PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	29/1/21	Prepared by:	PRABHAKAR
PO/WO no.	73234	PO / WO Date.	23-12-20
Supplier Name	Reflectors electricals R.F.??	PO/WO amount	71,933.80
Firm/Company	Summit Labs LLP	Project	SHLLP
Sl. No.	Bill No.	Bill Date	Bill amount
1	2788	19/1/21	10,195-00
3			
4			/
Amount A – Bills total(Excluding Transport & Hamali Charges):			10,195 00

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.	/	/	8773	☑ 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:	10,195-00
Amount E – PO / WO value:	71,933.80
Amount F – Difference (A – E): GST-18%	61,738-00

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	1/2/21

Remarks: Final Bill –

Rates not difference Can be accepted

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]					
Date		29/1/21					

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. **2788**	Dated **19-Jan-2021**
	Delivery Note **801**	Mode/Terms of Payment **Against Delivery**
	Supplier's Ref. **2788**	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. **73234/168231**	Dated **23-Dec-2020**
	Despatch Document No.	Delivery Note Date **19-Jan-2021**
	Despatched through **Your Self**	Destination **Cherlapally**
	Terms of Delivery	

21/1/21

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Amount
1	**Blaking Plate Venia B3900**	8538	18 %	**900.0000 nos**	9.60	nos	**8,640.00**
	OUTPUT CGST						**777.60**
	OUTPUT SGST						**777.60**
	Less : ***Rounding Off***						**(-)0.20**
	Total			**900.0000 nos**			**₹ 10,195.00**

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 73583
Date: 2-2-21
Sign:

Amount Chargeable (in words)

E. & O.E

INR Ten Thousand One Hundred Ninety Five Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
8538	8,640.00	9%	777.60	9%	777.60	1,555.20
Total	**8,640.00**		**777.60**		**777.60**	**1,555.20**

Tax Amount (in words) : **INR One Thousand Five Hundred Fifty Five and Twenty 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

INWARD	
Inward No: 15652	Dt: 20-1-21
MRN No: 87731	Dt: 20/01/21
Received By:	Sign:

SUMMIT SALES LLP

Purchase Order

 26-12-2020 12:04:01

73234
23.12.20 11:29:46

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	73234	168231
Doc Date	23-12-2020	
Quote No	Nil	
Quote Date	11-11-2020	
SupplyType	Supply	

Kind Attn : MR.Shakib khan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4662 - Electrical - other - Tubelight fitting - 2ft - nos	40.00	200.00	0.00	12.00	8,960.00
2	4663 - Electrical - other - Tubelight fitting - 4ft - nos D532065	40.00	215.00	0.00	12.00	9,632.00
3	4746 - Electrical - other - LED Lights - NA - nos D530565	40.00	150.00	0.00	12.00	6,720.00
4	4793 - Electrical - other - Modular Switch - 6 A - nos	600.00	103.00	70.00	18.00	21,877.20
5	4796 - Electrical - other - Modular TV Socket - NA - Nos	60.00	143.00	70.00	18.00	3,037.32
6	4631 - Electrical - other - Modular Plate - 6way - nos	120.00	162.00	70.00	18.00	6,881.76
7	4628 - Electrical - other - Modular Plate - 2 way - nos	60.00	86.00	70.00	18.00	1,826.64
8	4795 - Electrical - other - Modular Telephone Jack - NA - Nos	60.00	132.00	70.00	18.00	2,803.68
9	4789 - Electrical - other - Modular switch Blank plates - NA - nos	900.00	32.00	70.00	18.00	10,195.20
					Total Order Value . . .	**71,933.80**

Rupees : Seventy One Thousand Nine Hundred Thirty Three and Paise Eighty Only.

Partly Bill : 2710 Dt : 12/1/20
Amt : 58043
19/1/21 Bal : 13891/-
2nd Bill

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

For *Summit Sales LLP*
Authorised Signatory

Name : ____________

Contact

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

Name : ____________

Date : __/__/____

Purchase Order

 26-12-2020 12:04:01

Original / Office Copy / Purchase Div.Copy

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:	21.12.20
Site & Phase :	Summit housing llp	Time:	11.00
Supplier		Req. No.	168231
Material required before date:		ID No.	62533

No	Description	Size	Quantity	Units	Inward No	Date
1	LED LIGHTS	1'	40	NOS		
2	LED LIGHTS	2'	40	NOS		
3	LED LIGHTS	4'	40	NOS		
4	DB 4 WAY	3 PHASE	30	NOS		
5	DB	SINGLE PHASE	30	NOS		
6	MODULAR PLATE	6M	120	NOS		
7	MODULAR PLATE	2M	60	NOS		
8	SWITCH	6A	600	NOS		
9	TV SOCKET		60	NOS		
10	TELEPHONE SOCKET		60	NOS		
11	BLANK PLATES		900	NOS		

73233

73234

Remarks: For stock maintenance and site use

Prepared By	SOWMYA	Approved by	
Sign.& Date	21.12.20	Sign. & Date	

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

APPROVED BY
21 DEC 2020
SOHAM MODI
MANAGING DIRECTOR