

Form for closure of purchase order

Data required from site/engineers:			
PO no.:	82672	PO date:	16/11/21
Req. no.:	187907	Req. date:	15/11/21
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
Rinku	Aj	4/3/22	M. Ram prasad	[Signature]	4/3/22

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
Rajyalakshmi	[Signature]	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:

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

Purchase Order

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16-11-2021 4:07:32 PM

Orig



12.11.21 5:07:44

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

KPR INFRA
H NO
1-2-6/1&2ETT/201,Kakatiyanagar,Habsiguda,Medchal-Malkajgiri,Telanga
na.
9640496402

Doc No	82672	187907
Doc Date	16-11-2021	
Quote No	NIL	
Quote Date	16-11-2021	
SupplyType	Supply	

Kind Attn : **Purshottam Reddy**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST%	Amount
1 1013 - Building material - Ready Mix Concrete - NA - cu. mtrs. M-15	20.00	3,200.00	0.00	0.00	64,000.00
Total Order Value . . .					64,000.00

Rupees : Sixty Four Thousand Only.

Terms and Conditions :-

Specification / Brand All items shall be of ___ brand/company

Payment Terms Within 30 days of delivery.

Tax All taxes included in above price.

Delivery Date Next 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 Cost Included in the above price.

Warranty Nil

Advance Paid NIL

Other Terms Payment as per actual receipt of material.Above material for E & F Block driveway footings work purpose.

Completion Date NA

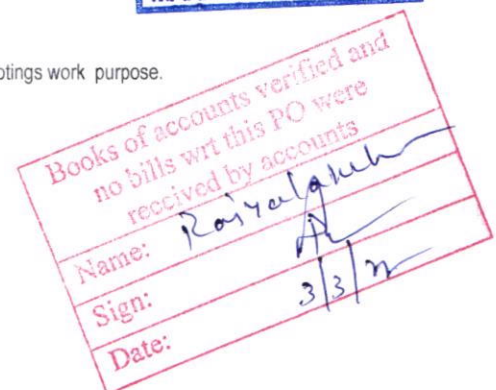
Measurment Nil

Security Nil

Remarks Delivery at Mallapur GMR Contact Person Mr Ramprasad-8309938133.

For MDs APPROVAL

- ☒ High Value/quantity beyond limits.
☒ Po/Req. processed-post approval.
☐ Approval for technical details/clarification
☐ Replenishing SLLP stock
☐ Other



For **Modi Reality Mallapur LLP**

Authorised Signatory

Name : 16/11/2021

Accepted the above Terms And Conditions

For **KPR INFRA**

Name : _____

Date : __/__/__