

Form for closure of purchase order

PO no.: <u>94547</u>	PO date: <u>1/12/22</u>	Req. no.: <u>208344</u>	Advice Scan ID
Barcoded PO available ☒ Y/ ☐ N	Invoice original available ☒ Y/ ☐ N	☐ Copy available	POD available ☒ Y/ ☐ N
Data required from site/engineers:			
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>material not received. close this po.</u>			
Notes: 1. Provide details of material received by way of separate attachment. 2. Provide scanned copy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be scanned and sent to Ravi.			
Prepared by: <u>Basaveshwar</u>	Sign: <u>[Signature]</u>	Date: <u>10/03/23</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		Amount paid:	Date of payment:
Details of part bill received:			
Sl. No.	Bill no.	Bill date	Bill amount
1.			
2.			
3.			
Remarks by Accountants:			
Prepared by: <u>Rajyalakshmi</u>	Sign: <u>[Signature]</u>	Date: <u>14/03/23</u>	
Notes: 1. POs/WOs issued for turnkey works - may have been processed by E&D. Check before filling the above.			
Prepared by:	Sign:	Date:	
Remarks by Ravi + details of bills to be approved:			
Sl. No.	Bill no.	Bill date	Bill amount
1.			
2.			
3.			
Remarks: <u>Cancel this P.O.</u>			
Prepared by: Ravi	Sign: <u>[Signature]</u>	Date: <u>15/03/23</u>	
Advice by MD - action to be taken.			
☐ Get certified bill from supplier (not original).		☐ Prepare bill in SSLLP for material supplied.	
☐ Thereafter, prepare advice for credit to supplier and send to Soham for processing.			
☐ Close PO		☐ Keep PO open. Material awaited	
☐ Accounts to be reconciled with supplier. Get supplier's ledger.			
Remarks:			
Approved by: Soham	Sign:	Date: <u>16 MAR 2023</u>	

APPROVED BY
16 MAR 2023
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

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02-12-2022 10:58:50



94547

29.11.22 5:41:42

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

Bhagwati Steel Tubes
4-3-76/1, Hill Street, Ranigunj, Sec-bad-500003

GSTIN 36AFGPM2765P1ZT 27712284..
27713678,66568509. 9391113830.

Doc No	94547	208344
Doc Date	01-12-2022	
Quote No	Nil	
Quote Date	01-12-2022	
SupplyType	Supply	

Kind Attn : Mr Ajay Mohatta

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7397 - Plumbing - other - Butterfly Valve - other - nos 65mm Cl	5.00	1,950.00	0.00	18.00	11,505.00
2 2145 - Carpentry - hardware - Nut bolts - Others - kgs 16x100mm MS Nut & Bolts	40.00	28.00	0.00	18.00	1,321.60
3 2289 - Carpentry - other - Washers - NA - nos	40.00	3.00	0.00	18.00	141.60
Total Order Value . . .					12,968.20

Rupees : Twelve Thousand Nine Hundred Sixty Eight and Paise Twenty Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	Within 30days of delivery from the date of delivery.
Tax	Inclusive of all taxes
Delivery Date	Next day.
Delivery Location	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _____, 8309938133
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 flushing line fixing work purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Modi Reality Mallapur LLP**

Authorised Signatory

*Venkataram
01/12/22*

Accepted the above Terms And Conditions

For **Bhagwati Steel Tubes**

Name : _____

Name : _____

Date : __/__/__

[illegible]