PURCHASE DIVISION
Advice for approval for credit to supplier

6

Date:	28/01/23	Prepared by	Kalpana	Serial no.	**13779**
Supplier name	Reflections Electricals Pvt Ltd.			HO inward no.	
Firm/Company	SSLLP	Project	SHLLP	HO received date	
PO/WO date	24/01/23	PO/WO No.	96432	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	4231	25/01/23	7,257/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	7,257/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	116720	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:	7,257/-
Amount E – PO / WO value:	7,257/-
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	06/02/23
Remarks:	final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:		APPROVED 30 JAN 2023 MINISH PARIKH MANAGER PROCUREMENT			
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. **4231** / Dated **25-Jan-2023** Delivery Note **957** / Mode/Terms of Payment **Against Delivery** Reference No. & Date. **4231 dt. 25-Jan-2023** / Other References Buyer's Order No. **96432/170732** / Dated **25-Jan-2023** Dispatch Doc No. / Delivery Note Date **25-Jan-2023** Dispatched through **Your Self** / Destination **Cherlapally** Terms of Delivery
Consignee (Ship to) **Summit Sales LLP** 5-4-187/3&4, II Floor, M G Road, Secunderabad 500 003 GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	
Buyer (Bill to) **Summit Sales LLP** 5-4-187/3&4, II Floor, M G Road, Secunderabad 500 003 GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36 Place of Supply : Telangana	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Amount
1	**Torch LED Emerald CL0005**	851310	18 %	**10.0000 nos**	615.00	nos	**6,150.00**
	OUTPUT CGST						**553.50**
	OUTPUT SGST						**553.50**
	Total			**10.0000 nos**			**₹ 7,257.00**

INWARD
Inward No. 19332 Dt: 25/1/23
MRN No: 116720 Dt: 27/01/23
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP * R.R. DIST. *
IN WARD
No: 10486
Date: 27/1/23
Sign:

Amount Chargeable (in words) *E. & O.E*

INR Seven Thousand Two Hundred Fifty Seven Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
851310	6,150.00	9%	553.50	9%	553.50	1,107.00
Total	**6,150.00**		**553.50**		**553.50**	**1,107.00**

Tax Amount (in words) : **INR One Thousand One Hundred Seven 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.

REFLECTIONS ELECTRICALS SEC'BAD

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

Purchase Order

Page(s) 1 Of 1 24-01-2023 17:09:46

96432

10.01.23 4:03:12

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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	96432	170732
Doc Date	24-01-2023	
Quote No	nil	
Quote Date	21-01-2023	
SupplyType	Supply	

Kind Attn : MR.Shakib khan

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 150900 - CONS-Consumables - Torch Light- Big-- - - - Nos	10.00	615.00	0.00	18.00	7,257.00
		Total Order Value . . .			**7,257.00**

Rupees : Seven Thousand Two Hundred Fifty Seven Only.

Terms and Conditions :-

Specification /	All items shall be of WIPRO
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Day.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation	Included in the above price.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. for stock repleneshing purpose.
Completion Date	NA
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 dellvery/DC can be sent by email.

For *Summit Sales LLP*

Authorised Signatory

Name : 25/01/2023

Name : ______

Accepted the above Terms And Conditions

For *Reflections Electricals Pvt. Ltd.,*

Date : __/__/____

Requisition Form

Company Name: SSLLP

Site & Phase : SHLLP

Unit No./Block No.

Supplier:

Material required before date:

Date: 21.01.2023

Time: 11:00:00

Req. No. 170732

ID No. 83686

S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	COMP8274-Peripherals-Mouse----Nos	5	2	5		
2	COMP2957-Peripherals-Printer cable----Nos	3	1	3		
3	CONS5716-Consumables-Torch Light Big----Nos	10	0	10		
4	Po:- 96432					
5						
6						
7						
8						
9						
10						

Remarks: For Stock Replenising purpose

	Engineer	Project Manager	Purchase	MD
Prepared By:	M.Asha jyothi			
Approved By:	Minish			
Sign & Date:				

APPROVED BY
23 JAN 2023
SOHAM MODI
MANAGING DIRECTOR