PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date:	17/1/22	Prepared by	Sneha.	Serial no.	113?
Supplier name	Green Belt Services			HO inward no.	
Firm/Company	MHPL	Project	SOV part - IV	HO received date	
PO/WO date	20/12/21	PO/WO No.	83788.	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	77	3/1/22	1,590/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 101163	Proof of delivery matches MRN ☑ Yes □ No
Amount B – Other Credits : Transportation charges	
Amount C – Other Debits :	
Amount D (D=A+B-C) – Amount to be credited to the supplier:	1,590/-
Amount E – PO / WO value:	1,113/-
Amount F – Difference (A – E):	477/-
Quantity received as per PO /WO	□ Yes ☑ Excess received □ Short received □ Part received
Close PO / WO	☑ Yes □ No – wait for balance material □ Other
Payment – due date	24/1/22
Remarks:	- final bill -

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	Sneha	APPROVED			
Sign:	Sneha	17 JAN 2022			
Date	17/1/22	MINISH PARIKH MANAGER PROCUREMENT			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

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. MODi Housing pvt LTD
Cherlapally. Hyd.
(SOV III)

Sl.No. 77 Date 03/01/2022
D.C.No. 79 Date :
P.O.No 83788 Date :

S.No.	PARTICULARS	Qty.	Rate	AMOUNT Rs.	Ps.
1	Supply of plants -			1590	00
			TOTAL	1590	00

SUMMIT SALES LLP R.R. DIST. IN WARD No: 89226 Date: 4/01 Sign: L

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

Rupees inwards: one Thousand five Hundred ninty only

For GREEN BELT SERVICES

Authorised Signatory

Purchase Order

  21-12-2021 13:27:58

83788
15.12.21 11:28:56

From Company : **Modi Housing Pvt.Ltd**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AADCM5906D2Z0

Supplier Details			
Green Belt Services 4-1270, Marthand nagar, New HafeezPet, Near Konda pur Hyd-49	**Doc No**	83788	185088
	Doc Date	20-12-2021	
	Quote No	Nil	
GSTIN 36AAUFG2910P1ZT	**Quote Date**	20-12-2021	
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 *Niriam plants*	30.00	35.00	0.00	6.00	1,113.00
				Total Order Value . . .		**1,113.00**

Rupees : One Thousand One Hundred Thirteen 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	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
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 land scape development 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 Housing Pvt.Ltd*

Authorised Signatory

Name : 23/12/2021

Accepted the above Terms And Conditions

For *Green Belt Services*

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	MHPLSOV	Date:	20-12-2021
Site & Phase :	MHPLSOV -III	Time:	10.00
Supplier		Req. No.	185088
Material required before date:	urgent	ID No.	72219

No	Description	Size	Quantity	Units	Inward No	Date
1	Niriam plants		30	Nos		
2						
3	83788					
4						
5						
6						

Remarks: - For landscape development

APPROVED
23 DEC 2021
MINISH PARIKH
MANAGER PROCUREMENT

Prepared By	G.chandra kanth	Approved by	
Sign.& Date	20-12-2021	Sign. & Date	

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

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 Housing pvt LtD
Charlapally

D.C.No. 79 Date 27/12/2021

P.O.No 83788 Date :

S.No.	PARTICULARS		QUANTITY
1	Miriam plants	–	30 no's
2	Transport Extra	-	

INWARD WITH TIME:

Inward No. 171 Dt: 27/12/21

MRN No: 101169 Dt: 27/12/21

Received By Sign:

MHPL-SOV-PART-III

SUMMIT SALES LLP

IN WARD No: 76542

Date: 29/12

Sign:

R.R. DIST.

For GREEN BELT SERVICES

Receivers Signature

Authorised Signatory