

Form for closure of purchase order

Data required from site/engineers:					
PO no.:	83645			PO date:	15/12/21
Req. no.:	192514			Req. date:	13/12/21
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: Material not received po closed.					
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
Tanaka	Aj	4/3/22	M. Ramprasad	Ramprasad	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
Zainul	Ah	5/3			
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

5/3/22

Purchase Order

Page(s) 1 Of 1

15-12-2021 3:33:18 PM

Or



83645

15.12.21 11:27:15

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

Hi-Tech Infra Projects
Sy.No. 49/2 Haridasally,Dammaiguda-500083

9160191602

Doc No	83645	192514
Doc Date	15-12-2021	
Quote No	NIL	
Quote Date	15-12-2021	
SupplyType	Supply	

Kind Attn : Mr Narender Goud

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	30.00	3,200.00	0.00	0.00	96,000.00
Total Order Value . . .					96,000.00

Rupees : Ninty Six Thousand Only.

Terms and Conditions :-

Specification / Brand	Concrete mix shall be of hitech Ready Mix Concrete
Payment Terms	Within 30 days of delivery.
Tax	Inclusive of all taxes
Delivery Date	As per request of project manager/engineer. Contact _____
Delivery Location	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _____, Admin 9502211011
Penalty For Delay	Bills must be submitted to H.O. within 30 days of supply of material. 10% pty on value of order will be deducted in delay submission of bill.
Transportation Cost	Included in the above price.
Warranty	Nil
Advance Paid	Nil
Other Terms	Final payment acc. to actual qty supplied as per batch sheet/report to be sent. Confirmation & check of qty to be done by site engg. Above Order for F&G Block driveway footing work purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Delivery at GMR Mallapur 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
☐ Other

Books of accounts verified and
no bills wrt this Po are
received by accounts

Name: Jayalalitha
Date: 15/12/2021

APPROVED BY
16 DEC 2021
SOHAM MODI
MANAGING DIRECTOR

For **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Hi-Tech Infra Projects**

Name : _____

Name : _____

Date : ____/____/____

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Requisition Form

Company Name:		MRMLLP	Date:		13.12.21
Site & Phase :		GMR	Time:		13:56
Supplier		HI TECH	Req. No		192514
Material required before date		14.12.21	ID No.		72021

No	Description	Size	Quantity	Units	Inward No	Date
1.	RMC	M15	30	M3	3,200/	
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

PO 83645
15/12/21

Remarks: For F&G block drive way footing work purpose at GMR site. P.C.C

Prepared By	A.janaki	Approved by	
Sign. & Date	13.12.21	Sign. & Date	

Note:

APPROVED BY
16 DEC 2021
SOHAM MODI
MANAGING DIRECTOR

2. Srikanth
PROJECT MANAGER
12/12/21

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Requisition Form

Company Name:	MODI REALTY MALLAPUR LLP	Date:	07.12.2021
Site & Phase :	GULMOHAR RESIDENCY	Time:	11:00
Supplier	Hitec Infra	Req. No.	187996
Material required before date:	08.12.2021	ID No.	71889

No	Description	Size	Quantity	Units	Inward No	Date
1.	RMC	M20	50	M3		
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

PO
834/12

APPROVED
08 DEC 2021
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: For drive way b/w B&C blocks purpose at GMR site.

Prepared By	A.Janaki	Approved by	
Sign. & Date	07.12.2021	Sign. & Date	

Note:

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APPROVED BY
07 DEC 2021
M. K. WASAD
PROJECT MANAGER

APPROVED BY
09 DEC 2021
SOHAM MODI
MANAGING DIRECTOR