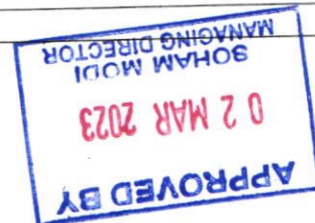


Form for closure of purchase order

Data required from site/engineers:						
PO no.:	89765	PO date:	7/7/22	Req. no.:	206676	Advice Scan ID
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: close po						
Notes: 1. Provide details of material received by way of separate attachment. 2. Provide hardcopy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be sent by way of hard copy to Ashaiya.						
Prepared by	Sign	Date	Project manager	Sign	Date	
S. Nagamani	No	9/2/23	T. Madhu	Madhu	9/2/23	
Data required from accounts:						
☐	Checked with E&D for receipt of bills.					
☒	Bills not received against this PO.					
☐	Part bill received against this PO.			Bill nos.		
☐	All bills received against this PO.					
☐	Advance paid against this PO.			Amount paid		
Remarks by Accountants:						
Bills not received against this po						
Notes: 1. Pos issued for false ceiling and such works may have been processed by E&D. Check before filling the above.						
Prepared by	Sign	Date	Accounts manager (approval required for PO more than 10k)	Sign	Date	
J. Haripriya	J. Haripriya	12/10/23				
Advice by MD - action to be taken by purchase:						
☐	Get certified bill from supplier (not original).					
☐	Prepare bill in SLLP for material supplied.					
☐	Get proof of delivery from site.					
☐	Barcoded PO missing – get certified copy from Accounts.					
☐	Thereafter, prepare advice to credit to supplier and send to HO for processing.					
☒	Close PO			☐	Keep PO open. Material awaited	
☐	Send barcoded PO to MDs desk. PO to be closed thereafter.					
☐	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2021.					
☐	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2020.					
☐	RMC supplier – suppliers ledger required from 1.4.2020. Process bill after thoroughly checking both the ledgers and all pour reports. Pour reports from day one to be thoroughly checked with Pos/Bills. Thereafter, prepare advice to credit to supplier and send to HO for processing. Close all open POs.					
☐	E&D to check receipt of bill and enter comments below.					
☐	Details of material supplied and balance material to be supplied is required.					
Remarks:						
Cancel PO!						
Prepared by		Sign		Date		



Purchase Order



89765

29.06.22 2:18:57

Page(s) 1 Of 1

07-07-2022 12:35:30 PM

From Company : **G V Reserch Centers Pvt Ltd**

5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500003

G S T No. : 36AAHCG4562D1ZP

Supplier Details

Mr. Mangilal

Shop no. 5-46/3/G1/G2, Srivani Apartments, Beside Saibaba Temple, Dammaiguda Main Road, Hyderabad - 83

7893726640

Doc No

89765

206076

Doc Date

07-07-2022

Quote No

NIL

Quote Date

07-07-2022

SupplyType

Supply

Kind Attn : Mr. Mangilal

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST%	Amount
1 964000-STEL-Steel-Railing-Stainless steel--900Hmm-Rft	220.00	350.00	0.00	18.00	90,860.00
Total Order Value . . .					90,860.00

Rupees : Ninty Thousand Eight Hundred Sixty Only.

Terms and Conditions :-**Specification / Brand** All items shall be of ___ brand/company**Payment Terms** After Delivery & Production of bill**Tax** All taxes included in above price.**Delivery Date** Within ___ days**Delivery Location** Innopolis

Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana

Phone. Nagamani(Engineer) - 7981951035

Penalty For Delay 5% penalty for delay in delivery beyond due date. Thereafter, 5% penalty for each week of delay.**Transportation Cost** Included in the above price.**Warranty** Nil**Advance Paid** Nil**Other Terms** Payment will be made only after inspection of material.Above material for 2727 staircase mid landing purpose.**Completion Date** NA**Measurment** Nil**Security** Nil**Remarks** Delivery at GVRC-Turkapally-Contact Person Mr Madhu-9502211499.**For MDs APPROVAL**☐ High Value/quantity beyond limits.☒ Po/Req. processed-post approval.☐ Approval for technical details/clarification.☐ Replenishing SSSLP stock☐ OtherFor **G V Reserch Centers Pvt Ltd**

Authorised Signatory

Name : _____

Contact : _____

Accepted the above Terms And Conditions

For **Mr. Mangilal**

Name : _____

Date : __/__/__

Requestion Form		Date		05.07.2022	
Company Name: GVRC		Time: 14.40			
Site & Phase: Innopolis		Req. No: 206076			
Supplier: Mahadev steel railing and furniture(manglial)		ID No: 777281			
Material required before date: Urgent		Qty required: 220		Qty available at site: 0	
S No		Item		Order Qty	
1	STEL9640-Steel-Railing-Stainless steel--900Hmm-RH			220	350/K-4
2					
3					
4					
5					
6					
7					
8					
9					
10					
Remarks: Towards 2727 staircase mid landings purpose					
Engineer					
Prepared By: T. Madhu					
Approved By: Mr. Madhu					
Sign & Date: 05.07.2022					

PO
8/7/22

APPROVED BY
11 JUL 2022
SOHAM MODI
MANAGING DIRECTOR

APPROVED
07 JUL 2022
MINISH PARIKH
MANAGER PROCUREMENT

MD