

Form for closure of purchase order

PO no:	95003	PO date:	14/12/22	Req no:	208423	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	work completed Bill done Bill 20-74976						
☐ 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 DO & proof of delivery + PO 3. Provide copies of invoices if available 4. This entire set to be scanned and sent to Ravi							
Prepared by:	Muralidhar	Sign:	MD	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: 24-12-22			
Details of part bill received:							
Sl. No.	Bill no.	Bill date	Bill amount	Cr. given to supplier			
1.	✓ 1856	10-01-23	1,22,000	Yes			
2.	1857	10-01-23	1,06,000	Yes			
3.							
Remarks by Accountants:							
Prepared by:		Sign:		Date:			
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: MD		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
15 MAY 2023
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

06-05-2023 17:07:23

Original / Office Copy / Purchase Inv Copy

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

B.Bhaskar Rao

D.No.12.1.39/1,Moosapet,Hyderabad-18

GSTIN 0

8712327651

8247442244

Doc No	95003	208423
Doc Date	14-12-2022	
Quote No	Nil	
Quote Date	24-11-2015	
SupplyType	Supply	

Kind Attn : B.Bhaskar rao

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	IGST	Amount
1 5189 - Equipment - other - Down commers - NA - nos Fabrication/Erection/Painting & Commissioning - 2Parking + 6 floors	2.00	46,000.00	0.00	0.00	92,000.00
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 . . .					122,000.00

Rupees : One Lakh(s) Twenty Two 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

Penalty 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 F 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 **B.Bhaskar Rao**

Name : _____

Name : _____

Date : ____/____/____

Purchase Order

06-05-2023 17:07:23

Original / Office Copy / Purchase Order Copy

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G S T No. : 36AAEFM1459R1ZP

Supplier Details

B.Bhaskar Rao
D.No.12.1.39/1,Moosapet,Hyderabad-18

GSTIN 0

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Quote No	Nil	
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For **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **B.Bhaskar Rao**

Name : _____

Name : _____

Date : ____/____/____

Purchase Order

Page(s) 1 Of 1

21-12-2022 10:56:18 AM

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

B.Bhaskar Rao
D.No.12.1.39/1,Moosapet,Hyderabad-18

GSTIN 0
8712327651

8247442244

Doc No	95003	208423
Doc Date	14-12-2022	
Quote No	Nil	
Quote Date	24-11-2015	
SupplyType	Supply	

Kind Attn : B.Bhaskar rao

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	IGST	Amount
1 5189 - Equipment - other - Down commers - NA - nos Fabrication/Erection/Painting & Commissioning - 2Parking + 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 / 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

Penalty For Delay Nil

Transportation 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 C- 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

Name : _____

Accepted the above Terms And Conditions

For **B.Bhaskar Rao**

Name : _____

Date : __/__/__

Estimate/Draft PO

Page(s) 1 Of 1

14-12-2022 10:40:32



iv.Copy

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunder
G S T No. : 36AAEFM1459R1ZP

95003
13.12.22 3:48:40

Supplier Details

B.Bhaskar Rao
D.No.12.1.39/1, Moosapet, Hyderabad-18

GSTIN 0

8712327651

8247442244

Doc No	95003	208423
Doc Date	14-12-2022	
Quote No	Nil	
Quote Date	24-11-2015	
SupplyType	Supply	

Kind Attn : B.Bhaskar rao

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Total Order Value . . .					106,000.00

Rupees : One Lakh(s) Six Thousand Only.

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Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge
Phone. Contact: Security _____, 8309938133

Penalty 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 C- 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 MDs APPROVAL

- ☒ High Value/quantity beyond limits.
☐ Po/Req. processed-post approval.
☐ Approval for technical details/clarification
☐ Replenishing SLLP stock
☐ Other

For **Modi Reality Mallapur LLP**

Authorised Signatory

Name : _____

APPROVED BY
14 DEC 2022
SOHAM MODI
MANAGING DIRECTOR

Accepted the above Terms And Conditions

For **B.Bhaskar Rao**

Name : _____

Date : __/__/__

Requisition Form/ work order				
Company Name:	MODI REALTY MALLAPUR LLP	Date:	03.12.22	
Site & Phase :	GULMOHAR RESIDENCY	Time:	03:00	
Supplier:	Bhadakala basker rao	Req. No.	208423	
Material required before date:	Urgent	ID No.	82134	
			Inward No	Date

[illegible]

Work order

Prepared By	Sultan Ali	Approved by	M.Ram prasad
Sign.& Date	03.12.22	Sign. & Date	

APPROVED BY
[Signature]
M. RAM PRASAD, (G.M.R.)
Project Manager