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PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 26/06/20 | Prepared by: | Sk. Gowshee Begum |
| PO/WO no. | 67974 | PO / WO Date. | 15/06/20 |
| Supplier Name | Reflections Electricals Pvt ltd | PO/WO amount | 68,416 /- |
| Firm/Company | SS cep | Project | SHcep |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1. | 259 | 20/06/20 | 55,908 /- |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 55,908 /- |

| Sl. No. | DC No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | 055 | 20/06/20 | 80221 | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | |
|---|---|
| Amount B –Other Credits :_ | – |
| Amount C –Other Debits :_ | – |
| Amount D (D=A+B-C) – Amount to be credited to the supplier: | 55,908 /- |
| Amount E – PO / WO value: | 68,416 /- |
| Amount F – Difference (A – E): | 12,508 /- |

| | |
|---|---|
| Quantity received as per PO /WO | □ Yes □ Excess received ☑ Short received □ Other (explained below) |
| Is difference between PO / Bill acceptable? | ~~□ Yes □ No (explained below)~~ |
| Excess / short material received | ~~□ Approved – within acceptable limits~~ □ No (explained below) |
| Close PO / W?O | ☑ Yes ~~□ No – wait for balance material~~ □ No (explained below) |
| Advance paid / PDC given (deduct when paying) | □ Yes – Rs._____/- ☑ No |
| Payment – due date | 27/06/20 |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | [signature] | | APPROVED 27 JUN 2020 [signature] | | | | |
| Date | 26/06/20 | | MINISH PARIKH MANAGER PROCUREMENT | | | | |

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude

04

# Tax Invoice

| | | |
|---|---|---|
| **Reflections Electricals Pvt Ltd.**<br>5-4-187/7, M G Road & R P Road Junction<br>Karbala Maidan, M G Road<br>Secunderabad - 500 003, T.S.<br>TELE:27543785 Mb: 970 55 77 77 6<br>GSTIN/UIN: 36AADCR2047Q1ZZ<br>State Name : Telangana, Code : 36<br>E-Mail : reflections_hyderabad@yahoo.com | Invoice No.<br>**259** | Dated<br>**20-Jun-2020** |
| | Delivery Note<br>**055** | Mode/Terms of Payment<br>**Against Delivery** |
| | Supplier's Ref.<br>**259** | Other Reference(s) |
| Buyer<br>**Summit Sales LLP**<br>5-4-187/3&4, II Floor<br>M G Road, Secunderabad 500 003<br>GSTIN/UIN : 36ACQFS2044C1Z7<br>State Name : Telangana, Code : 36<br>Place of Supply : Telangana | Buyer's Order No.<br>**67974/14616** | Dated<br>**15-Jun-2020** |
| | Despatch Document No. | Delivery Note Date<br>**20-Jun-2020** |
| | Despatched through<br>**Your Self** | Destination<br>**Cherlapally** |
| | Terms of Delivery | |

| Sl No. | Description of Goods | HSN/SAC | GST Rate | Quantity | Rate | per | Amount |
|---|---|---|---|---|---|---|---|
| 1 | **Video Door Phone Mini WS-DT511043** | 8517 | 18 % | **8.0000 nos** | 5,300.00 | nos | **42,400.00** |
| 2 | **Isolator/Load Break Switch 40A FP** | 8536 | 18 % | **12.0000 nos** | 415.00 | nos | **4,980.00** |
| | | | | | | | 47,380.00 |
| | ***OUTPUT CGST*** | | | | | | **4,264.20** |
| | ***OUTPUT SGST*** | | | | | | **4,264.20** |
| | *Less :* ***Rounding Off*** | | | | | | **(-)0.40** |
| | Total | | | **20.0000 nos** | | | **₹ 55,908.00** |

INWARD
Inward No: 14425 20/6/20
MRN No: 80221 22/6/20
Received By: Sign:
SUMMIT SALES LLP

Certified by:
Stores Manager

PROPERTIES PVT. LTD. SEC

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

**INR Fifty Five Thousand Nine Hundred Eight Only**

| HSN/SAC | Taxable Value | Central Tax Rate | Central Tax Amount | State Tax Rate | State Tax Amount | Total Tax Amount |
|---|---|---|---|---|---|---|
| 8517 | 42,400.00 | 9% | 3,816.00 | 9% | 3,816.00 | 7,632.00 |
| 8536 | 4,980.00 | 9% | 448.20 | 9% | 448.20 | 896.40 |
| **Total** | **47,380.00** | | **4,264.20** | | **4,264.20** | **8,528.40** |

Tax Amount (in words) : **INR Eight Thousand Five Hundred Twenty Eight and Forty paise Only**

Company's VAT TIN : **28163593748**
Company's PAN : **AADCR2047Q**

Company's Bank Details
Bank Name : **State Bank of India**
A/c No. : **30033772668**
Branch & IFS Code : **M G Rod, Secunderabad & SBIN0003032**

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.**

Authorised Signatory

SUBJECT TO SECUNDERABAD/ HYDERABAD JURISDICTION

This is a Computer Generated Invoice

# Purchase Order

 15-06-2020 11:50:43 AM 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** | | | |
|---|---|---|---|
| Shubham Enterprises | **Doc No** | 67975 | 14616 |
| 5-2-288/D,Hyderbasti,R.P. Road,Lane Opp.Arya Samaj,sec-bad-500 003 | **Doc Date** | 15-06-2020 | |
| | **Quote No** | Nil | |
| **GSTIN** 36AMRPG2711M1ZT 6656-8151.. | **Quote Date** | 15-06-2020 | |
| 040-66318150/23468151 9849153774 | **SupplyType** | Supply | |

**Kind Attn : Viral.**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 4536 - Electrical - other - Copper plate - 1 ft x1 ft - kgs<br>*20 nos* | 48.00 | 530.00 | 0.00 | 18.00 | 30,019.20 |
| 2 | 4555 - Electrical - other - Earth pipe - 2 In - nos<br>*B class - 5'6"* | 10.00 | 460.00 | 0.00 | 18.00 | 5,428.00 |
| 3 | 4804 - Electrical - other - Earth Powder - NA - bags<br>*25 kg* | 15.00 | 125.00 | 0.00 | 5.00 | 1,968.75 |
| 4 | 4585 - Electrical - other - Insulation tape - NA - nos | 500.00 | 9.00 | 0.00 | 18.00 | 5,310.00 |
| 5 | 4616 - Electrical - other - Metal box - 6way - nos | 150.00 | 32.00 | 0.00 | 18.00 | 5,664.00 |
| 6 | 4799 - Electrical - other - Change over - 25 Amps - nos | 12.00 | 840.00 | 0.00 | 18.00 | 11,894.40 |
| 7 | 4803 - Electrical - conducting - PVC Round Cover - 3 In - nos | 300.00 | 5.00 | 0.00 | 18.00 | 1,770.00 |
| 8 | 4782 - Electrical - wires - A1 service Wire - 7/20 - mts<br>*20 nos* | 2,000.00 | 14.00 | 0.00 | 18.00 | 33,040.00 |
| | | | | | **Total Order Value . . .** | **95,094.35** |

Rupees : Ninty Five Thousand Ninty Four and Paise Thirty Five Only.

APPROVED BY
SOHAM MODI
MANAGING DIRECTOR
15 JUN 2020

## Terms and Conditions :-

| | |
|---|---|
| **Specification / Brand** | All items in Sl.no.1shall be of 2.4kgs each approx. 3mm thickness. |
| **Payment Terms** | On complete delivery of all materials only ! |
| **Tax** | GST included in above price. |
| **Delivery Date** | Next Day. |
| **Delivery Location** | Summit Housing LLP<br>Cherlapally,Behind Kingston PG college, Hyderabad<br>Phone. 9618244433, Hamendra,9502266233, Mahesh. |
| **Penality For Delay** | Nil |
| **Transportation Cost** | Transport cost shall be borne by us. |
| **Warranty** | Nil |
| **Advance Paid** | Nil |
| **Other Terms** | We reserve the right to reject items not conforming to quality and specifications. Payment as per actual wgmt. Above order for Stock maintain Purpose. |

For ***Summit Sales LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Shubham Enterprises***

Name : ______________ Name : ______________ Date : __/__/____

## DELIVERY CHALLAN

**REFLECTIONS ELECTRICALS PVT. LTD.**

Bright 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. Summit Sales LLP.
Site : Cherlapally
Hyderabad

Date: 20/06/20 No.: 055

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

| S. No. | Description of Material | Qty. | No. of Boxes | No. PCS in Each Box | Remarks |
|---|---|---|---|---|---|
| | Doc No: 67974/14616 dt 15/06/20. | | | | |
| 1 | Video Door Phones | 08 | Nos. | | Invoice No. 259 dt 20/06/20. |
| 2 | Isolator 40A FP | 12 | Nos. | | |

INWARD
Inward No: 14425 Dt: 20/6/20
MRN No: 80221 Dt: 22/06/20
Received By: Sign:
SUMMIT SALES LLP

Certified by:

Stores Manager

Received the above material in Good condition

For REFLECTIONS ELECTRICALS PVT. LTD.

REFLECTIONS ELECTRICALS PVT. LTD. SEC'BAD

Received by

Authorised Signatory

# Purchase Order

 15-06-2020 4:19:42 PM

67974
03.06.20 12:48:14

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** | 67974 | 14616 |
| 5-4-187/6, P.M. Modi Complex Ist Floor,M.G. Road,Sec-Bad -500 003 | **Doc Date** | 15-06-2020 | |
| | **Quote No** | Nil | |
| **GSTIN** 36AADCR2047Q1ZZ 27540307 | **Quote Date** | 15-06-2020 | |
| 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 | 5131 - Equipment - consumable durable - Video Door Phone - NA - Nos | 10.00 | 5,300.00 | 0.00 | 18.00 | 62,540.00 |
| 2 | 4798 - Electrical - other - FP Isolator - NA - nos<br>*40 ams* | 12.00 | 415.00 | 0.00 | 18.00 | 5,876.40 |
| | | | | | **Total Order Value . . .** | **68,416.40** |

Rupees : Sixty Eight Thousand Four Hundred Sixteen and Paise Fourty Only.

Part bill received Rs 55,908/-,
Balance has to be receivable
Rs. 12,508/-
[signature]
26/06/20

Terms and Conditions :-

| | |
|---|---|
| **Specification / Brand** | All items shall be of 'Wipro' brand. |
| **Payment Terms** | Within 7 days of delivery. |
| **Tax** | Inclusive of all taxes |
| **Delivery Date** | Within 3days |
| **Delivery Location** | Summit Housing LLP<br>Cherlapally,Behind Kingston PG college, Hyderabad<br>Phone. 9618244433, Hamendra,9502266233, Mahesh. |
| **Penality For Delay** | Nil |
| **Transportation Cost** | Transport cost shall be borne by us. |
| **Warranty** | 5 yrs |
| **Advance Paid** | Nil |
| **Other Terms** | We reserve the right to reject items not conforming to quality and specifications. Above order for Stock maintain purpose |
| **Completion Date** | Nil |
| **Measurment** | Nil |
| **Security** | Nil |
| **Remarks** | Installation chagres extra Rs.500/- per piece. |

For ***Summit Sales LLP***
Authorised Signatory

Name :

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

Name : ________________

Date : __/__/____

Requisition Form

| | | | |
|---|---|---|---|
| pany Name: | SSLLP | Date: | 13.06.2020 |
| & Phase : | SHLLP | Time: | 15.30 |
| pplier | | Req. No. | 14616 |
| aterial required before date: | | ID No. | 57631 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | INSULATION TAPE | | 500 | NOS | | |
| 2 | METAL BOX | 6M | 150 | NOS | | |
| 3 | PVC ROUND COVERS 67975 | 6" | 300 | NOS | | |
| 4 | AL SERVICE WIRE | 7/20 | 2000 | MTRS | | |
| 5 | BETONITE POWDER | | 15 | BAGS | | |
| 6 | COPPER PLATE | | 20 | NOS | | |
| 7 | EARTH PIPE | | 10 | NOS | | |
| 8 | VIDEO DOOR PHONE 67974 | | 20 | NOS | | |
| 9 | DB- 4 WAY | | 10 | NOS | | |
| | DB CHANGE OVER 67976 | | 10 | NOS | | |
| 11 | DB -6 WAY | | 10 | NOS | | |
| 12 | FP ISOLATOR -4 POLE | | 12 | NOS | | |
| 13 | CHANGE OVER | | 12 | NOS | | |
| | | | | | | |

Remarks: FOR STOCK MAINTAINCE

| | | | |
|---|---|---|---|
| Prepared By | SOWMYA | Approved by | |
| Sign.& Date | 13.06.2020 | Sign. & Date | APPROVED BY 13 JUN 2020 SOHAM MODI MANAGING DIRECTOR |

Note: On receipt of material at site write inward number and date in last 2 columns.