# PURCHASE DIVISION Advice for approval for credit to supplier

Date: '	29/10/2020		Prepared	l by:	17	D. Murthy		
PO/WO no.	71390	<u></u>	PO / Wo	Date.		7/10/2020		
Supplier Name	Reflections Electrical P	VT LTD	PO/WO amount			Rs. 1,232/-		
Firm/Company	Summit Sales LLP	_ <u></u>	Project			HLLP	·	
Sl. No.	Bill No.		Bill Date	e		Bill amount		
1.	1450	· <u> </u>	19/10/20	)20		Rs. 1,500/-		
2.	-	<del></del>		<del></del>	-			
3.	•		<u>.</u>					
4.		<del></del>	-	<u></u>			<del></del>	
Amount A – Bills t	otal(Excluding Transport &	k Hamali C	Charges):		D	s. 1,500/-	<u> </u>	
Sl. No. DC No		Date		MRN No.		C matches MRN		
1. 1450	19/1	0/2020		-				
2	-				□ Yes □ No			
3.						Yes 🗆 No		
4.								
Amount B - Other	Credits:	······································				Yes □ No		
Amount C -Other I	Debits:	<del></del>						
Amount D (D=A+F	3-C) – Amount to be credite	ed to the su	ipplier:	<del></del>	-	- 1.5001	<u> </u>	
Amount E – PO / W		<del></del>				s. 1,500/-		
Amount F – Differe	ence (A – E):		<u> </u>			s. 1,232/-		
Quantity received a	s per PO/WO	···	▼ Ves ri Evo	ecc received -	1	s. 268/-		
	en PO / Bill acceptable?	· · · · · · · · · · · · · · · · · · ·	□ Yes □ No			ved 🗆 Other (expl	ained below)	
Excess / short mater		<del></del>		_	,	□ No (explained )		
Close PO / W?O		<del></del>				□ No (explained		
Advance paid / PDC	given (deduct when payin	(0)	□ Yes – Rs.	/≼□ No	mice materia	I □ No (explained	below)	
Payment - due date			31/10/2020					
Remarks:	<b>A</b>		31/10/2020		<del></del>			
<del></del>								
Approved I	Purchase Purchase	Problem	ement )	MD A		T		
by	Officer Manager	APP	SAED	_	Accounts — eceiver of	Accountant	Accounts Manager	
Sign:	Man Day	2 9 ÓC			bill			
Date	Tideo A	VINISH NAGER PRO	PARIKH		Boot .	.,	····	

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 transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/- 7. MD to approve all bills above 1,00,000/-

## Tax Invoice

Reflections Electricals Pvt Ltd. 5-4-187/7, M G Road & R P Road Junction Karbala Maidan, M G Road Secunderabad - 500 003, T.S. TELE:27543785 Mb: 970 55 77 77 6 GSTIN/UN: 36AADCR2047Q1ZZ State Name:Telangaria, Code:36 E-Mail:reflections\_hyderabad@yahoo.com

Buyer

Summit Sales LLP 5-4-187/3&4, II Floor

M G Road, Secunderabad 500 003

GSTIN/UIN State Name

£

: 36ACQFS2044C1Z7 Telangana, Code: 36

Place of Supply

: Telangana

Dated
19-Oct-2020
Mode/Terms of Payment
Against Delivery
Other Reference(s)
· ·
Dated
17-Oct-2020
Delivery Note Date
Destination
M G Road

Terms of Delivery

SI No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Amount
1	LED Bulb 12W Garnet 6500K N12001	9405	12 %	10.0000 nos	133.93	nos	1,339.30
	OUTPUT CGST OUTPUT SGST Less: Rounding Off						80.36 80.36 (-)0.02
	INWARD Inward No: 58 Dt: 14 151 MRN No: Dt: Received By: Sign: MODI PROPERTIES		de laon	DERTIES INVARD No 101335 Deep 2446 SEC 840			Ąf
An	Total nount Chargeable (in words)			10.0000 nos			₹ 1,500.00

INR One Thousand Five Hundred Only

HSN/SAC Taxable Central Tax State Tax Total Value Rate **Amount** Rate Amount Tax Amount 9405 1,339.30 6% 80.36 6% 80.36 160.72 Total 1,339.30 80.36 80.36 160.72

Tax Amount (in words): INR One Hundred Sixty and Seventy Two paise Only

Company's VAT TIN Company's PAN

: 28163593748

: AADCR2047Q

Declaration

We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct. Company's Bank Details

Bank Name

: State Bank of India

A/c No.

: 30033772668

Branch & IFS Code : M G Rod, Secunderabad & SBIN0003032

for Reflection's Electricals Pyt Life

E. & O.E

SUBJECT TO SECUNDERABAD/ HYDERABAD JURISDICTION

This is a Computer Generated Invoice

17-10-2020 1:44:50 PM

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.,

5-4-187/6, P.M. Modi Complex Ist Floor, M.G. Road, Sec-Bad -500 003

Doc No	71390	16595
Doc Date	17-10-202	20
Quote No	Nil	······································
Quote Date	16-10-202	20
SupplyType	Supply	

10/10/20 19/10/20

GSTIN 36AADCR2047Q1ZZ

27540307

27543785...

9849875767

## Kind Attn: MR.Shakib khan

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4521 - Electrical - other - 8ulb - other - nos 12w	10.00	110.00	0.00	12.00	1,232.00
Rupees: One Thousand Two Hundred Thirty Two Only.		Total O	der Valu	e	1,232.00

### 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** 

Same Day

**Delivery Location** 

Head Office

5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003

Phone. 040-66335551

**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. Payment as per actual receipt of use purpose.

**Completion Date** 

Nil

Measurment Security

Nil Nil

Remarks

Installation chagres extra Rs.500/- per piece.

For Summit Sales LLP

**Authorised Signatory** 

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

Name :	Name :	Date ://
Contact		

Page(s)	1	Of	ı
t ancist		0.	•

**Supplier Details** 

17-10-2020 1:44:50 PM

71390 10.10.20 12:35:31

From Company: Summit Sales LLP

5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.

G S T No.: 36ACQFS2044C1Z7

5-4-187/6, P.M. Modi Complex Ist Floor, M.G. Road, Sec-Bad -500 003

 Doc No
 71390
 16595

 Doc Date
 17-10-2020

 Quote No
 Nil

GSTIN 36AADCR2047Q1ZZ

Reflections Electricals Pvt. Ltd.,

27540307

Quote No Quote Date

e 16-10-2020

27543785..

9849875767

SupplyType Supply

#### Kind Attn: MR.Shakib khan

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0.00		
0.00	12.00	1,232.00
tal Order Val	lue	1,232.00
	tal Order Va	tal Order Value

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Same Day

**Delivery Location** 

Head Office

5-4-187/3~&~4,~II nd Floor, M.G.Road, Secunderabad - 500003

Phone.

Penality For Delay

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Transportation Cost

Transport cost shall be borne by us.

040-66335551

Warranty

5 yrs

Advance Paid

Nil

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Completion Date

U

Measurment Security Nil Nil Nil

Remarks

Installation chagres extra Rs.500/- per piece.

For Summit Sales LLP

Authorised Signatory

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

Name:

Name : \_\_\_

Date : \_\_/\_\_/\_\_\_

Requisition Form

Company Name: Summit Sales LLP (		Summit Sales LLP Commo Expenses	on Date:			16.10.2020	
Site &	Phase:	Head Office	Time:	70.0.1		12: 02Pm	
			Req. N	0.		16595	
Materi	Material required before date:		ID No.		·	60822	
No	De	scription	Size	Quantity	Units	Inward No	Date
- 1	LED Wipro Bulbs	( 12 w)		10	No's		<del></del>
							···
		21350					<del></del>
					12		
				/ /			
			T A D D	ROVED	1		
<u> </u>			ļ	1			
				OCT 2020			
<u> </u>			MINIS	H PARIKH			
			MANAGE	PROCUREME			
			<del></del>			1	
				<u> </u>			
Prepar	red By	Jai kumar	Appro	ved by			
Date		16.10.2020	Sign. &				V**-11

Note: On receipt of material at site write inward number and date in last 2 c3olumns.