PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	25/08/2021	Prepared by:	MINISH
PO/WO no.	77591	PO / WO Date.	11/06/2021
Supplier Name	Green Belt Service's.	PO/WO amount	4,240/-
Firm/Company	VISTA HOMES	Project	VISTA HOMES.
Sl. No.	Bill No.	Bill Date	Bill amount
1	34.	23/07/2021	5,565/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			4,240/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	33	21/07/2021	94284	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B –Other Credits :Transportation charges 1325/-	1,325/-
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	5,565/-
Amount E – PO / WO value:	4,240/-
Amount F – Difference (A – E): GST-18%	1,325/-

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	30/08/2021
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 25 AUG 2021 MINISH PARIKH MANAGER PROCUREMENT				
Date							

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

Kuchaiguda - Hyd.

Sl.No. 34 Date 23/07/2024

D.C.No. 33 Date :

P.O.No. 77591 Date :

S.No.	PARTICULARS	Qty.	Rate	AMOUNT Rs.	Ps.
1	supply of plants.			5565	00
			TOTAL	5565	00

SUMMIT SALES LLP
IN WARD
No: 8274 S
Date: 27/7
Sign:
R.R. DIST.

GREEN BELT SERVICES

Bank Name: HDFC Bank

A/c. No.50200055048996

IFSC Code: HDFC0002019

Rupees inwards: five Thousand five Hundred sixty five 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.corn

M/s. Vista Homes

Keeshaiguda Hyd

D.C.No. 33 Date 21/07/21

P.O.No. 7759/ Date :

S.No.	PARTICULARS	QUANTITY
1	Caseurina Trees	40.NO'S
2	Transport Extra	-

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 73454
Date: 25/8
Sign:

INWARD
Inward No: 25990 Dt: 21/7/21
MRN No: 94884 Dt: 21/7/21
Received By: Sign: 21/7/21
Vista Homes

For GREEN BELT SERVICES

Receivers Signature

Authorised Signatory

Purchase Order

 11-06-2021 4:23:55 PM

77591
10.06.21 10:31:08

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**	77591	180799
	Doc Date	11-06-2021	
	Quote No	Nil	
	Quote Date	11-06-2021	
	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 *Casurina plant*	40.00	100.00	0.00	6.00	4,240.00
	Rupees : Four Thousand Two Hundred Fourty Only.				**Total Order Value . . .**	**4,240.00**

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	Vista Homes Sy. No. 193, Kapra, Hyd. From ECIL take left in lane opposite MRR school Phone. Contact: 8790166611
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 E block north west sidel purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Vista Homes***

Authorised Signatory

Name : 12/06/2021

Accepted the above Terms And Conditions

For ***Green Belt Services***

Name : ____________________

Date : __/__/___

Requisition Form

Company Name:	Vista Homes	Date:	09.06.21
Site & Phase :	Vista Homes	Time:	10:00
Supplier:		Req. No.	180799
Material required before date:	14.06.21	ID No.	66579

No	Description	Size	Quantity	Units	Inward No	Date
1	Casuarina plants		40	No's		
2						
3	77591					
4						
5						
6						
7						
8						
9						
10						

Remarks: For E block North west side compound Wall purpose.

APPROVED
12 JUN 2021
MINISH PARIKH
MANAGER PROCUREMENT

Prepared By	T. Madhu	Approved by	
Sign.& Date	09.06.21	Sign. & Date	

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

Requisition Form

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

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

Remarks:

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

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