PURCHASE DIVISION

Advice for approval for credit to supplier

E

Date:	17/11/22	Prepared by	Minish	Serial no.	10555
Supplier name	Reflections Electricals			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	14/11/22	PO/WO No.	93962	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	3148	15/11/22	14,337/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	14,337/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 113885 — 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:	14,337/-
Amount E – PO / WO value:	14,337/-
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	21/11/22.
Remarks:	Final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:		APPROVED 17 NOV 2022 MINISH PARIKH MANAGER PROCUREMENT			
Date					
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 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. **3148**	Dated **15-Nov-2022**
	Delivery Note **717**	Mode/Terms of Payment **Against Delivery**
	Reference No. & Date. **3148 dt. 15-Nov-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. **93962/170396**	Dated **14-Nov-2022**
	Dispatch Doc No.	Delivery Note Date **15-Nov-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	

SI No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Amount
1	**Venia Blaking Plate B3900**	853810	18 %	**900.0000 nos**	13.50	nos	**12,150.00**
	OUTPUT CGST						**1,093.50**
	OUTPUT SGST						**1,093.50**
	Total			**900.0000 nos**			**₹ 14,337.00**

INWARD
Inward No. 19066 Dt: 15/11/22
MRN No: 193885 Dt: 16/11/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 161503
Date: 17/11/22
Sign:

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

INR Fourteen Thousand Three Hundred Thirty Seven Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
853810	12,150.00	9%	1,093.50	9%	1,093.50	2,187.00
Total	**12,150.00**		**1,093.50**		**1,093.50**	**2,187.00**

Tax Amount (in words) : **INR Two Thousand One Hundred Eighty Seven 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

 14-11-2022 13:53:50

93962
01.11.22 3:07:40

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**	93962	170396
5-4-187/6, P.M. Modi Complex Ist Floor,M.G. Road,Sec-Bad -500 003	**Doc Date**	14-11-2022	
	Quote No	Nill	
GSTIN 36AADCR2047Q1ZZ 27540307	**Quote Date**	10-11-2022	
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	542600 - ELSW-Electrical - Switch Blank Plate--Wipro NW - - - Nos	900.00	45.00	70.00	18.00	14,337.00
					Total Order Value . . .	**14,337.00**

Rupees : Fourteen Thousand Three Hundred Thirty Seven 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 Cherlapally,Behind Kingston PG college, Hyderabad 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
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 : 15/11/22

Accepted the above Terms And Conditions
For ***Reflections Electricals Pvt. Ltd.,***

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	SSLLP	Date:	10.11.2022			
Site & Phase :	SHLLP	Time:				
Unit No./Block No.						
Supplier:		Req. No.	170396			
Material required before date:		ID No.	81526			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	ELEC5426-Electrical-Switch Blank Plate--Wipro NW--Nos PO 93962	900	3688	900		
2	ELEC8691-Electrical-Starter Three phase--L&T-ODP-306-3HP-Nos	2		2		
3	ELEC5509-Electrical-Starter Three phase--L&T-ODP-306-5HP-Nos	2		2		
4	ELEC5586-Electrical-Starter Single phase--L&T-ODP-306-1HP-Nos	2		2		
5	ELEC6419-Electrical-Starter Single phase--L&T-ODP-306-2HP-Nos	2		2		
6						
7						
8						
9						
10						
Remarks:	For stock Replenishing purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Ashajyothi					
Approved By:	Minish					
Sign & Date:						

APPROVED BY
12 NOV 2022
SOHAM MODI
MANAGING DIRECTOR