

PURCHASE DIVISION
Advice for approval for credit to supplier

6

Date: 18/01/23		Prepared by: Kalpana		Serial no. 13376	
Supplier name: Reflections Electricals Pvt Ltd.				HO inward no.	
Firm/Company: SSUP		Project: SHUP		HO received date	
PO/WO date: 11/01/23		PO/WO No. 96047		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	4081	13/01/23	1,22,472/-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 1,22,472/-

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

MRN nos.: 116289	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: 1,22,472/-

Amount E – PO / WO value: 1,45,119/-

Amount F – Difference (A – E): 22,647/-

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: 28/01/23

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

INWARD		SUBJECT	
Inward No. 19286	Dt: 13/1/13	This	
MRN No: 116289	Dt: 16/1/13		
Received By:	Sign:		
SUMMIT SALES LLP			

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
27543785.. 9849875767

Doc No 96047 170686
Doc Date 11-01-2023
Quote No Null
Quote Date 09-01-2023
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	144.00	105.00	0.00	18.00	17,841.60
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	24.00	450.00	0.00	18.00	12,744.00
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 202000 - ELSW-Electrical - MCB-- - 10 amps - Nos	96.00	105.00	0.00	18.00	11,894.40
7 100800 - ELSW-Electrical - Module Plate--Wipro NW - 2 Module - Nos	180.00	115.00	70.00	18.00	7,327.80
8 508600 - ELTU-Electrical - LED Tube Light-6500K-Wipro-D531065 - 600mmX10W - Nos	20.00	180.00	0.00	18.00	4,248.00
9 345200 - ELTU-Electrical - LED Tube Light-6500K-Wipro-D532065 - 1200mmX20W - Nos	20.00	190.00	0.00	18.00	4,484.00
10 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 ... 145,119.35

Rupees : One Lakh(s) Forty Five Thousand One Hundred Nineteen and Paise Thirty Five Only.

PART DELIVERY DETAILS

Terms and Conditions	Bill Dt.	Amount
1. All items shall be of 'Wipro' brand.	13/01/23	1,22,472/-
2. Payment Terms - After Delivery & Production of bill		
3. Tax - Inclusive of all taxes		
4. Delivery Date - Next Day		
5. Delivery Location - Summit Housing LLP		
6. Cherlapally, Behind Kingston PG college, Hyderabad		
7. Phone: 9618244433, Hamendra		

For MDs APPROVAL

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

Penalty For Delay Nil

For **Summit Sales LLP**

Authorised Signatory

Name :

12/01/2023

APPROVED BY

12 JAN 2023

SOHAM MODI
MANAGING DIRECTOR

Accepted the above Terms And Conditions

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

Date : / /

Purchase Order

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Original / Office Copy / Purchase Div.Copy

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

Measurement 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

Accepted the above Terms And Conditions

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

Name :

12/01/2023

Name :

Date : _/_/

Requisition Form

Company Name: SLLP

Site & Phase : SHLLP

Unit No./Block No.

Supplier:

Material required before date: ,

Date: 09.01.2023

Time: 11:00:00

Req. No. 170686

ID No. 83332

Qty required at site Qty available Order Qty Inward No Inward Date

S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	ELEC3452-Electrical-LED Tube Light-6500K-Wipro D531065-600mmX10W-Nos	20	4	20		
2	ELEC1988-Electrical-LED Tube Light-6500K-Wipro D532065-1200mmX20W-Nos	20	7	20		
3	ELEC7051-Electrical-LED Flood Light -6500K-Wipro D915065-50W-Nos	8	0	8		
4	ELEC7266-Electrical-MCB---16 amps-Nos	144	43	144		
5	ELEC4199-Electrical-MCB---10 amps-Nos	96	55	96		
6	ELEC2020-Electrical-MCB---06 amps-Nos	96	22	96		
7	ELEC8878-Electrical-Isolater-4 Pole--40 amps-Nos	24	14	24		
8	ELEC1276-Electrical-Module Plate--Wipro NW-8 Module-Nos	95	196	95		
9	ELEC6992-Electrical-Module Plate--Wipro NW-6 Module-Nos	600	638	600		
10	ELEC5087-Electrical-Module Plate--Wipro NW-2 Module-Nos	180	232	180		

Remarks: For Stock Replenishing purpose

Engineer

Prepared By: M.Asha jyothi

Approved By: Minish

Sign & Date:

Project Manager

Purchase

MD

APPROVED BY

09 JAN 2023

SOHAM MODI
MANAGING DIRECTOR