

Weekly - Petty cash /expense card statement.

Name		K Suneel Kumar		Statement date	17-10-2025 Card No.4629 5254 2716 5724	
Prepared by		K Suneel Kumar		Sign		
From period		10-10-2025		To period	16-10-2025	

SI No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	MPSVC	MPSVC	Peripherals purchased	4200	☐ Y ☐ N	☐ Y ☐ N
2.	MPSVC	MPSVC	Printer repairing charges	1600	☐ Y ☐ N	☐ Y ☐ N
3.	MPSVC	MPSVC	Adapter purchased	1300	☐ Y ☐ N	☐ Y ☐ N
4.	MPSVC	MPSVC	Bank charges	283.6	☐ 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			7383.6		

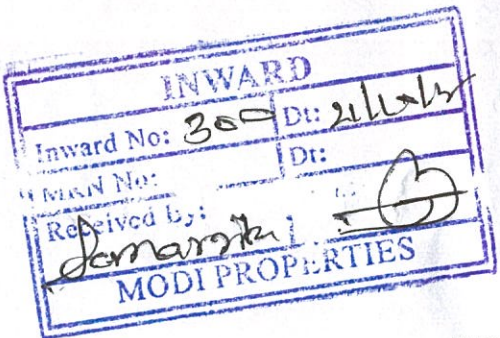
Amount to be credited by ☐ Transfer to expense card, ☐ Cash reimbursement, ☐ Transfer to personal a/c. ☐ Other:

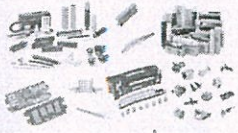
Approved by: Div. Manager  Accounts Manager MD

Sign: 

Date:

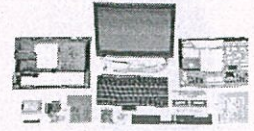
Notes: 1. Scanned copy of this statement to be submitted before every Friday 2pm. 2. Original vouchers to be attached to this statement and send to respective accountant by Monday. 3. Accountants to make payment on receipt of scanned statement on Saturday. 4. If original statement with vouchers of last 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							
Ace Business Solutions #NRSC Colony, Hydernagar, Hyderabad-500 082 GSTIN: 36ANLPK6297R1ZU State : Telangana. Ph:-8555004783		Invoice No. 17/25-26		Dated 13-10-2025			
		Delivery Note		Mode/Terms of Payment			
		Reference No. & Date:		Other References			
Buyer (Bill to) Modi Properties services 5-4-187/3&4, 2nd Floor Soham Mansion MG Road, Secunderabad- 500 003 GSTIN: 36AABCM4761E1ZM		Buyer's Order No.		Dated			
		Dispatch Doc No.		Delivery Note Date			
		Dispatched through		Destination			
Sl No.	Description of goods	HSN/SAC	Qty	Rate	per	Amount	
1	Acer laptop adapter	85043100	1	1101.70	18%	1,101.70	
		CGST				99.15	
		SGST				99.15	
		Rounded off					-0.01
						1,300.00	
Amount (in words) Two Thousand Eight Hundred only						E. & O.E	
Taxable Value		Central Tax		State Tax		Total Tax	
		Rate	Amt	Rate	Amt		
Total	1,101.70	9%	99.15	9%	99.15	198.31	
Receiver Signature		Company's Bank Details: Bank Name: State Bank of India IFSC CODE : SBIN0011665 Branch: Hyderabad					
		For Ace Business Solutions  Authorised Signatory					



V-IT CONSUMABLES AND SPARES

(A ONE STOP SOLUTION)



INVOICE/ CASH BILL

Sellers Name :	M/S.V-IT CONSUMBALES AND SPARES	Date	08/10/25
	CHAPPAL BAZAR , KACHIGUDA.	INVOICE NO	1787
Telephone No :	9246215868	UDYAM REGISTRATION NUMBER UDYAM-TS-02-0006461	
Buyer's Name :	M/S. MODI PROPERTIES PVT LTD -SERVICES ,		
Address :	SOHAM MANSION, MG ROAD , SECBAD.		

Terms of Sale

S.No.	DESCRIPTION OF GOODS	Qty	Rate	Value (Rs.)
1)	REFILLING OF TONER			
2)	LASER TONER DRUM			
3)	EPSON M200 PRINTER HEAD REPAIR / SERVICE			
4)	LASER TONER BLADE			
5)	LASER TONER PCR			
6)	LASER TONER MAGNET			
7)	BT SCANNER BATTERIES NEW			
8)	HP CC388A LASER TONER CARTRIDGE NEW- COMPATIBLE			
9)	CANONLBP2900 PRINTER POWER SUPPLY BOARD REPAIR AND SERVICE	01	1600.00	1600.00
	TOTAL			1600.00

FOR M/S.VIT CONSUMABLES AND SPARES

AUTHORISED SIGNATORY

D.NO:3-3-66/303 SAI SHIKARA HEIGHTS, CHAPPAL BAZAR, KACHIGUDA, HYDERABAD-500027 - CALL@9246215868

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 :

MODI PROPERTIES PVT.LTD.

5-4-187/3 AND 4, 2ND FLOOR, SOHAM MANSION,
 M.G ROAD, SECUNDERABAD, Rangareddy, Telangana, 500003
 SEC-BAD 663355519502199355
 HYDERABAD - 500003
 Phone :
 State : 36 - Telangana

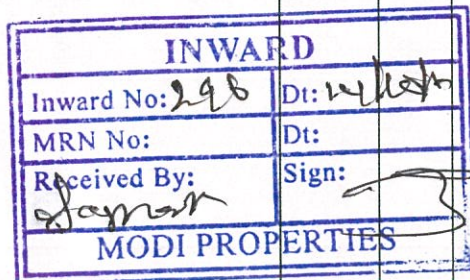
Invoice No. : 00018308

Invoice Date : 14/10/2025
 GSTIN : 36AABCM4761E1ZM
 PAN : AABCM4761E
 Due Date : 14/10/2025

SR : SANDEEP OJHA PH:7097758463
 IRN :

Ship to:

SI	Product Description	HSN/ SAC	Qty	Rate (incl GST)	Rate	Taxable Amount	CGST		SGST		IGST	
							%	Amt	%	Amt	%	Amt
1	MINI DP TO HDMI HONEYWELL	85437099	1	1200.00	1016.95	1016.95	9	91.53	9	91.53	0	0.00
2	HDMI CABLE 2 MTRS HONEYWELL	85444299	1	500.00	423.73	423.73	9	38.14	9	38.14	0	0.00
3	LAPTOP ADAPTOR (COMP) 3322	84733099	2	700.00	593.22	1186.44	9	106.78	9	106.78	0	0.00
4	COMPUTER CABLE 18%	85444999	2	100.00	84.75	169.49	9	15.25	9	15.25	0	0.00
5	COMPUTER CABLE 18% 3 MTR	85444999	1	200.00	169.49	169.49	9	15.25	9	15.25	0	0.00
6	SWITCH 8 PORT DLINK	85176290	1	700.00	593.22	593.22	9	53.39	9	53.39	0	0.00
						3559.32						
						CGST		9.00		320.34		
						SGST		9.00		320.34		
Grand Total:				8		4200.00						



Rupees Four Thousand Two 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