

PURCHASE DIVISION
Advice for approval for credit to supplier

(Signature)

Date:	18/01/23	Prepared by	Kalpang	Serial no.	13298
Supplier name	Reflections Electricals Pvt. Ltd.			HO inward no.	
Firm/Company	SS LLP	Project	SHLP	HO received date	
PO/WO date	07/01/23	PO/WO No.	95862	Scan ID:	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	4003	09/01/23	58,091/-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				58,091/-	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.:	116089	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:				58,091/-	
Amount E – PO / WO value:				62,870/-	
Amount F – Difference (A – E):				4,779/-	
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: Part 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

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Amount
1	Venia Switch 16A 1 Way B0130	853650	18 %	100.0000 nos	58.50	nos	5,850.00
2	Venia Socket 6/16A B1332	853669	18 %	100.0000 nos	93.00	nos	9,300.00
3	Venia Fan Regulator B1900	841490	18 %	120.0000 nos	198.00	nos	23,760.00
4	Venia Bell Push 6A B0310	853650	18 %	40.0000 nos	55.50	nos	2,220.00
5	Venia Blanking Plate B3900	853810	18 %	600.0000 nos	13.50	nos	8,100.00
							49,230.00
OUTPUT CGST							4,430.70
OUTPUT SGST							4,430.70
Rounding Off							(-)0.40
Total							₹ 58,091.00

INWARD

Inward No. 19268	Dt: 9-1-23
MIRN No: 116089	Dt: 10/1/23
Received By:	Sign: [Signature]

SUMMIT SALES LLP

960.0000 nos

E. & O.E

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
853650	8,070.00	9%	726.30	9%	726.30	1,452.60
853669	9,300.00	9%	837.00	9%	837.00	1,674.00
841490	23,760.00	9%	2,138.40	9%	2,138.40	4,276.80
853810	8,100.00	9%	729.00	9%	729.00	1,458.00
Total	49,230.00		4,430.70		4,430.70	8,861.40

for Reflections Electricals Pvt Ltd.

Authorised Signatory

This is a Computer Generated Invoice

Purchase Order

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07-01-2023 10:38:49



95862

27.12.22 3:37:04

From Company : **Summit Sales LLP**

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

GST 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

27543785..

9849875767

Doc No

95862

170648

Doc Date

07-01-2023

Quote No

Nill

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 829700 - ELSW-Electrical - Switch--Wipro NW - 16amps - Nos	100.00	195.00	70.00	18.00	6,903.00
2 522800 - ELSW-Electrical - Socket--Wipro NW - 16amps - Nos	100.00	310.00	70.00	18.00	10,974.00
3 274100 - ELSW-Electrical - Fan Dimmer--Wipro NW - - - Nos	120.00	660.00	70.00	18.00	28,036.80
4 685600 - ELSW-Electrical - Bell Push--Wipro NW - - - Nos	40.00	185.00	70.00	18.00	2,619.60
5 542600 - ELSW-Electrical - Switch Blank Plate--Wipro NW - - - Nos	900.00	45.00	70.00	18.00	14,337.00
Total Order Value ...					62,870.40
Rupees : Sixty Two Thousand Eight Hundred Seventy and Paise Fourty 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.

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 MDs APPROVAL

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

APPROVED BY

07 JAN 2023

SOHAM MODI
MANAGING DIRECTOR

PART DELIVERY DETAILS

S.no.	Bill No	Bill Dt.	Amount
1.	4003	09/01/23	18,091/-
3.			
4.	Accepted the above Terms And Conditions		
5.	For Reflections Electricals Pvt. Ltd.,		

For **Summit Sales LLP**

Authorised Signatory

Name :

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.	170648					
Material required before date:			ID No.	83172					
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date			
1	ELEC5426-Electrical-Switch--Wipro NW-16amps-Nos	100✓	149	100					
2	ELEC3597-Electrical-Socket--Wipro NW-16amps-Nos	100✓	192	100					
3	ELEC3683-Electrical-Fan Dimmer--Wipro NW--Nos	120✓	129	120					
4	ELEC8973-Electrical-Bell Push--Wipro NW--Nos	40✓	22	40					
5	ELEC4577-Electrical-Switch Blank Plate--Wipro NW--Nos	900✓	1988	900					
6									
7									
8									
9									
10									
Remarks:		For Stock Replenishing purpose							
Prepared By:		Engineer	Project Manager	Purchase	MD				
Approved By:		M.Asha jyothish							
Sign & Date:		Minish							

APPROVED BY

04 JAN 2023

SOHAM MODI
MANAGING DIRECTOR