

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 09/06/21		Prepared by: G. Venkatesh	
PO/WO no. 77243		PO / WO Date. 22/05/21	
Supplier Name Green belt Services		PO/WO amount 26,394/-	
Firm/Company Nilgiri Bstale		Project NE	
Sl. No.	Bill No.	Bill Date	Bill amount
1	21	22/5/21	28,143/-
2			
3			
4			
Amount A - Bills total(Excluding Transport & Hamali Charges): 28,143/-			
Sl. No.	DC No	DC. Date	MRN No.
1.			92407
2.			
3.			
Amount B - Other Credits : Transportation charges			
Amount C - Other Debits :			
Amount D (D=A+B-C) - Amount to be credited to the supplier: 28,143/-			
Amount E - PO / WO value: 26,394/-			
Amount F - Difference (A - E): GST-18% 1749/-			
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		14/6/21	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			
Date	09/06/21	9/6	

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

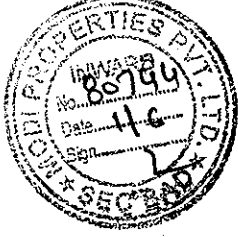
GARDENING, HOUSE KEEPING, PAINTING, CIVIL & LABOUR CONTRACTOR

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

E-mail : greenbeltservices.2212@gmail.com

M/s. *Nilgiri Estates*SI.No. *21*Date *28/05/2021*D.C.No *20*Date *26/5/21*P.O.No. *77243*

Date :

S.No.	PARTICULARS	Qty.	Rate	AMOUNT	
				Rs.	Ps.
1	Supply of plants -			28,143	00
					
GREEN BELT SERVICES Bank Name: HDFC Bank A/c. No.50200055048996 IFSC Code: HDFC0002019					
			TOTAL	28,143	00
Rupees inwards: <i>Twenty Eight Thousand one hundred forty Three only</i>		For GREEN BELT SERVICES  Authorised Signatory			

Purchase Order

Page(s) 1 Of 2

31-05-2021 10:35:23 AM



77243

06.05.21 4:35:39

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 77243 175290

Doc Date 22-05-2021

Quote No Nil

Quote Date 16-02-2021

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 Tecoma	80.00	45.00	0.00	6.00	3,816.00
2 6031 - Miscellaneous - Plants - NA - nos Nerium plant	80.00	35.00	0.00	6.00	2,968.00
3 6031 - Miscellaneous - Plants - NA - nos FAkalphina green	150.00	20.00	0.00	6.00	3,180.00
4 6031 - Miscellaneous - Plants - NA - nos Akalphina red	150.00	20.00	0.00	6.00	3,180.00
5 6031 - Miscellaneous - Plants - NA - nos Caesalpin plant	100.00	65.00	0.00	6.00	6,890.00
6 6031 - Miscellaneous - Plants - NA - nos Althentrina red	250.00	12.00	0.00	6.00	3,180.00
7 6031 - Miscellaneous - Plants - NA - nos Althenria green	250.00	12.00	0.00	6.00	3,180.00
Total Order Value . . .					26,394.00
Rupees : Twenty Six Thousand Three Hundred Ninty 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 plantation use purpose

Completion Date Nil

Measurment Nil

Security Nil

For Nilgiri Estates

Authorised Signatory

Accepted the above Terms And Conditions

For Green Belt Services

Name :

Name :

Date : _/_/

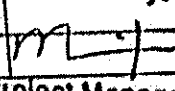
Requisition Form

Company Name:	NILGIRI ESTATES	Date:	21-05-2021
Site & Phase :	NILGIRI ESTATE	Time:	14:00
Supplier		Req. No.	175290
Material required before date:		ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1	Tecoma plants	STD	80	No's		
2	Nirium plants	STD	80	No's		
3	Caesalpinia	STD	100	No's		
4	Altronethra plants-Red	STD	250	No's		
5	Altronethra plants-Green	STD	250	No's		
6	Akhylifa-Green	STD	150	No's		
7	Akhylifa-Red	STD	150	No's		
8						
9						
10						

Remarks: -For Gardening purpose .

Prepared By	Akhil	Approved by	
Sign. & Date	21-05-2021	Sign. & Date	

Certified by:

Project Manager
Nilgiri Estates

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

Company Name:		Date:	
Site & Phase :		Time:	
Supplier		Req. No.	
Material required before date:	Urgent	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

APPROVED
 31 MAY 2021
 P. K. SHAKAR
 Sr. Manager Purchase

Remarks:		Approved by	
Prepared By		Sign. & Date	
Sign. & Date			

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

From Company : **Nilgiri Estates**
 S-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.
 G S T No. : 36AAHFND766F12A

Supplier Details

Green Belt Services
 4-1270, Narthand nagar, New HafeezPur, Near Konda pur Hyd-49

GSTIN 36AAUFG2910P1ZT

8897895924

Doc No	77243	175290
Doc Date	22-05-2021	
Quote No	Nil	
Quote Date	16-02-2021	
SupplyType	Supply	

Kind Attn : Mr.Ravi Shanker

Estimate/Draft PO for the Supply of following Items.

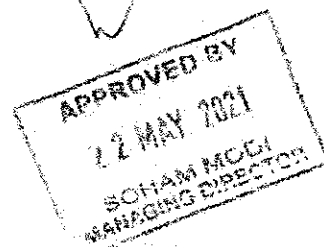
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 Sy.No.143/133/134/135/136, Rampally Village.
 Phone, 9030931172
Penalty For Delay Nil
Transportation Extra.
Warranty Nil
Advance Paid Rs.....
Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for site plantation use
Completion Date Nil
Measurement Nil
Security Nil
 For **Nilgiri Estates**

Authorized Signatory



Accepted the above Terms And Conditions

For **Green Belt Services**

Name : _____

Name : _____

Date : ____/____/____

Contract :-