PURCHASE DIVISION

Advice for approval for credit to supplier

E

Date:	14/03/23	Prepared by	Asha jyothi	Serial no.	15274
Supplier name	Reflections Electoricals pvt. Ltd			HO inward no.	
Firm/Company	SSLLP	Project	SSLLP-GVDC	HO received date	
PO/WO date	20/02/23	PO/WO No.	97276	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	4754	03/03/23	23,600/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	23,600/-

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

MRN nos.:	117900	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:	23,600/-
Amount E – PO / WO value:	1,47,889/-
Amount F – Difference (A – E):	1,24,289/-
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	20/03/23
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

APPROVED
15 MAR 2023
MINISH PARIKH
MANAGER PROCUREMENT

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.	Dated
4754	**3-Mar-2023**
Delivery Note	Mode/Terms of Payment
1078	**Against Delivery**
Reference No. & Date.	Other References
4754 dt. 3-Mar-2023	
Buyer's Order No.	Dated
97276/170873	**20-Feb-2023**
Dispatch Doc No.	Delivery Note Date
	3-Mar-2023
Dispatched through	Destination
Your Self	**SSLLP-GVDC**
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	**LED D/L 8W Garnet 6500K D540865**	940511	18 %	**40.0000 nos**	500.00	nos	**20,000.00**
	OUTPUT CGST						**1,800.00**
	OUTPUT SGST						**1,800.00**
	Total			**40.0000 nos**			**₹ 23,600.00**

INWARD
Inward No: 1975 Dt: 6/3/23
MRN No: 117900 Dt: 06/03/23
Received By: MSK Sign: MSK

INWARD
Inward No: 1975 Dt: 6/3/23
MRN No: 117900 Dt: 06/3/23
Received By: MSK Sign: MSK
S S LLP-GVDC

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

INR Twenty Three Thousand Six Hundred Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
940511	20,000.00	9%	1,800.00	9%	1,800.00	3,600.00
Total	**20,000.00**		**1,800.00**		**1,800.00**	**3,600.00**

Tax Amount (in words) : **INR Three Thousand Six Hundred Only**

SUMMIT SALES LLP
INWARD
No. 106989
Date 19/3/23
Sign.
R.R. DIST.

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.

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**

for Reflections Electricals Pvt Ltd.

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

Purchase Order

 21-02-2023 12:49:44 Original / Office Copy / Purchase Div.Copy

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.,		**Doc No**	97276	170873
5-4-187/6, P.M. Modi Complex Ist Floor,M.G. Road,Sec-Bad -500 003		**Doc Date**	20-02-2023	
		Quote No	Nil	
GSTIN 36AADCR2047Q1ZZ	27540307	**Quote Date**	20-02-2023	
27543785..	9849875767	**SupplyType**	Supply	

Kind Attn : MR.Shakib khan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	618000 - ELLE-Electrical - False Ceiling Down Lighter-2700K-Wipro-D541227 - 12W - Nos	66.00	535.00	0.00	18.00	41,665.80
2	425400 - ELLE-Electrical - False Ceiling Down Lighter-6500K-Wipro-D540865 - 8W - Nos	140.00	500.00	0.00	18.00	82,600.00
3	982800 - ELLE-Electrical - LED Square Surface Light-6500K-Wipro-D651865 - 12W - Nos *D651865 -18W*	22.00	910.00	0.00	18.00	23,623.60
					Total Order Value . . .	**147,889.40**

Rupees : One Lakh(s) Fourty Seven Thousand Eight Hundred Eighty Nine and Paise Fourty Only.

S.No	Bill No	Date	Amount
1.	4682	27/02/23	1,24,289/-
2.	4754	03/03/23	23,600/-
3.			
4.			
5.			

Terms and Conditions :-

Specification / All items shall be of Wipro brand/company

Payment Terms After Delivery & Production of bill

Tax All taxes included in above price.

Delivery Date Next Day.

Delivery Location SSLLP-GVDC

.

Phone. .

Penality For Delay Nil

Transportation Transport cost shall be borne by us.

Warranty 10Years

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for bathroom and lobby lighting 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. proof of delivery/DC can be sent by email.

For ***Summit Sales LLP***

Authorised Signatory

Name : 21/02/2023

Accepted the above Terms And Conditions

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

Name : ____________

Date : __/__/____

Estimate/Draft PO

 20-02-2023 11:17:36

97276
08.02.23 3:48:30

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	**Doc No**	97276	170873
	Doc Date	20-02-2023	
	Quote No	Nil	
GSTIN 36AADCR2047Q1ZZ 27540307	**Quote Date**	20-02-2023	
27543785.. 9849875767	**SupplyType**	Supply	

Kind Attn : MR.Shakib khan

Estimate/Draft PO for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	618000 - ELLE-Electrical - False Ceiling Down Lighter-2700K-Wipro-D541227 - 12W - Nos	66.00	535.00	0.00	18.00	41,665.80
2	~~425400 - ELLE-Electrical - False Ceiling Down~~ Lighter-6500K-Wipro-D540865 - 8W - Nos	140.00	500.00	0.00	18.00	82,600.00
3	982800 - ELLE-Electrical - LED Square Surface Light-6500K-Wipro-D651865 - 12W - Nos *D651865 -18W*	22.00	910.00	0.00	18.00	23,623.60
	Total Order Value . . .					**147,889.40**

Rupees : One Lakh(s) Fourty Seven Thousand Eight Hundred Eighty Nine and Paise Fourty Only.

Terms and Conditions :-

Specification /	All items shall be of Wipro brand/company
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Day.
Delivery Location	SSLLP-GVDC . Phone.
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	10Years
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for bathroom and lobby lighting 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. proof of delivery/DC can be sent by email.

For MDs APPROVAL
- [x] High Value/quantity beyond limits.
- [ ] Po/Req. processed-post approval.
- [ ] Approval for technical details/clarification.
- [ ] Replenishing SSLLP stock
- [ ] Other

APPROVED BY
21 FEB 2023
SOHAM MODI
MANAGING DIRECTOR

For *Summit Sales LLP*
Authorised Signatory

Name : 20/02/2023

Accepted the above Terms And Conditions
For *Reflections Electricals Pvt. Ltd.,*

Name : ______

Date : __/__/____

Requisition Form						
Company Name:	SUMMIT SALES LLP					
Site & Phase	SSLLP-GVDC	Date:	20-02-2023			
Unit No./Block No.		Time:	12:00			
Supplier:	PO8-97276.					
Material required before date:	URGENT	Req. No.	170873			
		ID No.	84447			
S.No	Item	Qty required	Qty available at site	Order Qty	Inward No.	Inward Date
1	ELEC4059-Electrical-False Ceiling Down Lighter-6500K-Wipro D541265-12W-Nos	66		66		
2	ELEC9969-Electrical-False Ceiling Down Lighter-6500K-Wipro D540865-8W-Nos	140		140		
3	ELEC4566-Electrical-LED Square Surface Light-6500K-Wipro D651865-18W-Nos 18W	22		22		
4	910+18%					
5						
6						
7						
8						
9						
10						
Remarks:	Towards bathroom and lobby lighting purpose.					
	Engineer	Project Manager		Purchase		MD
Prepared By:	N. SAI SHIVANI 20/02/23					
Approved By:	B.PRAVEEN					
Sign & Date:						

APPROVED
20 FEB 2023
MINISH PARIKH
MANAGER PROCUREMENT