Form for closure of purchase order

PO no.:	93290	PO date:	27/10/22	Req. no.:	208129	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	114038.	
☑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: part material delivered. remaining will be reordered.		

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: A. Janaki	Sign: AJ	Date: 10/3/23

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.	27023	17-11-2022	39,217/-	Yes
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 this P.O

Prepared by: Ravi	Sign:	Date: 16/3/23.

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
17 MAR 2023
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

 10-3-23 01:57:48 PM 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	**Doc No**	93290	208129
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	27-10-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	26-10-2022	
040-66335551 9618244433	**SupplyType**	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	757900 - PLUM-Plumbing - PVC Connection-- - 600mm - Nos	6.00	122.00	0.00	18.00	863.76
2	930300 - PLCP-Plumbing - CP Bottle Trap-- - - - Nos	4.00	473.55	0.00	18.00	2,235.16
3	161300 - SACP-Sanitary-CP - Wall Hung EWC with seat cover-White- - - - Nos	10.00	2,970.33	0.00	18.00	35,049.89
4	533400 - SACP-Sanitary-CP - Wash Basin-White- - - - Nos	6.00	795.76	0.00	18.00	5,633.98
5	634900 - SACP-Sanitary-CP - Wash Basin Pedastal -White-- three fourth - Nos	2.00	776.27	0.00	18.00	1,832.00
6	742100 - SACP-Sanitary-CP - Rack Bolts -Wash Basin-Fisher - - - Pair	4.00	168.00	0.00	18.00	792.96
7	850800 - SACP-Sanitary-CP - Wall Hung WC Rack Bolts--Fisher - - - Pair	4.00	317.00	0.00	18.00	1,496.24
8	388600 - GENE-General Items - Teflon tapes-- - - - Nos	20.00	19.00	0.00	18.00	448.40
9	102100 - SACP-Sanitary-CP - Flush Plates--Geberit - - - Nos	4.00	2,520.00	0.00	18.00	11,894.40
					Total Order Value . . .	**60,246.79**

Rupees : Sixty Thousand Two Hundred Fourty Six and Paise Seventy Nine Only.

Terms and Conditions :-

Specification /	All items shall be of Cera brand ' Ocean model' Foam Flow.
Payment Terms	Within 01 days of delivery.
Tax	All taxes included in above price.
Delivery Date	Within 3 days
Delivery Location	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _______, 8309938133
Penality For Delay	Nil
Transportation	Included by us !
Warranty	7 years warranty

For ***Modi Reality Mallapur LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Name : ____________________

Date : __/__/____

Purchase Order

 10-3-23 01:57:48 PM Original / Office Copy / Purchase Div.Copy

Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for A-block flat no 403& 505 sanitry 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

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______________________

Name : ______________________

Date : __/__/____

Topic.	Plumbing-CP material							PO No	93290	
Company:	MRMLLP							Prepayed by:	A.Janaki	
Project:	GMR							Date:	10-Mar-23	
					GST	18				
Sl. No.	PO no.	Item Dicription	Size	PO Quantity	Received Quantity	Price	Received Qty Amount	Balance Quantity	Units	Balance Qty Amont
1	93290	PVC connection	600mm	6	6	144	862	-	No's	-
2	93290	CP bottle trap	Std	4	4	559	2,235	-	No's	-
3	93290	wall hung WC with seat cover	Std	10	4	3,505	14,020	6	No's	21,029.40
4	93290	wash basin white	Std	6	6	939	5,634	-	No's	-
5	93290	wash basin pedastal white	Std	2	2	916	1,832	-	No's	-
6	93290	Rack bolts	Std	4	4	198	793	-	No's	-
7	93290	wall hung WC rack bolts	Std	4	4	375	1,498	-	No's	-
8	93290	Teflon tapes	Std	20	20	22	448	-	No's	-
9	93290	Flush plates	Std	4	4	2,974	11,894	-	No's	-
Total				60	54		39,216	6		21,029

1/3/23

APPROVED BY
10 MAR 2023
M. RAM PRASAD. (G.M.R.)
Project Manager

 27-10-2022 4:29:15 PM

Purchase Order

93290
18.10.22 2:23:37

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	**Doc No**	93290	208129
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	27-10-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	26-10-2022	
040-66335551 9618244433	**SupplyType**	Supply	

Kind Attn : Hamendra,Prabhakar

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Penality For Delay	Nil
Transportation	Included by us !
Warranty	7 years warranty

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	27023	17/11/22	39,217/-
2.			
3.			
4.			
5.			

For ***Modi Reality Mallapur LLP***

Authorised Signatory

Venu 28/10/22

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Purchase Order

 27-10-2022 4:29:15 PM Original / Office Copy / Purchase Div.Copy

Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for A-block flat no 403& 505 sanitry 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

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Date : __/__/____

Name : ____________________

Name : ____________________

Contact

Requisition Form						
Company Name:	MRMLLP					
Site & Phase :	GMR	Date:	26.10.22			
Unit No./Block No.	A-block Flat no. 403 & 505 sanitry fixing work	Time:				
Supplier:						
Material required before date:	Urgent	Req. No.	208129			
		ID No.	80901			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	PLUM7579-Plumbing-PVC Connection---600MM-Nos	6	0	6		
2	PLCP9303-Plumbing-CP Bottle Trap----Nos	4	0	4		
3	SACP1613-Sanitary-CP-Wall Hung EWC with seat cover-White---Nos 93290	10	0	10		
4	SACP5334-Sanitary-CP-Wash Basin-White---Nos	6	0	6		
5	SACP6349-Sanitary-CP-Wash Basin Pedastal -White--three fourth-Nos	2	0	2		
6	SACP7421-Sanitary-CP-Rack Bolts -Wash Basin-Fisher--Pairs	4	0	4		
	SACP8508-Sanitary-CP-Wall Hung WC Rack Bolts--Fisher--Pairs	4	0	4		
	GENE3886-General Items-Teflon tapes----Nos	20	0	20		
	SACP1021-Sanitary-CP-Flush Plates--Geberit--Nos	4	0	4		
	A-block Flat no. 403 & 505 sanitry fixing work					
	Engineer	Project Manager		Purchase		MD
By:	Rahul.T					
proved By:				APPROVED 27 OCT 2022		
Sign & Date:	26.10.22	26 OCT 2022		P. VENKATESHWARLU MANAGER PURCHASE		