PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	16/9/21	Prepared by:	Deepa
PO/WO no.	79602	PO / WO Date.	10/8/21
Supplier Name	Reflections Electricals Pvt Ltd	PO/WO amount	11,334/-
Firm/Company	Mali Properties Pvt Ltd	Project	Head office.
Sl. No.	Bill No.	Bill Date	Bill amount
1	1386	11/8/21	11,334/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			11,334/-

Sl. No.	DC .No	DC. Date	MRN No.	DC matches MRN
1.				☐ 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:	11,334/-
Amount E – PO / WO value:	11,334/-
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	20/9/21
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]					
Date	16/8/21	16/9					

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 Ranigunj, Secunderabad 500003 T.S Phone: 04027543785, 9705577776 GSTIN/UIN: 36AADCR2047Q1ZZ State Name : Telangana, Code : 36 E-Mail : reflections_hyderabad@yahoo.com	Invoice No. **1386**	Dated **11-Aug-2021**
	Delivery Note **371**	Mode/Terms of Payment **Against Delivery**
	Reference No. & Date. **1386 dt. 11-Aug-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. **79602/183104**	Dated **10-Aug-2021**
	Dispatch Doc No.	Delivery Note Date **11-Aug-2021**
	Dispatched through **Your Self**	Destination **M G Road**
	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Amount
1	**6W Surface LED Sq Panel D650665 6500K**	9405	12 %	**6.0000 nos**	495.00	nos	**2,970.00**
2	**LED D/L 5W Garnet 6500K D540565**	9405	12 %	**10.0000 nos**	370.00	nos	**3,700.00**
3	**12W Surface LED Sq Panel D651265**	940540	12 %	**5.0000 nos**	690.00	nos	**3,450.00**
							10,120.00
	OUTPUT CGST						**607.20**
	OUTPUT SGST						**607.20**
	Less : ***Rounding Off***						**(-)0.40**
	Total			**21.0000 nos**			**₹ 11,334.00**

SUMMIT SALES LLP
IN WARD
No: 84713
Date: 2/19
Sign:
R.R. DIST.

Amount Chargeable (in words)

E. & O.E

INR Eleven Thousand Three Hundred Thirty Four Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
9405	6,670.00	6%	400.20	6%	400.20	800.40
940540	3,450.00	6%	207.00	6%	207.00	414.00
Total	**10,120.00**		**607.20**		**607.20**	**1,214.40**

Tax Amount (in words) : **INR One Thousand Two Hundred Fourteen and Forty 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

 11-08-2021 2:34:45 PM

79602
12.08.21 2:06:05

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., 5-4-187/6, P.M. Modi Complex Ist Floor,M.G. Road,Sec-Bad -500 003	**Doc No**	79602	183104
	Doc Date	10-08-2021	
GSTIN 36AADCR2047Q1ZZ 27540307	**Quote No**	Nil	
27543785.. 9849875767	**Quote Date**	10-08-2021	
	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 *D650665*	6.00	495.00	0.00	12.00	3,326.40
2	4746 - Electrical - other - LED Lights - NA - nos *D540565*	10.00	370.00	0.00	12.00	4,144.00
3	4746 - Electrical - other - LED Lights - NA - nos *D651265*	5.00	690.00	0.00	12.00	3,864.00
					Total Order Value . . .	**11,334.40**

Rupees : Eleven Thousand Three Hundred Thirty Four and Paise Fourty 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	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 HO 3rd floor bathroom and 2nd floor passage, totlot area lighting work purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Modi Properties Pvt.Ltd,*
Authorised Signatory

13/08/2021

Name : ______________

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

Name : ______________

Date : __/__/____

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Requisition Form

Company Name:	MPPL	Date:	10/08/2021
Site & Phase :	Head office	Time:	09.30am
Supplier		Req. No.	183104
Material required before date:	Urgent	ID No.	68361

No	Description	Size	Quantity	Units	Inward No	Date
1	False ceiling lights (D650665)	6wat	06	Nos		
2	False ceiling lights (540565) 370	3wat	10	Nos		
3	LED lights (651265)	12wat	05	Nos		
4						
5						
6						
7						
8						
9						
10						

Remarks : Towards H.O 3rd floor bathrooms and 2nd floor passage, tot-lot area lighting work purpose

APPROVED
13 AUG 2021
MINISH PA[illegible]
MANAGER PROCUREMENT

Prepared By	Meenakshi.N	Approved by	
Sign.& Date	10/08/2021	Sign. & Date	

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

10/02

79602