DEBIT VOUCHER

Modi Properties Pvt LTD

Voucher No.

A/c.

Paid to Indian Bazar

towards Purchase of Dinner set for office use

Date : 7/2/25

	Rs.	Ps.
	1200	00
	1200	00

Rupees One thousand Twohundred Only

Paid by ~~Cheque~~ Cash

Cheque No.

Dated

Drawn on Bank

Prepared by

APPROVED

07 FEB 2025

Approved by

MINISH PARIKH
MANAGER PRO...

Receiver's Signature

CASH MEMO

Cell : 9885609010
8919605295

INDIAN BAZAR

4-1-91/19, Shop No. 4, EMR Complex, Opp. NTR Studio,
Bhawani Nagar, Nacharam, Hyderabad.

No. 282

Date 30/1/25

M/s. Modi Properties Pvt Ltd.

Address

S.No.	DESCRIPTION OF GOODS	QTY.	RATE	Amount Rs.	Ps.
1	Dinner Set 28 PCS	1 Set	1200/-	1200	00
			TOTAL	1200	00

INWARD

Inward No: 21980	Dt: 06/02/25
MRN No:	Dt:
Received By: Raju	Sign:

MODI PROPERTIES PVT. LTD. SY.No. 82/1.

For **INDIAN BAZAR**

Authorised Signature

Selva sir
NV

Requisition Form

Company Name	Modi Properties Pvt. Ltd	Date	31 Dec 2024
Site Or Phase	Mayflower Platinum	Time	05:23:29
For Use In Flat/Villa/Other	site office	Req.No.	20241231009
Material required before date			

S.No	Description	Qty Required	Qty Available at Site	Order Qty	Last Rate	Inward No	Date
1	CONS5505-Consumables-Dinner Set--21pcs-Nos.	1.00	0	1.00	2,124.00		
Add Spec	ss plates: 04 no's spoon : 05 no's						

PO Num	Date	Type	Status
20241231005	31 Dec 2024	PO	Open PO

Sno	Role	User	Remarks	Date And Time
1	Const-Data Entry Operator	Rajesh	Towards site office work purpose	31 Dec 2024 05:23:29 pm
2	Const-Data Entry Operator	Rajesh	System Generated:This Requisition Has Been Approved	31 Dec 2024 05:23:54 pm

Prepared By :- Rajesh

Sign:-

Date :- 31 Dec 2024

Approved By:-

Sign:-

Date:-

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

Weekly - Petty cash /expense card statement.

Name	J. Sekarkumar	Statement date	7/2/25
Prepared by		Sign	
From period	7/2/25	To period	

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	MPL	MPL	Purchase of Dinner Set	1200		
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.				1200/-		

Amount to be credited by: ☐ Transfer to Haapay card, ☐ Transfer to expense card, ☐ Cash reimbursement, ☐ Transfer to personal a/c. ☐ Other

Approved by:	Div Manager	Accountant	Accounts Manager	MD
Sign:				
Date:				

APPROVED
07 FEB 2025
MINISH PARIKH
MANAGER

Notes: 1. Scanned copy of this statement to be submitted before every Friday 2pm. 2. Original vouchers to be attached to this statement and send to respective accountant by Monday. 3. Accountants to make payment on receipted of scanned statement on Saturday. 4. If original statement with vouchers of last week is not received withhold further payment and salary. 5. Employee must maintain photocopy of all bills/vouchers for 3 months. 6. Division manager and accounts manager approval required for expenses of over 2,000/- per week. MDs approval is required for expenses of over 10,000/- per week


ESSENWARE
MELAMINE
Pearl
DINNER SET
Festive Greetings
1003203887
DINNER SET
28 PCS
Generic Name : Dinner Set
MRP :- Rs. 1400.00 (Incl. of all taxes)
Net Quantity : 1U
Pack Contains : 6 N Full Plate (27.5 cm x 27.5 cm) each
6 N Half Plate (19.5 cm x 19.5 cm) each
12 N Veg Bowl (120 ml) each
2 N Open Donga (625 ml) each
2 N Serving Spoon (22 cm) each
Month & Year of Manufacture : September, 2024
Manufactured by: Marketed by & Customer Executive Address :
SHIVOM INDUSTRIES PVT. LTD.
G-1/400, RIICO INDUSTRIAL AREA, BHIWADI,
ALWAR, RAJASTHAN - 301019
CONTACT NUMBER +919999105867
Email id: shivomindustriesbhd@gmail.com