PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	22/1/22	Prepared by	Hemanda	Serial no.	164[illegible]
Supplier name	Reflection Electrical Pvt Ltd			HO inward no.	–
Firm/Company	SSLLP	Project	Shup	HO received date	
PO/WO date	20/1/22	PO/WO No.	84697	Scan ID:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	3749	20/1/22	3,629/-	☑ Yes ☐ No
2.			–	☐ Yes ☐ No
3.			–	☐ Yes ☐ No
4.			–	☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3,629/-
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 10257 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:	3,629/-
Amount E – PO / WO value:	3,629/-
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	29/1/22
Remarks:	–

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Hemanda				
Sign:	22/1/22	APPROVED 25 JAN 2022 MINISH PARIKH MANAGER PROCUREMENT			
Date					
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.: **3749** Dated: **20-Jan-2022** Delivery Note: **939** Mode/Terms of Payment: **Against Delivery** Reference No. & Date.: **3749 dt. 20-Jan-2022** Other References: Buyer's Order No.: **84697/169368** Dated: **20-Jan-2022**
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	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	**Torch LED Emerald Plus CL0008**	851310	18 %	**5 No's**	615.00	No's	**3,075.00**
	OUTPUT CGST						**276.75**
	OUTPUT SGST						**276.75**
	Rounding Off						**0.50**
	Total			**5 No's**			**₹ 3,629.00**

INWARD
Inward No: 17563 Dt: 21/01/22
MRN No: 102521 Dt: 21/1/22
Received By: Sign:
SUMMIT SALES LLP

SUMMIT SALES LLP R.R. DIST.
INWARD
No: 89971
Date: 22/01
Sign:

Amount Chargeable (in words) *E. & O.E*

INR Three Thousand Six Hundred Twenty Nine Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
851310	3,075.00	9%	276.75	9%	276.75	553.50
Total	**3,075.00**		**276.75**		**276.75**	**553.50**

Tax Amount (in words) : **INR Five Hundred Fifty Three and Fifty 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

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: Cheslapally
Hyderabad.

Date: 20/01/22 No.: 939

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: 84697/169368 dt 20/01/22.				
1	CL0008 Torch Emerald Plus.	05	Nos		Invoice No: 3749 dt 20/01/22,

INWARD
Inward No: 17563 Dt: 21/01/22
MRN No: 102571 Dt: 22/1/22
Received By: Sign:
SUMMIT SALES LLP

Received the above material in Good condition

SUMMIT SALES LLP R.R. DIST. INWARD No: 27197 Date: 22/01 Sign:

For REFLECTIONS ELECTRICALS PVT. LTD.

REFLECTIONS ELECTRICALS PVT. LTD. SECBAD

Received by

Authorised Signatory

Purchase Order

20-01-2022 12:34:31 PM

84697
08.01.22 11:50:04 PY

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**	84697	169368
5-4-187/6, P.M. Modi Complex Ist Floor,M.G. Road,Sec-Bad -500 003	**Doc Date**	20-01-2022	
	Quote No	NIL	
GSTIN 36AADCR2047Q1ZZ 27540307	**Quote Date**	13-01-2022	
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	4062 - Consumables - Torch light - Big - nos	5.00	615.00	0.00	18.00	3,628.50
					Total Order Value . . .	**3,628.50**

Rupees : Three Thousand Six Hundred Twenty Eight and Paise Fifty 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	

For ***Summit Sales LLP***

Authorised Signatory

Name : 21/01/2022

Accepted the above Terms And Conditions

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

Name : ____

Date : __/__/____

Requisition Form

Company Name:	SSLLP	Date:	13.01.2022
Site & Phase :	SSHLP	Time:	10:00
Supplier		Req.No.	169368
Material required before date: 10.01.2022		ID No.	~~78000~~ 72999

No	Description	Size	Quantity	Units	Inward No	Date
1	Acid	1ltr	60	Nos	84694	
2	Cocount brooms A		300	Nos		
3	Dettol liquid		10	Nos		
4	sponges		500	Nos		
5	Bombay brooms small		300	Nos	84696	
6	PVC bucket veer		10	Nos		
7	Water bottles wer		60	Nos		
8	Torch light -big - Refl		5	Nos	84697	

Remarks: For Stock Replenishing Purpose

Prepared By	N.Vanajakshi	Approved by	
Sign.& Date	13.01..2022	Sign. & Date	

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

APPROVED BY
17 JAN 2022
SOHAM MODI
MANAGING DIRECTOR