SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10147** Dated : **31-Aug-2020**

Particulars		Debit	Credit
OEUD-Consultancy Charges	*Dr*	**7,500.00**	
To TDS-7.5% Professional Charges			**563.00**
To SP-T.Krishna Mohan			**6,937.00**
New Ref **JOU/10135** **6,937.00 Cr**			
On Account of : Towards Database Maintanance charges for the month of Aug ' 2020.			
		₹ 7,500.00	**₹ 7,500.00**

Prepared by: raikumar.n Approved by

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOU/10136 10148 Dated : 31-Aug-2020

Particulars		Debit	Credit
OE-TDS	*Dr*	**3,750.00**	
To TDS-7.5% Professional Charges			**3,750.00**
On Account of : Being amount credited to TDS Payable towards C Balagopal TDS deduction monthly for the month of Mar ' 2020 to Aug ' 2020.			
		₹ 3,750.00	**₹ 3,750.00**

Prepared by: rajkumar.n

Approved by

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10137** /D149

Dated : **31-Aug-2020**

Particulars		Debit	Credit
OEUD-House Keeping Services	*Dr*	**62,653.00**	
To TDS-1.5% Contract			**940.00**
To SUP- Shreyas Services			**61,713.00**
New Ref **JOU/10137** **61,713.00 Cr**			
On Account of : Being Housekeeping chargs for the month of Aug against Bill NO:- 204 dt:- 31.08.2020.			
		₹ 62,653.00	**₹ 62,653.00**

Prepared by: rajkumar.n

Approved by

BILL

Ph: +91 9849371442

SHREYAS SERVICES

To M/s.: Summit Sales LLP Common Expen

5-4-187/3 & 4, Soham Mansion,

M.G. Road, Secunderabad - 500003.

GST No.

Bill No. : 204 Month: Aug. 2020

Date: 31.08.2020

GSTIN: 36ACIFS6178F2ZP

PAN NO: ACIFS6178F

Sl. No.	DESCRIPTION	QTY.	RATE	AMOUNT
1.	Housekeeping charges for the month of Aug. 2020	—	—	62653/-

Rupees in words: Sixty two thousand six hundred and fifty three only

Pay: 62653/-

Total Value	62653/-
Supervision@____%	—
Grand Total	62653/-

Terms & Conditions : The above bill should be paid 5th of the month

CHECKED
SECURITY/SUP.
By: Dt: 03/08/20

APPROVED BY
G. JAI KUMAR
MANAGER-H.R. & ADMIN

For SHREYAS SERVICES

K. Gopi

Authorised Signatory

1-11-138/11, Begumpet, Hyderabad - 500 016. Email: shreyasservices.k@gmail.com

SSLP Common Expenses

Shreyas Services

Payments details for the Month of Aug. 2020

1. Ansiyadav : 18 => 5901/-
2. Sainath : 34 => 10984/-
3. Srawan : 29.5 => 9508/-
4. Divya : 31 => 10000/-
5. Praveen : 24 => 7869/-
6. Shashi Rekha : 32 => 10328/-

Total : 54590/-
fine & other deduction : 1200/-

Total : 53390/-
10% service transfer : 5339/-
6% Composit cost : 3524/-
cell phone charge (2 Month) : 400/-

Pay : 62653/- Grand total : 62653/-

CHECKED
SECURITY/SUP.
By: .... Dt: 08/09/20

APPROVED BY
0 SEP 2020
G. JAI KUMAR
MANAGER-H.R. & ADMIN

SS22P Common expenses

Shreyas Services

Payments details for the Month of Aug. 2020.

1. Ansiyadar : 16+01+01.01 => 18 days
2. Sainath : 31+02+01.05 => 34 days
3. Srawan : 26+02+1.5 => 29.5 days
4. Divya : 28+02+1.0 => 31 days.
5. Praveen : 22+02 => 24 days
6. Shashinabh : 30+02 => 32 days

Total: 168.5

Fine & other deduction :

1. Sainath : 200/-
2. Srawan : 500/-
3. Praveen : 300/-
4. Divya : 100/-
5. Shashinabh : 100/-

Total: 1200/-

Checked

03/08/20

SUMMIT Sales LLP common Expenses

Shreyas Services

Month of Aug-19

1. Amjiyadav: Office boy; 16 days present
OT: 01 day, +01 day late = 18 days
Late: 10 days, All late consider for late waive

2. Sainath: office boy; 31 days present
Leave: 0, Late: 10 days OT: 1.0
Note: 02 days late Consider for late waive

3. Sravan: office boy; 26 days present
Leave: 05 days, Late: 17 days, OT: 1.5
Note: 05 days late Consider for late waive

4. Divya: office lady; 28 days present
Leave: 03 days, Late: 07 days
OT: 1.0 day.

5. Praveen: office boy: 22 days present
Leave: 09 days, Late: 18 days
Note: 04 days late Consider for late waive

6. Shashi Rekha; 30 days present
Leave: 01 day, Late: 21 days
Note: 18 days late consider for late waive

Note: All office boy are common late because Sainath, Sravan, Divya, Shashirekha not having discipline etc. They are not doing proper work etc. All are doing late, whenever did Leave.

Checked

Bhagat

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOU/10148 10150

Dated : 31-Aug-2020

Particulars		Debit	Credit
OIE- Office Expenses	*Dr*	**5,488.00**	
To SUP - Sri Kanaka Durga Enterprises New Ref **JOU/10148** **5,488.00 Cr**			**5,488.00**
On Account of : Being water bottles charges for the month of Aug ' 2020 against Bill NO:- 275 dt:- 31.08.2020.			
		₹ 5,488.00	**₹ 5,488.00**

Prepared by: rajkumar.n

Approved by

CASH / CREDIT MEMO

SRI KANAKA DURGA ENTERPRISES

D.B.R. Mills, Mothilal Nehru Nagar, Hyderabad.

No. 275 Ph : 7799650133 Date 31/08/20

Customer Name Summit Sales LLP Common Expens

Address

S.No.	PARTICULARS	Qty. in Ltrs.	Rate Per Lt.	AMOUNT Rs.	P.
	Balance Due				
	No. of Bottles Refilled for the Month of Aug. 2020	Ltrs.			
	20 Ltr. Bottles Qty. 196 Botts	-	28	5488/-	
	INWARD Inward No: 445 Dt: 01/09/20 MRN No: Dt: Received By: Sameer JR Sign: MODI PROPERTIES				
			TOTAL	5488/-	

APPROVED BY
02 SEP 2020
G. JAI KUMAR
MANAGER-H.R. & ADMIN

Rupees in words Five thousand four hundred eighty eight only

For SRI KANAKA DURGA ENTERPRISES

SRI KANAKA DURGA ENTERPRISES

Ph: 9603903186

Deposit : ____________
Cooler : ____________
Remark : ____________

RO Processed, Ozonised, U/V Sterilised Packaged Drinking Water

Payment Due____________ ★ Details of Payment made Cash /
Chq. No.________ Date______ Amount________ ★ Received by________

Name : Samsit Sal-s Lp Commen Enfer

Address :..................

....

Contact Person.................. Phones :..................

DATE	20 Ltr. CAN DELIVERED	RETURN CAN	BALANCE	SIGN.	REMARKS
01/08/20	10	10	12	J	
03/08/20	11	11	12	J	
04/08/20	08	08	12	J	
05/08/20	09	09	12	J	
06/08/20	10	10	12	J	
07/08/20	11	11	12	J	
08/08/20	09	09	12	J	
10/08/20	08	08	12	J	
11/08/20	09	09	12	J	
13/08/20	10	10	12	J	
14/08/20	09	09	12	J	

DATE	20 Ltr. CAN DELIVERED	RETURN CAN	BALANCE	SIGN.	REMARKS
17/08/22	08	08	12		
18/08/22	06	06	12		
19/08/22	02	02	12		
20/08/22	08	08	12		
21/08/22	09	09	12		
22/08/22	07	07	12		
24/08/22	08	08	12		
25/08/22	07	02	12		
27/08/22	08	08	12		
28/08/22	07	08	12		
29/08/22	09	09	12		
31/08/22	08	08	12		

Total: 196 Bottle

Checked

02/09/22

SSLLP Common E[illegible]enses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10149** 10151 | Dated : **31-Aug-2020**

Particulars		Debit	Credit
OIE-Petrol/Disiel/Oil	*Dr*	**10,000.00**	
To BPCL			**10,000.00**
On Account of : Being amt cr to BPCL towards Ho generator backup perido from 14.08.2020 to 03.09.2020.			
		₹ 10,000.00	**₹ 10,000.00**

Prepared by: rajkumar.n

Approved by

Raniganj

R.

HEAD OFFICE
LOG BOOK - GENERATOR

Name and number of generator:

Capacity:

Loaction of Installation:

Date	Time	Fuel in litres	Refueled by Name	Signature	Start Time	End Time	Total Hours	Average per hour = C / G	Reload amount	Amount paid	Balance in petrocard	Remarks	Security Sign.	Admin. / Audit Sign.
A	B	C	E	D	E	F	G	H	I	J	K	L	M	N
31/08/20					11.20	12.00	50m					Com		
01/09/20					8.00	8.30	30m					Run		19/08/20
01/09/20	11.40	37.34	D. Shila		–	–	–	–	–	3000/-		3550P		
11					14.00	16.20	2.20h					Com		
02/09/20					8.00	8.30	30m					Run		03/09/20
11					10.30	14.30	4.00h					m Pro		
11					11.00	12.50	1.50h					Comm		Checked
03/09/20					8.00	8.30	30m					Run		
11					9.30	13.05	3.45h	Amount: 13000/-				BPCL		03/09/20
03/09/20	12.45	37.46	Samarjit		–	–	–	–	–	3000/-	03	35 Ltr		

APPROVED BY
03 SEP 2020
G. JAI KUMAR
MANAGER-H.R. & ADMIN

pay - 13,000/-
To - BPCL

Prepared by:

Verified by:

Approved by:

HEAD OFFICE
LOG BOOK - GENERATOR

Ranigunj

Name and number of generator:														
Capacity:								Loaction of Installation:						
Date	Time	Fuel in litres	Refueled by Name	Signature	Start Time	End Time	Total Hours	Average per hour = C / G	Reload amount	Amount paid	Balance in petrocard	Remarks	Security Sign.	Admin. / Audit Sign.
A	B	C	E	D	E	F	G	H	I	J	K	L	M	N
22/08th					8.00	8.30	30m					Rash	[illegible]	
11					13.20	14.10	50m					mpm	[illegible]	
24/08th					8.00	8.30	30m					Ram	[illegible]	
11					14.00	14.30	30m					Ram	[illegible]	
25/08th					8.00	8.30	30m					Ram	[illegible]	
26/08th					8.00	8.30	30m					Ram	[illegible]	
26/08th	11.10	49.85	D.Shiva		-	-	-	-	-	4000/-		SBCP	[illegible]	
11					12.20	13.55	1.35m					mpm	[illegible]	
11					15.10	16.15	1.05m					Ward	[illegible]	
27/08th					8.00	8.30	30m					Ram	[illegible]	
11					12.10	14.25	2.15h					Com	[illegible]	Checked
11					17.10	18.35	1.25h					Com	[illegible]	[illegible]
28/08th					8.00	8.30	30m					Ram	[illegible]	03/09/20
11					11.10	12.30	1.20h					mpm	[illegible]	
11					14.40	15.50	1.10h					Com	[illegible]	
29/08th					8.00	8.30	30m					Ram	[illegible]	
11					11.10	12.00	50m					mpm	[illegible]	
30/08th					11.30	13.00	1.30h					mpm	[illegible]	
31/08th					8.00	8.30	30m					Ram	[illegible]	
Prepared by:					Verified by:					Approved by:				

14/08/20 to 03/09/20

MODI PROPERTIES PVT LTD.

GENERATOR - LOG BOOK

Name and number of generator:			KIRLOSKAR GENERATOR											
Capacity:			62.5 KVA											
Date	Time	Fuel in litres	Refueled by Name	Signature	Start Time	End Time	Total Hours	Average per hour =	Reload amount	Amount paid	Balance in petrocard	Remarks	Security Sign.	Admin. / Audit Sign.
A	B	C	E	D	E	F	G	H	I	J	K	L	M	N
14/08/20					11.10	12.55	1.45h					MPPL		
〃					14.15	16.45	2.30h					Harish		14/08/20
〃					18.00	19.35	1.35h					MPPL		
15/08/20					11.10	14.15	3.05h					MPPL		
16/08/20					14.10	15.38	1.28h					MPPL		03/09/20
17/08/20					8.00	8.30	30m					Tech		
〃					11.10	12.38	1.28h					MPPL		
〃					15.25	17.35	2.10h					MPPL		
18/08/20					8.00	8.30	30m					Tech		
〃					12.25	16.45	4.20h					Comm		
19/08/20					8.00	8.30	30m					Tech		
〃					11.10	11.40	30m					MPPL		03/09/[illegible]
19/08/20	14.50	37.89	D. Shiva		-	-	-	-	-	3000/-	-	[illegible]		
20/08/20					8.00	8.30	30m					Tech		
〃					11.10	12.00	50m					Comm		
〃					14.10	15.38	1.28h					Comm		
21/08/20					8.00	8.30	30m					Tech		
〃					11.35	12.55	1.20h					MPPL		
〃					16.35	17.50	1.15h					Harish		
Prepared by:					Verified by:				Approved by:					

No. 913 **CASH BILL** D/ 3/9/22

CH. YEGNAIAH & SONS

SECUNDERABAD.

H.O. : 5-3-361, R.P. Road, Secunderabad.

M/s. S.S. LLP Corner Sofa

Qty.	Particulars	Rate	Amount Rs.	Ps.
37'4"	— Foam 80 / H-Sofa	80	3000/-	
	E. & O.E.		3000	

TIN No. 36620110592
GST No. 36AABFC0937F1ZU

Signature

Bharat Petroleum

BPCL
CH YEGNAIAH SONS
Hyderabad

TID	:	00120318
BATCH NO	: 001227	ROC NO : 011
03/09/2020		13:01:10
TNX ID	:	009036106884
TYPE	:	SALE
CARD ID	:	FC0005624761
ACC NO	:	FA2000834844
CUST NAME	:	MODIPROPERTIESANDINVSL
VEHICLE NO	:	MODI15
ODO RDG	:	1
PRODUCT RATE	:	Rs. 80.07
VOL IN LTRS	:	37.47
PRODUCT	:	DIESEL
MODE	:	CMS WALLET
AMOUNT	:	Rs. 3000.00
CARD WLT BAL	:	Rs. 3.00
DAILY BAL	:	Rs. 0.00
MONTHLY BAL	:	Rs. 0.00
P.MILE EARN	:	1500

SWATCH BHARAT
THANK YOU! VISIT AGAIN!

V3.06.05 SEP 2013 ICT220 SN 20861495
CUSTOMER's COPY

A04/2020 HDFC BANK G-5001 HDFC BANK A04/2020 BANK

No. 1815 **CASH BILL**

D/ 1-9-20

CH. YEGNAIAH & SONS

SECUNDERABAD.

H.O. : 5-3-361, R.P. Road, Secunderabad.

M/s. [illegible]

Qty.	Particulars	Rate	Amount Rs.	Ps.
37-39	[illegible]	80/23	3000	/-
	E. & O.E.		3000	

TIN No. 36620110592
GST No. 36AABFC0937F1ZU

Signature

Bharat Petroleum

BPCL
CH YEGNAIAH SONS
Hyderabad

TID	00120318
BATCH NO 001222	ROC NO : 015
01/09/2020	13:08:38
TNX ID	009015979036
TYPE	SALE
CARD ID	FC0005624761
ACC NO	FA2000834844
CUST NAME	MODIPROPERTIESANDINVSL
VEHICLE NO	MODI15
ODO RDG	1
PRODUCT RATE	Rs. 80.23
VOL IN LTRS	37.39
PRODUCT	DIESEL
MODE	CMS WALLET
AMOUNT	Rs. 3000.00
CARD WLT BAL	Rs. 3.00
DAILY BAL	Rs. 0.00
MONTHLY BAL	Rs. 0.00
P.MILE EARN	1500

SWATCH BHARAT
THANK YOU! VISIT AGAIN!

V3.06.05 SEP 2013 ICT220 SN 20861495
CUSTOMER's COPY

CASH BILL

No. 691 D/ 26/8/20

CH. YEGNAIAH & SONS

SECUNDERABAD.

H.O. : 5-3-361, R.P. Road, Secunderabad.

M/s. SSLLP Commonseed

Qty.	Particulars	Rate	Amount Rs.	Ps.
48 86		80 / 23	4000	
	E. & O.E.		4000	

TIN No. 36620110592
GST No. 36AABFC0937F1ZU

Signature

Bharat
Petroleum

BPCL
CH YEGNAIAH SONS
Hyderabad

TID :	00120318
BATCH NO : 001211	ROC NO : 007
26/08/2020	11:49:09
TNX ID :	00826486254б
TYPE :	SALE
CARD ID :	FC0005624761
ACC NO :	FA2000834844
CUST NAME :	MODIPROPERTIESANDINVSL
VEHICLE NO :	MOD115
ODO RDG :	1
PRODUCT RATE :	Rs. 80.23
VOL IN LTRS :	49.86
PRODUCT :	DIESEL
MODE :	CMS WALLET
AMOUNT :	Rs. 4000.00
CARD WLT BAL :	Rs. 3.00
DAILY BAL :	Rs. 0.00
MONTHLY BAL :	Rs. 0.00
P.MILE EARN :	2000

SWATCH BHARAT
THANK YOU! VISIT AGAIN!

V3.06.05 SEP 2013 ICT220 SN 20861495
CUSTOMER's COPY

No. 802 **CASH BILL** D/ 19/8/2020

CH. YEGNAIAH & SONS

SECUNDERABAD.

H.O. : 5-3-361, R.P. Road, Secunderabad.

M/s. SS Upanalu

Qty.	Particulars	Rate	Amount Rs.	Ps.
37.	39 HPD	80/23	3000/-	
	E. & O.E.		3000	

TIN No. 36620110592
GST No. 36AABFC0937F1ZU

Signature

BPCL
CH YEGNAIAH SONS
Hyderabad

TID		30120318
BATCH NO		INV NO: 00
19/08/2020		HR: 32:34
TXN ID		708193
TYPE		SALE
CARD NO		7 000562
ACC NO		2000 34844
CUST NAME		MOTIPROPERTIESANDINVST
VEHICLE NO	:	MOD115
ODO RDG	:	1
PRODUCT RATE	:	Rs. 80.23
VOL IN LTRS	:	37.39
PRODUCT	:	DIESEL
MODE	:	CMS WALLET
AMOUNT	:	Rs. 3000.00
CARD NET BAL	:	Rs. 3.00
DAILY BAL	:	Rs. 0.00
MONTHLY BAL	:	Rs. 0.00
P.MILE EARN	:	1500

SWATCH BHARAT
THANK YOU! VISIT AGAIN!

V3.06.05 SEP 2013 ICT220 SN 20861495
CUSTOMER's COPY

HDFC BANK
A04/2020
HDFC BANK
G - 5001
HDFC BANK

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

10152

No. : **JOU/10150** | Dated : **31-Aug-2020**

Particulars		Debit	Credit
PROMO-Print Media - Comp	*Dr*	**18,800.00**	
To SUP-Priyanka Printers - Comp			**18,800.00**
On Account of : Being amt cr to Priyanka printers towards printing of Regrister Rent, Building material, Hire charges and Workers Id regrister against Bill No:- 372 dt:- 21.07.2020.			
		₹ 18,800.00	**₹ 18,800.00**

Prepared by: rajkumar.n

Approved by

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10152** 10153

Dated : **31-Aug-2020**

Particulars		Debit	Credit
OIE-Repairs & Maintenance-Equipment	*Dr*	**7,000.00**	
To CUST-Vijay Entperises			**7,000.00**
On Account of : Being amt cr to vijay enterprises towards Replacement of Automatic voltage regulator in generator at Ho against Bill No: - VJ/14/2020 -21 dt:- 16.07.2020.			
		₹ 7,000.00	**₹ 7,000.00**

Prepared by: rajkumar.n

Approved by

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10153** 10154 Dated : **31-Aug-2020**

Particulars		Debit	Credit
OIE-Repairs & Maintenance-Equipment	*Dr*	**5,100.00**	
To CUST-Vijay Entperises			**5,100.00**
On Account of : Being amt cr to vijay enterprises towards Replacement of Annual maintenance contract for 62.5 KVA DG Set from 01. 07.2020 to 31.12.2020. against Bill No:- VJ/13/2020 - 21 dt:- 16.07.2020.			
		₹ 5,100.00	**₹ 5,100.00**

Prepared by: rajkumar.n Approved by

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10155** Dated : **31-Aug-2020**

Particulars		Debit	Credit
OTHLOAN- TDS Receivable 20 - 21	*Dr*	**45.00**	
To Modi Realty Genome Valley LLP			**45.00**
On Account of : Being Tds receivable from MRGVLLP towards against Bill No: - 10072			
		₹ 45.00	**₹ 45.00**

Prepared by: rajkumar.n Approved by

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10156** Dated : **31-Aug-2020**

Particulars		Debit	Credit
OTHLOAN- TDS Receivable 20 - 21	*Dr*	**51.00**	
To Modi Realty Genome Valley LLP			**51.00**
On Account of : Being Tds receivable from MRGVLLP towards against Bill No: - 10040.			
		₹ 51.00	**₹ 51.00**

Prepared by: rajkumar.n Approved by

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10157** Dated : **31-Aug-2020**

Particulars		Debit	Credit
OTHLOAN- TDS Receivable 20 - 21	*Dr*	**1,194.00**	
To Modi Realty Genome Valley LLP			**1,194.00**
On Account of : Being Tds receivable from MRGVLLP towards against Bill No: - 10054.			
		₹ 1,194.00	**₹ 1,194.00**

Prepared by: rajkumar.n Approved by

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	28/7/20	Prepared by:	Yamuna
PO/WO no.	66648	PO / WO Date.	21/7/20
Supplier Name	PRIYANKA PRINTERS	PO/WO amount	18,800
Firm/Company	SUMMIT SALE UP	Project	SUMMIT SALE UP
Sl. No.	Bill No.	Bill Date	Bill amount
1.	372	21/7/20	18,800
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.				□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount B –Other Credits :_	
Amount C –Other Debits :_	
Amount D (D=A+B-C) – Amount to be credited to the supplier:	18,800
Amount E – PO / WO value:	18,800
Amount F – Difference (A – E):	

Quantity received as per PO /WO	□ Yes □ Excess received □ Short received □ Other (explained below)
Is difference between PO / Bill acceptable?	□ Yes □ No (explained below)
Excess / short material received	□ Approved – within acceptable limits □ No (explained below)
Close PO / W?O	□ Yes □ No – wait for balance material □ No (explained below)
Advance paid / PDC given (deduct when paying)	□ Yes – Rs._____/- □ No
Payment – due date	3/8/20
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Yamuna	[signature]		APPROVED BY 26 JUL 2020 SOHAM MODI MANAGING DIRECTOR	[signature]		
Date	28/7/20	28/7/20			4/9/20		

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude

TAX INVOICE CASH / CREDIT

Cell : 98495 58805
93987 02763

PRIYANKA PRINTERS

★ OFFSET PRINTING ★ SCREEN PRINTING ★ LETTER PADS
★ INVITATIONS ★ VISTING CARDS ★ ID CARDS ★ BROUCHERS ★ PHAMPLATES
★ OFFICE FILES ★ STICKERS ETC.,

9-5-80/2A, Anjaiaha Nagar, Old Bowenpally, Hyderabad - 500 011, Telangana State.
Email : priyankaprinters4@gmail.com

No. 372

Date : 21/07/20

M/s Summit Sales LLP
M.G. Road, Secunderabad.

Party GSTIN.

Sl No.	PARTICULARS	HSN Code	Qty	Rate	Amount Rs. Ps.
1	Rent Records Registers		20	235=00	4700=00
2	Building material Registers.		20	235=00	4700=00
3	Hire charges Registers.		20	235=00	4700=00
4	worker ID. Registers		20	235=00	4700=00

INWARD
Inward No: 311 Dt: 23/07/20
MRN No: Dt:
Received By: Samrajit Sign:
MODI PROPERTIES

E. & O.E.

Rupees eighteen thousand eight hundred only

Bank Details
Bank : Punjab & Sind Bank
A/c : 03191100022739
Branch : Secunderabad Park Lane
IFSC Code : PSIB0000319

CGST	—
SGST	—
TOTAL	18,800=00

GSTIN: 36AROPK5593K1Z0
Composite Scheme

For PRIYANKA PRINTERS

K.Venu

Goods once sold Cannot be taken back

Subject to Secunderabad jurisdiction

66648

Requisition Form

Company Name:	Summit Sales LLP Common Expenses	Date:	07.03.2020
Site & Phase :	Silver Oak Villas	Time:	12:30 pm
		Req. No.	16093
Material required before date:		ID No.	56166.

No	Description	Size	Quantity	Units	Inward No	Date
01	Rent Record Registers		20	No's		
02	Building Material Register		20	No's		
03	Hire charges Register		20	No's		
04	Worker I'D register		20	No's		

Remarks: No Stock – urgent requirement

Prepared By	Jai Kumar	Approved by	
Sign.& Date	07.03.2020	Sign. & Date	

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

Purchase Order

Page(s) 1 Of 1 13-03-2020 11:43:04

py

66648
12.03.20 2:07:22

From Company :	**Summit Sales LLP** 5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003. G S T No. : 36ACQFS2044C1Z7

Supplier Details			
Priyanka Printers 1-4-5/37/A, Bholakpur, Hyderabad	**Doc No**	66648	16093
	Doc Date	13-03-2020	
GSTIN -	**Quote No**	Nil	
	Quote Date	13-03-2020	
9849558805	**SupplyType**	Supply	

Kind Attn : Mr. Venu

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	IGST	Amount
1	7576 - Stationery - other - Register - other - nos *Rent Records*	20.00	235.00	0.00	0.00	4,700.00
2	7576 - Stationery - other - Register - other - nos *Building Material*	20.00	235.00	0.00	0.00	4,700.00
3	7576 - Stationery - other - Register - other - nos *Hire Charges*	20.00	235.00	0.00	0.00	4,700.00
4	7576 - Stationery - other - Register - other - nos *Worker ID Register*	20.00	235.00	0.00	0.00	4,700.00
				Total Order Value . . .		**18,800.00**

Rupees : Eighteen Thousand Eight Hundred Only.

Terms and Conditions :-

Specification /	Registers
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	18-03-2020
Delivery Location	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
Penality For Delay	Nil
Transportation	Nil
Warranty	Nil
Advance Paid	NIl
Other Terms	We reserve the right to reject items not conforming to quality and specifications.
Completion Date	18-03-2020
Measurment	Nil
Security	Nil
Remarks	Nil

For ***Summit Sales LLP***

Authorised Signatory

Name : ____________

Contact - -

Name : ____________

Accepted the above Terms And Conditions

For ***Priyanka Printers***

Date : __/__/____