Form for closure of purchase order

PO no.:	89007	PO date:	07/06/2022	Req. no.:	100601	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: We did not received any material from this 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: Jeevana	Sign:	Date: 15/4/2023
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.				
2.				
3.				

Remarks by Accountants: Bills not received against this Po.		
Prepared by: J. Haripriya	Sign: J. Haripriya	Date: 23/04/23
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: Material not received, So Close this Po.		
Prepared by: Ravi	Sign:	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

 14-04-2023 15:07:13

Original Office Copy Purchase Dpt Copy

From Company : **Aedis Developers LLP**
5-4-187/3&4, II Floor, M G Road, Secunderabad-500003
G S T No. : 36ABPFA0002Q1ZD

Supplier Details

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

GSTIN 36ACWPG864A1ZG
65526886. 9849624797 40077300

Doc No	89007	100601
Doc Date	07-06-2022	
Quote No	nil	
Quote Date	03-06-2022	
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 *1 1/4x2"*	7.00	108.00	30.00	18.00	624.46
2 10016 - Plumbing - GI - Union - 1 1/4 In - nos	4.00	290.20	30.00	18.00	958.82
3 10014 - Plumbing - GI - Tee - 1 1/4 In - nos	3.00	180.30	30.00	18.00	446.78
4 7052 - Plumbing - GI - Bend - other - nos *long bend 1 1/4*	2.00	444.20	30.00	18.00	733.82
5 10007 - Plumbing - GI - Coupling - 1 1/4 In - nos	6.00	93.60	30.00	18.00	463.88
				Total Order Value . . .	**3,227.76**

Rupees : Three Thousand Two Hundred Twenty Seven and Paise Seventy Six Only.

Terms and Conditions :-

Specification /	Item in Sl.no.1-'Jindal' brand, Sl.no.2,3,4-'HB' brand, Sl.no.5,6-'Tata' brand, Sl.no.7-'Zoloto' brand, Sl.no.8-'Sudhkhar' brand
Payment Terms	Within 15 days of delivery of all materials
Tax	All taxes included in above price.
Delivery Date	On or before 10.11.15
Delivery Location	Morning Glory Apartments Genomevalley, Hyderabad Phone. Madhu Site Engineer - 9502211499
Penality For Delay	Nil
Transportation	Extra.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Borewell to OHT connection 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

For ***Aedis Developers LLP***
Authorised Signatory

Accepted the above Terms And Conditions
For ***Praful Sanitary***

Purchase Order

 22-06-2022 12:15:03 PM

89007
07.06.22 12:13:52

From Company : **Aedis Developers LLP**
5-4-187/3&4, II Floor, M G Road, Secunderabad-500003
G S T No. : 36ABPFA0002Q1ZD

Supplier Details			
Praful Sanitary 3-6-138/5, Himayat Nagar, Hyderabad.	**Doc No**	89007	100601
	Doc Date	07-06-2022	
	Quote No	nil	
GSTIN 36ACWPG864A1ZG 40077300	**Quote Date**	03-06-2022	
65526886. 9849624797	**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 *1 1/4x2"*	7.00	108.00	30.00	18.00	624.46
2	10016 - Plumbing - GI - Union - 1 1/4 In - nos	4.00	290.20	30.00	18.00	958.82
3	10014 - Plumbing - GI - Tee - 1 1/4 In - nos	3.00	180.30	30.00	18.00	446.78
4	7052 - Plumbing - GI - Bend - other - nos *long bend 1 1/4*	2.00	444.20	30.00	18.00	733.82
5	10007 - Plumbing - GI - Coupling - 1 1/4 In - nos	6.00	93.60	30.00	18.00	463.88
					Total Order Value . . .	**3,227.76**

Rupees : Three Thousand Two Hundred Twenty Seven and Paise Seventy Six Only.

Terms and Conditions :-

Specification /	Item in Sl.no.1-'Jindal' brand, Sl.no.2,3,4-'HB' brand, Sl.no.5,6-'Tata' brand, Sl.no.7-'Zoloto' brand, Sl.no.8-'Sudhkhar' brand
Payment Terms	Within 15 days of delivery of all materials
Tax	All taxes included in above price.
Delivery Date	On or before 10.11.15
Delivery Location	Morning Glory Apartments Genomevalley, Hyderabad Phone. Madhu Site Engineer - 9502211499
Penality For Delay	Nil
Transportation	Extra.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Borewell to OHT connection 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

For ***Aedis Developers LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Praful Sanitary***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	Aedis Developers LLP	Date:	03.06.2022
Site & Phase :	MGA	Time:	01:00PM
Supplier		Req. No.	100601
Material required before date:	06.062022	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1	GI 1 1/4" Nipple	2"	07			
2	GI 1 1/4" Union		04			
3	GI 1 1/4" Tee		03			
4	GI 1 1/4" Long Bend		02			
5	GI 1 1/4" Coupling		06			
6						
7						
9						

Remarks: Towards Borewell to OHT connection purpose			
Prepared By	Pushpalatha	Approved by	
Sign.& Date	03.06.2022	Sign. & Date	03.06.2022

APPROVED
2 2 JUN 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

Note: On receipt of material at site write inward number and date in last 2 columns.