

Form for closure of purchase order

Data required from site/engineers:					
PO no.:	82018			PO date:	25/10/21
Req. no.:	187802			Req. date:	23/10/21
Material received	☐ Part ☐ Full			MRN nos.:	
If material partially delivered then can balance material be ordered by new requisition/PO	☐ No further material required and PO can be closed. ☐ No material cannot be ordered by new PO. ☐ PO can be closed and balance material can be ordered by new requisition.			Can PO be closed?	☒ Yes ☐ No
Remarks by engineer: Close PO material not received.					
Notes: 1. Provide details of material received by way of separate attachment. 2. Provide hardcopy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be sent by way of hard copy to Ashaiya.					
Prepared by	Sign	Date	Project manager	Sign	Date
Janaki	Aj	4/3/22	R. GMR	R. GMR	04/03/22
Data required from accounts:					
Are any bills received wrt to this PO.			☐ Yes for full PO ☐ Yes for part of PO ☒ No.		
Scan ID nos. of advice for credit to supplier					
Remarks by Accountants:					
Notes: 1. Accountants to attach hard copy of purchase voucher.					
Prepared by	Sign	Date	Accounts manager (approval required for PO more than 10k)	Sign	Date
Rajyalaluk	An	5/3/22			
Action taken by purchase:					
Status of PO			☐ PO closed and email sent to supplier. ☐ PO open material awaited.		
Status of proof of delivery:			☐ Proof of delivery received. ☐ Proof of delivery not available with site or purchase.		
Original barcoded PO available			☐ Yes ☐ No – certified copy received from accounts.		
Original bill available			☐ Yes ☐ No – certified copy obtained from supplier.		
Supplier's ledger available			☐ Yes ☐ No		
Advice for credit to supplier			☐ Prepared for entire PO ☐ Part of PO and PO closed. ☐ Prepared for part of PO and balance material awaited.		
Remarks by purchase:					
Prepared by	Sign	Date	Purchase manager	Sign	Date
				nnn	
Notes: 1. Purchase to attach hard copies of 'advice for credit to supplier'. 2. In case advice for payment to supplier cannot be prepared (material not delivered or other reasons) attach this note to original PO, original requisition, original bill and proof of delivery and send to MD.					

CANCELLED

10/3/22

Purchase Order

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05-03-2022 13:13:39

Original / Office Copy / Purchase Div.Copy

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

Supplier Details

Summit Sales LLP
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No	82018	187802
Doc Date	25-10-2021	
Quote No	nil	
Quote Date	25-10-2021	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 9076 - Tiles - Bathroom wall tiles Luna LT - 10 IN X 15 IN X 8 Pieces - Boxes	24.00	211.83	0.00	18.00	5,999.03
2 9075 - Tiles - Bathroom walltiles luna DK - 10 IN X 15 IN X 8 Pieces - Boxes	17.00	211.83	0.00	18.00	4,249.31
3 9077 - Tiles - Bathroom wall tiles luna HL - 10 IN X 15 IN X 8 Pieces - Boxes	22.00	211.83	0.00	18.00	5,499.11
4 9091 - Tiles - Bathroom floor Maharaja Beige - 12 in X 12 in X 12 in - Boxes	15.00	386.75	0.00	18.00	6,845.48
5 9069 - Tiles - Bathroom Wall tiles -ultra sprinkle LT - 10 in X 15 in X 8 pieces - Boxes	49.00	211.83	0.00	18.00	12,248.01
6 9070 - Tiles - Bathroom wall tiles - Ultra sprinkle DK - 10 IN X 15 IN X 8 pieces - Boxes	34.00	211.83	0.00	18.00	8,498.62
7 9077 - Tiles - Bathroom wall tiles luna HL - 10 IN X 15 IN X 8 Pieces - Boxes	45.00	211.83	0.00	18.00	11,248.17
8 9092 - Tiles - Bathroom floor - Maharaja Off white - 12 in X 12 in X 12 in - Boxes	30.00	386.75	0.00	18.00	13,690.95
9 9072 - Tiles - Bathroom wall tiles malashiyan brown LT - 10 INx 15 IN x 8 PIECES - Boxes	49.00	211.83	0.00	18.00	12,248.01
10 9073 - Tiles - Bathroom wall tiles malashiyan brown DK - 10 IN X 15 IN x 8 Pieces - Boxes	34.00	211.83	0.00	18.00	8,498.62
11 9074 - Tiles - Bathroom malashiyan brown HL - 10 IN X 15 IN X 8 Pieces - Boxes	45.00	211.83	0.00	18.00	11,248.17
12 9090 - Tiles - Bathroom floor jaipur panna - 12 in X 12 in X12 pieces - Boxes	30.00	451.54	0.00	18.00	15,984.52
Total Order Value . . .					116,257.99
Rupees : One Lakh(s) Sixteen Thousand Two Hundred Fifty Seven and Paise Ninty Nine Only.					

Terms and Conditions :-

Specification / All items shall be Nitco brand Rate per Sft is Rs. 40.00/-, 31.00/-46/-, 10"X15"-8/07 Sft, 12"x12"-11.62 Sft

For **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : __/__/__

Purchase Order

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Payment Terms After delivery and production of bill

Tax Included in the above prices

Delivery Date With in a day

Delivery Location Gulmohar Residency

Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge

Phone. Contact: Security _____, Admin 9502211011

Penalty For Delay Nil

Transportation Nil

Warranty Nil

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications, above order is for B Block-501-504, purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks Nil

For **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : __/__/__