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: Matl 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

Form for closure of purchase order

PO no.: 92714		PO date: 09/10/2022		Req. no.: 100611		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: Material not received.							
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: 15/04/2023		
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		[illegible]		[illegible]	

Warranty	One year on workmanship
Advance Paid	nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for 503, 506, 302, 206, 203 bathroom purpose.
Completion Date	Work to be completed in 4days. Penalty of 5% of order value per week shall be levied for delay.
Measurment	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
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.'

Accepted the above Terms And Conditions

For ***Aedis Developers LLP***

For ***Abdul Aziz***

Authorised Signatory

Name

Name

Date

Purchase Order

 14-04-2023 15:07:54

Original / Office Copy / Purchase Div.Copy

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

Supplier Details			
Abdul Aziz #14-1-96/3/B, Allapur, Borabanda, Hyderabad - 500018 **GSTIN** 36AYAPA9482A2ZQ 9908194281	**Doc No**	92714	100611
	Doc Date	09-10-2022	
	Quote No	NIL	
	Quote Date	08-10-2022	
	SupplyType	Supply And Installation	

Kind Attn : Mr. Abdul Aziz

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	152100 - BUIL-Building Material - Plain False Ceiling-Gypsum- - - - Sqm	10.00	387.50	0.00	18.00	4,572.50
					Total Order Value . . .	**4,572.50**

Rupees : Four Thousand Five Hundred Seventy Two and Paise Fifty Only.

Terms and Conditions :-

Specification /	Above rate as per guideline cir.no.852(E) dtd. 19-07-2021 issued by our M.D. and accepted by contractor. Above rates are inclusive of all.
Payment Terms	50% advance at the time of PO, balance on completion of work.
Tax	All taxes included in above price.
Delivery Date	Within 4days.
Delivery Location	Morning Glory Apartments Genomevalley, Hyderabad Phone. Madhu Site Engineer - 9502211499

Purchase Order

 09-10-2022 12:32:31 PM

92714
03.10.22 5:38:38

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

Supplier Details			
Abdul Aziz	**Doc No**	92714	100611
#14-1-96/3/B, Allapur, Borabanda, Hyderabad - 500018	**Doc Date**	09-10-2022	
	Quote No	NIL	
GSTIN 36AYAPA9482A2ZQ	**Quote Date**	08-10-2022	
9908194281	**SupplyType**	Supply And Installation	

Kind Attn : Mr. Abdul Aziz

Purchase Order for the Supply of following Items.

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Rupees : Four Thousand Five Hundred Seventy Two and Paise Fifty Only.

Terms and Conditions :-

Specification /	Above rate as per guideline cir.no.852(E) dtd. 19-07-2021 issued by our M.D. and accepted by contractor. Above rates are inclusive of all.
Payment Terms	50% advance at the time of PO, balance on completion of work.
Tax	All taxes included in above price.
Delivery Date	Within 4days.
Delivery Location	Morning Glory Apartments Genomevalley, Hyderabad Phone. Madhu Site Engineer - 9502211499
Penality For Delay	Bills must be submitted to H.O. within 30 days of completion of work. 10% plty on value of order will be deducted for delay in submission of bills.
Transportation	Included in the above price.
Warranty	One year on workmanship
Advance Paid	nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for 503, 506, 302, 206, 203 bathroom purpose.
Completion Date	Work to be completed in 4days. Penalty of 5% of order value per week shall be levied for delay.
Measurment	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
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 *Aedis Developers LLP*

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For *Abdul Aziz*

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	Aedis Developers LLP	Date:	08.10.2022			
Site & Phase :	MGA	Time:	17:00PM			
Unit No./Block No.	I					
Supplier:	Abdhul Aziz	Req. No.	100611			
Material required before date:		ID No.	80416			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	BUIL1521-Building Material-Plain False Ceiling-Gypsum---Sqm	10	0	10		
2						
3	92714.					
4						
5						
6						
7						
8						
9						
10						
Remarks:	Towards 503, 506, 302, 206, 203 bathrooms purpose.					
	Engineer	Project Manager	APPROVED	Purchase		MD
Prepared By:	Pushpalatha		08 OCT 2022			
Approved By:	Sarwar		P. PRABHAKAR			
Sign & Date:	08-10-2022		Sr. MANAGER PURCHASE			