

Form for closure of purchase order

PO no.: 92708	PO date: 9/10/22	Req. no.: 193913	Advice Scan ID
Barcoded PO available ☒ Y/ ☐ N	Invoice original available ☒ Y/ ☐ N	Copy available ☐ Y/ ☒ N	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: material not received close this po.			
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: Bajaveshware	Sign: [Signature]	Date: 10/03/23	
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.			
Cr. given to supplier			
Remarks by Accountants:			
Prepared by: Rajyalakshmi	Sign: [Signature]	Date: 14/03/23	
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.			
MRN no.			
Remarks: close this p.o			
Prepared by: Ravi	Sign: [Signature]	Date: 15/3/23	
Advice by MD - action to be taken.			
☐ Get certified bill from supplier (not original).		☐ Prepare bill in SSLP 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:	



Purchase Order

Page(s) 1 Of 2

09-02-2023 10:13:47

Original / Office Copy / Purchase Div.Copy

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

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

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No 92708 193913**Doc Date** 09-10-2022**Quote No** Nil**Quote Date** 09-10-2022**SupplyType** Supply**Kind Attn : Hamendra,Prabhakar**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 334500 - DOOR-Doors - Panel door-2Panel - - 975Wx2025Hmmx32mm - Nos	5.00	2,744.00	0.00	18.00	16,189.60
2 104100 - DOOR-Doors - Panel door-2Panel - - 825Wx2075Hmmx32mm - Nos	15.00	2,369.00	0.00	18.00	41,931.30
3 163900 - DOOR-Doors - Panel door-2Panel - - 675Wx2075Hmmx32mm - Nos	15.00	1,925.00	0.00	18.00	34,072.50
4 205800 - HARD-Hardware - SS Hinges-Per 1 piece-Dorset - - - Nos	105.00	237.30	0.00	18.00	29,401.47
5 189800 - HARD-Hardware - SS Screws-CSK Head- - 8x32mm - Pkts	10.00	215.00	0.00	18.00	2,537.00
6 647800 - HARD-Hardware - Magnetic door stopper-- - - - Nos	40.00	105.00	0.00	18.00	4,956.00
7 547600 - HARD-Hardware - Cylinderacal Lock--Dorset - - - Nos	36.00	589.05	0.00	18.00	25,022.84
8 854100 - HARD-Hardware - Mortise Lock--Dorset - - - Nos	5.00	2,350.00	0.00	18.00	13,865.00
9 673500 - DOOR-Doors - Internal beading-Salwood- - 2100Lx37.50Wx18.75Hmm - Nos	420.00	117.60	0.00	18.00	58,282.56
10 240300 - DOOR-Doors - Internal beading-Salwood- - 900Lx37.50Wx18.75Hmm - Nos	90.00	50.40	0.00	18.00	5,352.48
Total Order Value . . .					231,610.75
Rupees : Two Lakh(s) Thirty One Thousand Six Hundred Ten and Paise Seventy Five Only.					

Terms and Conditions :-**Specification / Brand** Panel door with mango wood frame sft is Rs. 130+18% GST, Hardware material is Dorset**Payment Terms** After delivery and production of bill**Tax** Included in the above prices**Delivery Date** With in a day

Delivery Location Gulmohar Residency
Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge
Phone. Contact: Security _____, 8309938133

Penalty For Delay NilFor **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : __/__/__

Purchase Order

Page(s) 2 Of 2

09-02-2023 10:13:47

Original / Office Copy / Purchase Div.Copy

Transportation Cost	Nil
Warranty	One year on doors, 5 years on mortise lock, one year on other hardware items.
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.Above order for C Block-401,404,405,406,407 falts 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 invoice must be snet to HO office or purchase site office Proof of delivery /DC can be sent by email.

For **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : __/__/__

Requisition Form									
Company Name:		MRM LLP		Date:		24.09.22			
Site & Phase:		GMR		Time:		5:30			
Unit No./Block No.		C-Block -401,404,405,406,407							
Supplier:									
Material required before date:		Urgent		Req. No.		193913			
				ID No.		20043			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date			
1	DOOR3345-Doors-Panel door-2Panel --975Wx2025HMMx32MM-Nos	5	0	5					
2	DOOR1041-Doors-Panel door-2Panel --825Wx2075HMMx32MM-Nos	15	0	15					
3	DOOR1639-Doors-Panel door-2Panel --675Wx2075HMMx32MM-Nos	15	0	15					
4	HARD2058-Hardware-SS Hinges-Per 1 piece-Dorset--Nos	105	0	105					
5	HARD1898-Hardware-SS Screws-CSK Head--8x32MM-Pkts	10	0	10					
6	HARD6478-Hardware-Magnetic door stopper----Nos	40	0	40					
7	HARD5476-Hardware-Cylindrical Lock--Dorset--Nos	36	0	36					
8	HARD8541-Hardware-Mortise Lock--Dorset--Nos	5	0	5					
9	DOOR6735-Doors-Internal beading-Salwood--2100Lx37.50Wx18.75HMM-Nos	420	0	420					
10	DOOR2403-Doors-Internal beading-Salwood--900Lx37.50Wx18.75HMM-Nos	90	0	90					
Remarks:		For C block-401,404,405,406,407 flats fixing work purpose at GMR							
Engineer									
Prepared By:		Rajashakar		APPROVED BY		Purchase		MD	
Approved By:				M. RAM PRASAD (GMR.R)		APPROVED			
Sign & Date:				10 OCT 2022		10 OCT 2022			

APPROVED BY
10 OCT 2022
SOHAM MODI
MANAGING DIRECTOR

APPROVED BY
24 SEP 2022
M. RAM PRASAD (GMR.R)
Project Manager

APPROVED BY
10 OCT 2022
S. MANAGER PURCHASE

Purchase Order



92708

03.10.22 5:38:38

Page(s) 1 Of 2

09-10-2022 12:53:24

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5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

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	92708	193913
Doc Date	09-10-2022	
Quote No	Nil	
Quote Date	09-10-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

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Terms and Conditions :-

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Payment Terms After delivery and production of bill

Tax Included in the above prices

Delivery Date With in a day

Delivery Location Gulmohar Residency

Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge

Phone. Contact Security _____, 8309938133

Penalty For Delay Nil

For **Modi Reality Mallapur LLP**

Authorised Signatory

Name : _____

Name : _____



Accepted the above Terms And Conditions

For **Summit Sales LLP**

Date : ____/____/____

For MDs APPROVAL

- ☒ High Value/quantity beyond limits.
☐ Po/Req. processed-post approval.
☐ Approval for technical details/clarification.
☐ Replenishing SLLP stock
☐ Other

M. NA
TAM
26/10

Purchase Order

Page(s) 2 Of 2

09-10-2022 12:53:24

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Transportation Cost Nil

Warranty One year on doors, 5 years on mortise lock, one year on other hardware items.

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for C Block-401,404,405,406,407 flats 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 invoice must be sent to HO office or purchase site office Proof of delivery /DC can be sent by email.

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Authorised Signatory

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For **Summit Sales LLP**

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G S T No. : 36AAEFM1459R1ZP

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GSTIN 36ACQFS2044C1Z7
040-66335551

9618244433

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Phone. Contact Security _____, 8309938133

For **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____

Purchase Order

Page(s) 2 Of 2 09-10-2022 12:53:24

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Date : __/__/__