

Form for closure of purchase order

PO no.: 96934	PO date: 8-02-2023	Req. no.: 208906	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: 118236, 118300				
☒ 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 P.O.				
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: Basaveshwar	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.	29180	07-03-23	45,829	Yes
2.	29218	11-03-23	19,248	Yes
3.				
Remarks by Accountants: 902/- Short bills received against said PO				
Prepared by: Rajalal	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 material 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 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
20 APR 2023
SOHAM MODI
MANAGING DIRECTOR

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	96934	208906
Doc Date	08-02-2023	
Quote No	Nil	
Quote Date	07-02-2023	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 737000 - ELCW-Electrical - Copper Wire-Blue Color-Gloster - 4SqmmX90mtrs - Bundles	3.00	3,105.00	0.00	18.00	10,991.70
2 865000 - ELCW-Electrical - Copper Wire-Black Color-Gloster - 4SqmmX90mtrs - Bundles	3.00	3,105.00	0.00	18.00	10,991.70
3 944800 - ELCW-Electrical - Copper Wire-Yellow color-Gloster - 2.5SqmmX90mtrs - Bundles	4.00	2,039.00	0.00	18.00	9,624.08
4 682900 - ELCW-Electrical - Copper Wire-Black Color-Gloster - 2.5SqmmX90mtrs - Bundles	4.00	2,039.00	0.00	18.00	9,624.08
5 983600 - ELCW-Electrical - Copper Wire-Green Color-Gloster - 2.5SqmmX90mtrs - Bundles	2.00	2,039.00	0.00	18.00	4,812.04
6 997500 - ELCW-Electrical - Copper Wire-Red Color-Gloster - 1SqmmX90mtrs - Bundles	4.00	885.00	0.00	18.00	4,177.20
7 181100 - ELCW-Electrical - Copper Wire-Yellow color-Gloster - 1SqmmX90mtrs - Bundles	6.00	885.00	0.00	18.00	6,265.80
8 688000 - ELCW-Electrical - Copper Wire-Black Color-Gloster - 1SqmmX90mtrs - Bundles	6.00	885.00	0.00	18.00	6,265.80
9 770200 - ELCW-Electrical - Copper Wire-Green Color-Gloster - 1SqmmX90mtrs - Bundles	2.00	885.00	0.00	18.00	2,088.60
10 468000 - ELCD-Electrical - Insulation tapes-- - 20nos - Boxes	20.00	10.00	0.00	18.00	236.00
11 803400 - ELCD-Electrical - Spring wire-- - 30mtrs bundle - Bundles	60.00	13.30	0.00	18.00	941.64
Total Order Value . . .					66,018.64

Rupees : Sixty Six Thousand Eighteen and Paise Sixty Four Only.

Terms and Conditions :-**Specification / Brand** All items shall be of Gloster brand/company**Payment Terms** Within 30 days of delivery.**Tax** GST included in above price.**Delivery Date** Within 3 days**Delivery Location** Gulmohar Residency

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

For **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Name : _____

Date : __/__/__

Purchase Order

Page(s) 2 Of 2

10-04-2023 13:37:17

Original / Office Copy / Purchase Div.Copy

Phone. Contact: Security _____, 8309938133

Penalty For Delay Nil

Transportation Cost Transport cost shall be borne by us.

Warranty Nil

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications.Above order for G-Block 607 wiring 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 invoice 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 : __/__/__

Purchase Order

Page 1 Of 2

08-02-2023 15:33:41



96934

28.01.23 12:54:55

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	96934	208906
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10 468000 - ELCD-Electrical - Insulation tapes-- - 20nos - Boxes	20.00	10.00	0.00	18.00	236.00
Total Order Value . . .					65,077.00

Rupees : Sixty Five Thousand Seventy Seven Only.

Terms and Conditions :-**Specification / Brand** All items shall be of Gloster brand/company**Payment Terms** Within 30 days of delivery.**Tax** GST included in above price.**Delivery Date** Within 3 days**Delivery Location** Gulmohar ResidencyFor **Modi Reality Mallapur LLP**

Authorised Signatory

Name : _____

Name : _____

Date : __/__/__

For MDs APPROVAL

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

APPROVED BY
09 FEB 2023
SOHAM MODI
MANAGING DIRECTOR

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Purchase Order

Page 2 Of 2

08-02-2023 15:33:41

Original / Office Copy / Purchase Div. Copy

Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge
Phone: Contact: Security _____, 8309938133

Penalty For Delay Nil

Transportation Cost Transport cost shall be borne by us.

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Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for G-Block 607 wiring work purpose.

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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 delivery/DC can be sent by email.

For **Modi Reality Mallapur LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Summit Sales LLP**

Name : _____

Date : ____ / ____ / ____

Requisition Form		Company Name: MRMLLP		Date: 07.02.2023		
Site & Phase :		GMR		Time: 12:00		
Unit No./Block No.		G-Block-flat no.607				
Supplier:						
Material required before date:		10.02.2023		Req. No. 208906		
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	ELEC7702-Electrical-Copper Wire-Blue Color-Gloster-4SqmmX90mtrs-Bundles	3	0	3		
2	ELEC7370-Electrical-Copper Wire-Black Color-Gloster-4SqmmX90mtrs-Bundles	3	0	3		
3	ELEC7754-Electrical-Copper Wire-Yellow color-Gloster-2.5SqmmX90mtrs-Bundles	4	0	4		
4	ELEC8650-Electrical-Copper Wire-Black Color-Gloster-2.5SqmmX90mtrs-Bundles	4	0	4		
5	ELEC9975-Electrical-Copper Wire-Green Color-Gloster-2.5SqmmX90mtrs-Bundles	2	0	2		
6	ELEC1811-Electrical-Copper Wire-Red Color-Gloster-1SqmmX90mtrs-Bundles	4	0	4		
7	ELEC9448-Electrical-Copper Wire-Yellow color-Gloster-1SqmmX90mtrs-Bundles	6	0	6		
8	ELEC6829-Electrical-Copper Wire-Black Color-Gloster-1SqmmX90mtrs-Bundles	6	0	6		
9	ELEC9836-Electrical-Copper Wire-Green Color-Gloster-1SqmmX90mtrs-Bundles	2	0	2		
10	ELEC1501-Electrical-Spring wire---30mtrs bundle -Bundles	2	0	2		
Remarks:		Towards G-BLOCK 607 Wiring work purpose.				
Engineer		Project Manager				
G.Rajesh		Ram Prasad				
Prepared By:		07 FEB 2023				
Approved By:		07 FEB 2023				
Sign & Date:		07.02.2023				

APPROVED BY
09 FEB 2023
SOHAM MODI
MANAGING DIRECTOR

APPROVED
Purchase
08 FEB 2023
P. V. K. K. SHARMA
EXP. PURCHASE

MD