1

12/10

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

| | | | |
|---|---|---|---|
| Date: | 12/10/21 | Prepared by: | Rekha |
| PO/WO no. | 81233 | PO / WO Date. | 1/10/21 |
| Supplier Name | Reflection Electrical Pvt Ltd | PO/WO amount | 22,938/- |
| Firm/Company | SSLLP | Project | SLLP |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1 | 2174 | 5/10/21 | 19,354/- |
| 2 | | | |
| 3 | | | |
| 4 | | | |

| | |
|---|---|
| Amount A – Bills total(Excluding Transport & Hamali Charges): | 19,354/- |

| Sl. No. | DC .No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | – | – | 92497 | ☐ 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: | 19,354/- |
| Amount E – PO / WO value: | 22,938/- |
| Amount F – Difference (A – E): GST-18% | 3,584/- |

| | |
|---|---|
| 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 | 18/10/21 |
| Remarks: | Part Bill |

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | MD | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | | | 12 OCT 21 | | | | |
| Date | | | MINISH PARI... 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/-

# DELIVERY CHALLAN

**REFLECTIONS ELECTRICALS PVT. LTD.**

Bright Ideas

5-4-187/7, M.G. Road, R.P. Road & M.G. Road Junction, Ranigunj, Secunderabad - 500003
Phone : 040 - 27543785, 97055 77776
**GST No. : 36AADCR2047Q1ZZ**

M/s. Summit Sales LLP
Site: Cherlapally
Hyderabad

Date: 05/10/21. No.: 580

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: 81233/169056 dt. 01/10/21. | | | | |
| 1 | DS30565 LED Batten 5W 6500K | 20 | Nos | | Invoice No: 2174 dt 05/10/21. |
| 2 | D913065 LED Flood Light 30W | 08 | Nos | | |
| 3 | DS32065 LED Batten 20W 6500K | 20 | Nos | | |

INWARD
Inward No: 1084 Dt: 6/10/21
MRN No: 97497 Dt: 9/10/21
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP * R.R. DIST. *
IN WARD No: 74245 Date: 9-10-21 Sign:

Received the above material in Good condition

For REFLECTIONS ELECTRICALS PVT. LTD.

Received by

Authorised Signatory

# TAX INVOICE

| | | |
|---|---|---|
| **Reflections Electricals Pvt Ltd.**<br>5-4-187/7, M G Road & R P Road Junction<br>Ranigunj, Secunderabad 500003 T.S<br>Phone: 04027543785, 9705577776<br>GSTIN/UIN: 36AADCR2047Q1ZZ<br>State Name : Telangana, Code : 36<br>E-Mail : reflections_hyderabad@yahoo.com | Invoice No.<br>**2174** | Dated<br>**5-Oct-2021** |
| | Delivery Note<br>**580** | Mode/Terms of Payment<br>**Against Delivery** |
| | Reference No. & Date.<br>**2174 dt. 5-Oct-2021** | Other References |
| Consignee (Ship to)<br>**Summit Sales LLP**<br>5-4-187/3&4, II Floor, M G Road, Secunderabad 500 003<br>GSTIN/UIN : 36ACQFS2044C1Z7<br>State Name : Telangana, Code : 36 | Buyer's Order No.<br>**81233/169056** | Dated<br>**1-Oct-2021** |
| | Dispatch Doc No. | Delivery Note Date<br>**5-Oct-2021** |
| | Dispatched through<br>**Your Self** | Destination<br>**Cherlapally** |
| Buyer (Bill to)<br>**Summit Sales LLP**<br>5-4-187/3&4, II Floor, M G Road, Secunderabad 500 003<br>GSTIN/UIN : 36ACQFS2044C1Z7<br>State Name : Telangana, Code : 36<br>Place of Supply : Telangana | Terms of Delivery | |

| Sl No. | Description of Goods | HSN/SAC | GST Rate | Quantity | Rate | per | Amount |
|---|---|---|---|---|---|---|---|
| 1 | **LED Batten 5W 6500K D530565** | 94054090 | 12 % | **20.0000 nos** | 160.00 | nos | **3,200.00** |
| 2 | **30W LED Flood Light D913065** | 9405 | 12 % | **8.0000 nos** | 1,215.00 | nos | **9,720.00** |
| 3 | **LED Batten 20W 6500K D532065** | 94054090 | 12 % | **20.0000 nos** | 218.00 | nos | **4,360.00** |
| | | | | | | | 17,280.00 |
| | ***OUTPUT CGST*** | | | | | | **1,036.80** |
| | ***OUTPUT SGST*** | | | | | | **1,036.80** |
| | ***Rounding Off*** | | | | | | **0.40** |
| | Total | | | **48.0000 nos** | | | **₹ 19,354.00** |

INWARD
Inward No: 17084 Dt: 6.10.21
MRN No: 98497 Dt:
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP
IN WARD
No: 86770
Date: 7.10.21
Sign:
R.R. DIST.

Amount Chargeable (in words)

*E. & O.E*

**INR Nineteen Thousand Three Hundred Fifty Four Only**

| HSN/SAC | Taxable Value | Central Tax Rate | Central Tax Amount | State Tax Rate | State Tax Amount | Total Tax Amount |
|---|---|---|---|---|---|---|
| 94054090 | 7,560.00 | 6% | 453.60 | 6% | 453.60 | 907.20 |
| 9405 | 9,720.00 | 6% | 583.20 | 6% | 583.20 | 1,166.40 |
| **Total** | **17,280.00** | | **1,036.80** | | **1,036.80** | **2,073.60** |

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

 01-10-2021 3:40:38 PM

81233
30.09.21 4:25:50

opy

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.,<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** | 81233 | 169056 |
| | **Doc Date** | 01-10-2021 | |
| | **Quote No** | NIL | |
| | **Quote Date** | 28-09-2021 | |
| | **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>*1'* | 40.00 | 160.00 | 0.00 | 12.00 | 7,168.00 |
| 2 | 4746 - Electrical - other - LED Lights - NA - nos<br>*Flood lights - 30W* | 8.00 | 1,215.00 | 0.00 | 12.00 | 10,886.40 |
| 3 | 4663 - Electrical - other - Tubelight fitting - 4ft - nos | 20.00 | 218.00 | 0.00 | 12.00 | 4,883.20 |
| | | | | | **Total Order Value . . .** | **22,937.60** |

Rupees : Twenty Two Thousand Nine Hundred Thirty Seven and Paise Sixty Only.

Terms and Conditions :-

| | |
|---|---|
| **Specification /** | All items shall be of wipro brand/company |
| **Payment Terms** | After Delivery & Production of bill |
| **Tax** | Inclusive of all taxes |
| **Delivery Date** | Next Day. |
| **Delivery Location** | Summit Housing LLP<br>Cherlapally,Behind Kingston PG college, Hyderabad<br>Phone. 9618244433, Hamendra |
| **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.Above order for Stock maintanance purpose |
| **Completion Date** | NIL |
| **Measurment** | Nil |
| **Security** | Nil |
| **Remarks** | |

Bill 2174 5/10 19,354/-

For *Summit Sales LLP*
Authorised Signatory

Name :

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

Name : ______________

Date : __/__/____

1262

Requisition Form

| | | | |
|---|---|---|---|
| …any Name: | SUMMIT SALES LLP | Date: | 28-09-2021 |
| …& Phase : | SUMMIT HOUSING LLP | Time: | 11:00PM |
| …pplier | | Req. No. | 169056 |
| …Material required before date: | | ID No. | 69872 |

| S. No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | Surface Mounted Tube Light | 1' | 40 | nos | | |
| 2 | Surface Mounted Tube Light | 4' | 20 | nos | | |
| 3 | LED Flood Light | 30w | 8 | nos | | |
| | 81233 | | | | | |

| | | | |
|---|---|---|---|
| Remarks:For Replenishing Stock Purpose | | | |
| Prepared By | Bhavani | | |
| Sign.& Date | 27-09-2021 | Sign. & Date | |

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

APPROVED BY
30 SEP 2021
SOHAM MODI
MANAGING DIRECTOR