

PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date:	17/01/22	Prepared by	Janake	Serial no.	1175
Supplier name	Reflections electricals pvt.Ltd.			HO inward no.	
Firm/Company	Silveroak villas llp	Project	Sor	HO received date	
PO/WO date	8399928/12/21	PO/WO No.	83999	Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	3465	29/12/21	6,630/-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):					
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.:	16107	Proof of delivery 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:					6,630/-
Amount E – PO / WO value:					6,630/-
Amount F – Difference (A – E):					-
Quantity received as per PO /WO		☒ Yes ☐ Excess received ☐ Short received ☐ Part received			
Close PO / WO		☒ Yes ☐ No – wait for balance material ☐ Other			
Payment – due date		24/01/22			
Remarks: final Bill					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Janake				
Sign:	Janake	17 JAN 2022			
Date	17/01/22	MINISH PARIKH MANAGER PROCUREMENT			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit.
2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

Sales Invoice

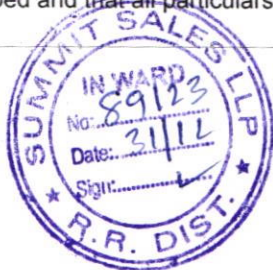
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E. & O.E.

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
940540	5,920.00	6%	355.20	6%	355.20	710.40
Total	5,920.00		355.20		355.20	710.40

Authorised Signatory

This is a Computer Generated Invoice



Purchase Order

Page(s) 1 Of 1

29-12-2021 10:52:41

Ori



5:35:32

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7

Supplier Details

Reflections Electricals Pvt. Ltd.,
5-4-187/6, P.M. Modi Complex Ist Floor, M.G. Road, Sec-Bad -500 003

GSTIN 36AADCR2047Q1ZZ 27540307
27543785.. 9849875767

Doc No	83999	156612
Doc Date	28-12-2021	
Quote No	NIL	
Quote Date	23-12-2021	
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 D540565- 5watts	16.00	370.00	0.00	12.00	6,630.40
Total Order Value . . .					6,630.40

Rupees : Six Thousand Six Hundred Thirty and Paise Fourty 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 Silver Oak Villas Phase - IX
Sy. No. 291, Cherlapally, Hyderabad, next to Govt. of india mint
Phone. Contact: Security 65908777, 9502288244 Sanjay

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. Above order for flat no-n994b false ceiling light fixture purpose**Completion Date** NIL**Measurment** Nil**Security** Nil

Remarks Original invoice + Copy of proof of delivery is required to process invoice for payment. DO NOT send original invoice to site. Original invoice must be sent to HO office or purchase site off

For **Silver Oak Villas LLP**

Authorised Signatory

Accepted the above Terms And Conditions

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

Name : _____

Name : _____

Date : ____/____/____

Requisition Form

Company Name:	Silver oak Villas LLP	Date:	23-12-2021
Site & Phase :	SOV	Time:	13:00
Supplier		Req. No.	156612
Material required before date:	02-01-2022	ID No.	72426

No	Description/Brand/Model No.	Warm or White	Wattage	Quantity	Units	Inward No	Date
1	False ceiling light D 540565	White	5 watts	16	Nos		
2							
3							
4							
5							
6							
7							
8							
9							
10							

Remarks: For Flat .no 99 4B False ceiling light fixture purpose. As per sales offer.

Prepared By	K.Purshotham	Approved by	
Sign. & Date	23-12-2021	Sign. & Date	

APPROVED
30 DEC 2021
MINISH PARIKH
MANAGER PROCUREMENT

83999.

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