

Form for closure of purchase order

PO no.: 97/80	PO date: 15/2/23	Req. no.: 208967	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. Janak	Sign: AJ	Date: 10/4/23	
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: Rajalakshmi	Sign: AL	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: AL	Date: 26/4/23	
Advice by MD - action to be taken.			
☐ Get certified bill from supplier (not original).		☐ Prepare bill in SLLP 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
26 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			
Praful Sanitary 3-6-138/5, Himayat Nagar, Hyderabad. GSTIN 36ACWPG864A1ZG 40077300 65526886. 9849624797		Doc No	97180 208967
		Doc Date	15-02-2023
		Quote No	Nil
		Quote Date	14-02-2023
		SupplyType	Supply

Kind Attn : Mr. Ashish Gupta

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7069 - Plumbing - GI - Nipple - other - nos 50X150mm	3.00	150.00	30.00	18.00	371.70
2 500300 - PLUM-Plumbing - Forged Brass Ball valve-- - 50mm - Nos	3.00	3,692.00	35.00	18.00	8,495.29
3 878000 - PLUM-Plumbing - CPVC-Plain Tee- - 50MM - Nos	5.00	414.89	42.00	18.00	1,419.75
4 498000 - PLUM-Plumbing - CPVC-Long bend- - 50MM - Nos	18.00	730.50	42.00	18.00	8,999.18
5 600600 - PLUM-Plumbing - CPVC-Coupling- - 50MM - Nos	20.00	210.70	42.00	18.00	2,884.06
6 259900 - PLUM-Plumbing - CPVC-Solution-- - 500gms - Nos	2.00	523.00	50.00	18.00	617.14
7 557400 - PLUM-Plumbing - CPVC-Elbow- - 50MM - Nos	20.00	327.10	42.00	18.00	4,477.34
8 388600 - GENE-General Items - Teflon tapes-- - - - Nos	20.00	30.00	30.00	18.00	495.60
Total Order Value . . .					27,760.07

Rupees : Twenty Seven Thousand Seven Hundred Sixty and Paise Seven Only.

Terms and Conditions :-

Specification / As per details given in the quotation.

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 club house flushing line to oht work purpose.

Completion Date Nil

For **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Praful Sanitary**

Name : _____

Name : _____

Date : __/__/__

Purchase Order

Page(s) 2 Of 2

08-04-2023 17:04:54

Original / Office Copy / Purchase Div.Copy

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 **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Praful Sanitary**

Name : _____

Name : _____

Date : __/__/__

Purchase Order

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15-02-2023 4:24:36 PM



97180

08.02.23 3:15:07

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

Praful Sanitary
3-6-138/5, Himayat Nagar, Hyderabad.

Doc No	97180	208967
Doc Date	15-02-2023	
Quote No	Nil	
Quote Date	14-02-2023	
SupplyType	Supply	

GSTIN 36ACWPG864A1ZG 40077300
65526886. 9849624797

Kind Attn : Mr. Ashish Gupta

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Total Order Value . . .					27,760.07

Rupees : Twenty Seven Thousand Seven Hundred Sixty and Paise Seven Only.

Terms and Conditions :-**Specification /** As per details given in the quotation.**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** NilFor **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Praful Sanitary**

Name : _____

Name : _____

Date : ____/____/____

Purchase Order

Page(s) 2 Of 2

15-02-2023 4:24:36 PM

Original / Office Copy / Purchase Div.Copy

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for club house flushing line to oht 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 invoices 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 **Pratul Sanitary**

Name : _____

Date : ____/____/____

Requisition Form		Date:		14-02-2023	
Company Name: MRM LLP		Time:		1:11	
Site & Phase: GMR		Req. No.		208967	
Unit No./Block No. club house		ID No.		84321	
Supplier:		Qty required		Qty available at site	
Material required before date:		Order Qty		Inward No	
		Inward Date			
S No	Item				
1	PLUM9945-Plumbing-GI-Nipple--50X150mm-Nos	150 30			
2	PLUM5003-Plumbing-Forged Brass Ball valve---50mm-Nos	369 30			
3	PLUM1815-Plumbing-CPVC-Plain Tee--50mm-Nos	414 80			
4	PLUM8686-Plumbing-CPVC-Long bend--50mm-Nos	1000 20			
5	PLUM3704-Plumbing-CPVC-Coupling--50mm-Nos	100 20			
6	HARD2385-Hardware-Anchor bolt -Bolt Type--8x50mm-Nos	100 20			
7	GENE1944-General Items-Teflon tapes---Nos	100 20			
8	PLUM1447-Plumbing-CPVC Solution---500gms-Nos	500 50			
9	PLUM8014-Plumbing-CPVC-Elbow--50mm-Nos	200 20			
10					
Remarks:		for club house flushing line to oht			
Engineer		97180			
Prepared By: sultan ali		97180			
Approved By:		APPROVED BY			
Sign & Date:		M. RAM PRASAD (G.M.R.)			

APPROVED BY
M. RAM PRASAD (G.M.R.)
14 FEB 2023
MD