PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	05/05/2022	Prepared by	MINISH.	Serial no.	3751
Supplier name	Reflection's Electrical's Pvt ltd.			HO inward no.	
Firm/Company	S.SLLP.	Project	SHLLP.	HO received date	
PO/WO date	11/04/2022	PO/WO No.	87270.	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	420	04/05/2022	3,629/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A Bills total (Excluding Transport & Hamali Charges):	3,629/-	
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report		
MRN nos.: 106788.	Proof of delivery matches MRN	☑ Yes □ No
Amount B –Other Credits : Transportation charges		–
Amount C –Other Debits :		–
Amount D (D=A+B-C) – Amount to be credited to the supplier:		3,629/-
Amount E – PO / WO value:		95385/-
Amount F – Difference (A – E):		91,756/-
Quantity received as per PO /WO	☑ Yes □ Excess received □ Short received □ Part received	
Close PO / WO	☑ Yes □ No – wait for balance material □ Other	
Payment due date	09/05/2022	
Remarks: Final Bill		

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:					
Date					
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
05 MAY 2022
MINISH PARIKH
MANAGER PROCUREMENT

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

TAX INVOICE

Sales Invoice

Reflections Electricals Pvt Ltd. 5-4-187/7, M G Road & R P Road Junction Ranigunj, Secunderabad 500003 T.S Phone: 04027543785, 9705577776 GSTIN/UIN: 36AADCR2047Q1ZZ State Name : Telangana, Code : 36 E-Mail : reflections_hyderabad@yahoo.com	Invoice No. **420**	Dated **4-May-2022**
	Delivery Note **100**	Mode/Terms of Payment **Against Delivery**
	Reference No. & Date. **420 dt. 4-May-2022**	Other References
Consignee (Ship to) **Summit Sales LLP** 5-4-187/3&4, II Floor, M G Road, Secunderabad 500 003 GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Buyer's Order No. **87270/169661**	Dated **11-Apr-2022**
	Dispatch Doc No.	Delivery Note Date **4-May-2022**
	Dispatched through **Your Self**	Destination **Cherlapally**
Buyer (Bill to) **Summit Sales LLP** 5-4-187/3&4, II Floor, M G Road, Secunderabad 500 003 GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36 Place of Supply : Telangana	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Amount
1	**Torch LED Emerald Plus CL0008**	851310	18 %	**5 No's**	615.00	No's	**3,075.00**
	OUTPUT CGST						**276.75**
	OUTPUT SGST						**276.75**
	Rounding Off						**0.50**
	Total			**5 No's**			**₹ 3,629.00**

INWARD
Inward No: 18103 Dt: 4/5/22
MRN No: 106788 Dt: 5/5/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP
IN WARD
No: 94061
Date: 5/5/22
Sign:
R.R. DIST.

Amount Chargeable (in words) *E. & O.E*

INR Three Thousand Six Hundred Twenty Nine Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
851310	3,075.00	9%	276.75	9%	276.75	553.50
Total	**3,075.00**		**276.75**		**276.75**	**553.50**

Tax Amount (in words) : **INR Five Hundred Fifty Three and Fifty paise Only**

Date & Time :

Company's Bank Details
A/c Holder's Name : **Reflections Electricals Pvt Ltd.**
Bank Name : **State Bank of India**
A/c No. : **30033772668**
Branch & IFS Code : **M G Rod, Secunderabad & SBIN0003032**

Company's PAN : **AADCR2047Q**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for Reflections Electricals Pvt Ltd.

REFLECTIONS ELECTRICALS PVT. LTD. SECUNDERABAD

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

Purchase Order

Page(s) 1 Of 1 12-04-2022 11:28:25 AM

87270
04.04.22 1:33:43

From Company : **Summit Sales LLP**
5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details			
Reflections Electricals Pvt. Ltd.,	**Doc No**	87270	169661
5-4-187/6, P.M. Modi Complex Ist Floor,M.G. Road,Sec-Bad -500 003	**Doc Date**	11-04-2022	
	Quote No	NIL	
GSTIN 36AADCR2047Q1ZZ 27540307	**Quote Date**	06-04-2022	
27543785.. 9849875767	**SupplyType**	Supply	

Kind Attn : MR.Shakib khan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4603 - Electrical - other - MCB - 10Amps - nos	48.00	105.00	0.00	18.00	5,947.20
2	4681 - Electrical - switches - Switch - 6Amps - nos	1,200.00	36.00	0.00	18.00	50,976.00
3	4790 - Electrical - other - Modular socket - 15 A - nos	100.00	310.00	70.00	18.00	10,974.00
4	4791 - Electrical - other - Modular socket - 6 A - nos	300.00	200.00	70.00	18.00	21,240.00
5	4788 - Electrical - other - Modular Bell switches - 6A - nos	40.00	185.00	70.00	18.00	2,619.60
6	4062 - Consumables - Torch light - Big - nos	5.00	615.00	0.00	18.00	3,628.50
				Total Order Value . . .		**95,385.30**

Rupees : Ninty Five Thousand Three Hundred Eighty Five and Paise Thirty Only.

APPROVED BY
13 APR 2022
SOHAM MODI
MANAGING DIRECTOR

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

PAYMENT DETAILS

S.no.	Bill no.	Dt.	Amount
1.	198	15/4/22	91,757/-
2.			
3.			
4.			

Terms and Conditions :-

Specification /	All items shall be of 'Wipro' brand.
Payment Terms	Within 7 days of delivery.
Tax	Inclusive of all taxes
Delivery Date	Within 3days
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	NIl
Transportation	Transport cost shall be borne by us.
Warranty	5 yrs
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Stock replenishing purpose
Completion Date	Nil
Measurment	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 invoice must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email

For *Summit Sales LLP*

Authorised Signatory

12/04/2022

Name : ____________ Name : ____________

Accepted the above Terms And Conditions

For *Reflections Electricals Pvt. Ltd.,*

Date : __/__/____

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	06.04.2022
Site & Phase :	SHLLP	Time:	10:57
Supplier		Req.No.	169661
Material required before date:		ID No.	75431

No	Description	Size	Quantity	Units	Inward No	Date
1	MCB	10Amps	48	Nos		
2	Switch	6Amps	1200	Nos		
3	Socket	6Amps	300	Nos		
4	Socket 87270	16Amps	100	Nos		
5	Bell push		40	Nos		
6	Torch light	Big	5	Nos		
7	Automatic change over	10Amps	5	Nos		

Remarks: For Stock repleneshing purpose.

Prepared By	Vanajakshi	Approved by	
Sign.& Date	06.04..2022	Sign. & Date	APPROVED BY 09 APR 2022 SOHAM MODI MANAGING DIRECTOR

Note: On receipt of material at site write inward number and date in last 2 columns.