PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	7/2/22	Prepared by	Monisr	Serial no.	2554
Supplier name	Green Belt Services			HO inward no.	
Firm/Company	Aedy	Project	MGA	HO received date	
PO WO date	3/2/22	PO/WO No.	85109	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	91	7/2/22	9540/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			9540/-
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.:	103300	Proof of delivery matches MRN	☑ Yes ☐ No
Amount B – Other Credits : Transportation charges			2067/-
Amount C – Other Debits :			
Amount D (D=A+B-C) – Amount to be credited to the supplier:			11607/-
Amount E – PO / WO value:			9540/-
Amount F – Difference (A – E):			2067/-
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	14/2/22		
Remarks:			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Monisr				
Sign:	Monisr				
Date	7/2/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
07 FEB 2022
MINISH PARIKH
MANAGER PROCUREMENT

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 **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. Aedis Developers, LLP.

(MGA)

Sl.No. 91 Date : 07/02/2022

D.C.No. 93 Date :

P.O.No 85109 Date :

S.No.	PARTICULARS	Qty.	Rate	AMOUNT Rs.	Ps.
1	Supply of Carpet grass	900 SFt		11,607	00
			TOTAL	11,607	00

SUMMIT SALES LLP
IN WARD
No: 90627
Date: 7/2
Sign:
R.R. DIST.

GREEN BELT SERVICES

Bank Name: HDFC Bank

A/c. No.50200055048996

IFSC Code: HDFC0002019

Rupees inwards: Eleven Thousand Six Hundred Seven only -

For GREEN BELT SERVICES

Authorised Signatory

Purchase Order

 03-02-2022 17:34:20

85109
31.01.22 4:50:17

From Company : **Aedis Developers LLP**
5-4-187/3&4, II Floor, M G Road, Secunderabad-500003
G S T No. : 36ABPFA0002Q1ZD

Supplier Details			
Green Belt Services 4-1270, Marthand nagar, New HafeezPet, Near Konda pur Hyd-49 **GSTIN** 36AAUFG2910P1ZT 8897895924	**Doc No**	85109	100585
	Doc Date	03-02-2022	
	Quote No	Nil	
	Quote Date	15-12-2021	
	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	900.00	10.00	0.00	6.00	9,540.00
					Total Order Value . . .	**9,540.00**

Rupees : Nine Thousand Five Hundred Fourty 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	Morning Glory Apartments Genomevalley, Hyderabad Phone. Madhu Site Engineer - 9502211499
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 site 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 delivery /DC can be sent by email.

For ***Aedis Developers LLP***

Authorised Signatory

Name :

Contact ..

Accepted the above Terms And Conditions

For ***Green Belt Services***

Name : ______________________

Date : __/__/____

Requisition Form

Company Name:	Aedis Developers LLP	Date:	02-02-2022
Site & Phase :	MGA	Time:	14:20PM
Supplier		Req. No.	100585
Material required before date: 19-01-2022		ID No.	73504

No	Description	Size	Quantity	Units	Inward No	Date
1	Carpet Grass		900	SFT		
2						
3						
4	85109					
5						
6						
7						
8						

Remarks : Towards MGA Site purpose.			
Prepared By	Pushpalatha	Approved by	T. Madhu
Sign.& Date	02-02-2022	Sign.& Date	02-02-2022

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

APPROVED
03 FEB 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

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. Aedis Developers LLP.

(M.G.A.)

D.C.No. 93 Date : 04/02/2022

P.O.No 85109 Date :

S.No.	PARTICULARS		QUANTITY
1	Carpet grass	–	900. sft
2	Transport Extra	–	

INWARD

Inward No: 11211	Dt: 04/02/22
MRN No: 103300	Dt: 05/02/22
Received By:	Sign:

AEDIS DEVELOPERS LLP

SUMMIT SALES LLP R.R. DIST.
INWARD No: 77545
Date: 5/2
Sign:

Receivers Signature

For GREEN BELT SERVICES

Authorised Signatory