

Form for closure of purchase order

Data required from site/engineers:					
PO no.:	83280			PO date:	4/12/21
Req. no.:	164239			Req. date:	3/12/21
Material received	<input type="checkbox"/> Part <input type="checkbox"/> Full (will)			MRN nos.:	—
If material partially delivered then can balance material be ordered by new requisition/PO	<input checked="" type="checkbox"/> No further material required and PO can be closed. <input type="checkbox"/> No material cannot be ordered by new PO. <input type="checkbox"/> PO can be closed and balance material can be ordered by new requisition.			Can PO be closed?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Remarks by engineer: — cancel —					
(material not received cancel the po)					
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
Sudevi	(Signature)	4/3/22	T. MATHO	Mulay	4/1/22
Data required from accounts:					
Are any bills received wrt to this PO.			<input type="checkbox"/> Yes for full PO <input type="checkbox"/> Yes for part of PO <input checked="" type="checkbox"/> 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
	(Signature)	5-3-22			
Action taken by purchase:					
Status of PO	<input type="checkbox"/> PO closed and email sent to supplier. <input type="checkbox"/> PO open material awaited.				
Status of proof of delivery:	<input type="checkbox"/> Proof of delivery received. <input type="checkbox"/> Proof of delivery not available with site or purchase.				
Original barcoded PO available	<input type="checkbox"/> Yes				
Original bill available	<input type="checkbox"/> No – certified copy received from accounts.				
Supplier's ledger available	<input type="checkbox"/> No – certified copy obtained from supplier.				
Supplier's ledger available	<input type="checkbox"/> Yes				
Supplier's ledger available	<input type="checkbox"/> No				
Advice for credit to supplier	<input type="checkbox"/> Prepared for entire PO <input type="checkbox"/> Part of PO and PO closed. <input type="checkbox"/> 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**
 5/3/22

Purchase Order

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500003
G S T No. : 36AAHCG4562D1ZP

Supplier Details

Ganji Venkannah & sons (Asian Paints)
#5-5-97/2, Ganji chambers, Ranigunj, Secunderabad-500003 A.P.India.

GSTIN 36AABFG9288K1ZT
27710339,27719935,277807357

040-40146505

Doc No	83280	164239
Doc Date	04-12-2021	
Quote No	Nil	
Quote Date	04-12-2021	
SupplyType	Supply	

Kind Attn : Mr.Ganji Ashok

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6526 - Paints - Enamel - 20ltrs - buckets Black Paint	2.00	3,940.67	0.00	18.00	9,299.98
2 6527 - Paints - Enamel - 4ltrs - buckets Black Paint	2.00	843.22	0.00	18.00	1,990.00
3 6528 - Paints - Enamel - NA - ltrs Black Paint (01ltrs)	2.00	220.33	0.00	18.00	519.98
4 6527 - Paints - Enamel - 4ltrs - buckets Red oxide	1.00	641.52	0.00	18.00	756.99
5 6528 - Paints - Enamel - NA - ltrs Red oxide (01 ltrs)	1.00	167.79	0.00	18.00	197.99
6 6616 - Paints - silver paints - others - ltrs 01 ltrs	2.00	283.89	0.00	18.00	669.98
Total Order Value . . .					13,434.93

Rupees : Thirteen Thousand Four Hundred Thirty Four and Paise Ninty Three Only.

Terms and Conditions :-**Specification / Brand** item in Sl.no.1-'Asian' brand, Sl.no.2-'Berger' brand**Payment Terms** After Delivery & Production of bill**Tax** All taxes included in above price.**Delivery Date** On or before 21.5.12**Delivery Location** Innopolis
Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana
Phone. Mr. Sanjay - 9502288244**Penalty For Delay** Nil**Transportation Cost** Transport cost shall be borne by us.**Warranty** Nil**Advance Paid** Nil**Other Terms** We reserve the right to reject items not conforming to quality and specifications. Above order for Electrical panels main PCC 1 & 1A.**Completion Date** Nil**Measurment** NilFor **G V Reserch Centers Pvt Ltd**

Authorised Signatory

Accepted the above Terms And Conditions

For **Ganji Venkannah & sons (Asian Paints)**

Name : _____

Name : _____

Date : ___/___/___

Purchase Order

Page(s)-2 Of 2

04-12-2021 13:31:33

Original / Office Copy / Purchase Div.Copy

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 deli vary /DC can be sent by email.

For **G V Reserch Centers Pvt Ltd**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Ganji Venkannah & sons (Asian Paints)**

Name : _____

Date : __/__/____

Purchase Order

Page(s) 1 Of 1

04-12-2021 11:04:20



83280

02.12.21 2:43:08

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500003
G S T No. : 36AAHCG4562D1ZP

Supplier Details

Ganji Venkannah & sons (Asian Paints) #5-5-97/2, Ganji chambers, Ranigunj, Secunderabad-500003 A.P.India. GSTIN 36AABFG9288K1ZT 27710339,27719935,277807357	040-40146505	Doc No	83280	164239
		Doc Date	04-12-2021	
		Quote No	Nil	
		Quote Date	04-12-2021	
		SupplyType	Supply	

Kind Attn : **Mr.Ganji Ashok**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6526 - Paints - Enamel - 20ltrs - buckets Black Paint	2.00	3,940.67	0.00	18.00	9,299.98
2 6527 - Paints - Enamel - 4ltrs - buckets Black Paint	2.00	843.22	0.00	18.00	1,990.00
3 6528 - Paints - Enamel - NA - ltrs Black Paint (01ltrs)	2.00	220.33	0.00	18.00	519.98
4 6527 - Paints - Enamel - 4ltrs - buckets Red oxide	1.00	641.52	0.00	18.00	756.99
5 6528 - Paints - Enamel - NA - ltrs Red oxide (01 ltrs)	1.00	167.79	0.00	18.00	197.99
6 6616 - Paints - silver paints - others - ltrs 01 ltrs	2.00	283.89	0.00	18.00	669.98
Total Order Value . . .					13,434.93

Rupees : Thirteen Thousand Four Hundred Thirty Four and Paise Ninty Three Only.

Terms and Conditions :-

Specification /	item in Sl.no.1-'Asian' brand, Sl.no.2-'Berger' brand
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	On or before 21.5.12
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Mr. Sanjay - 9502288244
Penalty For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Electrical panels
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 deli vary /DC can be sent by email.

Books of accounts verified and
no bills wrt this PO were
received by accounts
Name: A. Paavani Rasi
Sign: A. Paavani Rasi
Date: 3-3-22

CANCELLED

For **G V Reserch Centers Pvt Ltd**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Ganji Venkannah & sons (Asian Paints)**

Name : _____

Date : ___/___/___

Requisition Form

1506

Company Name:		GV Research Centers Pvt Ltd.		Date:		3.12.2021	
Site & Phase:		Innopolis.		Time:		10:53	
Supplier:				Req. No.		164239	
Material required before date:			ID No.		71749		
No	Description	Size	Quantity	Units	Inward No	Date	
1.	Welding Rod	3x1.5	12	No's			
2.	Cutting Wheels	14"	15	No's			
3.	Cutting wheel	4"	50	No's			
4.	Bolt and nuts Double washer and spring Washer	10nnx50mm	10	kgs			
6.	Black paint	-	50	ltrs			
7.	Red oxide	-	5	ltrs			
8.	Silver paint	-	2	ltrs			
9.	Stud type anchor bolt	12mm	400	No's			
10.	M.S plates(3mm)	4x4	100	No's			
11.							
12.							
Remarks: Towards Electrical panels main PCC 1 and 1A.							
Prepared By		Akhil		Approved by		Mr.Ramesh reddy	
Sign. & Date		03.12.2021		Sign. & Date		03.12.2021	

Note:

APPROVED
 06 DEC 2021
 MINISH PARIKH
 MANAGER PROCUREMENT

20 - 4650/-
 4 - 995/-
 1 - 260/-
 21 - 757/-
 1 - 198
 51 - 335/-
 101 + 1335/-