

Form for closure of purchase order

Data required from site/engineers:					
PO no.:	85733	PO date:	19/2/22	Req. no.:	164575
					Advice Scan ID
MRN nos. related to PO					
☐	Part material received.				
☐	Full material received.				
☒	Material not received.				
☐	Close PO – Balance material will be re-ordered by new requisition.				
☒	Cancel PO. Material not required.				
☐	Cancel PO. Material will be re-ordered by new requisition.				
☐	Keep PO open. Material required.				
☒	Keep PO open. Work under progress.				
Remarks by engineer: Cancel the Purchase order					
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
Sidewi	857	6/4/22	T. MANTO	Hulwaj	6/4/22
Data required from accounts:					
☐	Checked with E&D for receipt of bills.				
☐	Bills not received against this PO.				
☐	Part bill received against this PO.			Bill nos.	
☐	All bills received against this PO.				
☐	Advance paid against this PO.			Amount paid	
Remarks by Accountants:					
Notes: 1. Pos issued for false ceiling and such works may have been processed by E&D. Check before filling the above.					
Prepared by	Sign	Date	Accounts manager (approval required for PO more than 10k)	Sign	Date
Advice by MD - action to be taken by purchase:					
☒	Get certified bill from supplier (not original).				
☐	Prepare bill in SSLP for material supplied.				
☐	Get proof of delivery from site.				
☒	Barcoded PO missing – get certified copy from Accounts.				
☐	Thereafter, prepare advice to credit to supplier and send to HO for processing.				
☒	Close PO			☐	Keep PO open. Material awaited
☒	Send barcoded PO to MDs desk. PO to be closed thereafter.				
☐	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2021.				
☐	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2020.				
☐	RMC supplier – suppliers ledger required from 1.4.2020. Process bill after thoroughly checking both the ledgers and all pour reports. Pour reports from day one to be thoroughly checked with Pos/Bills. Thereafter, prepare advice to credit to supplier and send to HO for processing. Close all open POs.				
☐	E&D to check receipt of bill and enter comments below.				
☐	Details of material supplied and balance material to be supplied is required.				
Remarks:					
Prepared by		Sign		Date	

APPROVED BY
20 APR 2022
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

(s) 1 Of 1

22-02-2022 11:05:53

Original / Office Copy / Purchase Div.Copy

From Company : **G V Reserch Centers Pvt Ltd**
S-4-187/384, II nd Floor, Sonam Mansion, MG Road, Secunderabad-500003
G S T No. : 36AAHCG4562D1ZP

Supplier Details			
Icon Water Solutions C/O 49-253/1, IDA, Padma Nagar, Phasse 1, Chintal, Hyderabad - 55. GSTIN 0 8497927928-Sreenu(M.P.) 9949989287/9052394142	Doc No	85733	164575
	Doc Date	19-02-2022	
	Quote No	NIL	
	Quote Date	19-02-2022	
	SupplyType	Supply	

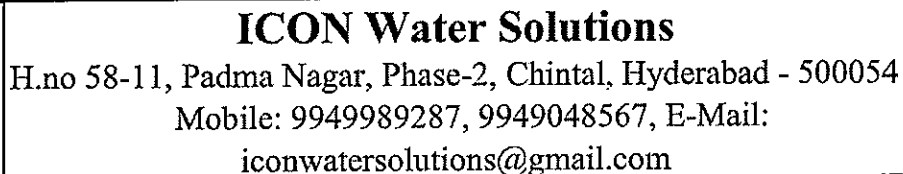
Kind Attn : Mr.V.Srinivas

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	IGST	Amount
1 3126 - Chemicals - R2 Chemical - NA - ltrs Dozing Chemical	20.00	250.00	0.00	18.00	5,900.00
Total Order Value . . .					5,900.00
Rupees : Five Thousand Nine Hundred Only.					

Terms and Conditions :-

Specification / Brand	Above material should be good quality.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Nagamani(Engineer) - 7981951035
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 2727 chillar work purpose.
Completion Date	NA
Measurement	NA
Security	Nil
Remarks	Delivery at Turkapally Contact Person Mr Ramesh Reddy-9848134856.



TAX INVOICE

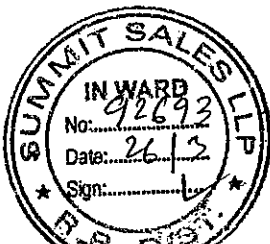
Place of Supply: Secundrabad

GSTIN: 36AAHCG4562D1ZP

Total Invoice amount in words	Total Amount before Tax	5000
Rupees : Five Thousand And Nine Hundred Only	Add: CGST	450
	Add: SGST	450
	Add: IGST	0
	Total Tax Amount	900
	Total Amount after Tax:	5900

Common Seal

Authorised signatory



Purchase Order

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Original



14.02.22 2:32:34

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

Icon Water Solutions
C/O 49-253/1, IDA, Padma Nagar, Phasse 1, Chintal, Hyderabad - 55.

Doc No 85733 164575
Doc Date 19-02-2022
Quote No NIL
Quote Date 19-02-2022
SupplyType Supply

8497927928-Sreenu(M.P.)
9949989287/9052394142

Kind Attn : Mr.V.Srinivas

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST%	Amount
1 3126 - Chemicals - R2 Chemical - NA - ltrs Dosing Chemical	20.00	250.00	0.00	18.00	5,900.00

Total Order Value . . . 5,900.00

8 Rupees : Five Thousand Nine Hundred Only.

Terms and Conditions :-

Specification / Brand Above material should be good quality.
Payment Terms After Delivery & Production of bill
Tax Inclusive of all taxes
Delivery Date Next Day.
Delivery Location Innopolis
Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana
Phone. Nagamani(Engineer) - 7981951035
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 2727 chillar work purpose.
Completion Date NA
Measurment NA
Security Nil
Remarks Delivery at Turkapally Contact Person Mr Ramesh Reddy-9848134856.

Noted

For **G V Reserch Centers Pvt Ltd**

Authorised Signatory

Accepted the above Terms And Conditions

For **Icon Water Solutions**

19/02/2022

Requisition Form

Company Name:		GV Research Centers Pvt Ltd		Date:		17.02.2022	
Site & Phase:		Innopolis		Time:		04:52	
Supplier				Req. No.		164575	
Material required before date:		21-02-2022		ID No.		73953	
S. No	Description	Size	Quantity	Units	Inward No	Date	
1.	RO Dosing Chemical	5 Litres	04	nos			
Remarks: Towards 2727, Chiller work purpose.							
Prepared By:		V. Akhil Murthy		Approved by		V. Ramesh Reddy	
Sign & Date:		17.02.2022		Sign. & Date		17.02.2022	

Note:

