

Form for closure of purchase order

PO no.: 97455	PO date: 23/02/2023	Req. no.: 170888	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:				
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: MINISH	Sign: [Signature]	Date: 17/04/2023		
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.	1526	28/2/23	5,31,818/-	425
2.	1575	9/3/23	55,586/-	715
3.				
4.				
Remarks by Accountants:				
Prepared by: [Signature]	Sign: [Signature]	Date: 14/4/23		
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: All bills received so close this PO.				
Prepared by: Ravi	Sign: [Signature]	Date: 27/4/23		
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
29 APR 2023
SOHAM MODI
MANAGING DIRECTOR.

Purchase Order

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23-02-2023 13:13:47

Orig



97455

08.02.23 3:48:31

From Company : **Summit Sales LLP**
5-4-187/3&4, II nd floor, MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details

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

GSTIN 36AAEFM1459R1ZP 27538818..
27538811 9885857395 / 93910-20196

Doc No 97455 170888
Doc Date 23-02-2023
Quote No NIL
Quote Date 20-02-2023
SupplyType Supply

Kind Attn : Mr. Desai.7288883664

Purchase Order for the Supply of following Items.

Total po Received

Item Name	Qty	Rate	Dis%	GST	Amount
1 181100 - ELCW-Electrical - Copper Wire-Yellow color-Gloster - 1SqmmX90mtrs - Bundles	✓ 64.00	1,630.00	48.00	18.00	64,010.75
2 688000 - ELCW-Electrical - Copper Wire-Black Color-Gloster - 1SqmmX90mtrs - Bundles	✓ 64.00	1,630.00	48.00	18.00	64,010.75
3 997500 - ELCW-Electrical - Copper Wire-Red Color-Gloster - 1SqmmX90mtrs - Bundles	✓ 48.00	1,630.00	48.00	18.00	48,008.06
4 770200 - ELCW-Electrical - Copper Wire-Green Color-Gloster - 1SqmmX90mtrs - Bundles	✓ 32.00	1,630.00	48.00	18.00	32,005.38
5 944800 - ELCW-Electrical - Copper Wire-Yellow color-Gloster - 2.5SqmmX90mtrs - Bundles	✓ 24.00	3,775.00	48.00	18.00	55,592.16
6 682900 - ELCW-Electrical - Copper Wire-Black Color-Gloster - 2.5SqmmX90mtrs - Bundles	✓ 32.00	3,775.00	48.00	18.00	74,122.88
7 983600 - ELCW-Electrical - Copper Wire-Green Color-Gloster - 2.5SqmmX90mtrs - Bundles	✓ 16.00	3,775.00	48.00	18.00	37,061.44
8 737000 - ELCW-Electrical - Copper Wire-Blue Color-Gloster - 4SqmmX90mtrs - Bundles	✓ 30.00	5,775.00	48.00	18.00	106,306.20
9 865000 - ELCW-Electrical - Copper Wire-Black Color-Gloster - 4SqmmX90mtrs - Bundles	✓ 30.00	5,775.00	48.00	18.00	106,306.20

Total Order Value . . . 587,423.82

Rupees : Five Lakh(s) Eighty Seven Thousand Four Hundred Twenty Three and Paise Eighty Two Only.

S.no.	Bill no.	Bill Dt.	Amount
1	1575	09/08/23	55,586
2	1575	09/08/23	55,586
3	1575	09/08/23	55,586
4	1575	09/08/23	55,586
5	1575	09/08/23	55,586
6	1575	09/08/23	55,586
7	1575	09/08/23	55,586
8	1575	09/08/23	55,586
9	1575	09/08/23	55,586
10	1575	09/08/23	55,586
11	1575	09/08/23	55,586
12	1575	09/08/23	55,586
13	1575	09/08/23	55,586
14	1575	09/08/23	55,586
15	1575	09/08/23	55,586
16	1575	09/08/23	55,586
17	1575	09/08/23	55,586
18	1575	09/08/23	55,586
19	1575	09/08/23	55,586
20	1575	09/08/23	55,586
21	1575	09/08/23	55,586
22	1575	09/08/23	55,586
23	1575	09/08/23	55,586
24	1575	09/08/23	55,586
25	1575	09/08/23	55,586
26	1575	09/08/23	55,586
27	1575	09/08/23	55,586
28	1575	09/08/23	55,586
29	1575	09/08/23	55,586
30	1575	09/08/23	55,586
31	1575	09/08/23	55,586
32	1575	09/08/23	55,586
33	1575	09/08/23	55,586
34	1575	09/08/23	55,586
35	1575	09/08/23	55,586
36	1575	09/08/23	55,586
37	1575	09/08/23	55,586
38	1575	09/08/23	55,586
39	1575	09/08/23	55,586
40	1575	09/08/23	55,586
41	1575	09/08/23	55,586
42	1575	09/08/23	55,586
43	1575	09/08/23	55,586
44	1575	09/08/23	55,586
45	1575	09/08/23	55,586
46	1575	09/08/23	55,586
47	1575	09/08/23	55,586
48	1575	09/08/23	55,586
49	1575	09/08/23	55,586
50	1575	09/08/23	55,586
51	1575	09/08/23	55,586
52	1575	09/08/23	55,586
53	1575	09/08/23	55,586
54	1575	09/08/23	55,586
55	1575	09/08/23	55,586
56	1575	09/08/23	55,586
57	1575	09/08/23	55,586
58	1575	09/08/23	55,586
59	1575	09/08/23	55,586
60	1575	09/08/23	55,586
61	1575	09/08/23	55,586
62	1575	09/08/23	55,586
63	1575	09/08/23	55,586
64	1575	09/08/23	55,586
65	1575	09/08/23	55,586
66	1575	09/08/23	55,586
67	1575	09/08/23	55,586
68	1575	09/08/23	55,586
69	1575	09/08/23	55,586
70	1575	09/08/23	55,586
71	1575	09/08/23	55,586
72	1575	09/08/23	55,586
73	1575	09/08/23	55,586
74	1575	09/08/23	55,586
75	1575	09/08/23	55,586
76	1575	09/08/23	55,586
77	1575	09/08/23	55,586
78	1575	09/08/23	55,586
79	1575	09/08/23	55,586
80	1575	09/08/23	55,586
81	1575	09/08/23	55,586
82	1575	09/08/23	55,586
83	1575	09/08/23	55,586
84	1575	09/08/23	55,586
85	1575	09/08/23	55,586
86	1575	09/08/23	55,586
87	1575	09/08/23	55,586
88	1575	09/08/23	55,586
89	1575	09/08/23	55,586
90	1575	09/08/23	55,586
91	1575	09/08/23	55,586
92	1575	09/08/23	55,586
93	1575	09/08/23	55,586
94	1575	09/08/23	55,586
95	1575	09/08/23	55,586
96	1575	09/08/23	55,586
97	1575	09/08/23	55,586
98	1575	09/08/23	55,586
99	1575	09/08/23	55,586
100	1575	09/08/23	55,586

For MDs APPROVAL

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

Penalty For Delay Nil

Transportation Transport cost shall be borne by us.

For **Summit Sales LLP**

Authorised Signatory

Name :

23/02/2023

Name :

APPROVED BY
25 FEB 2023
SOHAM MODI
MANAGING DIRECTOR

Accepted the above Terms And Conditions
For **Premier Engineering Corporation**

Date : / /

Purchase Order

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Original / Office Copy / Purchase Div.Copy

Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming quality and specifications.Above order Stock Replenishing 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 **Summit Sales LLP**

Authorised Signatory

Name :

23/02/2023

Accepted the above Terms And Conditions

For **Premier Engineering Corporation**

Name : _____

Date : ____/____/____

Requisition Form

Company Name: SSLP

Site & Phase : SHLLP

Unit No./Block No.

Supplier:

Material required before date:

Date: 20.02.2023

Time: 11:00:00

Req. No. 170888

ID No. 84549

S No

Item

Qty required Qty available at site

Order Qty Inward No Inward Date

- 1 ELEC9448-Electrical-Copper Wire-Yellow color-Gloster-1SqmmX90mtrs-Bundles
- 2 ELEC6829-Electrical-Copper Wire-Black Color-Gloster-1SqmmX90mtrs-Bundles
- 3 ELEC1811-Electrical-Copper Wire-Red Color-Gloster-1SqmmX90mtrs-Bundles
- 4 ELEC9836-Electrical-Copper Wire-Green Color-Gloster-1SqmmX90mtrs-Bundles
- 5 ELEC7754-Electrical-Copper Wire-Yellow color-Gloster-2.5SqmmX90mtrs-Bundles
- 6 ELEC8650-Electrical-Copper Wire-Black Color-Gloster-2.5SqmmX90mtrs-Bundles
- 7 ELEC9975-Electrical-Copper Wire-Green Color-Gloster-2.5SqmmX90mtrs-Bundles
- 8 ELEC7702-Electrical-Copper Wire-Blue Color-Gloster-4SqmmX90mtrs-Bundles
- 9 ELEC7370-Electrical-Copper Wire-Black Color-Gloster-4SqmmX90mtrs-Bundles
- 10

Remarks: For Stock Replenishing purpose

Engineer

Prepared By: M.Asha jyothis

Project Manager

Purchase

MD

Approved By: Minish

Sign & Date:

APPROVED BY
21 FEB 2023
SOHAM MOBI
MANAGING DIRECTOR