

Weekly - Petty cash /expense card statement.

Name	K Suneel Kumar		Statement date	29-08-2025 Card No.4629 5254 2716 5724	
Prepared by	K Suneel Kumar		Sign		
From period	22-08-2025		To period	28-08-2025	

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	GVMC	GVMC	HDMI cable purchased	1400	☐ Y ☐ N	☐ Y ☐ N
2.	GVMC	GVMC	C type HUB purchased	1652	☐ Y ☐ N	☐ Y ☐ N
3.					☐ Y ☐ N	☐ Y ☐ N
4.					☐ Y ☐ N	☐ Y ☐ N
5.					☐ Y ☐ N	☐ Y ☐ N
6.					☐ Y ☐ N	☐ Y ☐ N
7.					☐ Y ☐ N	☐ Y ☐ N
8.					☐ Y ☐ N	☐ Y ☐ N
9.					☐ Y ☐ N	☐ Y ☐ N
10.					☐ Y ☐ N	☐ Y ☐ N
11.	Total			3052		

Amount to be credited by	☐ Transfer to expense card, ☐ Cash reimbursement, ☐ Transfer to personal a/c. ☐ Other:		
Approved by:	Div. Manager	Accountant	Accounts Manager
Sign:			MD
Date:			

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 receipt 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

Tax Invoice

Tax Invoice		
Ace Business Solutions #NRSC Colony, Hydernagar, Hyderabad-500 082 GSTIN: 36ANLPK6297R1ZU State : Telangana. Ph:-8555004783	Invoice No. 14/25-26	Dated 23-08-2025
	Delivery Note	Mode/Terms of Payment
	Reference No. & Date:	Other References
Buyer (Bill to) G V Research Centers Pvt Ltd 5-4-187/3&4, 2nd Floor Soham Mansion MG Road, Secunderabad- 500 003 GSTIN: 36AAHCG4562D1ZP	Buyer's Order No.	Dated
	Dispatch Doc No.	Delivery Note Date
	Dispatched through	Destination

[illegible]

Amount (in words) One Thousand Six Hundred Fifty
Two only

E. & O.E

Taxable Value		Central Tax		State Tax		Total Tax
		Rate	Amt	Rate	Amt	
Total	1,400.00	9%	126.00	9%	126.00	252.00

Company's Bank Details:	
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Bank Name: State Bank of India

IFSC CODE : SBIN0011665

Branch: Hydernagar

For Access Business Solutions

Receiver Signature

Authorised Signatory

TAX INVOICE

☐ Original for Recipient ☐ Triplicate for Supplier
☐ Duplicate for Transporter ☐ Extra Copy

SHWETA COMPUTERS

SHOP NO. 1,2,3 AND 4, GROUND FLOOR, CHENOY TRADE CENTRE,
 PARKLANE, SECUNDERABAD TELANGANA HYDERABAD 500003

State Name 36 - Telangana
 , Email: Shwetacomputers@shwetagroup.com

GSTIN: 36ACUFS2935A1ZZ

PAN: ACUFS2935A



Bill To:

GV RESEARCH CENTERS PRIVATE LIMITED

5-4-187/3, Soham mansion, MG Road, MG Road, Secunderabad,
 Hyderabad, Telangana, 500003

PH: 8919278620

HYDERABAD - 500003

Phone:

State: 36 - Telangana

Invoice No. : 00013352

Invoice Date : 22/08/2025

GSTIN : 36AAHCG4562D1ZP

PAN : AAHCG4562D

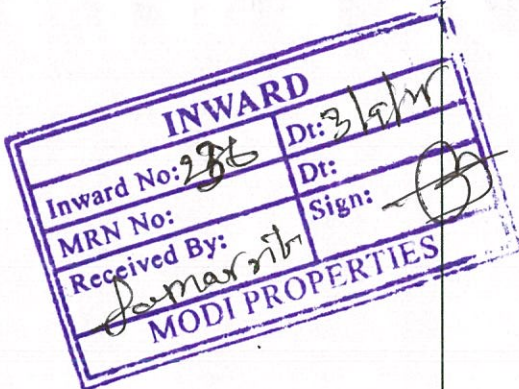
Due Date : 22/08/2025

SR : SANTOSH DALAI PH: 8019077381

 IRN : 008efdd88d8fbdec936d5ddef919b8c619734f28f9a9dd39c
 bdc0b25f299d178

Ship to:

SI	Product Description	HSN/ SAC	Qty	Rate (incl GST)	Rate	Taxable Amount	CGST %	Amt	SGST %	Amt	IGST %	Amt
1	HONEYWELL TYPE C TO HDMI CABLE	85444299	1	1400.00	1186.44	1186.44	9	106.78	9	106.78	0	0.00
						1186.44						
	CGST				9.00	106.78						
	SGST				9.00	106.78						
Grand Total:					1	1400.00						



Rupees One Thousand Four Hundred Only.

Bank Details:

HDFC BANK PARADISE A/C NO : 50200010045314, IFSC: HDFC0000042

Terms & Condition:

1. No warranty for burnt/Physical damage goods.
2. For Warranty bring Product with box.
3. In case of default interest payable @ 24% p.a. from bill date
4. All disputes are subject to HYDERABAD jurisdiction
5. Payment should be sent through A/c payee cheque/Draft only
6. Standard Warranty 11 months from the date of Invoice.
7. No warranty on adaptor, cables, earphone, other accessories & consumables products etc
8. Warranty on all the parts or equipments is as per Manufacturer standard policy and shall be directly provided by Manufacturers only.
9. No Warranty for Swollen or Bulged Battery

SERVICE TIME : MONDAY TO FRIDAY 12 Noon to 5 PM

E.&O.E

For SHWETA COMPUTERS



Authorised Signatory

