Form for closure of purchase order

Data required from site/engineers: 04/8/21

PO no.:	83502		
Req. no.:	181775	PO date:	15/12/21
Material received	☑ Part □ Full	Req. date:	8/12/21
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.	MRN nos.:	101128
		Can PO be closed?	☑ Yes □ No
Remarks by engineer:			

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
Sharvani	[signature]	04/8/21	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: Part bill received for Rs 2,53,228/-	

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
				[signature]	

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.

APPROVED BY
05 MAR 2022
SOHAM MODI
MANAGING DIRECTOR

Form for closure of purchase order dt 3-3-22 ver2

Purchase Order

Page(s) 1 Of 1 04-03-2022 10:41:52

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

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

GSTIN 36ACQFS2044C1Z7
040-66335551 9618244433

Doc No	83502	181775
Doc Date	15-12-2021	
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	6220 - Miscellaneous - FRP Round Tubes - 40 mm X 4mm thick - Nos *6mtrs*	300.00	1,073.00	0.00	18.00	379,842.00
	Rupees : Three Lakh(s) Seventy Nine Thousand Eight Hundred Fourty Two Only.				**Total Order Value . . .**	**379,842.00**

Terms and Conditions :-

Specification / Brand	All items shall be of "Fibrone" FRP Profiles.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next day.
Delivery Location	Nilgiri Heights pocharam Phone. .9849497484
Penality 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 GVRC site purpose.
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 delivery/DC can be sent by email.'

For ***Modi Realty Pocharam LLP***
Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions
For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

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DELIVERY CHALLAN
(FOR SALE'S)

MEERA FIBRETEK PVT. LTD.

Regd. Office
5-1-513, Hill Street, Ranigunj,
Secunderabad - 500 003.

Factory :
1056/A, 1-7-1056/B, B/1, B/2,
Industrial Area, Azamabad,
Hyderabad - 500 020.
Tel : 040-27672945

CIN No. : U72200TG2005PTC046566
GST No. : 36AAECM2996C1ZE

Date : 23/12

To, Summit Sales LLP.
Modi Realty Pocket
Nilgiri Heights
Sy No-27,
Pocharam.
Hyderabad
502300

Purchase Order No. 83506-169260. Date : 15/12/21

1) FRP Round tubes
60 MM X 4MM thick
6 metre

200 No

20 Packts
each one Packt 10 Nos

Veh NO:: TS12UD-3631

200 NO

23/12

INWARD	
Inward No: 10727	Dt: 23/12/2021
MRN No: 10 1128	Dt: 24/12/21
Received By:	Sign:
NILGIRI HEIGHTS	

Prepared by ....

In Time.
06:00pm

Received by ....

In. Time: 6:00pm