

Form for closure of purchase order

PO no.: 96788	PO date: 3-2-2023	Req. no.: 208883	Advice Scan ID	
Barcoded PO available ☒ Y/ ☐ N	Invoice original available ☒ Y/ ☐ N	Copy available ☐ Y/ ☐ N	POD available ☒ Y/ ☐ N	
Data required from site/engineers:				
MRN nos. related to PO	118267, 118295			
☒ 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 received close this po				
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: Bagaweshwar	Sign: [Signature]	Date: 11/04/23		
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.	29197	09-03-23	96,250/-	Yes
2.	29206	10-03-23	16,520/-	Yes
3.				
Remarks by Accountants:				
Prepared by: Rajya lakshmi	Sign: [Signature]	Date: 20/4/23		
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: as per receipt of [Signature] all bills received.				
Prepared by: Ravi	Sign: [Signature]	Date: 20/4/23		
Advice by MD - action to be taken.				
☐ Get certified bill from supplier (not original).	☐ Prepare bill in SSSLP 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:		



Purchase Order

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

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No	96788	208883
Doc Date	03-02-2023	
Quote No	nil	
Quote Date	02-02-2023	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 864400 - STEL-Steel - MS Grill-- - 1800WX1200Hmm - Nos 6 ft x 4 ft 23.20 kgs	24.00	3,248.00	0.00	18.00	91,983.36
2 507200 - STEL-Steel - MS Grill-- - 1200WX1200Hmm - Nos 4 ft x 4 ft 16 kgs	4.00	2,240.00	0.00	18.00	10,572.80
3 713700 - STEL-Steel - MS Grill-- - 750X900mm - Nos 2.5 ft x 2 ft 5.8 kgs(750 X600mm)	16.00	812.00	0.00	18.00	15,330.56
4 796500 - STEL-Steel - MS Grill-- - 1200WX900Hmm - Nos 4 ft x3 ft 11.80 kgs	8.00	1,652.00	0.00	18.00	15,594.88
5 757300 - STEL-Steel - MS Grill- - - 1350X1200mm - Nos 4.5 ft x 4 ft 16.80 kgs	8.00	2,352.00	0.00	18.00	22,202.88
6 6188 - Miscellaneous - Hamali charges - NA - Per Sft	960.00	0.75	0.00	18.00	849.60
Total Order Value . . .					156,534.08

Rupees : One Lakh(s) Fifty Six Thousand Five Hundred Thirty Four and Paise Eight Only.

Terms and Conditions :-

Specification / Brand	All MS flat pattis should be 3/4 - 6mm & 10mm thickness sq.rod. Fabrication, grinding & powder coating should be of good quality. Above rates approved by MD vide circular no. 831(b), dated. 10/06/2016 and accepted by contractor.
Payment Terms	After delivery & production of bill.
Tax	All taxes included in above price.
Delivery Date	As per request of Project Manager - Delivery in 2 weeks.
Delivery Location	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _____, 8309938133
Penalty For Delay	NIL.
Transportation Cost	Included in the above price.
Warranty	1 year on workmanship.
Advance Paid	NIL.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for G-Block flat no.101 to 107 & 207 grill fixing work purpose.
Completion Date	Work shall be completed within 20days from the date of the work order.
Measurement	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
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 Head 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:	ms grills									PO No	96788	
Company:	MRMLLP									Prepared by:	BASAVESHWARI	
Project:	GMR									Date:	11.04.23	
							GST	18				

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P
20/2/23.

Purchase Order

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04-02-2023 2:27:57 PM



96788

28.01.23 12:54:54

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
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GSTIN 36ACQFS2044C1Z7

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Payment Terms After delivery & production of bill.

Tax All taxes included in above price.

Delivery Date As per request of Project Manager - Delivery in 2 weeks.

Delivery Location Gulmohar Residency

Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge

Phone. Contact: Security _____, 8309938133

Penalty For Delay NIL.

Transportation Included in the above price.

Warranty 1 year on workmanship.

Advance Paid NIL.

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for G-Block flat no.101 to 107 & 207 grill fixing work purpose.

Completion Date Work shall be completed within 20days from the date of the work order.

Measurment Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.

For **Modi Reality Mallapur LLP**

Authorised Signatory

PART DELIVERY DETAILS

S.no.	Bill no.	Bill Dt.	Amount
1.	29/97	9-03-23	96250
2.			
3.			
4.			
5.			

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____

Purchase Order

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04-02-2023 2:27:57 PM

Original / Office Copy / Purchase Div.Copy

Security

Supplier shall be responsible for security and storage of material at site at its risk and cost.

Remarks

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For **Modi Reality Mallapur LLP**

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Name : _____

Name : _____

Date : __/__/__

Estimate/Draft PO

Page(s) 1 Of 2

03-02-2023 16:20:07

Original / Office Copy / Purchase Div.Copy

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For **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____



Estimate/Draft PO

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Measurement

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Remarks

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For **Modi Reality Mallapur LLP**

Authorised Signatory



Name : _____

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : __/__/__

Requisition Form		Company Name: MRM LLP		Date: 02.02.23
Site & Phase :		GMR		Time: 17.00.00
Unit No./Block No.		G block flat 101 to 107 & 207 grills work purpose		
Supplier:				
Material required before date:		07.02.23		
S No	Item	Qty required	Qty available at site	Order Qty Inward No Inward Date
1	STEL3687-Steel-MS Grill--1800WX1200Hmm-Nos	24	0	24
2	STEL1203-Steel-MS Grill---1200WX1200Hmm-Nos	4	0	4
3	STEL1298-Steel-MS Grill--750X600mm-Nos	16	0	16
4	STEL6239-Steel-MS Grill---1200WX900Hmm-Nos	8	0	8
5	STEL1779-Steel-MS Grill--1350X1200mm-Nos	8	0	8
6				
7				
8				
9				
10				
Remarks:		G block flat 101 to 107 & 207 grills work purpose		
Prepared By:		Engineer		
Approved By:		Nagendar-7674962386		
Sign & Date:		02.02.23		

Project Manager Ramprasad

Purchase

MD

03 FEB 2023

APPROVED BY

03 FEB 2023

M. RAM PRASAD (G.M.P.)
Project Manager