PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	24/12/21	Prepared by:	Monshe
PO/WO no.	83662	PO / WO Date.	16/12/21
Supplier Name	Green Belt Services	PO/WO amount	20,776/-
Firm/Company	MPPL	Project	mayflower palation
Sl. No.	Bill No.	Bill Date	Bill amount
1	71	24/12/21	20,776/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			20,776

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	71	20/12/21	100896	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No

Amount B –Other Credits : Transportation charges	2968/-
Amount C –Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	23,744/-
Amount E – PO / WO value:	20,776/-
Amount F – Difference (A – E): GST-18%	2968/-

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	03/01/22
Remarks:	

	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Approved by							
Sign:	Monshe		APPROVED 23 DEC 2021 MINISH PARIKH MANAGER PROCUREMENT				
Date	24/12/21						

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. MODi properties pvt LTD
Mallapur. Hyd.
(MPPL)

Sl.No. 71 Date: 24/12/2021

D.C.No. 71 Date:

P.O.No. 83662 Date:

S.No.	PARTICULARS	Qty.	Rate	AMOUNT Rs.	Ps.
1	Supply of Trees (Big size) -	10+2	-	23,744	00
			TOTAL	23,744	00

SUMMIT SALES LLP R.R. DIST.
INWARD No: 8891 Date: 24/12 Sign:

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

Rupees inwards: twenty Three Thousand seven Hundred forty four only

For GREEN BELT SERVICES

Authorised Signatory

Purchase Order

 16-12-2021 12:00:41

83662
15.12.21 11:27:15

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	**Doc No**	83662	178248
4-1270, Marthand nagar, New HafeezPet, Near Konda pur Hyd-49	**Doc Date**	16-12-2021	
	Quote No	Nil	
GSTIN 36AAUFG2910P1ZT	**Quote Date**	16-12-2021	
8897895924	**SupplyType**	Supply	

Kind Attn : Mr.Ravi Shanker

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6031 - Miscellaneous - Plants - NA - nos *Michael Champaca 12' height*	10.00	1,650.00	0.00	6.00	17,490.00
2	6031 - Miscellaneous - Plants - NA - nos *Bauhinia Blakeana 12' height*	2.00	1,550.00	0.00	6.00	3,286.00
					Total Order Value . . .	**20,776.00**

Rupees : Twenty Thousand Seven Hundred Seventy Six 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	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 : ____________________

Accepted the above Terms And Conditions

For ***Green Belt Services***

Name : ____________________

Date : __/__/____

Requisition Form

ompany Name:	Modi Properties Pvt Ltd	Date:	15.12.2021
ite & Phase :	May Flower Platinum	Time:	11:45
upplier		Req.No.	178248
Material required before date: 17.12.2021		ID No.	72074.

No	Description	Size	Quantity	Units	Inward No	Date
1	Michael Champaca	12'-Hight	10	No's		
2	Bauhinia Blakeana	12'-Hight	02	No's		
3						
4						
5	83662					
6						
7						
8						
9						
10						

Remarks: Towards TOT LOT Plantation work use purpose.

Prepared By	R.Ashok	Approved by	S.V.Subba Reddy
Sign.& Date	15.12.2021	Sign. & Date	

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

APPROVED
15 DEC 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Ch. - 1650/-
B - 1550/-

N :36AAUFG2910P1ZT

osite 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

MODi properties pvt LTD (PPL)

D.C.No. 71 Date 20/12/2021

P.O.No 83662 Date :

o.	PARTICULARS	QUANTITY
1	Michael Champaca 12' height –	10 NO's
2	Bauhinia Blakeana " " –	2 NO's
3	Transport Extra –	

INWARD

Inward No: 1891 Dt: 20/12/21

MRN No: 100896 Dt:

Received By: Sign: Nigam

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

SUMMIT SALES LLP R.R. DIST.

INWARD No: 76457 Date: 24/12 Sign:

For GREEN BELT SERVICES

Authorised Signatory

Receivers Signature