

PURCHASE DIVISION
Advice for approval for credit to supplier

25/9

Date: 22/9/21		Prepared by: Hoda	
PO/WO no. 80699		PO / WO Date. 16/9/21	
Supplier Name: Reflection Electricals		PO/WO amount: 8,467/-	
Firm/Company: S S L P		Project: SRUP	
Sl. No.	Bill No.	Bill Date	Bill amount
1	1951	20/9/21	8,467/-
2			
3			
4			
Amount A - Bills total (Excluding Transport & Hamali Charges): 8,467/-			
Sl. No.	DC No.	DC. Date	MRN No.
1.	513	20/9/21	96689
2.			
3.			
DC matches MRN ☐ 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:			
Amount E - PO / WO value: 8,467/-			
Amount F - Difference (A - E): GST-18% 8,467/-			
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		30/9/21	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	MD
Sign:		22 SEP 2021	
Date		MINISH PARIKH	
		MANAGER PROCUREMENT	

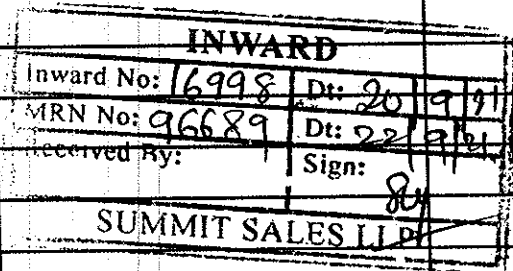
Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos 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.

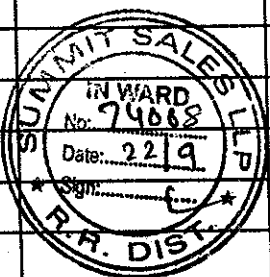
M/s Summit Sales U.S.
 Site: Charlottesville
Hyderabad
 Date: 30/09/21 No: 513

Date: 30/09/21 No.: 513

S. No.	Description of Material	Qty.	No. of Boxes	No. PCS in Each Box	Remarks
Doc No: 80699/169007 dt 16/09/21.					
1	D532065 LED	20	✓	Nos.	Invoice
	Batten 20W 6000K				No: 1951
2	D530565 LED	20	✓	Nos.	dt
	Batten 5W 6500K				20/09/21



INWARD
Inward No: 16998 Dt: 20/9/21
MRN No: 96689 Dt: 22/9/21
Received By: Sign: *[Signature]*
SUMMIT SALES LTD



SUMMIT SALES LTD
INWARD
No: 74068
Date: 22/9
Sign: *[Signature]*
P.R. DIST.

For REFLECTIONS ELECTRICALS PVT. LTD.

Authorised Signatory

80699

16-Sep-21 2:17:54 PM

14.09.21 11:35:34

Supplier Details

Doc No	80699	169007
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Doc Date	16-09-2021
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Quote No	Nil
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Quote Date	16-09-2021
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SupplyType	Supply
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Kind Attn : MR.Shakib khan

Item Name		Qty	Rate	Dis%	GST	Amount
1	4663 - Electrical - other - Tubelight fitting - 4ft - nos	20.00	218.00	0.00	12.00	4,883.20
2	6126 - Miscellaneous - Tube - Others - nos 1' Tube light	20.00	160.00	0.00	12.00	3,584.00
Total Order Value ...						8,467.20
Rupees : Eight Thousand Four Hundred Sixty Seven and Paise Twenty Only,						

Specification / Brand All items shall be of 'Wipro' brand,

Payment Terms After Delivery & Production of bill

Tax	Inclusive of all taxes
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Delivery Date **Next Day.**

Delivery Location Summit Housing LLP
Cherlapally,Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra

Penalty For Delay	Nil
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Transportation Cost Transport cost shall be borne by us.

Warranty 10 years warranty.

Advance Paid	Nil
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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
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Security	Nil
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Remarks

Sales LLP

Laboratory

Accepted the above Terms And Conditions

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

Name : _____

Date : __/__/__

Requisition Form

Company Name:		SUMMIT SALES LLP		Date:		13-09-2021	
Site & Phase :		SUMMIT HOUSING LLP		Time:		11:00PM	
Supplier				Req. No.		169007	
Material required before date:				ID No.		69344	
S. No	Description	Size	Quantity	Units	Inward No	Date	
1	Surface Mounted Tube Light	160x12 1'	20 ✓	Nos			
2	Surface Mounted Tube Light	28x12 4'	20 ✓	Nos			
3	Gate Light-Square		20	Nos			
Remarks: For Stock Replenishing Purpose							
Prepared By		Bhavani					
Sign. & Date		13-09-2021		Sign. & Date			

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

APPROVED BY
13 SEP 2021
SOHAM MODI
MANAGING DIRECTOR