(E)

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	2/3/22	Prepared by	Monica	Serial no.	2603
Supplier name	Green Belt Services			HO inward no.	
Firm/Company	GVRC	Project	Innopolis	HO received date	
PO/WO date	17/2/22	PO/WO No.	85631	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	94	25/2/22	6890/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	5035/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 104179	Proof of delivery matches MRN ☑ Yes □ No
Amount B –Other Credits : Transportation charges 1750+6%.	1855/-
Amount C –Other Debits :	-
Amount D (D=A+B-C) – Amount to be credited to the supplier:	6890/-
Amount E – PO / WO value:	5035/-
Amount F – Difference (A – E):	-
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	7/3/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Monica	Bhagya			
Sign:	Monica	[signature]			
Date	2/3/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
02 MAR 2022

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 G. V. Reserch Center pvt Ltd

(G.V.RC.) 85631

Sl.No. 94 Date 25/02/2022

D.C.No 97 Date :

P.O.No 85631 Date :

S.No.	PARTICULARS	Qty.	Rate	AMOUNT Rs.	Ps.
1	Supply of Carpet grass.	475 SFT		6,890	00
			TOTAL	6,890	00

SUMMIT SALES LLP R.R. DIST. INWARD No: 9159 Date: 25/2 Sign:

GREEN BELT SERVICES

Bank Name: HDFC Bank

A/c. No.50200055048996

IFSC Code: HDFC0002019

Rupees inwards: Six Thousand Eight Hundred ninety only.

For GREEN BELT SERVICES

Authorised Signatory

Purchase Order

 17-02-2022 15:48:05

85631
14.02.22 2:32:33

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-50
G S T No. : 36AAHCG4562D1ZP

Supplier Details			
Green Belt Services 4-1270, Marthand nagar, New HafeezPet, Near Konda pur Hyd-49	**Doc No**	85631	164564
	Doc Date	17-02-2022	
	Quote No	NIL	
GSTIN 36AAUFG2910P1ZT	**Quote Date**	22-02-2022	
8897895924	**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	475.00	10.00	0.00	6.00	5,035.00
				Total Order Value . . .		**5,035.00**

Rupees : Five Thousand Thirty Five 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	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Nagamani(Engineer) - 7981951035
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 main entrance 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 ***G V Reserch Centers Pvt Ltd***

Authorised Signatory

17/02/2022

Name : ______________

Accepted the above Terms And Conditions

For ***Green Belt Services***

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	GV Research Centers Pvt Ltd.		Date:	16.02.2022
Site & Phase:	Innopolis.		Time:	13:00
Supplier			Req. No.	164564
Material required before date:		18.02.2022	ID No.	73911

No	Description	Size	Quantity	Units	Inward No	Date
1.	Carpet Grass	-	475	Sft		
2.						
3.						
4.						
5.						
6						
7	65631					
8						
9						

Remarks: Towards Main entrance purpose.

Prepared By	Sridevi	Approved by	Madhu.T
Sign. & Date	16.02.2022	Sign. & Date	16.02.2022

Note:

APPROVED

17 FEB 2022

P. PRA...
Sr. MANAGER ...

GSTIN :36AAUFG2910P1ZT

DELIVERY CHALLAN

Cell : 8897695924

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 G.V Research Center pvt LtD

(G.V.R.C.)

D.C.No. 97 Date 23/02/2022

P.O.No. 85631 Date : ....

S.No.	PARTICULARS	QUANTITY
1	Carpet grass	475 SFt
2	Transport Extra	

INWARD

Inward No. 8401 Dt: 23/2/22

MRN No. 104179 Dt: 24/2/22

Received By: R Sign: R

Genome Valley Research Center Pvt. Ltd.

SUMMIT SALES LLP R.R. DIST.

INWARD No: 78227

Date: 4/3

Sign:

For GREEN BELT SERVICES

Authorised Signatory

Receivers Signature