

PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date: 02/03/23		Prepared by: Asha Jyothi		Serial no. 15333	
Supplier name: Reflections Electricals Pvt. Ltd		HO inward no.			
Firm/Company: GVRC		Project: Innopolis		HO received date	
PO/WO date: 17/02/23		PO/WO No. 97261		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	4567	17/02/23	13,216	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				13,216	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.:	117613		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:				13,216	
Amount E – PO / WO value:				13,216	
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		06/03/23			
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

5-4187/3&4, Soham Mansion, M G Road, Secunderabad
GSTIN/UIN : 36AAHCG4562D1ZP
State Name : Telangana, Code : 36
Place of Supply : Telangana

Terms of Delivery

Innopolis, Turkapally



E. & O.E.

HSN/SAC	Taxable Value	Central Tax		State Tax		Total
		Rate	Amount	Rate	Amount	Tax Amount
940542	11,200.00	9%	1,008.00	9%	1,008.00	2,016.00
Total	11,200.00		1,008.00		1,008.00	2,016.00

Authorised Signatory

This is a Computer Generated Invoice



17-02-2023 14:48:36

97261
08.02.23 3:15:08

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

Requisition Form		Date	15-02-2023			
Company Name: GV/BC		Time	14:55			
Site & Phase: INNOPOLISE						
Unit No./Block No.		Req. No.	212558			
Supplier:		ID No.	84391			
Material required before date:		Qty required	Qty available at site	Order Qty	Inward No	Inward Date
S No	Item					
1	ELEC9722-Electrical-Bulkhead LED Light---10w-Nos	20		20		
2						
3						
4						
5						
6						
7						
8						
9						
10						
Remarks: Towards lift shaft light						
Engineer		Project Manager				MD
Prepared By: akhil						
Approved By: madhu						
Sign & Date:						

906 27261
560+18.1.655

APPROVED
Purchase
20 FEB 2023
RAJNISH PARIKH
MANAGER PROCUREMENT

Flight Ideas

5-4-187/7, M.G. Road, R.P. Road & M.G. Road
Junction, Ranigunj, Secunderabad - 500003
Phone : 040 - 27543785, 97055 77776
GST No. : 36AADCR2047Q1ZZ

M/s. G. V. Reddiah Centre.....
PRE 251

Site: Minneapolis

Turkapatly, Hyderabad.

Date: 12/02/23 No: 1035

Invoice No.....	No. of Cases	Date.....	Way Bill No.....	
				Remarks

1268 17/2/23
 112613 21/02/23
 Received By  Sign 
 Shri. V. S. Reddy Svt. In-ld.

Received the above material in Good condition

For REFLECTIONS ELECTRICALS PVT. LTD.

Received by

Authorised Signatory

11268

