PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	13/8/21	Prepared by:	MOUNIKA
PO/WO no.	79401	PO / WO Date.	5/8/21
Supplier Name	Green Belt services	PO/WO amount	7155/-
Firm/Company	KNM	Project	Bloomdale
Sl. No.	Bill No.	Bill Date	Bill amount
1	40	12/8/21	8480/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			8480/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	39	10/8/21	94942	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No

Amount B –Other Credits : Transportation charges	1325/-
Amount C –Other Debits :	
Amount D (D=A+B-C) – Amount to be credited to the supplier:	8480/-
Amount E – PO / WO value:	7155/-
Amount F – Difference (A – E): GST-18%	1325/-

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	21/8/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Mounika	[signature]					
Date	13/8/21	13/8/21					

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 **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. Kadakia & MODI Housing
Shameer pet - Hyd

Sl.No. 40 Date 12/08/2021

D.C.No. 39 Date :

P.O.No. 79401 Date :

S.No.	PARTICULARS	Qty.	Rate	AMOUNT Rs.	Ps.
1	Supply of shaded grass	15 Bags.		8480	00
			TOTAL	8480	00

SUMMIT SALES LLP R.R. DIST. IN WARD No: 8336D Date: 13/8 Sign:

GREEN BELT SERVICES
Bank Name: HDFC Bank
A/c. No.50200055048996
IFSC Code: HDFC0002019

Rupees inwards: Eight Thousand for Hundred Eighty only -

For GREEN BELT SERVICES

Authorised Signatory

Purchase Order

 05-08-2021 3:09:30 PM

79401
10.08.21 11:14:45

From Company : **Kadakia and Modi Housing**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAHFK8714A1ZJ

Supplier Details			
Green Belt Services 4-1270, Marthand nagar, New HafeezPet, Near Konda pur Hyd-49	**Doc No**	79401	21635
	Doc Date	05-08-2021	
	Quote No	Nil	
GSTIN 36AAUFG2910P1ZT	**Quote Date**	05-08-2021	
8897895924	**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 *shaded grass*	15.00	450.00	0.00	6.00	7,155.00
				Total Order Value . . .		**7,155.00**

Rupees : Seven Thousand One Hundred Fifty Five 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	Bloomdale Sy. No. 1139, Shameerpet, Hyd. Take Rd Opp. Orange Bowl Phone. Mobile no. 9100461618 (Mr.Vijay Bhasker - Admin)
Penality 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 main gate both side purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Kadakia and Modi Housing***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Green Belt Services***

Name : ____________________

Date : __/__/____

1075

Requisition Form

Company Name:	Kadakia & Modi Housing	Date:	05-08-2021
Site & Phase:	Bloomdale	Time:	11:10
Supplier		Req. No.	21635
Material required before date:	urgent	ID No.	68210

No	Description	Size	Quantity	Units	Inward No	Date
1	Shaded grass	Std	15	Bags		
2						
3	79401					
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						

Remarks : Towards out site of Mani gate both site footpath purpose

Prepared By	G.Rahul	Approved by	APPROVED
Sign. & Date	05-08-2021	Sign. & Date	10 AUG 2021

P. PRABHAKAR
Sr. MANAGER PURCHASE

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. Kadakia & MODI Housing
Shameerpet - Hyd.

D.C.No. 39 Date: 10/8/2021

P.O.No. 79401 Date: ....

S.No.	PARTICULARS	QUANTITY
1	Supply of Shaded grass -	15. Bags.
2	Transport Extra	

AP10W2460

time: 10:44

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 73174
Date: 11/8
Sign: ...

INWARD	
Inward No: 16672	Dt: 10/08/21
MRN No: 94942	Dt: 11/08/21
Received By: Chand Mohammad	Sign:
Kadakia & Modi Housing	

Receivers Signature

For GREEN BELT SERVICES

Authorised Signatory