PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 26/05/2022 | Prepared by | MINISH. | Serial no. | 4477 |
| ~~Supplier name~~ | Reflection's Electricals Pvt ltd. | | | ~~HO inward no.~~ | |
| Firm/Company | SSLLP | Project | SHLLP. | HO received date | |
| PO/WO date | 13/05/2022 | PO/WO No. | 88239. | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 594 | 17/05/2022 | 18,189/- | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |
| Amount A – Bills total (Excluding Transport & Hamali Charges): | | | 18,189/- | |
| Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | | | | |
| MRN nos.: | 107393. | | 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:~~ | 18,189/- |
| Amount E – PO / WO value: | 18,189/- |
| Amount F – Difference (A – E): | |
| 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 | 06/06/2022 |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | | APPROVED | | | |
| Sign: | | | | | |
| Date | | 27 MAY 2022 | | | |
| Approval limit | Upto 20k | Above 20k | Above 100k | Upto 20k | Above 20k |

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. **594** | Dated **17-May-2022** |
| Delivery Note **141** | Mode/Terms of Payment **Against Delivery** |
| Reference No. & Date. **594 dt. 17-May-2022** | Other References |
| Buyer's Order No. **88239/169775** | Dated **13-May-2022** |
| Dispatch Doc No. | Delivery Note Date **17-May-2022** |
| Dispatched through **Your Self** | Destination **Cherlapally** |
| Terms of Delivery | |

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 (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

| Sl No. | Description of Goods | HSN/SAC | GST Rate | Quantity | Rate | per | Amount |
|---|---|---|---|---|---|---|---|
| 1 | **LED Batten Trim Neo 10W 6500K LL20 -111-XXX-65NE3** | 940511 | 12 % | **40 No's** | 200.00 | No's | **8,000.00** |
| 2 | **LED Batten 20W 6500K D532065** | 940511 | 12 % | **40.0000 nos** | 206.00 | nos | **8,240.00** |
| | | | | | | | 16,240.00 |
| | ***OUTPUT CGST*** | | | | | | **974.40** |
| | ***OUTPUT SGST*** | | | | | | **974.40** |
| | ***Rounding Off*** | | | | | | **0.20** |
| | Total | | | | | | **₹ 18,189.00** |

SUMMIT SALES LLP IN WARD No: 94756 Date: 25/5 Sign: R.R. DIST.

MODI PROPERTIES PVT. LTD. INWARD No. 820 Date 18/5/22 Sign SEC'BAD

J. Selvakumar

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

**INR Eighteen Thousand One Hundred Eighty Nine Only**

| HSN/SAC | Taxable Value | Central Tax Rate | Central Tax Amount | State Tax Rate | State Tax Amount | Total Tax Amount |
|---|---|---|---|---|---|---|
| 940511 | 16,240.00 | 6% | 974.40 | 6% | 974.40 | 1,948.80 |
| **Total** | **16,240.00** | | **974.40** | | **974.40** | **1,948.80** |

Tax Amount (in words) : **INR One Thousand Nine Hundred Forty Eight and Eighty 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.**

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

# Purchase Order

 17-05-2022 12:10:34 PM

88239
27.04.22 12:24:13

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** | 88239 | 169775 |
| 5-4-187/6, P.M. Modi Complex Ist Floor,M.G. Road,Sec-Bad -500 003 | **Doc Date** | 13-05-2022 | |
| | **Quote No** | NIL | |
| **GSTIN** 36AADCR2047Q1ZZ 27540307 | **Quote Date** | 09-05-2022 | |
| 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 | 4662 - Electrical - other - Tubelight fitting - 2ft - nos | 40.00 | 200.00 | 0.00 | 12.00 | 8,960.00 |
| 2 | 4663 - Electrical - other - Tubelight fitting - 4ft - nos | 40.00 | 206.00 | 0.00 | 12.00 | 9,228.80 |
| | | | | | **Total Order Value . . .** | **18,188.80** |

Rupees : Eighteen Thousand One Hundred Eighty Eight and Paise Eighty Only.

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<br>Cherlapally,Behind Kingston PG college, Hyderabad<br>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

Name : ____________

Accepted the above Terms And Conditions

For ***Reflections Electricals Pvt. Ltd.,***

Name : ____________

Date : __/__/____

# Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | SUMMIT SALES LLP | Date: | 09.05.2022 |
| Site & Phase : | SHLLP | Time: | 10:57 |
| Supplier | | Req No. | 169775 |
| Material required before date: | | ID No. | 76369 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1. | Isolater | 40Amps | 24 | Nos | | |
| 2. | Module plate | 8 | 95 | Nos | | |
| 3 | Module plate | 6 | 120 | Nos | | |
| 4. | Module plate | 2 | 60 | Nos | | |
| 5. | Socket | 6Amps | 300 | Nos | | |
| 6. | Blank plate | | 900 | Nos | | |
| 7. | ABB Switches | 6Amps | 100 | Nos | 88238 | %, -63% |
| 8. | Surface mounted tube light,day light | 2' | 40 | Nos | | |
| 9. | Surface mounted tube light,day light | 4' | 40 | Nos | 88239. | |

Remarks: For stock replenishig purpose.

| | | | |
|---|---|---|---|
| Prepared By | Vanajakshi | Approved by | APPROVED BY |
| Sign.& Date | 09.05.2022 | Sign. & Date | 11 MAY 2022 SOHAM MODI MANAGING DIRECTOR |

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

NAH-req-furniture

## DELIVERY CHALLAN

**REFLECTIONS**
**ELECTRICALS PVT. LTD.**
Bright Ideas
5-4-187/7, M.G. Road, R.P. Road & M.G. Road Junction, Ranigunj, Secunderabad - 500003
Phone : 040 - 27543785, 97055 77776
**GST No. : 36AADCR2047Q1ZZ**

M/s. Summit Sales LLP
Site: Cherlapally
Hyderabad

Date: 17/05/22 No.: 141

Invoice No.................. No.of Cases .................. Date.................. Way Bill No..................

| S. No. | Description of Material | Qty. | No. of Boxes | No. PCS in Each Box | Remarks |
|---|---|---|---|---|---|
| | DOC NO: 88239/169775 dt 13/05/22 | | | | |
| 1 | LL20-111-XXX-65 NE3 LED Batten 10W 6500K | 40 | Nos. | | Invoice NO: 594 dt 17/05/22 |
| 2 | D532065 LED Batten 20W 6500K | 40 | Nos. | | |

INWARD
Inward No: 18158 Dt: 18/5/22
MRN No: 107393 Dt: 19/5/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 80073 Date: 25/5 Sign:

Received the above material in Good condition

Received by

For REFLECTIONS ELECTRICALS PVT. LTD.

REFLECTIONS ELECTRICALS PVT. LTD. SEC'BAD

Authorised Signatory