PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	18/01/2021	Prepared by:	NEHA
PO/WO no.	73594	PO / WO Date.	07/01/2021
Supplier Name	Reflections Electricals	PO/WO amount	27,216/-
Firm/Company	SSLLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	2640	07/01/2021	27,216/-
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			27,216/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.			87363	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ 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:	27,216/-
Amount E – PO / WO value:	27,216/-
Amount F – Difference (A – E): GST-18%	

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	23/01/2021
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M.D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha	[signature]	[signature]				
Date	18/01/2021	18/1					

APPROVED
19 JAN 2021
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. 10,000/-, Purchase Manager or Procurement Manager to approve all bills from 10,000/- 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/UIN: 36AADCR2047Q1ZZ State Name : Telangana, Code : 36 E-Mail : reflections_hyderabad@yahoo.com	Invoice No. **2640**	Dated **7-Jan-2021**
	Delivery Note **764**	Mode/Terms of Payment **Against Delivery**
	Supplier's Ref. **2640**	Other Reference(s)
Buyer **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	Buyer's Order No. **73594/168289**	Dated **7-Jan-2021**
	Despatch Document No.	Delivery Note Date **7-Jan-2021**
	Despatched through **Your Self**	Destination **Cherlapally**
	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Amount
1	**30W LED Flood Light D913065**	9405	12 %	**20.0000 nos**	1,215.00	nos	**24,300.00**
	OUTPUT CGST						**1,458.00**
	OUTPUT SGST						**1,458.00**
	Total			**20.0000 nos**			**₹ 27,216.00**

MODI PROPERTIES ... SEC'BAD
73308
13/1

INWARD
Inward No: 15582 Dt: 8/01/21
No: 87363 Dt: 1/01/21
Received By: Sign:
SUMMIT SALES LLP

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

INR Twenty Seven Thousand Two Hundred Sixteen Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
9405	24,300.00	6%	1,458.00	6%	1,458.00	2,916.00
Total	**24,300.00**		**1,458.00**		**1,458.00**	**2,916.00**

Tax Amount (in words) : **INR Two Thousand Nine Hundred Sixteen 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.

REFLECTIONS ELECTRICALS PVT. LTD. SEC'BAD

Authorised Signatory

SUBJECT TO SECUNDERABAD/ HYDERABAD JURISDICTION

This is a Computer Generated Invoice

Purchase Order

 07-01-2021 12:25:57

73594
31.12.20 3:36:42

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**	73594	168289
	Doc Date	07-01-2021	
	Quote No	Nil	
	Quote Date	07-01-2021	
	SupplyType	Supply	

Kind Attn : MR.Shakib khan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4746 - Electrical - other - LED Lights - NA - nos *D913065*	20.00	1,215.00	0.00	12.00	27,216.00
					Total Order Value . . .	**27,216.00**

Rupees : Twenty Seven Thousand Two Hundred Sixteen Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 'Wipro' brand,
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra,9502266233, Mahesh.
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	10 years warranty.
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.Payment as per actual receipt of material. Above order for Stock purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Summit Sales LLP*
Authorised Signatory

Name : ______

Contact

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

Name : ______

Date : __/__/____

Requisition Form

Company Name:	Summit sales llp	Date:	7.1.2021
Site & Phase :	Summit housing llp	Time:	11.00
Supplier		Req. No.	168289
Material required before date:		ID No.	62874

No	Description	Size	Quantity	Units	Inward No	Date
1	LED FLOOD LIGHTS	30W	20	NOS		
2						
3	73594					
4						
5						
6						
7						
8						
9						
10						

Remarks: For stock maintenance and site use

Prepared By	SOWMYA	Approved by	APPROVED
Sign.& Date	7.1.2021	Sign. & Date	07 DEC 2020 P. PRABHAKAR Sr. MANAGER PURCHASE

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