PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	25/03/2021	Prepared by:	MINISH.
PO/WO no.	75706	PO / WO Date.	18/03/2021
Supplier Name	Reflections Electricals Pvt. Ltd.	PO/WO amount	878/-
Firm/Company	MPPL.	Project	HO
Sl. No.	Bill No.	Bill Date	Bill amount
1	3441	18/03/2021	878/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			878/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			90535	☐ 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:	878/-
Amount E – PO / WO value:	878/-
Amount F – Difference (A – E): GST-18%	NIL -
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 / WO	☐ Yes ☐ No – wait for balance material ☐ No (explained below)
Advance paid / PDC given (deduct when paying)	☐ Yes – Rs. ____/- ☐ No
Payment – due date	26/03/2021
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			APPROVED 25 MAR 2021				
Date		25/3					

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. GSTIN/UIN: 36AADCR2047Q1ZZ State Name : Telangana, Code : 36 E-Mail : reflections_hyderabad@yahoo.com	Invoice No. **3441**	Dated **18-Mar-2021**
	Delivery Note	Mode/Terms of Payment **Against Delivery**
	Reference No. & Date. **3441 dt. 18-Mar-2021**	Other References
Buyer (Bill to) **Modi Properties Pvt Ltd** 5-4-187/3 & 4, II Floor, MG Road, Secunderabad 500 003 GSTIN/UIN : 36AABCM4761E1ZM State Name : Telangana, Code : 36 Place of Supply : Telangana	Buyer's Order No. **75706/182709**	Dated **18-Mar-2021**
	Dispatch Doc No.	Delivery Note Date
	Dispatched through **Mr Sai 9398011831**	Destination
	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Amount
1	**LED Bulb 9W Garnet 6500K N90001**	8539	12 %	**8.0000 nos**	98.00	nos	**784.00**
	OUTPUT CGST						**47.04**
	OUTPUT SGST						**47.04**
	Less : ***Rounding Off***						**(-)0.08**
	Total			**8.0000 nos**			**₹ 878.00**

INWARD
Inward No: 933 Dt: 18/03/21
Dt:
Sign:
Received By:
MODI PROPERTIES

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 15712
Date: 20/3
Sign:

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

INR Eight Hundred Seventy Eight Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
8539	784.00	6%	47.04	6%	47.04	94.08
Total	**784.00**		**47.04**		**47.04**	**94.08**

Tax Amount (in words) : **INR Ninety Four and Eight paise Only**

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**

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.

for Reflections Electricals Pvt Ltd.

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

Purchase Order

 18-03-2021 4:30:21 PM Original

75706
16.03.21 12:29:46

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details			
Reflections Electricals Pvt. Ltd.,	**Doc No**	75706	182709
5-4-187/6, P.M. Modi Complex Ist Floor,M.G. Road,Sec-Bad -500 003	**Doc Date**	18-03-2021	
	Quote No	Nil	
GSTIN 36AADCR2047Q1ZZ 27540307	**Quote Date**	18-03-2021	
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	4746 - Electrical - other - LED Lights - NA - nos *N90001*	8.00	98.00	0.00	12.00	878.08
					Total Order Value . . .	**878.08**

Rupees : Eight Hundred Seventy Eight and Paise Eight Only.

Terms and Conditions :-

Specification / 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 Head Office
5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003
Phone. 040-66335551

Penality For Delay Nil

Transportation 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 receipt of material. Above order for HO purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For *Modi Properties Pvt.Ltd.*
Authorised Signatory

Name : ______

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

Name : ______

Date : __/__/____

Requisition Form

Company Name:	MPPL	Date:	18-03-2020
Site & Phase :	Head office	Time:	15:45PM
Supplier		Req. No.	182709
Material required before date:	Urgent	ID No.	64765

No	Description	Size	Quantity	Units	Inward No	Date
1	LED blubs	12 watts	08	nos		
2	75706					
3						
4						
5						
6		APPROVED				
7		20 MAR 2021				
8						
9		MINISH PARIKH				
10		MANAGER PROCUREMENT				

Remarks .

Prepared By	Meenakshi. N	Approved by	
Sign.& Date	18-03-2020	Sign. & Date	

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