

PURCHASE DIVISION  
Advice for approval for credit to supplier

E

Date:	21.4.21	Prepared by:	T Bhasker
PO/WO no.	76285	PO / WO Date.	9/4/21
Supplier Name	Reflection Electric	PO/WO amount	161547
Firm/Company	SSCCP	Project	SSCCP
Sl. No.	Bill No.	Bill Date	Bill amount
1	131	14/4/21	26125
2			
3			
4			

Amount A – Bills total(Excluding Transport & Hamali Charges): 26125

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			91258	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No

Amount B –Other Credits :Transportation charges -

Amount C –Other Debits : -

Amount D (D=A+B-C) – Amount to be credited to the supplier: 26125

Amount E – PO / WO value: 161547

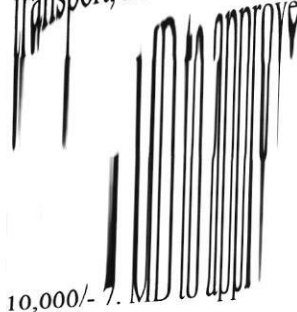
Amount F – Difference (A – E): GST-18% 135422

Quantity received as per PO /WO	<input type="checkbox"/> Yes <input type="checkbox"/> Excess received <input checked="" type="checkbox"/> Short received <input type="checkbox"/> Other (explained below)
Is difference between PO / Bill acceptable?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (explained below)
Excess / short material received	<input checked="" type="checkbox"/> Approved within acceptable limits <input type="checkbox"/> No (explained below)
Close PO / W?O	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)
Advance paid / PDC given (deduct when paying)	<input type="checkbox"/> Yes – Rs. ___/- <input checked="" type="checkbox"/> No
Payment – due date	23/4/21

Remarks: Short Recd Invoice -20

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	21.4.21	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/-



## TAX INVOICE

**Reflections Electricals Pvt Ltd.**  
 5-4-187/7, M G Road & R P Road Junction  
 Ranigunj, Secunderabad 500003 T.S  
 Phone: 04027543785, 9705577776  
 GSTIN/UIN: 36AADCR2047Q1ZZ  
 State Name : Telangana, Code : 36  
 E-Mail : reflections\_hyderabad@yahoo.com  
 Buyer (Bill to)

**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

Invoice No. <b>131</b>	Dated <b>14-Apr-2021</b>
Delivery Note <b>039</b>	Mode/Terms of Payment <b>Against Delivery</b>
Reference No. & Date. <b>131 dt. 14-Apr-2021</b>	Other References
Buyer's Order No. <b>76285/168558</b>	Dated <b>9-Apr-2021</b>
Dispatch Doc No.	Delivery Note Date <b>14-Apr-2021</b>
Dispatched through <b>Your Self</b>	Destination <b>Cherlapally</b>
Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Amount
1	<b>6M Plate Venia BP956</b>	8538	18 %	360.0000 nos	61.50	nos	<b>22,140.00</b>
	<b>OUTPUT CGST</b>						<b>1,992.60</b>
	<b>OUTPUT SGST</b>						<b>1,992.60</b>
	<b>Rounding Off</b>						<b>(-)0.20</b>
	Less :						
	<b>Total</b>			<b>360.0000 nos</b>			<b>₹ 26,125.00</b>

**INWARD**

Inward No: 16209	Dt: 15/4/21
MRN No: 91258	Dt: 17/3/21
Received By: [Signature]	Sign: [Signature]

**SUMMIT SALES LLP**

Certified by:

[Signature]

Stores Manager

Amount Chargeable (in words) **INR Twenty Six Thousand One Hundred Twenty Five Only** E. & O.E

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
8538	22,140.00	9%	1,992.60	9%	1,992.60	3,985.20
<b>Total</b>	<b>22,140.00</b>		<b>1,992.60</b>		<b>1,992.60</b>	<b>3,985.20</b>

Tax Amount (in words) : **INR Three Thousand Nine Hundred Eighty Five and Twenty paise Only**

Date & Time : \_\_\_\_\_

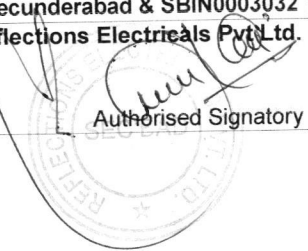
Company's Bank Details  
 A/c Holder's Name : **Reflections Electricals Pvt Ltd.**  
 Bank Name : **State Bank of India**  
 A/c No. : **30033772668**  
 Branch & IFS Code : **M G Rod, Secunderabad & SBIN0003032**  
**for Reflections Electricals Pvt Ltd.**

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.

[Signature]  
 Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION  
 This is a Computer Generated Invoice



# Purchase Order

Page(s) 1 Of 2

10-04-2021 12:09:53 PM



76285  
30.03.21 4:59:15

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

<b>Doc No</b>	76285	168558
<b>Doc Date</b>	09-04-2021	
<b>Quote No</b>	Nil	
<b>Quote Date</b>	16-02-2021	
<b>SupplyType</b>	Supply	

**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 4596 - Electrical - other - MCB - 16Amps - nos	96.00	105.00	0.00	18.00	11,894.40
2 4798 - Electrical - other - FP Isolator - NA - nos 40 ams	12.00	450.00	0.00	18.00	6,372.00
3 4631 - Electrical - other - Modular Plate - 6way - nos	360.00	205.00	70.00	18.00	26,125.20
4 4793 - Electrical - other - Modular Switch - 6 A - nos	600.00	105.00	70.00	18.00	22,302.00
5 4794 - Electrical - other - Modular switch - 16 A - nos	100.00	170.00	70.00	18.00	6,018.00
6 4791 - Electrical - other - Modular socket - 6 A - nos	600.00	205.00	70.00	18.00	43,542.00
7 4790 - Electrical - other - Modular socket - 15 A - nos	100.00	270.00	70.00	18.00	9,558.00
8 4792 - Electrical - other - Modular Step Dimmer - NA - Nos	90.00	575.00	70.00	18.00	18,319.50
9 4796 - Electrical - other - Modular TV Socket - NA - Nos	60.00	150.00	70.00	18.00	3,186.00
10 4795 - Electrical - other - Modular Telephone Jack - NA - Nos	60.00	145.00	70.00	18.00	3,079.80
11 4789 - Electrical - other - Modular switch Blank plates - NA - nos	900.00	35.00	70.00	18.00	11,151.00
<b>Total Order Value ...</b>					<b>161,547.90</b>

Rupees : One Lakh(s) Sixty One Thousand Five Hundred Fourty Seven and Paise Ninty 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** Summit Housing LLP

For **Summit Sales LLP**

Authorised Signatory

Name : \_\_\_\_\_  
*(Signature) 12/04/2021*

Name : \_\_\_\_\_

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

*Part Bill : 109 Dt: 12/4/21  
At: 106749/-  
18/4/21  
II - 131  
Dt: 14/4/21  
At: 26125/-  
Dt 28674/-*

Accepted the above Terms And Conditions

For **Reflections Electricals Pvt. Ltd.,**

# Purchase Order

Page(s) 2 Of 2

10-04-2021 12:09:53 PM

Original / Office Copy / Purchase Div.Copy

Cherlapally, Behind Kingston PG college, Hyderabad

Phone. 9618244433, Hamendra

**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 Stock purpose.

**Completion Date** Nil

**Measurement** Nil

**Security** Nil

**Remarks**

\_\_\_\_\_

For **Summit Sales LLP**

Authorised Signatory

Name : \_\_\_\_\_

*[Signature]*  
12/04/2021

Accepted the above Terms And Conditions

For **Reflections Electricals Pvt. Ltd.,**

Name : \_\_\_\_\_

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

Requisition Form

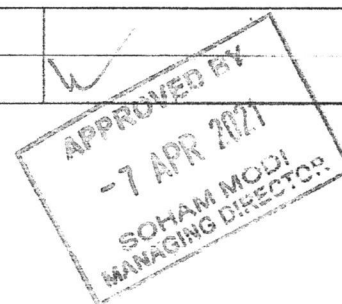
Company Name:	SUMMIT SALES LLP	Date:	05.04.2021
Site & Phase :	SUMMIT HOUSING LLP	Time:	11.00
Supplier		Req. No.	168558
Material required before date:		ID No.	65305

No	Description	Size	Quantity	Units	Inward No	Date
1	MCB	16 Amps	96 ✓	nos		
2	Isolator 4 pole	40 Amps	12 ✓	nos		
3	Change over switch 76291	25 Amps	10	Nos		
4	6 Module plate		360 ✓	nos		
5	switch	6 Amps	600 ✓	nos		
6	Socket 76285	6 Amps	600 ✓	nos		
7	Switch	16 Amps	100 ✓	nos		
8	Socket	16 Amps	100 ✓	nos		
9	Fan dimmer		90 ✓	nos		
10	TV socket		60 ✓	nos		
11	Telephone socket		60 ✓	nos		
12	Blank plate		900 ✓	nos		

Remarks: FOR STOCK MAINTENANCE PURPOSE

Prepared By	NEHA	Sign. & Date	
Sign. & Date	05.04.2021	Sign. & Date	

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


  
 APPROVED BY  
 -7 APR 2021  
 SOHAM MOBI  
 MANAGING DIRECTOR