PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	03/01/23	Prepared by	Kalpana	Serial no.	**12624**
Supplier name	Reflections Electricals Pvt Ltd.			HO inward no.	
Firm/Company	Mahesh Desai	Project	PM complex	HO received date	
PO/WO date	28/12/22	PO/WO No.	95534	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	3903	02/01/23	327/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	327/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	115742	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:	327/-
Amount E – PO / WO value:	327/-
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	09/01/23
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Kalpana				
Sign:	(signature)				
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. **3903** / Dated **2-Jan-2023** Delivery Note / Mode/Terms of Payment **Against Delivery** Reference No. & Date. **3903 dt. 2-Jan-2023** / Other References Buyer's Order No. **95534/198122** / Dated **28-Dec-2022** Dispatch Doc No. / Delivery Note Date Dispatched through **Your Self** / Destination **P M Complex** Terms of Delivery
Consignee (Ship to) **Mahesh Desai and Others** 5-4-187/3 & 4/4, 1 Floor, M G Road, Secunderabad 500 003 State Name : Telangana, Code : 36	
Buyer (Bill to) **Mahesh Desai and Others** 5-4-187/3 & 4/4, 1 Floor, M G Road, Secunderabad 500 003 State Name : Telangana, Code : 36 Place of Supply : Telangana	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Amount
1	**Venia 4M Plate BP944**	853890	18 %	**5.0000 nos**	55.50	nos	**277.50**
	OUTPUT CGST						**24.98**
	OUTPUT SGST						**24.98**
	Less : ***Rounding Off***						**(-)0.46**
	Total			**5.0000 nos**			**₹ 327.00**

Cohamed 2/1/23

SUMMIT SALES LLP * R.R. DIST. * IN WARD No: 103520 Date: 2/1/23 Sign:

Amount Chargeable (in words)

E. & O.E

INR Three Hundred Twenty Seven Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
853890	277.50	9%	24.98	9%	24.98	49.96
Total	**277.50**		**24.98**		**24.98**	**49.96**

Tax Amount (in words) : **INR Forty Nine and Ninety 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

Purchase Order

Page(s) 1 of 1 29-12-2022 11:25:22

95534
27.12.22 3:28:16

From Company : **Mahesh Desai and Others**
5-4-187/3 & 4/4, I Floor, M.G.Road, Secunderabad - 500003
G S T No. :

Supplier Details			
Reflections Electricals Pvt. Ltd.,	**Doc No**	95534	198122
5-4-187/6, P.M. Modi Complex Ist Floor,M.G. Road,Sec-Bad -500 003	**Doc Date**	28-12-2022	
	Quote No	Nill	
GSTIN 36AADCR2047Q1ZZ 27540307	**Quote Date**	24-12-2022	
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	827500 - ELSW-Electrical - Module Plate--Wipro NW - 4 Module - Nos	5.00	55.50	0.00	18.00	327.45
					Total Order Value . . .	**327.45**

Rupees : Three Hundred Twenty Seven and Paise Fourty Five 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 P M Complex
M.G.Road, Secunderabad
Phone. .

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 PM-modi complex lift area electrical work 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 ***Mahesh Desai and Others***

Authorised Signatory

29/12/2022

Name : ______

Name : ______

Accepted the above Terms And Conditions

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

Date : __/__/____

Requisition Form

Company Name:	MAHESH DESAI & OTHERS	Date:	24-12-2022			
Site & Phase :	PM MODI COMPLEX	Time:	15:20			
Unit No./Block No.						
Supplier:		Req No	198122			
Material required before date:	URGENT	ID No.	82826.			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	ELEC6455-Electrical-PVC Pipe--Sudhakar-3000X32mm-Nos	20		20		
2	ELEC7358-Electrical-PVC Bend--Sudhakar-32mm-Nos	10		10		
3	ELEC6126-Electrical-Junction box -PVC--25mm-Nos	15		15		
4	ELEC3223-Electrical-PVC Surface Box--Anchor-4Module-Nos	5		5		
5	ELEC3874-Electrical-Module Plate--Wipro NW-4 Module-Nos	5		5		
6	ELEC3129-Electrical-Switch--Wipro NW-6amps-Nos	10		10		
7	ELEC8034-Electrical-Socket--Wipro NW-6amps-Nos	5		5		
8	HARD9187-Hardware-SS Screws -CSK Head--8x38mm-Pkts	1		1		
9	HARD7962-Hardware-Hacksaw blade Single----Boxes	1		1		
10	ELEC4374-Electrical-Insulation tapes---20nos-Boxes	1		1		
Remarks:	Above material order for pm modi complex lift area electrical work purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Chand Mohammod					
Approved By:						
Sign & Date:	C.Mohammad 24-12-22					

PO 95534
PO 95471
PO 95526. 6550 Including

APPROVED
29 DEC 2022
MINISH PARIKH
MANAGER PROCUREMENT