

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		18/01/23		Prepared by		Kalpana		Serial no.		13373	
Supplier name		Reflections Electricals Pvt. Ltd.						HO inward no.			
Firm/Company		SSLP		Project		SHLP		HO received date			
PO/WO date		30/12/22		PO/WO No.		95607		Scan ID.			
Sl no.	Bill no.			Bill date			Bill amount			Original attached	
1.	4000			09/01/23			54,056/-			☐ Yes ☐ No	
2.										☐ Yes ☐ No	
3.										☐ Yes ☐ No	
4.										☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):									54,056/-		
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report											
MRN nos.:		116087				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:									54,056/-		
Amount E – PO / WO value:									2,31,720/-		
Amount F – Difference (A – E):									1,77,664/-		
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				23/01/23							
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 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.

Sales Invoice

Authorised Signatory

This is a Computer Generated Invoice

Purchase Order

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30-12-2022 11:38:47

From Company : **Summit Sales LLP**

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

G S T No. : 36ACQFS2044C1Z7



95607

27.12.22 3:29:42

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	95607	170615
Doc Date	30-12-2022	
Quote No	Null	
Quote Date	24-12-2022	
SupplyType	Supply	

Kind Attn : MR.Shakib khan

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 419900 - ELSW-Electrical - MCB-- - 16 amps - Nos	96.00	105.00	0.00	18.00	11,894.40
2 437500 - ELSW-Electrical - MCB-- - 06 amps - Nos	48.00	105.00	0.00	18.00	5,947.20
3 437400 - ELSW-Electrical - Isolater-4 Pole- - 40 amps - Nos	12.00	450.00	0.00	18.00	6,372.00
4 699200 - ELSW-Electrical - Module Plate--Wipro NW - 8 Module - Nos	95.00	305.00	70.00	18.00	10,257.15
5 387400 - ELSW-Electrical - Module Plate--Wipro NW - 6 Module - Nos	600.00	250.00	70.00	18.00	53,100.00
6 100800 - ELSW-Electrical - Module Plate--Wipro NW - 2 Module - Nos	180.00	115.00	70.00	18.00	7,327.80
7 686800 - ELSW-Electrical - Switch--Wipro NW - 6amps - Nos	1,800.00	120.00	70.00	18.00	76,464.00
8 850000 - ELSW-Electrical - Socket--Wipro NW - 6amps - Nos	600.00	200.00	70.00	18.00	42,480.00
9 829700 - ELSW-Electrical - Switch--Wipro NW - 16amps - Nos	100.00	195.00	70.00	18.00	6,903.00
10 522800 - ELSW-Electrical - Socket--Wipro NW - 16amps - Nos	100.00	310.00	70.00	18.00	10,974.00
Total Order Value . . .					231,719.55

Rupees : Two Lakh(s) Thirty One Thousand Seven Hundred Nineteen and Paise Fifty 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 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

For MDs APPROVAL

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

APPROVED BY
30 DEC 2022
SOHAM MODI
MANAGING DIRECTOR

Accepted the above Terms And Conditions

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

Name :

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 : _____

Accepted the above Terms And Conditions

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

Date : __/__/__

Name : _____

Requisition Form									
Company Name:		SSLIP	Date:	24.12.22					
Site & Phase :		SHLLP	Time:						
Unit No./Block No.									
Supplier:			Req. No.	170615					
Material required before date:			ID No.	82987					
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date			
1	ELEC7266-Electrical-MCB---16 amps-Nos	96 ✓	12	96					
2	ELEC2020-Electrical-MCB---06 amps-Nos	48 ✓	21	48					
3	ELEC8878-Electrical-Isolater-4 Pole--40 amps-Nos	12 ✓	24	12					
4	ELEC1276-Electrical-Module Plate--Wipro NW-8 Module-Nos	95 ✓	271	95					
5	ELEC6992-Electrical-Module Plate--Wipro NW-6 Module-Nos	600 ✓	688	600					
6	ELEC5087-Electrical-Module Plate--Wipro NW-2 Module-Nos	180 ✓	78	180					
7	ELEC3129-Electrical-Switch--Wipro NW-6amps-Nos	1800 ✓	1149	1800					
8	ELEC8034-Electrical-Socket--Wipro NW-6amps-Nos	600 ✓	755	600					
9	ELEC5426-Electrical-Switch--Wipro NW-16amps-Nos	100 ✓	61	100					
10	ELEC3597-Electrical-Socket--Wipro NW-16amps-Nos	100 ✓	94	100					
Remarks:		For Stock Replenishing purpose							
Prepared By:		Engineer	Project Manager	Purchase	MD				
Approved By:		Asha jyothish							
Sign & Date:		Minish							

APPROVED BY
28 DEC 2022
SOHAM MODI
MANAGING DIRECTOR