PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 20/10/22 | Prepared by | Paramaran | Serial no. | 9736 |
| Supplier name | Reflections Electricals Pvt. Ltd | | | HO inward no. | |
| Firm/Company | SSLLP | Project | SHLLP | HO received date | |
| PO/WO date | 26/09/22 | PO/WO No. | 92316 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 2583 | 11/10/22 | 5,266-00 | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 5,266-00 |
| Proof of delivery by way of ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | |
| MRN nos.: 112928 — 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: | 5266-00 |
| Amount E – PO / WO value: | 5266-00 |
| 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 | 24/10 |
| Remarks: | |

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

P. PRABHAKARAN SR. MANAGER PURCHASE

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. | Dated |
|---|---|
| **2583** | **11-Oct-2022** |
| Delivery Note | Mode/Terms of Payment |
| **574** | **Against Delivery** |
| Reference No. & Date. | Other References |
| **2583 dt. 11-Oct-2022** | |
| Buyer's Order No. | Dated |
| **92316/170225** | **26-Sep-2022** |
| Dispatch Doc No. | Delivery Note Date |
| | **11-Oct-2022** |
| Dispatched through | Destination |
| **Your Self** | **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 | **Venia Co-Axial TV Socket B4797** | 853669 | 18 % | **85.0000 nos** | 52.50 | nos | **4,462.50** |
| | ***OUTPUT CGST*** | | | | | | **401.63** |
| | ***OUTPUT SGST*** | | | | | | **401.63** |
| | ***Rounding Off*** | | | | | | **0.24** |
| | Total | | | **85.0000 nos** | | | **₹ 5,266.00** |

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 3057 Date 14/10/22 Sign.

8977633106

E. & O.E

Amount Chargeable (in words)

**INR Five Thousand Two Hundred Sixty Six Only**

| HSN/SAC | Taxable Value | Central Tax Rate | Central Tax Amount | State Tax Rate | State Tax Amount | Total Tax Amount |
|---|---|---|---|---|---|---|
| 853669 | 4,462.50 | 9% | 401.63 | 9% | 401.63 | 803.26 |
| **Total** | **4,462.50** | | **401.63** | | **401.63** | **803.26** |

Tax Amount (in words) : **INR Eight Hundred Three and Twenty Six 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

INWARD
Inward No: 18839 Dt: 17/10/22
MRN No: N26882 Dt: 18/10/22
Received By: 112828 Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP INWARD No. 100484 Date 19/10/22 Sign: R.R. DIST.

# Purchase Order

 26-09-2022 1:30:55 PM

92316
16.09.22 3:01:07

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** | 92316 | 170225 |
| 5-4-187/6, P.M. Modi Complex Ist Floor,M.G. Road,Sec-Bad -500 003 | **Doc Date** | 26-09-2022 | |
| | **Quote No** | NIL | |
| **GSTIN** 36AADCR2047Q1ZZ 27540307 | **Quote Date** | 21-09-2022 | |
| 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 | 850000 - ELSW-Electrical - Socket--Wipro NW - 6amps - Nos | 300.00 | 200.00 | 70.00 | 18.00 | 21,240.00 |
| 2 | 829700 - ELSW-Electrical - Switch--Wipro NW - 16amps - Nos | 100.00 | 240.00 | 0.00 | 18.00 | 28,320.00 |
| 3 | 522800 - ELSW-Electrical - Socket--Wipro NW - 16amps - Nos | 100.00 | 310.00 | 70.00 | 18.00 | 10,974.00 |
| 4 | 274100 - ELSW-Electrical - Fan Dimmer--Wipro NW - - - Nos | 60.00 | 660.00 | 70.00 | 18.00 | 14,018.40 |
| 5 | 983500 - ELSW-Electrical - TV Socket --Wipro NW - - - Nos | 120.00 | 49.50 | 0.00 | 18.00 | 7,009.20 |
| 6 | 685600 - ELSW-Electrical - Bell Push--Wipro NW - - - Nos | 20.00 | 185.00 | 70.00 | 18.00 | 1,309.80 |
| 7 | 542600 - ELSW-Electrical - Switch Blank Plate--Wipro NW - - - Nos | 900.00 | 45.00 | 70.00 | 18.00 | 14,337.00 |
| | | | | **Total Order Value . . .** | | **97,208.40** |

Rupees : Ninty Seven Thousand Two Hundred Eight and Paise Fourty Only.

Terms and Conditions :-

| | |
|---|---|
| **Specification /** | All items shall be of 'Wipro' brand, |
| **Payment Terms** | After Delivery & Production of bill |
| **Tax** | Inclusive of all taxes |
| **Delivery Date** | Next Day. |
| **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** | 10 years warranty. |
| **Advance Paid** | Nil |
| **Other Terms** | We reserve the right to reject items not conforming to quality and specifications.Payment as per actual receipt of material. Above order for Stock replenishing purpose |
| **Completion Date** | Nil |

For MDs APPROVAL
☐ High Value/quantity beyond limits
☑ Po/Req. processed post approval
☐ Approval for technical clarification
☐ Replenishing SSLLP stock
☐ Other

APPROVED BY
26 SEP 2022
SOHAM MODI
MANAGING DIRECTOR

PART DELIVERY DETAILS

| S.no. | Bill no. | Bill Dt. | Amount |
|---|---|---|---|
| 1. | 2416 | 27/09 | 72,543 |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| 5. | | | |

For *Summit Sales LLP*

Authorised Signatory

Name :

Name :

Accepted the above Terms And Conditions

For *Reflections Electricals Pvt. Ltd.,*

Date : __/__/____

# Purchase Order

 26-09-2022 1:30:55 PM Original / Office Copy / Purchase Div.Copy

| | |
|---|---|
| **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: | SSLLP | Date: | 21.09.2022 | | | |
| Site & Phase : | SHLLP | Time: | | | | |
| Unit No./Block No. | | | | | | |
| Supplier: | | Req. No. | 170225 | | | |
| Material required before date: | | ID No. | 80088 | | | |
| S No | Item | Qty required | Qty available at site | Order Qty | Inward No | Inward Date |
| 1 | ELSW8500-Electrical-Socket--Wipro NW-6amps-Nos | 300 | 1337 | 300 | | |
| 2 | ELSW8297-Electrical-Switch--Wipro NW-16amps-Nos | 100 | 161 | 100 | | |
| 3 | ELSW5228-Electrical-Socket--Wipro NW-16amps-Nos | 100 | 300 | 100 | | |
| 4 | ELSW2741-Electrical-Fan Dimmer--Wipro NW--Nos 92316 | 60 | 212 | 60 | | |
| 5 | ELSW9835-Electrical-TV Socket --Wipro NW--Nos | 120 | 30 | 120 | | |
| 6 | ELSW6856-Electrical-Bell Push--Wipro NW--Nos | 20 | 39 | 20 | | |
| 7 | ELSW5426-Electrical-Switch Blank Plate--Wipro NW--Nos | 900 | 2922 | 900 | | |
| 8 | ELSW9595-Electrical-DB-TPN-3-Phase--6Way-Nos 92317. | 10 | 5 | 10 | | |
| 9 | | | | | | |
| 10 | | | | | | |
| Remarks: | Stock Repleneshing Purpose. | | | | | |
| | | | | | | |
| | Engineer | Project Manager | | Purchase | | MD |
| Prepared By: | | | | | | |
| Approved By: | | | | | | |
| Sign & Date: | | | | | | |

APPROVED BY
24 SEP 2022
SOHAM MODI
MANAGING DIRECTOR