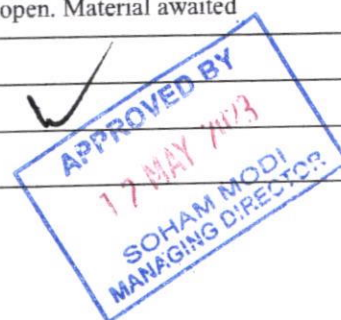


Form for closure of purchase order

PO no.: 94485	PO date: 29/11/22	Req. no.: 208377	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.	
☐ Close PO – Balance material will be re-ordered by new requisition.		☒ Material not received.	
☐ 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 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: Basaveerwar	Sign: [Signature]	Date: 10/03/23	
Data required from accounts:			
☐ Checked with E&D for receipt of bills.			
☒ Bills not received against this PO.		☐ Part bill received against this PO.	
☐ Advance paid against this PO		☐ All bills received against this PO.	
Amount paid:		Date of payment:	
Details of part bill received:			
Sl. No.	Bill no.	Bill date	Cr. given to supplier
1.			
2.			
3.			
Remarks by Accountants:			
Prepared by: Rajyalakshmi	Sign: [Signature]	Date: 14/03/23	
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	MRN no.
1.			
2.			
3.			
Remarks: cancel this P.O due to mat not received.			
Prepared by: Ravi	Sign: [Signature]	Date: 15/03/23	
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:	



Purchase Order

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29-11-2022 3:42:29 PM



94485

16.11.22 3:28:17

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

Summit Sales LLP
5-4-187/3&4, II nd floor, Soham Mansion, MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7

040-66335551

9618244433

Doc No	94485	208377
Doc Date	29-11-2022	
Quote No	nil	
Quote Date	28-11-2022	
SupplyType	Supply	

Kind Attn : Hamendra, Prabhakar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 711600 - TLWF-Tiles - Wall & Floor Tiles-Ceramic-Nitco-Country Almond - 300X300mm - sqm 13 Boxes	15.00	410.49	0.00	18.00	7,265.67
Total Order Value . . .					7,265.67
Rupees : Seven Thousand Two Hundred Sixty Five and Paise Sixty Seven Only.					

Terms and Conditions :-**Specification /** Brand Nitco, Ispina.**Payment Terms** After delivery**Tax** GST included in the above prices**Delivery Date** With in a 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** Nil**Warranty** Nil**Advance Paid** Nil**Other Terms** We reserve the right to reject items not conforming to quality and specifications, above order is for G-Block, flat 405 kitchen tiles work purpose.**Completion Date** Nil**Measurement** 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 HQ 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 **Summit Sales LLP**

Name : _____

Name : _____

Date : ____/____/____

Requisition Form

Company Name: MRMLLP

Site & Phase: GMR

Unit No. Block No. G-Block 404

Supplier:

Material required before date: 01.12.22

S No

Item

1 TL WF 116-Tile-Wall & Floor Tiles-Metal-Nico-Country Almond -300X300MM-sqm

2

3

4

5

6

7

8

9

10

Remarks:

Towards G block. flat 405 kitchen tiles work purpose

Engineer

Prepared By: Gosika Rajesh

Approved By:

Sign & Date: 28.11.22

Date: 28.11.2022

Time: 3:00

Req. No. 208376

ID No. 81962

Qty required at site

15

0

15

Order Qty

Inward No

Inward Date

Project Manager

Ram Prasad

APPROVED
29 NOV 2022
VENKATESHWARLU
MANAGER PURCHASE

M/D