Form for closure of purchase order

PO no.:	94505	PO date:	30/11/22	Req. no.:	206443	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							
□ 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 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: Shivani	Sign:	Date: 12/04/2023

Data required from accounts:		
□ Checked with E&D for receipt of bills.		☑ All bills received against this PO.
□ Bills not received against this PO.	□ Part bill received against this PO.	Date of payment:
□ Advance paid against this PO	Amount paid:	

Details of part bill received:

Sl. No.	Bill no.	Bill date	Bill amount	Cr. given to supplier
1.				
2.				
3.				

Remarks by Accountants: All Bills received against this PO.		Date: 21/04/23
Prepared by: J. Haripriya	Sign: J Haripriya	

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: All bills received so close this Po.

Prepared by: Ravi	Sign:	Date: 24/4/23

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
25 APR 2023
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

12-04-2023 16:31:55

Original / Office Copy / Purchase Div.Copy

: **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

ier Details

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

GSTIN 36ACQFS2044C1Z7
040-66335551 9618244433

Doc No	94505	206443
Doc Date	30-11-2022	
Quote No	Nil	
Quote Date	30-11-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	3507 - Computers and Peripherals - Ext. Hard disk - NA - nos *RS 485/235 to ethernet converter*	3.00	3,913.00	0.00	18.00	13,852.02
					Total Order Value . . .	**13,852.02**

Rupees : Thirteen Thousand Eight Hundred Fifty Two and Paise Two Only.

Terms and Conditions :-

Specification /	RS 485/235 to ethernet converter
Payment Terms	After delivery and production of bill
Tax	GST included
Delivery Date	Immidiate
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Nagamani(Engineer) - 7981951035
Penality For Delay	Nil
Transportation	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, above order is for SITE 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 *G V Reserch Centers Pvt Ltd*

Authorised Signatory

Accepted the above Terms And Conditions

For *Summit Sales LLP*

Name : ____________________

Name : ____________________

DELIVERY CHALLAN

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G Road, Secunderabad - 500003

Email: purchase@modiproperties.com

plier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
GV Research center Pvt Ltd	DC No.	23254
Sy No. 542, Genome vallaey, Thurkapally, Hyderabad	DC Date	30-11-2022
	PO No.	94505
	PO Date.	30-11-2022
	Req ID	81591
GSTIN : 36AAHCG4562D1ZP	Req Date	15-11-2022
	Loc Req No	206443

	Description of Goods	HSN/SAC	Qty
1	3507 - Computers and Peripherals - Ext. Hard disk - NA - nos		3
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

1 DEC 2022

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

INWARD

Inward No: 10698	Dt: 3/12/22
MRN No: 14883	Dt: 10/12/2
Received By: D. Rajkumar	Sign: D Rajkumar

Genome Valley Research Center Pvt. Ltd.

Authorised signatory

Purchase Order

 08-02-2023 10:41:01

94505
29.11.22 5:41:42

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-5(
G S T No. : 36AAHCG4562D1ZP

Supplier Details			
Summit Sales LLP 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc No**	94505	206443
	Doc Date	30-11-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	30-11-2022	
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	3507 - Computers and Peripherals - Ext. Hard disk - NA - nos *RS 485/235 to ethernet converter*	3.00	3,913.00	0.00	18.00	13,852.02
					Total Order Value . . .	**13,852.02**

Rupees : Thirteen Thousand Eight Hundred Fifty Two and Paise Two Only.

Terms and Conditions :-

Specification /	RS 485/235 to ethernet converter
Payment Terms	After delivery and production of bill
Tax	GST included
Delivery Date	Immidiate
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Nagamani(Engineer) - 7981951035
Penality For Delay	Nil
Transportation	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, above order is for SITE 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 ***G V Reserch Centers Pvt Ltd***

Authorised Signatory

Name : 08/02/2023

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ______

Date : __/__/____