Form for closure of purchase order

PO no.:	95187	PO date:	20/12/22	Req. no.:	142475	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	116705, 117415	
☑ 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:		
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: D. Devi	Sign: D. Devi	Date: 10/04/23
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.	28447	25-01-2023	29,091/-	
2.	28790	13-02-2023	48,798/-	
3.				

Remarks by Accountants: Part bill received.		
Prepared by:	Sign:	Date:
Notes: 1. POs/WOs issued for turnkey works - may have been processed by E&D. Check before filling the above.		
Prepared by: S. Arumullu	Sign: S. Arumullu	Date: 12/04/2023
Remarks by Ravi + details of bills to be approved:		

Sl. No.	Bill no.	Bill date	Bill amount	MRN no.
1.				
2.				
3.				

Remarks: As per received Matl, bills received, so close this Po.		
Prepared by: Ravi	Sign:	Date: 13/4/23
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 APR 2023
SOHAM MODI
MANAGING DIRECTOR

Topic.	Part material received from SSLLP								Prepared by:	D Devi	
Company:	Mehta & Modi Realty Kowkur LLP								Date:	12-Apr-23	
Project:	GHT										
							GST				
Sl. No.	PO no.	Item Dicription	Size	PO Quantity	Price	PO Value	Received Quantity	Received Qty Amount	Balance Quantity	Units	Balance Qty Amont
1	95187	Angle Cock	-	50	298	17,582.00	20	7,032.80	30	nos	8,940.00
2	95187	Extension Nipple	12 X 25	80	69	6,467.34	40	3,233.67	40	nos	2,740.40
3	95187	Wash Basin Waste Couplin	-	15	289	5,115.30	5	1,705.10	10	nos	2,890.00
4	95187	Wall mixture		10	2,402	28,343.60	10	28,343.60		nos	-
5	95187	Shower head		10	480	5,664.00	10	5,664.00		nos	-
6	95187	Shower arm		10	618	7,292.40	10	7,292.40		nos	-
7	95187	Pillar cock		15	583	10,319.10	15	10,319.10		nos	-
8	95187	Health faucet		10	365	4,307.00	10	4,307.00		nos	-
9	95187	Sink cock swivel spout		10	850	10,030.00	10	10,030.00		nos	-
				210		95,120.74	130	77,927.67	80		14,570.40
					Part bills received amount			77,927.67			

19/4/23

Purchase Order

 20-12-2022 2:54:03 PM

95187
13.12.22 4:22:13

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderaba
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
Summit Sales LLP	**Doc No**	95187	142475
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	20-12-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	17-12-2022	
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	607400 - PLCP-Plumbing - CP Wall Mixture-- - - - Nos	10.00	2,402.53	0.00	18.00	28,349.85
2	700900 - PLCP-Plumbing - CP Shower Head-- - - - Nos	10.00	480.90	0.00	18.00	5,674.62
3	911700 - PLCP-Plumbing - CP Shower Arm -- - - - Nos	10.00	618.42	0.00	18.00	7,297.36
4	952200 - PLCP-Plumbing - CP Pillar Cock-- - - - Nos	15.00	583.05	0.00	18.00	10,319.99
5	768200 - PLCP-Plumbing - CP Angle Cock-- - - - Nos	50.00	298.00	0.00	18.00	17,582.00
6	792000 - PLCP-Plumbing - CP Extension Nipple-- - 12X25mm - Nos	80.00	68.51	0.00	18.00	6,467.34
7	789100 - PLCP-Plumbing - CP Health Faucet-- - - - Nos	10.00	365.40	0.00	18.00	4,311.72
8	338100 - PLCP-Plumbing - CP Wash Basin Waste Coupling -- - - - Nos	15.00	289.00	0.00	18.00	5,115.30
9	779100 - PLCP-Plumbing - CP Sink Cock with Swivel Spout -- - - - Nos	10.00	850.00	0.00	18.00	10,030.00
			Total Order Value . . .			**95,148.18**

Rupees : Ninty Five Thousand One Hundred Fourty Eight and Paise Eighteen Only.

PART DELIVERY DETAILS

S.no	Bill no.	Bill Dt.	Amount
1.	28447	05/1/23	29,116
2.	28790	13/1/23	48,839/-
3.			
4.			
5.			

Part material delivered
1/4/23

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	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil

For MDs APPROVAL
- [x] High Value/quantity beyond limits.
- [ ] ...approval.
- [ ] ... technical details/clarification.
- [ ] Replenishing SSLLP stock
- [ ] Other

Scan Id- 129968
131868

For *Mehta & Modi Realty Kowkur LLP*

Authorised Signatory

Name : ______________

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ______________

Date : __/__/__

Purchase Order

 20-12-2022 2:54:03 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 flat no B - 312,507,508 510, 407 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 dellvery/DC can be sent by email.

For ***Mehta & Modi Realty Kowkur LLP***

Authorised Signatory

Name : Vcenkr

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	Mehta & Modi Realty Kowkur LLP	Date:	2022-12-17			
Site & Phase :	GHT	Time:	11.01am			
Unit No./Block No.	B Block					
Supplier:	SSLLP	Req. No.	142475			
Material required before date:	2022-12-19	ID No.	82578			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	PLCP6074-Plumbing-CP Wall Mixture----Nos	10		10		
2	PLCP7009-Plumbing-CP Shower Head----Nos	10		10		
3	PLCP9117-Plumbing-CP Shower Arm ----Nos 95187	10		10		
4	PLCP9522-Plumbing-CP Pillar Cock----Nos	15		15		
5	PLCP7682-Plumbing-CP Angle Cock----Nos	50		50		
6	PLCP7920-Plumbing-CP Extension Nipple---12X25MM-Nos	80		80		
7	PLCP7891-Plumbing-CP Health Faucet----Nos	10		10		
8	PLCP3381-Plumbing-CP Wash Basin Waste Coupling ----Nos	15		15		
9	PLCP7791-Plumbing-CP Sink Cock with Swivel Spout ----Nos	10		10		
10						
Remarks:	For Flat no B -312,507&508,510&407					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Asma					
Approved By:	A SURESH					
Sign & Date:	2022-12-17					

APPROVED
19 DEC 2022
P. VENKATESHWARLU
MANAGER PURCHASE