	Quote Date	06-04-2021	
	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 Silver oak plant	75.00	75.00	0.00	6.00	5,962.50
2 6031 - Miscellaneous - Plants - NA - nos Nerium	150.00	35.00	0.00	6.00	5,565.00
Total Order Value . . .					11,527.50

Rupees : Eleven Thousand Five Hundred Twenty Seven and Paise Fifty 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 Silver Oak Villas Part III
Sy .No.11,12,14,15,16,17,18 , 294
Phone. 0

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 plantation use purpose

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For **Silver Oak Villas LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Green Belt Services**

Name :

Name :

Date : _/_/

Site & Phase :		Silver Oak Villas-III		Date:		05-04-2021	
Supplier				Time:		13.00	
Material required before date:			08-04-2021		Req. No.		183569
			ID No.		65171		
No	Description	Size	Quantity	Units	Inward No	Date	
1	Silver Oak Plants		75	Nos			
2	Nerium		150	Nos			
Remarks: For SOV-III Plantation purpose							
Prepared By		G.Mona		Approved by			
Sign.& Date		05-04-2021		Sign. & Date			

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



Estimate/Draft PO

Original / Office Copy / Purchase Div. Copy

From Company : **Silver Oak Villas LLP**
 5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
 G S T No. : 36ADBFS3288A2Z7

Supplier Details

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

GSTIN 36AAUFG2910P1ZT

8897895924

Doc No	76175	183569
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Quote No	Nil	
Quote Date	06-04-2021	
SupplyType	Supply	

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Penalty For Delay Nil

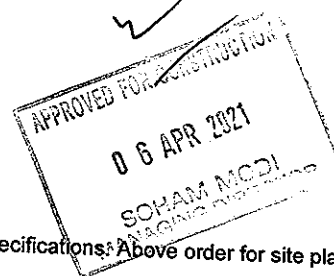
Transportation Extra.

Warranty Nil

Advance Paid Rs.....

Other Terms We reserve the right to reject items not conforming to quality and specifications.
 Completion Date Nil
 Measurment Nil
 Security Nil

Remarks



Above order for site plantation use

T. Shanker

For Silver Oak Villas LLP

Authorised Signatory

Accepted the above Terms And Conditions

For Green Belt Services

Name : _____

Name : _____

Date : _/_/