

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 22-04-21		Prepared by: BHAVANI	
PO/WO no. 76299		PO / WO Date. 9-4-21	
Supplier Name Reflections Electricals Pvt Ltd		PO/WO amount 13,036.80	
Firm/Company Sov LLP		Project Sov	
Sl. No.	Bill No.	Bill Date	Bill amount
1	180	17/4/21	13,037
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			13,037
Sl. No.	DC No	DC. Date	MRN No.
1.	52	17/4/21	91263
2.			
3.			
Amount B –Other Credits : Transportation charges			-
Amount C –Other Debits :			-
Amount D (D=A+B-C) – Amount to be credited to the supplier:			13,037/-
Amount E – PO / WO value:			13,037
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		30-04-2021	
Remarks: Incomplete - 20			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			
Date	22/4/21	22/4	

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/-



REFLECTIONS
ELECTRICALS PVT. LTD.
B.P. Road & M.G. Road

ELECTRICALS
5-4-1877, M.G. Road, R.P. Road & M.G. Road
Junction, Ranigunj, Secunderabad - 500003
87543785, 97055 77776

GST No. : 36AADCR2047Q1ZZ

Hyderabad. 052

Date: 17/04/21 No.: 052

Bright Ideas		Phone : 040 2222222		Date :		Way Bill No.	
GST No. : 36AADCR2047Q1ZZ		No. of Cases		Date		Remarks	
Invoice No.	Description of Material	Qty.	No. of Boxes	No. PCS in Each Box	Remarks		
					11/02/21		

INWARD WITH TIME:
INWARD NO. 15723 Dt. 12/15/12
MRN No. 91263 Dt. 12/15/12
Received By: Sign
SILVER OAK VILLAS LLP

Received the above material in Good condition

Received by

894463 > 100

For REFLECTIONS ELECTRICALS LTD.

Authorised Signatory

Purchase Order

Page(s) 1 Of 1

10-04-2021 12:09:53 PM



76299

30.03.21 4:59:15

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7

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	76299	156431
Doc Date	09-04-2021	
Quote No	Nil	
Quote Date	09-04-2021	
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 D910065	4.00	2,550.00	0.00	12.00	11,424.00
2 4746 - Electrical - other - LED Lights - NA - nos N50002	18.00	80.00	0.00	12.00	1,612.80
Total Order Value . . .					13,036.80

Rupees : Thirteen Thousand Thirty Six and Paise Eighty 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 Silver Oak Villas Phase - IX
Sy. No. 291, Cherlapally, Hyderabad, next to Govt. of india mint
Phone. Contact: Security 65908777, 9502288244 Sanjay

Penalty For Delay Nil**Transportation** 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 V.no.94,53,54,76,83,75 & badminton Court street light purpose.

Completion Date Nil**Measurment** Nil**Security** Nil**Remarks**

Accepted the above Terms And Conditions

For **Reflections Electricals Pvt. Ltd.,**For **Silver Oak Villas LLP**

Authorised Signatory

Name : _____

Name : _____

Date : ____/____/____

Requisition Form

Company Name:		SOV LLP		Date:		08-04-2021	
Site & Phase :		SOV		Time:		10.00	
Supplier				Req. No.		156431	
Material required before date:			10-04-2021		ID No.		
						65285	
No	Description/Brand/Model No.	Warm or White	Wattage	Quantity	Units	Inward No	Date
1	LED Surface mounted Ceiling lights (D651265)	White	12 W	06	Nos		
2	LED Lights	Warm	05 W	18	Nos		
3	LED Lights (D910065)	Warm white	100 W	04	Nos		
4	LED Street Lights	White	25 W	02	Nos		
5							
6							
7							
8							
9							
10							
Remarks: For Club House & Apt outdoor lightning & 5w LED lights for villa no: 94,53,54,76,83,75 & Badminton court Street light purpose							
Prepared By		G.Mona		Approved by			
Sign. & Date		08-04-2021		Sign. & Date			

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