

Purchase Order

To :

PO No
PO Date

Valid Till

Phone

Please supply the following material subject to conditions followed

Project: A SAMPLE PROJECT 3
S.No. 25/1/1 Deccan, Pune

Material	Unit	Qty

Terms and Conditions

1. All delivery challans /bills should indicate our purchase order no. and other relevant information in item size, quantity etc.
2. Only items and quantities mentioned on the purchase order will be accepted at site. The same will be in complete sets only.
3. Strictly adhere to the delivery schedule mentioned on purchase order.
4. Delivery at site accepted between 10.00 am to 5.30 pm on all working days except SUNDAY.
5. All rejections / defective / inferior quality items will be reduced from the bill.
6. Cheques will be issued after 30 days of receiving the bill / bills.
7. Subject to ----- jurisdiction only.

Remark :

Supplier Acceptance

Checked By

Authorised Signatory