

PURCHASE DIVISION
Advice for approval for credit to supplier

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Date: 18/01/23		Prepared by: Kalpana		Serial no. 13375	
Supplier name: Reflections Electricals Pvt. Ltd.				HO inward no.	
Firm/Company: SSCP		Project: SSCP		HO received date	
PO/WO date: 07/01/23		PO/WO No. 95861		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	4006	09/01/23	1,54,595/-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.			/	☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 1,54,595/-

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

MRN nos.: 116086	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: 1,54,595/-

Amount E – PO / WO value: 1,54,595/-

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: 22/01/23

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

This is a Computer Generated Invoice

Purchase Order

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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.,
5-4-187/6, P.M. Modi Complex Ist Floor, M.G. Road, Sec-Bad -500 003

GSTIN 36AADCR2047Q1ZZ

27540307

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9849875767

Doc No	95861	170647
Doc Date	07-01-2023	
Quote No	Null	
Quote Date	03-01-2023	
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	48.00	105.00	0.00	18.00	5,947.20
2 437500 - ELSW-Electrical - MCB-- - 06 amps - Nos	96.00	105.00	0.00	18.00	11,894.40
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 686800 - ELSW-Electrical - Switch--Wipro NW - 6amps - Nos	600.00	120.00	70.00	18.00	25,488.00
7 850000 - ELSW-Electrical - Socket--Wipro NW - 6amps - Nos	300.00	200.00	70.00	18.00	21,240.00
8 345200 - ELTU-Electrical - LED Tube Light-6500K-Wipro-D532065 - 1200mmX20W - Nos	40.00	190.00	0.00	18.00	8,968.00
9 261100 - ELLE-Electrical - LED Flood Light -6500K-Wipro-D913065 - 30W - Nos	8.00	1,200.00	0.00	18.00	11,328.00
Total Order Value . . .					154,594.75

Rupees : One Lakh(s) Fifty Four Thousand Five Hundred Ninty Four and Paise Seventy 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.**Warranty** 10 years warranty.**For MDs APPROVAL**

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

For **Summit Sales LLP**

Authorised Signatory

APPROVED BY

07 JAN 2023

SOMAM 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

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 : 07/01/2023

Accepted the above Terms And Conditions

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

Name : _____

Date : __/__/__

Requisition Form													
Company Name:		SSLLP		Date:		03.01.2023							
Site & Phase :		SHLLP		Time:		11:00:00							
Unit No./Block No.													
Supplier:				Req. No.		170647							
Material required before date:				ID No.		83171							
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date							
1	ELEC1988-Electrical-LED Tube Light-6500K-Wipro D532065-1200mmX20W-Nos	40	✓	2	40								
2	ELEC6666-Electrical-LED Flood Light -6500K-Wipro D913065-30W-Nos	8	✓	0	8								
3	ELEC7697-Electrical-Light above Main Door-Type 3---Nos	20	✓	0	20								
4	ELEC7266-Electrical-MCB---16 amps-Nos	48	✓	59	48								
5	ELEC2020-Electrical-MCB---06 amps-Nos	96	✓	70	96								
6	ELEC8878-Electrical-Isolater-4 Pole--40 amps-Nos	12	✓	18	12								
7	ELEC1276-Electrical-Module Plate--Wipro NW-8 Module-Nos	95	✓	188	95								
8	ELEC6992-Electrical-Module Plate--Wipro NW-6 Module-Nos	600	✓	618	600								
9	ELEC3129-Electrical-Switch--Wipro NW-6amps-Nos	600	✓	1104	600								
10	ELEC8034-Electrical-Socket--Wipro NW-6amps-Nos	300	✓	1231	300								
Remarks:		For Stock Replenishing purpose											
Engineer		Project Manager		Purchase		MD							
Prepared By: M.Asha jyothis													
Approved By: Minish													
Sign & Date:													

APPROVED BY

04 JAN 2023

SOHAM MODI
MANAGING DIRECTOR