

Form for closure of purchase order

PO no.:	91541	PO date:	21/09/22	Req. no.:	193759	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	111316						
☐ 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: Total material 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:	Bagaveshwaro	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: All bills received.							
Prepared by: Ravi	Sign:			Date:	14/03/23		
Advice by MD - action to be taken.							
☐ Get certified bill from supplier (not original).	☐ Prepare bill in SLLP 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:	16 MAR 2023		

APPROVED BY
16 MAR 2023
SOHAM MODI
MANAGING DIRECTOR

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

1 of 1 : 02-09-2022

Customer Details		DC No.	21812
Modi Reality Mallapur LLP		DC Date.	02-09-2022
Sy No, 19, Mallapur, Hyderabad, Next to NFC Railway Over Bridge, 500076		PO No.	91541
		PO Date.	02-09-2022
		Req ID	79366
GSTIN : 36AAEFM1459R1ZP		Req Date	01-09-2022
		Loc Req No	193759
	Description of Goods	HSN/SAC	Qty
1	472300 - ELEC-Electrical - Flexible pipe-- - 20MM-50Mtrs - Bundle	39173100	300
2			
3			
4			
5			
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STANDARD
MODI REALTY MALLAPUR LLP
WRC No 9246 DL 02/9/22
MRN No 111316 DL 3/9/22
Sd/- g.wa 02/9/22

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

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17-11-2022 11:58:10 AM



91541.

01.09.22 10:54:24

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	91541	193759
Doc Date	02-09-2022	
Quote No	nil	
Quote Date	01-09-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 472300 - ELEC-Electrical - Flexible pipe-- - 20MM-50Mtrs - Bundle 6-bundles	300.00	7.00	0.00	18.00	2,478.00
Total Order Value . . .					2,478.00
Rupees : Two Thousand Four Hundred Seventy Eight Only.					

Terms and Conditions :-

Specification / As per details given in the quotation.

Payment Terms After Delivery & Production of bill

Tax Nil

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 Nil

Warranty Nil

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming quality and specifications.Abovr order for F-block flat no:602,603,604 electrical work purpose at GMR site

Completion Date NA

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 ema

For **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : __/__/__