PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	22/1/22	Prepared by	Hemanda	Serial no.	1641
Supplier name	Reflection Electricals Pvt Ltd			HO inward no.	–
Firm/Company	SSLLP	Project	SHLLP	HO received date	–
PO/WO date	17/1/22	PO/WO No.	84582	Scan ID:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	3748	20/1/22	13,933/-	☑ Yes □ No
2.			–	□ Yes □ No
3.			–	□ Yes □ No
4.			–	□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	13,933/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	102570	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:	13,933/-
Amount E – PO / WO value:	13,281/-
Amount F – Difference (A – E):	672/-
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	29/1/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Hemanda	APPROVED			
Sign:	[signature]	[signature] 25 JAN 2022			
Date	22/1/22	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.

TAX INVOICE

Sales 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. **3748**	Dated **20-Jan-2022**
	Delivery Note **938**	Mode/Terms of Payment **Against Delivery**
	Reference No. & Date. **3748 dt. 20-Jan-2022**	Other References
Consignee (Ship to) **Summit Sales LLP** 5-4-187/3&4, II Floor, M G Road, Secunderabad 500 003 GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36	Buyer's Order No. **84582/169364**	Dated **17-Jan-2022**
	Dispatch Doc No.	Delivery Note Date **20-Jan-2022**
	Dispatched through **Your Self**	Destination **Cherlapally**
Buyer (Bill to) **Summit Sales LLP** 5-4-187/3&4, II Floor, M G Road, Secunderabad 500 003 GSTIN/UIN : 36ACQFS2044C1Z7 State Name : Telangana, Code : 36 Place of Supply : Telangana	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate	per	Amount
1	**LED Batten 10W 6500K D531065**	940540	12 %	**20.0000 nos**	214.00	nos	**4,280.00**
2	**LED Batten 20W 6500K D532065**	940540	12 %	**20.0000 nos**	218.00	nos	**4,360.00**
3	**LED Batten 5W 6500K D530565**	940540	12 %	**20.0000 nos**	190.00	nos	**3,800.00**
							12,440.00
	OUTPUT CGST						**746.40**
	OUTPUT SGST						**746.40**
	Rounding Off						**0.20**
	Total			**60.0000 nos**			**₹ 13,933.00**

INWARD
Inward No: 17562 Dt: 21/01/22
MRN No: 102570 Dt: 21/1/22
Received By: Sign:
SUMMIT SALES LLP

E. & O.E

Amount Chargeable (in words)

INR Thirteen Thousand Nine Hundred Thirty Three Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
940540	12,440.00	6%	746.40	6%	746.40	1,492.80
Total	**12,440.00**		**746.40**		**746.40**	**1,492.80**

Tax Amount (in words) : **INR One Thousand Four Hundred Ninety Two and Eighty 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

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 89982
Date: 22/01
Sign:

REFLECTIONS ELECTRICALS PVT. LTD.

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: 20/01/22. No.: 938

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: 84582/169364 dt 17/01/22.				
1	D531065 LED	20	Nos.		Invoice
	Batten 10W 6500K.				NO: 3748
					dt
2	D532065 LED	20	Nos.		20/01/22.
	Batten 20W 6500K.				
3	D530565 LED	20	Nos.		
	Batten 5W 6500K				

INWARD
Inward No: 17562 Dt: 21/01/22
MRN No: 102570 Dt: 21/1/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
INWARD
No: 7746
Date: 22/01
Sign:

Received the above material in Good condition

Received by

For REFLECTIONS ELECTRICALS PVT. LTD.

REFLECTIONS ELECTRICALS PVT. LTD. SEC'BAD

Authorised Signatory

Purchase Order

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84582
08.01.22 11:50:02

From 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.,	**Doc No**	84582	169364
5-4-187/6, P.M. Modi Complex Ist Floor,M.G. Road,Sec-Bad -500 003	**Doc Date**	17-01-2022	
	Quote No	NIL	
GSTIN 36AADCR2047Q1ZZ 27540307	**Quote Date**	10-01-2022	
27543785.. 9849875767	**SupplyType**	Supply	

Kind Attn : MR.Shakib khan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4662 - Electrical - other - Tubelight fitting - 2ft - nos	20.00	214.00	0.00	12.00	4,793.60
2	4663 - Electrical - other - Tubelight fitting - 4ft - nos	20.00	218.00	0.00	12.00	4,883.20
3	4746 - Electrical - other - LED Lights - NA - nos *1'*	20.00	160.00	0.00	12.00	3,584.00
					Total Order Value . . .	**13,260.80**

Rupees : Thirteen Thousand Two Hundred Sixty and Paise Eighty Only.

Terms and Conditions :-

Specification /	All items shall be of 'Wipro' brand North west series
Payment Terms	After Delivery & Production of bill
Tax	VAT included in above price.
Delivery Date	Next Day.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	5yrs
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 Stock replinishing 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 office. Proof of delivery/DC can be sent by email.

For *Summit Sales LLP*

Authorised Signatory

Name : __________

Accepted the above Terms And Conditions

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

Name : __________

Date : __/__/___

Requisition Form

Company Name:	SSLLP	Date:	10.01.2022
Site & Phase :	SSHLP	Time:	10:00
Supplier		Req.No.	169364
Material required before date: 10.01.2022		ID No.	72956

No	Description	Size	Quantity	Units	Inward No	Date
1	Surface mounted tube light	1'	20	Nos	84582	
2	Surface mounted tube light	2'	20	Nos		
3	Surface mounted tube light	4'	20	Nos		
4	Light above main door	Type3	20	Nos	84583	

Remarks: For Stock Replenishing Purpose

APPROVED BY
13 JAN 2022
SOHAM MODI
MANAGING DIRECTOR

Prepared By	N.Vanajakshi	Approved by	
Sign.& Date	10..01..2022	Sign. & Date	

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

APPROVED
18 JAN 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE