

**PURCHASE DIVISION**  
Advice for approval for credit to supplier

|                                                       |            |                                  |                 |
|-------------------------------------------------------|------------|----------------------------------|-----------------|
| Date: <u>15/6/21</u>                                  |            | Prepared by: <u>G. Venkatesh</u> |                 |
| PO/WO no. <u>76929</u>                                |            | PO / WO Date. <u>05/05/21</u>    |                 |
| Supplier Name: <u>Reflection Electricals Pvt. Ltd</u> |            | PO/WO amount <u>22,148/-</u>     |                 |
| Firm/Company <u>SS Serene CoA</u>                     |            | Project <u>Serene Farm</u>       |                 |
| Sl. No.                                               | Bill No.   | Bill Date                        | Bill amount     |
| 1                                                     | <u>387</u> | <u>8/5/21</u>                    | <u>22,148/-</u> |
| 2                                                     |            |                                  |                 |
| 3                                                     |            |                                  |                 |
| 4                                                     |            |                                  |                 |

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

|         |            |               |              |                                                                     |
|---------|------------|---------------|--------------|---------------------------------------------------------------------|
| Sl. No. | DC No      | DC. Date      | MRN No.      | DC matches MRN                                                      |
| 1.      | <u>124</u> | <u>8/5/21</u> | <u>91914</u> | <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:

Amount E - PO / WO value:

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

|                                               |                                                                                                                                                                           |
|-----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Quantity received as per PO /WO               | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No - wait for balance material <input type="checkbox"/> No (explained below)                             |
| Advance paid / PDC given (deduct when paying) | <input checked="" type="checkbox"/> Yes - Rs. <u>    </u> /- <input type="checkbox"/> No                                                                                  |
| Payment - due date                            | <u>21/6/21</u>                                                                                                                                                            |

Remarks:

|             |                    |                    |                     |    |                             |            |                  |
|-------------|--------------------|--------------------|---------------------|----|-----------------------------|------------|------------------|
| Approved by | Purchase Officer   | Purchase Manager   | Procurement Manager | MD | Accounts - receiver of bill | Accountant | Accounts Manager |
| Sign:       | <u>[Signature]</u> | <u>[Signature]</u> |                     |    |                             |            |                  |
| Date        | <u>15/6/21</u>     | <u>15/6</u>        |                     |    |                             |            |                  |

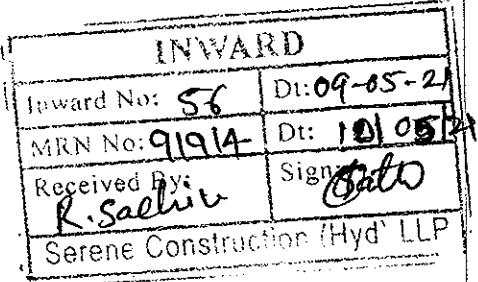
Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 10,000/-, Purchase Manager or Procurement Manager to approve 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. 1,00,000/- 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  
 Panigunj, Secunderabad 500003 T.S  
 Phone: 04027543785, 9705577776  
 GSTIN/UIN: 36AADCR2047Q1ZZ  
 State Name : Telangana, Code : 36  
 E-Mail : reflections\_hyderabad@yahoo.com

**Buyer (Bill to)**  
**Serene Constructions LLP**  
 5-4-187/3&4, II Floor, MG Road, Secunderabad 500 003  
 GSTIN/UIN : 36ACVFS7909P1ZV  
 State Name : Telangana, Code : 36  
 Place of Supply : Telangana

|                                                    |                                                  |
|----------------------------------------------------|--------------------------------------------------|
| Invoice No.<br><b>387</b>                          | Dated<br><b>8-May-2021</b>                       |
| Delivery Note<br><b>124</b>                        | Mode/Terms of Payment<br><b>Against Delivery</b> |
| Reference No. & Date.<br><b>387 dt. 8-May-2021</b> | Other References                                 |
| Buyer's Order No.<br><b>76929/150530</b>           | Dated<br><b>5-May-2021</b>                       |
| Dispatch Doc No.                                   | Delivery Note Date<br><b>8-May-2021</b>          |
| Dispatched through<br><b>Your Self</b>             | Destination<br><b>Yenkepally Village</b>         |
| Terms of Delivery                                  |                                                  |

| SI No.                                                                              | Description of Goods                   | HSN/SAC | GST Rate | Quantity       | Rate   | per  | Amount             |
|-------------------------------------------------------------------------------------|----------------------------------------|---------|----------|----------------|--------|------|--------------------|
| 1                                                                                   | <b>LED Bulk Head 10W 6500K DA11065</b> | 9405    | 12 %     | <b>35 No's</b> | 565.00 | No's | <b>19,775.00</b>   |
|                                                                                     | <b>OUTPUT CGST</b>                     |         |          |                |        |      | <b>1,186.50</b>    |
|                                                                                     | <b>OUTPUT SGST</b>                     |         |          |                |        |      | <b>1,186.50</b>    |
|  |                                        |         |          |                |        |      |                    |
|                                                                                     | <b>Total</b>                           |         |          | <b>35 No's</b> |        |      | <b>₹ 22,148.00</b> |

Amount Chargeable (in words)

E. & O.E

**INR Twenty Two Thousand One Hundred Forty Eight Only**

| HSN/SAC      | Taxable Value    | Central Tax |                 | State Tax |                 | Total Tax Amount |
|--------------|------------------|-------------|-----------------|-----------|-----------------|------------------|
|              |                  | Rate        | Amount          | Rate      | Amount          |                  |
| 9405         | 19,775.00        | 6%          | 1,186.50        | 6%        | 1,186.50        | 2,373.00         |
| <b>Total</b> | <b>19,775.00</b> |             | <b>1,186.50</b> |           | <b>1,186.50</b> | <b>2,373.00</b>  |

Tax Amount (in words) : **INR Two Thousand Three Hundred Seventy Three 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

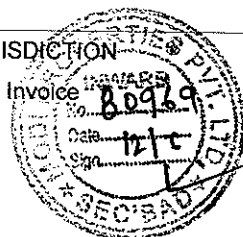
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for Reflections Electricals Pvt Ltd.

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice



# DELIVERY CHALLAN



Bright Ideas

**REFLECTIONS**  
**ELECTRICALS PVT. LTD.**

5-4-1877, M.G. Road, R.P. Road & M.G. Road  
Junction, Ranigunj, Secunderabad - 500003  
Phone : 040 - 27543785, 97055 77776  
GST No. : 36AADC2047Q1ZZ

M/s Serene constructions LLP  
Site: Yeurapally Village  
RR Dist: SD/SD3  
Date: 08/05/21 No: 124

Invoice No. .... No. of Cases ..... Date ..... Way Bill No. ....

| S. No. | Description of Material | Qty. | No. of Boxes | No. PCS in Each Box | Remarks |
|--------|-------------------------|------|--------------|---------------------|---------|
|--------|-------------------------|------|--------------|---------------------|---------|

Doc No: 76929/150530 dt 05/05/21

1 DA11065 LED  
Bulk Head 10W

35 nos.

Invoice  
No: 387  
dt  
08/05/21

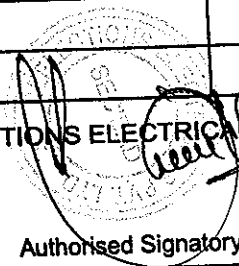
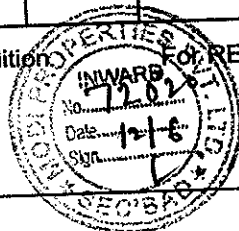
## INWARD

|                                 |                          |
|---------------------------------|--------------------------|
| Inward No: 56                   | Dt: 07-05-21             |
| MRN No: 91914                   | Dt: 10/05/21             |
| Received By: <u>P. Srinivas</u> | Sign: <u>[Signature]</u> |
| Serene Construction (Hyd) LLP   |                          |

Received the above material in Good condition of REFLECTIONS ELECTRICALS PVT. LTD.

Received by

Authorised Signatory



# Purchase Order

Page(s) 1 Of 1

07-05-2021 2:23:03 PM

Orig

76929  
06.05.21 4:35:37

From Company : **Serene Constructions LLP**  
5-4-187/374, II Floor, M.G. Road, Secunderabad-500 003.  
G S T No. : 36ACVFS7909P1ZV

| Supplier Details                                                                                                                                                         |            |            |        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|------------|--------|
| Reflections Electricals Pvt. Ltd.,<br>5-4-187/6, P.M. Modi Complex Ist Floor, M.G. Road, Sec-Bad -500 003<br><br>GSTIN 36AADCR2047Q1ZZ 27540307<br>27543785.. 9849875767 | Doc No     | 76929      | 150530 |
|                                                                                                                                                                          | Doc Date   | 05-05-2021 |        |
|                                                                                                                                                                          | Quote No   | Nil        |        |
|                                                                                                                                                                          | Quote Date | 13-02-2021 |        |
|                                                                                                                                                                          | 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<br>DA11065 | 35.00 | 565.00 | 0.00 | 12.00 | 22,148.00 |
| Total Order Value . . .                                        |       |        |      |       | 22,148.00 |
| Rupees : Twenty Two Thousand One Hundred Fourty 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** Serene Farms  
Sy no-44, Yenkepally Village, Chevella Mandal, RR. Dist-501 503  
Phone. ..  
**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.15,25,27,29,28 purpose.  
**Completion Date** Nil  
**Measurment** Nil  
**Security** Nil  
**Remarks**

For **Serene Constructions LLP**

Authorised Signatory

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

Accepted the above Terms And Conditions

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

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

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

| Requisition Form                                                                                |                                |                          |         |              |       |            |      |
|-------------------------------------------------------------------------------------------------|--------------------------------|--------------------------|---------|--------------|-------|------------|------|
| Company Name:                                                                                   |                                | serene constructions llp |         | Date:        |       | 04-05-2021 |      |
| Site & Phase :                                                                                  |                                | Serene Farms             |         | Time:        |       | 11:45      |      |
| Supplier                                                                                        |                                |                          |         | Req. No.     |       | 150530     |      |
| Material required before date:                                                                  |                                | asap                     |         | ID No.       |       | 65882      |      |
| No                                                                                              | Description/Brand/Model No.    | Warm or White            | Wattage | Quantity     | Units | Inward No  | Date |
| 1                                                                                               | bulk head lights/philips/01465 | white                    | 10w     | 35           | nos   |            |      |
| 2                                                                                               |                                |                          |         |              |       |            |      |
| 3                                                                                               |                                |                          |         |              |       |            |      |
| 4                                                                                               |                                |                          |         |              |       |            |      |
| 5                                                                                               |                                |                          |         |              |       |            |      |
| 6                                                                                               |                                |                          |         |              |       |            |      |
| 7                                                                                               |                                |                          |         |              |       |            |      |
| 8                                                                                               |                                |                          |         |              |       |            |      |
| 9                                                                                               |                                |                          |         |              |       |            |      |
| 10                                                                                              |                                |                          |         |              |       |            |      |
| Remarks: The above material is required for villa lighting purpose for villa nos-15,25,27,29,28 |                                |                          |         |              |       |            |      |
| Prepared By                                                                                     |                                | Syed golam sarwar        |         | Approved by  |       |            |      |
| Sign. & Date                                                                                    |                                | 01-11-2021               |         | Sign. & Date |       |            |      |

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