Rukmini mam

Form for closure of purchase order

PO no.:	94905	PO date:	12-12-22	Req. no.:	170474	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: PO was cancelled, rates were high.		

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: MINISH	Sign:	Date: 16/03/2023.

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: No bills were not received against this P.O.

Prepared by: Rukmini	Sign:	Date: 27/03/23.

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: Material not received & cancel the P.O.

Prepared by: Ravi	Sign:	Date: 27.03.23

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:	

APPROVED BY
28 MAR 2023
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

 13-12-2022 10:18:44 .Copy

94905
29.11.22 5:55:12

From Company : **Summit Sales LLP**
5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details			
Modi Realty (Miryalguda) LLP	**Doc No**	94905	170474
AVR Gulmohar Homes, Sy no 786, Miryalguda, Nalgonda district.	**Doc Date**	12-12-2022	
	Quote No	nil	
GSTIN 36ABCFM6774G2ZZ	**Quote Date**	22-11-2022	
9748010271 9748010271	**SupplyType**	Supply	

Kind Attn : Zakir Hussain

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	721500 - SACP-Sanitary-CP - Wall hung EWC, Seat Cover, tank-White- - - - Nos	5.00	3,234.00	0.00	0.00	16,170.00
2	746200 - PLUM-Plumbing - PVC-SWR-Double socket Pipe- - 100x1200mm - Length	28.00	400.00	0.00	18.00	13,216.00
3	170000 - PLUM-Plumbing - PVC-SWR-Double socket Pipe- - 100x600mm - Length	18.00	170.00	0.00	18.00	3,610.80
4	489100 - PLUM-Plumbing - PVC-SWR-Single Socket Pipe- - 100x3000mm - Length	3.00	235.00	0.00	18.00	831.90
					Total Order Value . . .	**33,828.70**

Rupees : Thirty Three Thousand Eight Hundred Twenty Eight and Paise Seventy Only.

Terms and Conditions :-

Specification /	All items shall be of parryware brand/company
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Working Day.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation	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 received from AGH gate pass no:9943 Purpose.
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 email.

PO cancelld

For *Summit Sales LLP*

Authorised Signatory

13/12/2022

Name : ____

Accepted the above Terms And Conditions

For *Modi Realty (Miryalguda) LLP*

Name : ____

Date : __/__/____

Requisition Form						
Company Name:	SSLLP	Date:	22.11.2022			
Site & Phase :	SHLLP	Time:				
Unit No./Block No.						
Supplier:		Req. No.	170474			
Material required before date:		ID No.	81844			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	SACP1613-Sanitary-CP-Wall Hung EWC with seat cover-White---Nos	5		5		
2	PLUM7462-Plumbing-PVC-SWR-Double socket Pipe--100x1200MM-Nos	28		28		
3	PLUM1700-Plumbing-PVC-SWR-Double socket Pipe--100x600MM-Nos	18		18		
4	PLUM4891-Plumbing-PVC-SWR-Single Socket Pipe--100x3000MM-Nos	3		3		
5	Po:- 94905 ~~po~~.cancelled					
6						
7						
8						
9						
10						
Remarks:	For Received from AGH gate pass no; 9943 purpose					
	Engineer	Project Manager	Purchase			MD
Prepared By:	Ashajyothi					
Approved By:	Minish					
Sign & Date:						

APPROVED
13 DEC 2022
MINISH PARIKH
MANAGER PROCUREMENT