

Open PO's - Closure form

PO → 20240403020

Name of the Company		Giv research centre pvt ltd.			Name of the project		Innopolis
Sl No	PO nos	Material Received	MRN Updated	POD Received	ACS Generator	Bill	Remark for closure of PO
1	20240320044	No	No	No	No	NA	Po issued wrong -close po
2	20240314013	No	No	No	No	NA	Material not required -close po
3	20240313018	No	No	No	No	NA	Material not required -close po
4	20230829014	No	No	No	No	NA	Po issued to sslp -close po.
5	20230915042	No	No	No	No	NA	Po issued to sslp -close po.
6	20240416041	No	No	No	No	NA	No stock at supplier-close po.
7	20240403020	Partial	Yes	Yes	Yes	NA	Part material received-close po.
8	20240411011	No	No	No	No	NA	Material not required -close po.
9							
10							

Approved by/ prepared by	Purchase	Admin Audit	Site	Soham
Name		V.Ravi	N.Sai Shivani	
Sign				
Date	30-04-24	30-04-24	30-04-24	

Notes: 1. This form is to be uploaded in place of MRN & Bills on M-codex before closing the PO. 2. Admin-audit to have a live zoom session with site & purchase to fill this form. 3. Jan 2024 to 2024.

VERIFIED BY
20 APR 2024
VANAM RAVI
ADMIN. MANAGER (AUDIT)

PO → 20240403020
MRN → 20240503038

INWARD	
Card No: 14461	Dt: 3/5/24
MRN No:	Dt:
Received By: Nissar	Sign: [Signature]
G.V.R.C. PVT. LTD.	

APPROVED BY
30 APR 2024
SOHAM MOD