

Form for closure of purchase order

PO no.: 96962	PO date: 08/02/23	Req. no.: 208893	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			
☐ 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: Material not received. close po. material will be re-ordered.			
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: A. Janaki	Sign: AP	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
1.			
2.			
3.			
Remarks by Accountants:			
Prepared by: Rajalamb	Sign: AP	Date: 21/4/23	
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
1.			
2.			
3.			
Remarks: material not received so po closed.			
Prepared by: Ravi	Sign: AP	Date: 26/4/23.	
Advice by MD - action to be taken.			
☐ Get certified bill from supplier (not original).		☐ Prepare bill in SSLP 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

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08-04-2023 17:07:02

Original / Office Copy / Purchase Div.Copy

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			
Premier Engineering Corporation 183/184, R.P. Road, Secunderabad - 500 0033 GSTIN 36AAEFM1459R1ZP 27538818.. 27538811 9885857395 / 93910-20196	Doc No	96962	208893
	Doc Date	08-02-2023	
	Quote No	Nil	
	Quote Date	04-02-2023	
	SupplyType	Supply	

Kind Attn : Mr. Desai.7288883664

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4691 - Electrical - wires - Al Armored cable - NA - mtrs Single Core---240sqmm	40.00	919.00	65.00	18.00	15,181.88
Total Order Value . . .					15,181.88
Rupees : Fifteen Thousand One Hundred Eighty One and Paise Eighty Eight Only.					

Terms and Conditions :-

Specification /	All items shall be "gloster" Brand. Armoured copper cable.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next day
Delivery Location	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _____, 8309938133
Penalty For Delay	Nil
Transportation	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 gardening & curing 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 ema

For **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Premier Engineering Corporation**

Name : _____

Name : _____

Date : __/__/__

Purchase Order

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08-02-2023 2:03:59 PM



96962

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

Premier Engineering Corporation
183/184, R.P. Road, Secunderabad - 500 0033

GSTIN 36AAEFM1459R1ZP

27538818..

27538811

9885857395 / 93910-20196

Doc No	96962	208893
Doc Date	08-02-2023	
Quote No	Nil	
Quote Date	04-02-2023	
SupplyType	Supply	

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For **Modi Reality Mallapur LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Premier Engineering Corporation**

Name : _____

Date : __/__/__

Requisition Form

Company Name:		MODI REALTY MALLAPUR LLP		Date:		04.02.23	
Site & Phase :		GULMOHAR RESIDENCY		Time:		05:30	
Supplier				Req. No.		208893	
Material required before date:		Urgent		ID No.		84057	

No	Description	Size	Quantity	Units	Inward No	Date
1.	Gi dummy cap	40mm	10	No's		
2	Gi nipple	20mm	40	No's		
3	Gi nipple	20mm x 500mm	30	No's		
4	Gi elbow	20mm	40	No's		
5	Single core cable	240sqmm	40	mtr		
6	Ms square rod	10mm	60	No's		
7	Insulation tape	stf	1	box		
8						
9						
10						
11						

Remarks: For site gardening curing purpose at gmr site

Prepared By	Sultan ali	Approved by	M.Ram prasad
Sign. & Date	04.02.23	Sign. & Date	

Note:

96962

