

PURCHASE DIVISION  
Advice for approval for credit to supplier

Date: 21/07/22		Prepared by: Vanajathi		Serial no. 6381	
Supplier name: Reflections Electricals Pvt Ltd		Project: S HUP		HO inward no.	
Firm/Company: S SCLP		PO/WO No. 89925		HO received date	
PO/WO date: 12/07/22				Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	1423	15/07/22	3,629/-	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				3,629/-	
Proof of delivery by way of: <input type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report					
MRN nos.: 109712		Proof of delivery matches MRN		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> 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:				3,629/-	
Amount F – Difference (A – E):				-	
Quantity received as per PO / WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Part received			
Close PO / WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> Other			
Payment – due date		25/07/22			
Remarks:					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajathi				
Sign:					
Date	21/7/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

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 weightment 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.

1900

# 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

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

Invoice No. **1423** Dated **15-Jul-2022**  
 Delivery Note **316** Mode/Terms of Payment **Against Delivery**  
 Reference No. & Date. **1423 dt. 15-Jul-2022** Other References  
 Buyer's Order No. **89925/169980** Dated **12-Jul-2022**  
 Dispatch Doc No. **15-Jul-2022** Delivery Note Date  
 Dispatched through **Your Self** Destination **Cherlapally**  
 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

**INWARD**  
 Inward No: 18438 Dt: 18/7/22  
 MRN No: 109712 Dt: 18/7/22  
 Received By: Sign: [Signature]  
**SUMMIT SALES LLP**

**SUMMIT SALES LLP**  
**INWARD**  
 No: 18438  
 Date: 20/7  
 Sign: [Signature]  
**P.R. DIST.**

Amount Chargeable (in words) **INR Three Thousand Six Hundred Twenty Nine Only** 5 No's **₹ 3,629.00**  
 E. & O.E

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

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

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.

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**  
 for Reflections Electricals Pvt Ltd.

**HYDERABAD JURISDICTION**  
 This is a Computer Generated Invoice

**REFLECTIONS ELECTRICALS**  
 Authorized Signatory  
 [Signature]



# Purchase Order

Page(s) 1 Of 1

12-07-2022 11:24:10



89925

29.06.22 2:19:00

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.,  
5-4-187/6, P.M. Modi Complex Ist Floor, M.G. Road, Sec-Bad -500 003

**Doc No** 89925 169980  
**Doc Date** 12-07-2022  
**Quote No** NIL  
**Quote Date** 06-04-2022  
**SupplyType** Supply

**GSTIN** 36AADCR2047Q1ZZ 27540307  
27543785.. 9849875767

**Kind Attn : MR.Shakib khan**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4062 - Consumables - Torch light - Big - nos	5.00	615.00	0.00	18.00	3,628.50

**Total Order Value . . . 3,628.50**

Rupees : Three Thousand Six Hundred Twenty Eight and Paise Fifty 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  
Cherlapally, Behind Kingston PG college, Hyderabad  
Phone. 9618244433, Hamendra

**Penalty 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

**Measurement** 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 :

*[Signature]*  
12/07/22

Name :

Accepted the above Terms And Conditions

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

Date : \_/\_/

Division Form		Date:	11.07.2022						
Company Name:		SSLLP							
Site & Phase :		SHLLP	Time:	11:00					
Supplier:			Req. No.	169980					
Material required before date:			ID No.	77929					
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date			
1	CONS4717-Consumables-Acid---1Ltr-Nos	60	60 ✓	60					
2	CONS9057-Consumables-Coconut Brooms----Nos ✓ 89923	200	188 ✓	200					
3	CONS6689-Consumables-Wiper----Nos	25	6 ✓	25					
4	CONS6564-Consumables-Bombay Brooms Small----Nos ✓	200	404 ✓	200					
5	CONS3713-Consumables-Water Bottles---1 Ltr-Nos 89924	60	0 ✓	60					
6	CONS2830-Consumables-Floor cleaner --Lizol-1-lts-Nos	24	10 ✓	24					
7	CONS1509-Consumables-Torch Light- Big----Nos 89925	5	2 ✓	5					
8									
9									
10									
Remarks:		For Stock Replenishing Purpose.							
Project Manager		<div style="border: 1px solid blue; padding: 5px; display: inline-block;"> <b>APPROVED</b>  <small>Purchase</small>  14 JUL 2022  MINISH PARIKH  MANAGER PROCUREMENT </div>							
Engineer		MD							
Prepared By:		Vanajakshi							
Approved By:									
Sign & Date:									