

Form for closure of purchase order

PO no.:	89983	PO date:	13/07/22	Req. no.:	185240	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:							
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: K. Tulasi Rani		Sign: <i>[Signature]</i>		Date: 03/03/23			
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	Cr. given to supplier			
1.							
2.							
3.							
Remarks by Accountants:							
Prepared by: P. Ramesh		Sign: <i>[Signature]</i>		Date: 13/3/23			
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	MRN no.			
1.							
2.							
3.							
Remarks: <i>cancel this P.O</i>							
Prepared by: Ravi		Sign: <i>[Signature]</i>		Date: 15/03/23			
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:			

APPROVED BY
16 MAR 2023
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

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09-02-2023 10:03:57

Original / Office Copy / Purchase Div.Copy

From Company : **Modi Housing Pvt.Ltd**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AADCM5906D2Z0

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	89983	185240
Doc Date	13-07-2022	
Quote No	NIL	
Quote Date	13-07-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 557500 - STEL-Steel - MS Z angle-Templates- - 600WX1200Hmm - Nos 2'x4'-05 Nos	60.00	55.00	0.00	18.00	3,894.00
2 196700 - STEL-Steel - MS Z angle-Templates- - 1200WX1200Hmm - Nos 4'x4'-01 No	16.00	55.00	0.00	18.00	1,038.40
3 972500 - STEL-Steel - MS Z angle-Templates- - 1800WX1200Hmm - Nos 6'x4'-06 Nos	120.00	55.00	0.00	18.00	7,788.00
4 184500 - STEL-Steel - MS Z angle-Templates- - 1050Wx900Hmm - Nos 3.5'x3'-01 No	13.00	55.00	0.00	18.00	843.70
5 6189 - Miscellaneous - Hamali Charges - NA - Per Rft	209.00	0.60	0.00	18.00	147.97
Total Order Value . . .					13,712.07
Rupees : Thirteen Thousand Seven Hundred Twelve and Paise Seven Only.					

Terms and Conditions :-

Specification /	All MS Z Angles should be 3/4"-3mm thickness.Fabrication,grinding&powder coating should be of good quality.Above rates approved by MD.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Within 4 days
Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
Penalty For Delay	Nil
Transportation	Included in the above price.
Warranty	1 year warranty against manufacturing defects.
Advance Paid	Nil
Other Terms	Payment will be made only after inspection of material.Above material for V No-148 Z angles fixing work purpose.
Completion Date	NA
Measurment	Nil
Security	Nil

For **Modi Housing Pvt.Ltd**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : __/__/__

Contact :-

Purchase Order

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13-07-2022 11:34:27 AM

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29.06.22 2:19:01

From Company : **Modi Housing Pvt.Ltd**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AADCM5906D2Z0

Supplier Details

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

040-66335551
9618244433

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Payment Terms After Delivery & Production of bill

Tax All taxes included in above price.

Delivery Date Within 4 days

Delivery Location Silver Oak Villas Part III
Sy .No.11,12,14,15,16,17,18 , 294
Phone. 0

Penalty For Delay Nil

Transportation Cost Included in the above price.

Warranty 1 year warranty against manufacturing defects.

Advance Paid Nil

Other Terms Payment will be made only after inspection of material.Above material for V No-148 Z angles fixing work purpose.

Completion Date NA

Measurment Nil

Security Nil

For **Modi Housing Pvt.Ltd**

Authorised Signatory

Name : _____

Content :-

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Date : __/__/__

Name : _____

Purchase Order

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Remarks

Contact-SOVLLP.

For **Modi Housing Pvt.Ltd**

Authorised Signatory

Name :

Contact :-

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name :

Date : _/_/_

Requisition Form		Company Name: SOV LLP		Date: 02-07-2022	
Site & Phase :		SOV-III		Time: 12:41	
Supplier:				Req. No. 184348	
Material required before date:		Urgent		ID No. 77742	
S No	Item	Qty required	Qty available at site	Order Qty	Inward No Inward Date
1	STEL5575-Steel-MS Z angle-Templates--600WX1200Hmm-Nos	5			
2	STEL1967-Steel-MS Z angle-Templates--1200WX1200Hmm-Nos	1			
3	STEL9725-Steel-MS Z angle-Templates--1800WX1200Hmm-Nos	6			
4	STEL1845-Steel-MS Z angle-Templates--1050Wx900Hmm-Nos	1			
5					
6					
7					
8					
9					
10					
Remarks:		Towards V no 148 Z angles fixing work purpose			
Prepared By:		Engineer		Project Manager	
Approved By:		Md. Anwar Baig		APPROVED	
Sign & Date:				13 JUL 2022	
				Purchase	
				MINISH PARIKH	
				MANAGER PROCUREMENT	
				MID	

PO 89983