Form for closure of purchase order

PO no.:	93711	PO date:	7/11/22	Req. no.:	208201	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: 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: Basaveshwari	Sign:	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	Cr. given to supplier
1.				
2.				
3.				

Remarks by Accountants:		
Prepared by: Rajyalakshmi	Sign:	Date: 14/03/23

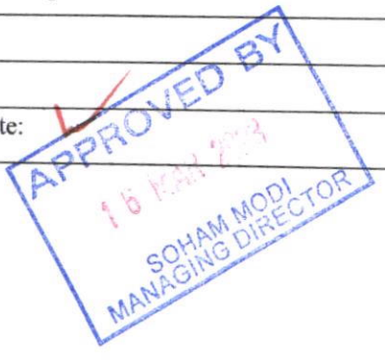
Notes: 1. POs/WOs issued for turnkey works - may have been processed by E&D. Check before filling the above.

Prepared by:	Sign:	Date:

Remarks by Ravi + details of bills to be approved:				
Sl. No.	Bill no.	Bill date	Bill amount	MRN no.
1.				
2.				
3.				

Remarks: close / cancel this PO		
Prepared by: Ravi	Sign:	Date: 15/03/23

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:	



Purchase Order

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93711
01.11.22 2:54:36

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From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderaba
G S T No. : 36AAEFM1459R1ZP

Supplier Details			
Dilpreet Tubes Near Lala Temple, Ranigunj, Secunderabad-500003	**Doc No**	93711	208201
	Doc Date	07-11-2022	
	Quote No	Nill	
GSTIN -	**Quote Date**	06-11-2022	
9885051915	**SupplyType**	Supply	

Kind Attn : Mr.Hari Mehta

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	IGST	Amount
1	631900 - STEL-Steel - MS L Angle - 6mL-- - 100X100X8mm - kgs *72 kg's per length- 4 length*	288.00	65.00	0.00	18.00	22,089.60
					Total Order Value . . .	**22,089.60**
Rupees : Twenty Two Thousand Eighty Nine and Paise Sixty Only.						

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
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
Penality For Delay	Nil
Transportation Cost	Extra.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Final payment as per actual weighment. Above order for H-block flat no 201,202,203,204 Door frame fixing work 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 invoices must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.'

For ***Modi Reality Mallapur LLP***

Authorised Signatory

09/11/22

Name : _____

Contact

Accepted the above Terms And Conditions

For ***Dilpreet Tubes***

Name : _____

Date : __/__/____

Company Name:	MRMLLP					
Site & Phase :	Gulmohar Residency	Date:	06-11-2022			
Unit No./Block No.	H-Block Flat no-201 to 204	Time:				
Supplier:						
Material required before date:	urgent	Req. No.	208201			
		ID No	81238			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	HARD1307-Hardware-SS Screws -CSK Head--6x32MM-Pkts	10	0	10		
2	HARD1916-Hardware-SS Screws -CSK Head--6x50MM-Pkts	10	0	10		
3	STEL6319-Steel-MS L Angle - 6mL---100X100X8mm-kgs 93711	4	0	4		
4	CHEM4746-Chemical-Araldite---450gms-Nos	10	0	10		
5						
6						
7						
8						
9						
10						
Remarks:	Towards H-Block Flat no-201,202,203,204 Door frame fixing work purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By:	G.Bhagath	Ram & nrasad				
Approved By:						
Sign & Date:						

P.O. no. 93680

08 NOV 2022