

Form for closure of purchase order

Data required from site/engineers:			
PO no.: 84920	PO date: 28/01/22	Req. no.: 164463	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: <u>cancel the purchase order</u>			
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: <u>Gidewi</u>	Sign: <u>[Signature]</u>	Date: <u>6/4/22</u>	Project manager: <u>[Signature]</u>
Data required from accounts:			
☐	Checked with E&D for receipt of bills.		
☐	Bills not received against this PO.		
☐	Part bill received against this PO.		
☐	All bills received against this PO.		
☐	Advance paid against this PO.		
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)
Advice by MD - action to be taken by purchase:			
☐	Get certified bill from supplier (not original).		
☐	Prepare bill in SSLLP 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: <u>[Signature]</u> Sign			



Purchase Order

Original / Office Copy / Purchase Div. Copy

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

Dilpreet Tubes		Doc No	84920	164463
Plot #8, IDA Nacharam, Hyderabad-76.		Doc Date	28-01-2022	
GSTIN 36AAABCD6242R1Z8		Quote No	Nil	
65226846,kunalbatsh88@gmail.com		Quote Date	26-01-2022	
23225792/27170988		Supply Type	Supply	

Kind Attn : Rahul Mehta/Mr.Kunal.kunalbatsh88@gmail.com

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 8280 - Steel - other - MS Channel - 100 X 50 mm - Kgs 10 lengths	500.00	60.00	0.00	18.00	35,400.00
2 8025 - Steel - other - MS L angle - 2 In x6mm - kgs 05 lengths	120.00	60.00	0.00	18.00	8,496.00
Rupees : Forty Three Thousand Eight Hundred Ninty Six Only.					Total Order Value . . . 43,896.00

Terms and Conditions :-

Specification / Brand Items in sl.no. 1 shall be of 50kgs, sl.no. 2-24kgs approx. weight per each length. weightment slip must be attach!

Payment Terms After Delivery & Production of bill

Tax All taxes included in above price.

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 Extra .

Warranty Nil

Advance Paid Nil

Other Terms

Completion Date Nil We reserve the right to reject items not conforming to quality and specifications. Above order for Pump room & Yard Hydrant purpose.

Measurement 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 **G V Reserch Centers Pvt Ltd**

Authorised Signatory

Accepted the above Terms And Conditions

For **Dilpreet Tubes**

Name : _____ Name :

Purchase Order

84920

08.01.22 12:01:49

From Company : **G V Reserch Centers Pvt Ltd**

5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500005

G S T No. : 36AAHCG4562D1ZP

Supplier Details

Dilpreet Tubes

Plot #8, IDA Nacharam, Hyderabad-76.

12/1/19

Doc No 84920 164463

Doc Date 28-01-2022

Quote No Nil

Quote Date 26-01-2022

SupplyType Supply

GSTIN 36AABCD6242R1Z8

23225792/27170988

65226846.kunalbatsh88@gmail.com

9949170500

Kind Attn : **Rahul Mehta/Mr.Kunal.kunalbatsh88@gmail.com**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1.8280 - Steel - other - MS Channel - 100 X 50 mm - Kgs 10 lengths	500.00	60.00	0.00	18.00	35,400.00
2.8025 - Steel - other - MS L angle - 2 In x6mm - kgs 05 lengths	120.00	60.00	0.00	18.00	8,496.00
Total Order Value . . .					43,896.00
Rupees : Forty Three Thousand Eight Hundred Ninty Six Only.					

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We reserve the right to reject items not conforming to quality and specifications. Above order for Pump room & Yard Hydrant purpose.

Completion Date Nil

Measurement 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 **G V Reserch Centers Pvt Ltd**
Authorised SignatoryAccepted the above Terms And Conditions
For **Dilpreet Tubes**

Name : _____

Name : _____

28/01/2022

Date : __/__/__

Company Name: GVRC			
Project: Innopolis			
Work Description : Pump Room & Yard Hydrant			
Supplier:			
Prepared By: Waseem			
Requisition No.: 164463			
S No.	Item Description	Size	Quantity
1	C Channel	100x50	60 Mtrs
2	L Angle	50x50	30 Mtrs
Notes:			
1. GST @ 18% extra.			
2. GST@28% included in the price for SI.No.67 - Batteries.			

60 + (81) = 141 Mtrs
30 + (19) = 49 Mtrs

84920

Requisition Form

Company Name:		GVRC		Date:		25-01-2022	
Site & Phase :		Innopolis		Time:		10:57 am	
Supplier				Req. No.		164463	
Material required before date:				ID No.		73301	
No	Description	Size	Quantity	Units	Inward No	Date	
1	M.S. C Class Pipe	300mm dia	12	Mtrs			
2	M.S. C Class Pipe	200mm dia	18	Mtrs			
3	M.S. C Class Pipe	150mm dia	48	Mtrs			
4	M.S. C Class Pipe	100mm dia	24	Mtrs			
5	M.S. C Class Pipe	80mm dia	24	Mtrs			
6	M.S. C Class Pipe	50mm dia	30	Mtrs			
7	M.S. C Class Pipe	25mm dia	30	Mtrs			
8	Sluice Valve with Matching Flanges {2 nos}	250mm dia	2	Nos.			
9	Sluice Valve with Matching Flanges{2 nos}	150mm dia	1	No.			
10	Sluice Valve with Matching Flanges{2 nos}	100mm dia	1	No.			
11	Gear type Butterfly Valve with Matching Flanges {2 nos for each valve}	200mm dia	6	Nos.			
12	Gear type Butterfly Valve with Matching .Flanges{2 nos for each valve}	150mm dia	6	Nos.			
13	Handle Operated Butterfly Valves	100mm dia	2	Nos.			
14	Matching Flanges for 100 mm Butterfly Valves	100mm dia	4	Nos.			
15	Handle Operated Butterfly Valves	50mm dia	1	No.			
16	Matching Flanges for 50 mm Butterfly Valves	50mm dia	2	Nos.			
17	Dual Check Non Return Valve & Matching Flanges{2 nos for each Valve}	150mm dia	4	Nos.			

P.O. w.s ⇒ 84929, 84932, 84924, 84921, 84920, 84918.

84919

18	Dual Check Non Return Valve & Matching Flanges(2 nos for each Valve)	80mm dia	2	Nos.	
19	Y Strainers	100 mm dia	2	Nos.	
20	Rubber Bellow, with matching flanges (2 nos each)	250 mm dia	4	Nos.	
21	Rubber Bellow, with matching flanges (2 nos each)	100 mm dia	2	Nos.	
22	Bends	150mm	20	Nos	
23	Dummy Flanges	250mm dia	2	Nos	
24	Dummy Flanges	200mm dia	2	Nos	
25	Dish	200mm dia	4	Nos	
26	Metal Gasket Sheet	3MX3Mtrs	9	Sqmt	
27	3"Nut& Bolts with double washer	5/8"	200	Set	
28	4" Nuts & Bolts with double washer	5/8"	24	Set	
29	5" Nuts & Bolts with double washer	5/8"	250	Set	
30	270-OD,210PCD,125 ID Flanges		1	No.	
31	230-OD,180PCD,100 ID Flanges		1	No.	
32	200-OD,160PCD,80 ID Flanges		1	No.	
33	185-OD,145PCD,65 ID Flanges		1	No.	
34	Reducer	50/100	2	Nos	
35	Reducer	80/100	2	Nos	
36	Reducer	125/200	2	Nos	
37	Reducer	100/200	1	Nos	
38	Reducer	80/200	1	Nos	
39	Reducer	65/200	1	Nos	
40	Reducer	100/150	2	Nos	
41	Reducer	65/150	2	Nos	

42	1/2" Nipples		8	12	Inches	
43	1" Nipples		8	10	Inches	
44	U Threaded Bolts-10mm Thickness		300mm dia	4	Nos	
45	U Threaded Bolts-10mm Thickness		250mm dia	6	Nos	
46	U Threaded Bolts-10mm Thickness		200mm dia	6	Nos	
47	U Threaded Bolts-10mm Thickness		100mm dia	4	Nos	
48	U Threaded Bolts-10mm Thickness		80mm dia	4	Nos	
49	Pressure Gauge -Glycerine Filled with Bush		0-16	7	Nos	
50	Pressure Switch with Bush		0-20	6	Nos	
51	Siphon Tube for Pressure Guages			6	Nos	
52	C Channel		100x50	60	Mtrs	
53	L Angle		50x50	30	Mtrs	
54	1/2 "Sockets		1/2"	12	Nos	
55	Ball Valves		1/2 Inch	13	Nos	
56	Ball Valves		1"	12	Nos	
57	Elbows		50mm dia	10	Nos	
58	Elbows		80mm dia	4	Nos	
59	Teflon Tapes		10	50	Mtrs	
60	Black Paint-Asian		0	8	Ltrs	
61	Silver Paint-Asian		0	2	Ltrs	
62	Red Paint-Asian		0	20	Ltrs	
63	Red Oxide-Asian		0	20	Ltrs	
64	Terpent oil		0	30	Ltrs	
65	3' Brush		3"	3	Nos	

APPROVED BY
70 48 74
SOHAIL MOJID
MANAGINS DIRECTOR