Form for closure of purchase order

PO no.: 93596.	PO date: 4/11/22	Req no.: 208137.	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	This is the work order work completed Bill done ID: 74008.						
□ 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: Meenakshi	Sign: [signature]	Date: 10/5/23

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: 21,200	Date of payment: 11-11-22

Details of part bill received:

Sl. No.	Bill no.	Bill date	Bill amount	Cr. given to supplier
1.	008	05.12.22	1,25,080	yes
2.				
3.				

Remarks by Accountants:

Prepared by: Rajyalakshmi	Sign: [signature]	Date: 15.05.2023

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: 15/5/23.

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
1 5 MAY 2023
SOHAM MODI
MANAGING DIRECTOR

te: 5/12/20..

Purchase Order

 06-05-2023 16:39:12

Original / Office Copy / Purchase Div.Copy

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

Nandana Fire Protection
H.No. 1-2-151/4, Sai Krishna Colony, Budwel, Rajendra Nagar, Hyderabad - 500030.

GSTIN 36AKEPA2209F1ZU

9390237146/08792328738

Doc No	93596	208137
Doc Date	04-11-2022	
Quote No	Nil	
Quote Date	24-11-2015	
SupplyType	Supply And Installation	

Kind Attn : Mr. P. Anil Kumar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 5189 - Equipment - other - Down commers - NA - nos *Fabrication/Erection/Painting & Commissioning - Parking + 6 floors*	2.00	38,000.00	0.00	0.00	76,000.00
2 5189 - Equipment - other - Down commers - NA - nos *Fabrication/Erection/Painting & Commissioning - Terrace Booster pump with pipe line*	1.00	30,000.00	0.00	0.00	30,000.00
		Total Order Value . . .			**106,000.00**

Rupees : One Lakh(s) Six Thousand Only.

Terms and Conditions :-

Specification / Brand	As per Circular no. 566(b) approved dtd. 05/10/2015
Payment Terms	20% as advance with W.O., balance 65% in 4 to 6 weekly installments payable on progress of work, 15% on commissioning.
Tax	GST extra @18%.
Delivery Date	As per request of Project Manager.
Delivery Location	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone Contact Security _______, 8309938133
Penality For Delay	Nil
Transportation Cost	Included in the above price.
Warranty	Life time on workmanship.
Advance Paid	Rs. 21,200/- vide cheque no. , dtd.
Other Terms	Work must be completed as per satisfaction of site Engg. Above order for G block fire safety work purpose
Completion Date	Work shall be completed within 4days from the date of the work order
Measurment	Nil
Security	Nil
Remarks	Original invoice+copy of proof delivery is required to process invoice for payment. DO NOT send original invoice to site. Original invoice must be sent to HO 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 ***Nandana Fire Protection***

Name : ____________ Name : ____________ Date : __/__/____

Estimate/Draft PO

Page(s) 1 Of 1 04-11-2022 11:13:03 Original , Office Copy , Purchase Div Copy

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			
Nandana Fire Protection	**Doc No**	93596	208137
H.No. 1-2-151/4, Sai Krishna Colony, Budwel, Rajendra Nagar, Hyderabad - 500030.	**Doc Date**	04-11-2022	
	Quote No	Nil	
GSTIN 36AKEPA2209F1ZU	**Quote Date**	24-11-2015	
9390237146/08792328738	**SupplyType**	Supply And Installation	

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For MDs APPROVAL
- [x] High Value/quantity beyond limits.
- [ ] Pc/Req. processed-post approval.
- [ ] Approval for technical details/clarification.
- [ ] Replenishing SSLLP stock
- [ ] Other

APPROVED BY
05 NOV 2022
SOHAM MODI
MANAGING DIRECTOR

For *Modi Reality Mallapur LLP*

Authorised Signatory

Name : Venu 04/11/22

Accepted the above Terms And Conditions

For *Nandana Fire Protection*

Name : ______________________

Date : __/__/____

Purchase Order

Page(s) 1 Of 1 05-11-2022 12:05:35

93596

01.11.22 2:46:15

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5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

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H.No. 1-2-151/4, Sai Krishna Colony, Budwel, Rajendra Nagar, Hyderabad - 500030.	**Doc Date**	04-11-2022	
	Quote No	Nil	
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For ***Modi Reality Mallapur LLP***

Authorised Signatory

Venkatesh 05/11/22

Name : ____________________

Accepted the above Terms And Conditions

For ***Nandana Fire Protection***

Name : ____________________

Date : __/__/____

Requisition Form / Work order

Company Name:	MODI REALTY MALLAPUR LLP	Date:		26.10.22
Site & Phase :	GULMOHAR RESIDENCY	Time:		05:30
Supplier	Nandana Fire Protection	Req. No.		208137
Material required before date:	Urgent	ID No.		80893

Nó	Description	Size	Quantity	Units	Inward No	Date
1.	Down commer - parking + 6 floors	100 mm	2	No's		
2	Terrace Booster pump with pipe	-	1	No's		
3	93596					
4						
5						
6						
7						
8						
9						
10						
11						

Remarks: For G Block fire safety work purpose workorder for downcomers

Prepared By	G.Rajesh		
Sign.& Date	26.10.22	Approved by	M.Ram prasad
Note:		Sign. & Date	

APPROVED BY
05 NOV 2022
SOHAM MODI
MANAGING DIRECTOR

2 - OCT 2022

APPROVED
26 OCT 2022
P. VENKATESHWARLU
MANAGER PURCHASE