

**PURCHASE DIVISION**  
Advice for approval for credit to supplier

|               |                     |             |           |                  |        |
|---------------|---------------------|-------------|-----------|------------------|--------|
| Date:         | 22/1/22             | Prepared by | P. Babbar | Serial no.       | 001791 |
| Supplier name | Green Belt Services |             |           | HO inward no.    |        |
| Firm/Company  | MPPZ                | Project     | MPPZ      | HO received date |        |
| PO/WO date    | 17/11/21            | PO/WO No.   | 82681     | Scan ID:         |        |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached                                                   |
|--------|----------|-----------|-------------|---------------------------------------------------------------------|
| 1.     | 63       | 29/11/21  | 44,785-00   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 2.     |          |           |             | <input type="checkbox"/> Yes <input type="checkbox"/> No            |
| 3.     |          |           |             | <input type="checkbox"/> Yes <input type="checkbox"/> No            |
| 4.     |          |           |             | <input type="checkbox"/> Yes <input type="checkbox"/> No            |

Amount A – Bills total (Excluding Transport & Hamali Charges): 44,785-00

Proof of delivery by way of ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

|           |       |                               |                                                                     |
|-----------|-------|-------------------------------|---------------------------------------------------------------------|
| MRN nos.: | 99645 | Proof of delivery matches MRN | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
|-----------|-------|-------------------------------|---------------------------------------------------------------------|

Amount B – Other Credits : Transportation charges

Amount C – Other Debits :

Amount D (D=A+B-C) – Amount to be credited to the supplier: 44,785-00

Amount E – PO / WO value: 29,220-00

Amount F – Difference (A – E): 5565-00

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: Original Attached

| Approved by    | Purchase Officer | Purchase Manager | MD         | Accountant | Accounts Manager |
|----------------|------------------|------------------|------------|------------|------------------|
| Name:          |                  | P. Babbar        |            |            |                  |
| Sign:          |                  | P. Babbar        |            |            |                  |
| Date           |                  | 22 JAN 2022      |            |            |                  |
| 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.

### Composite Scheme

~~Dugili Cake~~ still

**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](mailto:greenbeltservices.2212@gmail.com)

Mallapur - Hyd.

(MPP2)

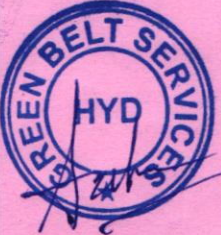
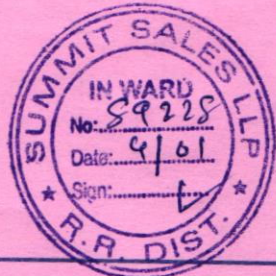
Date: 29/11/2021

D.C.No. 63

Date : .....

P.O.No 82681

Date : .....

| S.No.                                                                                                                                                                   | PARTICULARS            | Qty.        | Rate | AMOUNT    |     |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-------------|------|-----------|-----|
|                                                                                                                                                                         |                        |             |      | Rs.       | Ps. |
| 1                                                                                                                                                                       | Supply of Carpet grass | 3700<br>SFT |      | 44,785.00 |     |
|   |                        | TOTAL       |      | 44,785.00 |     |

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

Rupees inwards: Fourty For Thousand  
Seven Hundred Eighty five only

**For GREEN BELT SERVICES**

*Authorised Signatory*

C.No.

PARTICULARS

QUANTITY

1 Car pet grass

3700SFT

2 Trans port Extra

| INWARD                                 |              |
|----------------------------------------|--------------|
| Inward No: 8060                        | Dt: 25/11/24 |
| MRN No: 9643                           | Dt: 26/11/24 |
| Received By:                           | Sign: nizam  |
| MODI PROPERTIES PVT. LTD. Sy.No. 82/1/ |              |



Receivers Signature

For GREENBELT 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

malla pur - Hyd

(MPP2)

D.C.No.

63

Date

25/11/2021

P.O.No.

82681

Date

.....

Phone. 7680971999

Penalty 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 peripheral setbacks plantation work purpose

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Name :

  
20/11/2021

Accepted the above Terms And Conditions

For **Green Belt Services**

Name :

\_\_\_\_\_

Date : \_\_/\_\_/\_\_

## Purchase Order

Page(s) 1 Of 1

17-11-2021 16:50:07



82681

12.11.21 5:07:44

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

**GSTIN** 36AAUFG2910P1ZT

8897895924

**Doc No**

82681

178166

**Doc Date**

17-11-2021

**Quote No**

Nil

**Quote Date**

17-11-2021

**SupplyType**

Supply

**Kind Attn : Mr.Ravi Shanker**

Purchase Order for the Supply of following Items.

| Item Name                                        | Qty      | Rate  | Dis% | GST  | Amount    |
|--------------------------------------------------|----------|-------|------|------|-----------|
| 1 6016 - Miscellaneous - Carpet Grass - NA - sft | 3,700.00 | 10.00 | 0.00 | 6.00 | 39,220.00 |



# Requisition Form

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| Company Name:                                                 |              | Modi Properties Pvt Ltd |            | Date:        |           | 15.11.2021      |       |
|---------------------------------------------------------------|--------------|-------------------------|------------|--------------|-----------|-----------------|-------|
| Site & Phase :                                                |              | May Flower Platinum     |            | Time:        |           | 15:11           |       |
| Supplier                                                      |              |                         |            | Req.No.      |           | 178166          |       |
| Material required before date:                                |              |                         | 18.11.2021 |              | ID No.    |                 | 71236 |
| No                                                            | Description  | Size                    | Quantity   | Units        | Inward No | Date            |       |
| 1                                                             | Carpet Grass | Std                     | 3700       | Sft          |           |                 |       |
| 2                                                             |              |                         |            |              |           |                 |       |
| 3                                                             |              |                         |            |              |           |                 |       |
| 4                                                             | 82681        |                         |            |              |           |                 |       |
| 5                                                             |              |                         |            |              |           |                 |       |
| 6                                                             |              |                         |            |              |           |                 |       |
| 7                                                             |              |                         |            |              |           |                 |       |
| 8                                                             |              |                         |            |              |           |                 |       |
| 9                                                             |              |                         |            |              |           |                 |       |
| 10                                                            |              |                         |            |              |           |                 |       |
| Remarks: Towards Peripheral Setbacks Plantation work Purpose. |              |                         |            |              |           |                 |       |
| Prepared By                                                   |              | R.Ashok                 |            | Approved by  |           | S.V.Subba Reddy |       |
| Sign.& Date                                                   |              | 15.11.2021              |            | Sign. & Date |           |                 |       |

APPROVED  
17 NOV 2021  
P. PRABHAKAR  
Sr. MANAGER PURCHASE

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