Form for closure of purchase order

Data required from site/engineers: 04/03/2022			
PO no.:	82978	PO date:	25/11/2021
Req. no.:	181761	Req. date:	25/11/2021
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: Material not received, PO can be cancelled			
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
Shravan	[signature]	04/3/22	Vijay Raj	[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: Bill not received	

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
[signature]	[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:	

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.

PO Cancelled.

APPROVED BY
05 MAR 2022
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

 04-03-2022 10:39:44 Original / Office Copy / Purchase Div.Copy

From Company : **Modi Realty Pocharam LLP**
5-4-183/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500003
G S T No. : 36ABIFM1836H1Z7

Supplier Details			
Sri Sai Vishal Enterprises	**Doc No**	82978	181761
12-13-167,Street no 17, Tarnaka, Medchal, Malkajgiri, Tellangana-500017.	**Doc Date**	25-11-2021	
	Quote No	Nil	
GSTIN 36ACZPL1512H1ZF	**Quote Date**	19-05-2021	
9391029193 9391029193	**SupplyType**	Supply	

Kind Attn : Akula Lakshmi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	1004 - Building material - Cement Solid Blocks - 4 In x8 In x16 In - nos	700.00	21.00	0.00	0.00	14,700.00
	Total Order Value . . .					**14,700.00**

Rupees : Fourteen Thousand Seven Hundred Only.

Terms and Conditions :-

Specification /	Items shall be of 25kgs approx.Strength minimum 30kgs/cm2, QC report a must!
Payment Terms	Within 30 days of delivery of all materials & production of bill.
Tax	All taxes included in above price.
Delivery Date	As per request of Project Manager
Delivery Location	Nilgiri Heights pocharam Phone. .9849497484
Penality For Delay	Bills must be submitted to H.O. within 30days of supply of material. 10% plty on value of order will be deducted for delay in submission of bills.
Transportation	Included in the above price.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. Breakage in your account. Above order for B-Block East side for Main Gate Entrance arch purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Modi Realty Pocharam LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Sri Sai Vishal Enterprises***

Name : ____________________ Name : ____________________ Date : __/__/____

Contact - -

Purchase Order

82978
23.11.21 11:49:58

 25-11-2021 15:53:06

From Company : **Modi Realty Pocharam LLP**
5-4-183/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500
G S T No. : 36ABIFM1836H1Z7

Supplier Details			
Sri Sai Vishal Enterprises	**Doc No**	82978	181761
12-13-167,Street no 17, Tarnaka, Medchal, Malkajgiri, Tellangana-500017.	**Doc Date**	25-11-2021	
	Quote No	Nil	
GSTIN 36ACZPL1512H1ZF	**Quote Date**	19-05-2021	
9391029193 9391029193	**SupplyType**	Supply	

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Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. Breakage in your account. Above order for B-Block East side for Main Gate Entrance arch purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

CANCELLED

Books of accounts verified and no bills wrt this PO were received by accounts
Name: Lavanya.D
Sign:
Date: 1/2/22.

APPROVED BY
05 MAR 2022
SOHAM MODI
MANAGING DIRECTOR

For *Modi Realty Pocharam LLP*
Authorised Signatory

Name : 27/4/2021

Accepted the above Terms And Conditions
For *Sri Sai Vishal Enterprises*

Name : ____________

Date : __/__/____

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Requisition Form - Cement Blocks			
Company	Modi Reality Pocharam LLP	Site & Phase	Niligiri Heights
Req. no.	181761	Req. Date	25.11.21
Material required before	urgent	ID no.	71488
Prepared by:	Vijay Raj	Approved by (sign):	
Flat / Block no:	Main gate entrance arch purpose		

S No.	Falt / villa type	Units	No. of flats / villas	Requirement per flat / villa - 6" Cement blocks (16"x8"x6")	Requirement per flat / villa - 4" Cement blocks (16"x8"x4")	Qty required - 6" Cement blocks (16"x8"x6")	Qty required - 4" Cement blocks (16"x8"x4")
1	Type E - 3BHK - 1,200 sft	Nos	-	-	-	-	-
2	Type G - 3BHK - 1,200 sft	Nos	-	-	-	-	-
3	Type F - 2BHK - 1130 Sft	Nos	-			-	-
4	Type D (a) - 3BHK - 1625 Sft	Nos	-	-	-	-	-
5	Type D (b) - 3BHK - 1625 Sft	Nos	-	-	-	-	-
6	CA Works	Nos	1.0	-	700.0	-	700.0
	Total					-	700

S No.	Item Description	Units	Qty required	Stock at site	Balance Qty to be ordered
1	6" Cement blocks (16"x8"x6")	Nos	-	-	-
2	4" Cement blocks (16"x8"x4")	Nos	700.0	-	700.0
	Total				

82978

Note: 10% of blocks must be half size

APPROVED
27 NOV 2021
MINISH PARIKH
MANAGER PROCUREMENT