

Form for closure of purchase order

Data required from site/engineers: <u>Mus/Greens Towers</u>					
PO no.:	<u>85191</u>	PO date:	<u>04-02-22</u>	Req. no.:	<u>183372</u>
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: <u>Material Received at site. PO can be closed.</u>					
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
<u>Meenakshi</u>	<u>[Signature]</u>	<u>08-04-22</u>			
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:					
<u>Bill not received yet.</u>					
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
<u>G. Paramesh</u>	<u>G. Paramesh</u>	<u>21/04/22</u>			
Advice by MD - action to be taken by purchase:					
☒	Get certified bill from supplier (not original).				
☒	Prepare bill in SSLP 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:					
Prepared by		Sign		Date	



Purchase Order

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04-02-2022 18:10:25



85191

Copy

From Company : **Mody Consultancy Services**
5-4-187/3&4, II Floor, M.G.Road, Secunderabad-500003.
G S T No. :

31.01.22 4:50:17

Supplier Details

ACE Systems
P No 137, Behind Laxmi Ganesh Temple, Surya Nagar Colony, Mallapur,
Hyderabad.

GSTIN 36AICPV1337K1Z1

9030055277

9030055277

Doc No	85191	183372
Doc Date	04-02-2022	
Quote No	Nil	
Quote Date	04-02-2022	
SupplyType	Supply	

Kind Attn :

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4636 - Electrical - other - Panel Board - NA - nos Auto control diesel engine panel	1.00	34,000.00	0.00	18.00	40,120.00
Total Order Value . . .					40,120.00

Rupees : Fourty Thousand One Hundred Twenty Only.

Terms and Conditions :-

Specification / Brand As per the quotation the material is to be auto control diesel engine panel

Payment Terms 50% Advance balance after delivery

Tax GST included in the above prices

Delivery Date With in 3 days

Delivery Location Greens Towers
Begumpet Main Road, Hyd. Opp. Hyderabad Public School.
Phone. 66335551

Penalty For Delay Nil

Transportation Cost Nil

Warranty One year

Advance Paid Rs. 20,060.00, by cheque.....

Other Terms We reserve the rights to reject the items if not as specified , damage is in suppliers account above order is for Green towers 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 MIDs APPROVAL**

- ☐ High Value/quantity beyond limits.
- ☐ Re/Req. processed-post approval.
- ☒ Approval for technical details/clarification
- ☐ Replenishing BOLLP stock
- ☐ Other

For **Mody Consultancy Services**

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For **ACE Systems**

Name :

Date : _/_/

B
Requisition Form

Company Name:		MCS		Date:		14-01-2021	
Site & Phase :		GREENS TOWERS		Time:		10:30 AM	
Supplier				Req. No.		183372	
Material required before date:		Urgent		ID No.		72971	

No	Description	Size	Quantity	Units	Inward No	Date
1	AUTO CONTROL DIESEL ENGINE PANEL	STD	01	Nos		
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks : Towards GREENS TOWERS purpose.

Prepared By	MEENAKSHI.N	Approved by	
Sign. & Date	14-1-2021	Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 columns.

For MDs APPROVAL

- ☐ High Value/quantity beyond limits.
- ☐ Po/Req. processed-post approval.
- ☒ Approval for technical details/clarification.
- ☐ Replenishing SSSLP stock
- ☐ Other

[Handwritten Signature]
14/1/22

[Handwritten Signature]

APPROVED BY

17 JAN 2022

SOHAM MO'DI
MANAGING DIRECTOR



ACE SYSTEMS

(AN ISO 9001 - 2015 & CPRI Approved Company)
Manufacturers Of : All electrical panels, Pumps & motors,
fire Hydrant panels & Fire Hydrant Accessories

P.No-137, Surya Nagar Colony, Behind Lakshmi Ganapathi Temple, Mallapur, HYD-76
E-mail : - acesystems6@gmail.com, Mobile : 9030055277



QUOTATION

To, M/s Modi Properties, Hyderabad.		Quotation No:		305
		Date:		11-01-2022
S L No	Description	QTY	Unit Price	AMOUNT
1	Supply of Auto Control Diesel Engine Panel a) 20Amps DPMCB - 1 No. b) Battery charger with transformer with rectifier resistance DC ammeter, DC voltmeter, Trickle / booster / off selector switch - 1 No. c) 1 set of indicating lamps for the following : 1. phase indication 2. battery charger on 3. over load relay 4. DC supply on 5. control switch on 6. Engine fails to start 7. Pump on 8. Low oil pressure 9. High water temperature 10. Auto manual selector switch d) 1 sets of push button stations for the following : 1. Engine Start 2. Engine Stop 3. Engine - hooter ACK 4. Engine - fault reset e) Selector switches (Engine control, mode selector)-1 No. f) Auxiliary relays / contactors / timer for sequence operating for starting and stopping of the engine - 1 set. g) Hooter for audio alarm (Industrial type) - 1 No.	1	36000	36000.00
		Total Amount		36,000.00
TERMS & CONDITIONS Price Ex-Works, Mallapur, Hyderabad. Delivery : 5 Working days from the date of confirmed order with advance whichever is later Payment : 50% advance, 50% before delivery Against PI Before Delivery Transportation is in BUYERS Scope, including Transit Insurance and Unloading at site. GST: Extra as applicable at the time billing at present 18%, Validity 10 days from the date of submitted.			For Ace Systems Authorized Signature	