

PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date: 28-12-22		Prepared by: Minish		Serial no. 12164	
Supplier name: Reflections Electricals Pvt. Ltd.				HO inward no.	
Firm/Company: SS LLP		Project: SH LLP		HO received date	
PO/WO date: 14-12-22		PO/WO No. 95026		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	3675	19-12-22	97,315/-	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 97,315/-

Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

MRN nos.: 115458	Proof of delivery matches MRN	☐ Yes ☐ No
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Amount B – Other Credits : Transportation charges —

Amount C – Other Debits : —

Amount D (D=A+B-C) – Amount to be credited to the supplier: 97,315/-

Amount E – PO / WO value: 97,787/-

Amount F – Difference (A – E): 472/-

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: 2-01-23

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

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.

Sales Invoice

INWARD		SUBJECT TO HYDERABAD JURISDICTION	
Inward No. 19174	Dt: 25/12/22	This is a Computer Generated Invoice	
MRN No: 115458	Dt: 26/12/22		
Received By:	Sign: 		
SUMMIT SALES LLP			

Purchase Order

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95026

13.12.22 3:48:41

From Company : **Summit Sales LLP**

5-4-187/3&4, II nd floor, MG Road, Secunderabad-500003.

G S T No. : 36ACQFS2044C1Z7

Supplier DetailsReflections Electricals Pvt. Ltd.,
5-4-187/6, P.M. Modi Complex Ist Floor, M.G. Road, Sec-Bad -500 003**GSTIN** 36AADCR2047Q1ZZ

27540307

27543785..

9849875767

Doc No	95026	170564
Doc Date	14-12-2022	
Quote No	Nil	
Quote Date	13-12-2022	
SupplyType	Supply	

Kind Attn : MR.Shakib khan

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 508600 - ELTU-Electrical - LED Tube Light-6500K-Wipro-D531065 - 600mmX10W - Nos	20.00	200.00	0.00	18.00	4,720.00
2 419900 - ELSW-Electrical - MCB-- - 16 amps - Nos	48.00	105.00	0.00	18.00	5,947.20
3 437500 - ELSW-Electrical - MCB-- - 06 amps - Nos	48.00	105.00	0.00	18.00	5,947.20
4 437400 - ELSW-Electrical - Isolater-4 Pole- - 40 amps - Nos	12.00	450.00	0.00	18.00	6,372.00
5 100800 - ELSW-Electrical - Module Plate--Wipro NW - 2 Module - Nos	180.00	115.00	70.00	18.00	7,327.80
6 850000 - ELSW-Electrical - Socket--Wipro NW - 6amps - Nos	300.00	200.00	70.00	18.00	21,240.00
7 829700 - ELSW-Electrical - Switch--Wipro NW - 16amps - Nos	100.00	195.00	70.00	18.00	6,903.00
8 522800 - ELSW-Electrical - Socket--Wipro NW - 16amps - Nos	100.00	310.00	70.00	18.00	10,974.00
9 274100 - ELSW-Electrical - Fan Dimmer--Wipro NW - - - Nos	60.00	660.00	70.00	18.00	14,018.40
10 542600 - ELSW-Electrical - Switch Blank Plate--Wipro NW - - - Nos	900.00	45.00	70.00	18.00	14,337.00
Total Order Value . . .					97,786.60

Rupees : Ninty Seven Thousand Seven Hundred Eighty Six and Paise Sixty 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

Penalty For Delay Nil**Transportation** Transport cost shall be borne by us.For **Summit Sales LLP**

Authorised Signatory

Name : 14/12/2022**For MDs APPROVAL**

- ☒ High Value/quantity beyond limits.
☐ Po/Req. processed-post approval.
☐ Approval for technical details/clarification
☐ Replenishing SLLP stock
☐ Other

APPROVED BY**14 DEC 2022****SOHAM MODI
MANAGING DIRECTOR**

Accepted the above Terms And Conditions

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

Name : _____

Date : __/__/__

Purchase Order

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Original / Office Copy / Purchase Div.Copy

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 :


14/12/2022

Accepted the above Terms And Conditions

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

Name :

Date : / /

