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PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	13/12/21	Prepared by:	Monika
PO/WO no.	83246	PO / WO Date.	3/12/21
Supplier Name	Green Belt Services	PO/WO amount	37,524/-
Firm/Company	MPPL	Project	Mayflower plantation
Sl. No.	Bill No.	Bill Date	Bill amount
1	67	06/12/21	37,524/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			37,524/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	67	4/12/21	100141	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No

Amount B –Other Credits :_Transportation charges	3816/-
Amount C –Other Debits :	
Amount D (D=A+B-C) – Amount to be credited to the supplier:	41,340/-
Amount E – PO / WO value:	37,524/-
Amount F – Difference (A – E): GST-18%	3816/-

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	20/12/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Monika	[signature]					
Date	13/12/21	13/12					

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. MODi properties pvt LtD Mallapur - Hyd. (MppL)

Sl.No. 67 Date : 06/12/2021

D.C.No. 67 Date :

P.O.No. 83246 Date :

S.No.	PARTICULARS	Qty.	Rate	AMOUNT Rs.	Ps.
1	Supply of Cement pots - (18")	120 NOS	-	41,340	00
			TOTAL	41,340	00

SUMMIT SALES LLP R.R. DIST. IN WARD No: 88078 Date: 9/12 Sign: L

GREEN BELT SERVICES

Bank Name: HDFC Bank

A/c. No.50200055048996

IFSC Code: HDFC0002019

Rupees inwards: Forty one Thousand Three Hundred forty 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.com

M/s. MODi properties pvt. LTD
Mallapur - Hyd.

D.C.No. 67 Date 04/12/2021

P.O.No 83246 Date :

S.No.	PARTICULARS	QUANTITY
1	Flower pots (Cement pots) 18"	120 NO'S
2	Trans port Extra	—

INWARD

Inward No 8117 Dt: 4/12/21

MRN No: 10014 Dt:

Received By: Sign Nizam

MODI PROPERTIES PVT. LTD. Sy.No. 82/1.

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 75999
Date: 9/12
Sign:

For GREEN BELT SERVICES

Receivers Signature

Authorised Signatory

Purchase Order

 03-12-2021 14:35:02

83246
02.12.21 2:43:08

From Company :	**Modi Properties Pvt.Ltd.** 5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003 G S T No. : 36AABCM4761E1ZM

Supplier Details			
Green Belt Services 4-1270, Marthand nagar, New HafeezPet, Near Konda pur Hyd-49	**Doc No**	83246	178213
	Doc Date	03-12-2021	
	Quote No	Nil	
GSTIN 36AAUFG2910P1ZT	**Quote Date**	03-12-2021	
8897895924	**SupplyType**	Supply	

Kind Attn : Mr.Ravi Shanker

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4072 - Consumables - Flower Pots - Others - Nos *18 inch*	120.00	295.00	0.00	6.00	37,524.00
					Total Order Value . . .	**37,524.00**

Rupees : Thirty Seven Thousand Five Hundred Twenty 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	Next Day.
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penality For Delay	Nil
Transportation	Extra.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Tot-lot plantation work purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Original invoice + copy of proof of delivery is required to process invoice for payment . Do not send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of deli vary /DC can be sent by email.

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Name : 06/12/2021

Accepted the above Terms And Conditions

For ***Green Belt Services***

Name : ______________________

Date : __/__/____

1505

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	02.12.2021
Site &. Phase :	May Flower Platinum	Time:	05:20
Supplier		Req.No.	178213
Material required before date: 06.12.2021		ID No.	71736

No	Description	Size	Quantity	Units	Inward No	Date
1	Cement Pots	18"	120	No's		
2						
3						
4						
5						
6						
7	83246					
8						
9						
10						
11						

Remarks: Towards TOT-LOT Plantation work purpose

APPROVED
06 DEC 2021
MINISH PARIKH
MANAGER PROCUREMENT

Prepared By	R.Ashok	Approved by	S.V.Subba Reddy
Sign.& Date	02.12.2021	Sign. & Date	

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