



कार्यालय नगर परिषद चुरहट जिला-सीधी (म.प्र.)
Office Of Nagar Prishad Churhat Distt-Sidhi (M.P.)

Office Building, Near Thana tiraha Ward No.01
Churhat - 486771
Tel.NO. 07802-272097
Email:- cmochourhat@mpurban.gov.in
Website: www.nagarprishachurhat.com
C.M.O. Ramayalai Fatti no.no. 9993266523

क्रमांक/ 748 /लेखा/न0प0/2020 चुरहट, दिनांक16/4/2021.....

प्रति,

संभागीय संयुक्त संचालक
नगरीय प्रशासन एवं विकास
रीवा संभाग-रीवा (म.प्र.)

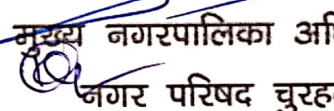
विषय :- वित्तीय वर्ष 2019-20 की CA आडिट रिपोर्ट जमा कराने
वावत्।

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विषयान्तर्गत निकाय की वित्तीय वर्ष 2019-2020 की आडिट
CA से कराई गई है। जिसकी रिपोर्ट प्राप्त हो चुकी है।

उक्तानुसार CA आडिट रिपोर्ट की 02 प्रति श्रीमान्जी की ओर
आवश्यक कार्यवाही हेतु सादर सम्प्रेषित है।

संलग्न :- 02 प्रति आडिट रिपोर्ट।


मुख्य नगरपालिका अधिकारी
नगर परिषद चुरहट
जिला-सीधी (म.प्र.)

INTERNAL AUDIT REPORT

**NAGAR PALIKA PARISHAD
CHURHAT**

**FOR THE FINANCIAL YEAR
2019-2020**

**ADD:- WARD NO -1, NEAR THANA TIRAHA. GULWASPUR
CHURHAT, DISTT SIDHI(MP), PIN 486771**

PREPARED BY:-

RACHNA SHRIVASTAVA & ASSOCIATES

GAYATRI MANDIR ROAD

MUKHTIYAR GANJ

SATNA(M.P.)

M:09893898012, 9826689012



Rachna Shrivastava & Associates

CHARTERED ACCOUNTANTS

Add. : Gayatri Mandir Road, Near Jhankar Talkies, Mirzapur, SATNA (M.P.) 485 001

Ref. No.

Date

INDEPENDENT AUDITORS REPORT

TO

THE CHIEF MUNICIPAL OFFICER
NAGAR PARISHAD
CHURHAT

REPORT ON THE INTERNAL AUDIT

Management's responsibility

The management of municipal corporation is responsible for the matters in Madhya Pradesh Municipal Accounting manual (MPMAM) and the Madhya Pradesh corporation Act 1956 (the act) with respect to preparation of this report and are in accordance with the accounting principles generally accepted in India and accounting standards specified in madhya pradesh municipal accounting manual except that the cash basis is followed in accounting. This responsibility also includes the maintenance of adequate accounting records in accordance with the provision of the act for safeguarding of the assets of the ULB'S and for preventing and detecting the frauds and other irregularities selection and application of appropriate accounting policies making judgement and estimated that are reasonable and prudent and design implementation and maintenance of internal financial control that were operating effectively and ensuring the accuracy and completeness of accounting records relevant to the preparation of the report.

Auditor's Responsibility

We conducted our audit in accordance with the standards on auditing specified on auditing specified under Madhya Pradesh municipal accounting manual. Those standards require that we comply with the ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the report is free from material misstatement.

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नगर पंचायत चुरहट (म.प्र.)

मुख्य नगर पालिका अधिकारी
नगर परिषद् चुरहट
जिला-सीधी (म.प्र.)



REPORT ON LEGAL AND REGULATORY REQUIREMENT:

As required by the Madhya Pradesh municipal accounts audit manual and the letter of directorate Urban Administration & Development and the documents produced before us our opinion are as under:-

1) AUDIT OF REVENUE:-:-

As per the scope of audit defined by the prescribed authority, we have verified the revenue from various sources has been received by the Nagar Parishad, CHURHAT and duly entered in the Cash book maintained by the Nagar Parishad.

We have also verified that all the revenue receipts has been duly deposited by the proper officer in the respective account of the Nagar Parishad and also evidence of depositing the same has been duly accounted in the Cash Book of the Nagar Parishad, CHURHAT

All the revenue receipts in a day has been deposited in the same day but in case, the amount of revenue is not been deposited on the same day then, the same has been duly deposited on next working day.

As per the defined scope of audit by the prescribed authority and for better understanding and presentation of the revenue receipt we have also accounted revenue receipts on the percentage basis from various sources so that we can trace the highest and lowest level of percentage from various source of income.

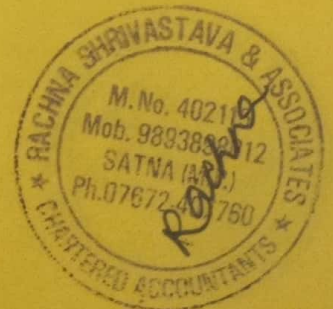
2) AUDIT OF EXPENSE:-

As per the scope of audit defined by the prescribed authority, we have found that expense have been incurred by the Nagar Parishad, CHURHAT and duly entered in the cash book maintained by Nagar Parishad, CHURHAT. We have also verified it with relevant voucher. There are few vouchers queries , the list is as per Annexure I and Annexure 1

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लिखापाल
नगर पंचायत चुरहट सार्वी (म.प्र.)

मुख्य नगर पालिका अधिकारी
नगर परिषद् चुरहट
जिला-सीधी (म.प्र.)



:3:

We have performed vouching procedure as per the Standard of Auditing. We have also checked the monthly balance of Cash book and found correct except for our notings which has been rectified on 31-03-2020, the list is as per annexure 6.

We have also verified the expense incurred is in accordance with the guidelines, directives, Acts and rules issued by the State Govt of MP. We have also verified that all expenditure were supported by Administrative sanction accorded by competent authority. However budget register was not provided to us.

3) AUDIT OF BOOK KEEPING

We have audited the books of account of Nagar Parishad, CHURHAT for the year ended 31.03.2020. We have also audited the cash book, voucher, bills and other supporting documents as provided for audit to obtain reasonable assurance about their correctness.

We have verified the advances from the cash book maintained by the Nagar Parishad, CHURHAT and also but we could not verify the same through advance register because the same is not maintained.

We have not verified the Fixed Asset Register, waste and scrap register and dead stock register because it was provided during audit.

We have verified Receipt and Payment on the basis of project fund from the Cash Book and Project Fund book of Nagar Parishad for the year ended 31.03.2020.

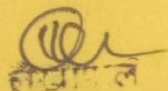
Grant register should be maintained properly

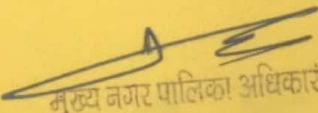
Ledger for all the heads should be properly maintained.

Bank reconciliation statements are not prepared on monthly basis which should be maintained on a monthly basis

4) AUDIT OF FDR

We have not verified the interest income credited and it has not been duly been accounted in the books.


मुख्य नगर पालिका अधिकारी
नगर परिषद् चुरहट
जिला-सीधी (म.प्र.)


मुख्य नगर पालिका अधिकारी
नगर परिषद् चुरहट
जिला-सीधी (म.प्र.)



5) AUDIT OF TENDERS

We have audited the tenders and bids which are organized by the Nagar Parishad for the year ended 31.03.2020

No record for the tenders maintained for the year ended 31.03.2020. We are not able to comment whether Sufficient Bank guarantees have been taken or not against the tender issued during the year.

We have verified that there is no condition on Banks Gurantees which is against the interest of Nagar Parishad.

Due to non maintainance of tender register we are not able to comment on the total amount of work done till date and if it exceeded the tender amount ,any delay in tender date

No EMD Rregister is maintained

6) AUDIT OF GRANTS AND LOAN

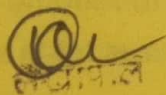
We have verified the Grants and Loans given by Central Govt for the growth and development of society as a whole. We have also verified the Grants given by State Govt and its utilization for development of Basis Infrastructure of areas falling under jurisdiction of Nagar Parishad.

We have also verified Grant wise allocation of Expenses and the balances which are carried forward to the next year for expended and also the grants received during the year along with expenses incurred for the particular purpose shown as per Annexure 3 ,but the same has been verified from the Cash Book as there is no updated Grant Register provided to us.


7) BANK RECONCONCILIATION STATEMENT:-

We have not been provided with the bank Statement of the Nagar Parishad, CHURHAT . Hence for effective control it is suggested to prepare Bank Reconciliation Statement on monthly basis .

However we have prepared the Bank reconciliation and attached with the report as per Annexure 7


रविशंकर (म.प्र.)

2020 03.03.2020


मुख्य नगर पालिका अधिकारी
नगर परिषद चुरहट
जिला-सीधी (म.प्र.)



8) AUDIT CONCLUSION

1.) We have audited the Receipt and Payment account of Nagar Parishad, CHURHAT for the year ended 31.03.2020 and the schedules along with annexure attached thereto with it. We have concluded that financial management of Nagar Parishad was deficient for non maintenance of Key records like Fixed Asset Register, Preparation of unrealistic budget and improper management of revenue earning assets.

Income of the Nagar Parishad was not enough to meet the obligations. To meet establishment cost and for providing civic services, the Nagar Parishad continued to rely on Govt Grants.

The taxes, rent, Fees were imposed by Nagar Parishad were neither revised at regular intervals. Nor collected in time resulting in accumulation of arrears.

There was considerable shortage of staff in Nagar Parishad whether accounts or other department which adversely affected its functioning.

We have audited the Receipts and Payment account for the year ended 31.03.2020 same is annexed with report.

We have audited the revenue income on cash basis of accounting. The same is deposited on the same day or next day of the receipt in Bank account maintained.

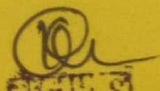
We have audited the revenue expense on cash basis of accounting and the same is crossed checked with the bank statement.

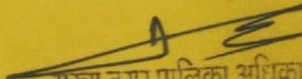
We have also computed the closing balance of cash and bank as per the receipt and payment account of Nagar Parishad CHURHAT for the year ended 31.03.2020 and same is reported as per Schedule

2.) However as per our views there is no control over the amount of tender work allotted and the amount of expenses done against the tender. No such register maintained for the amount of tender work allotted and the amount of expenses already incurred.

The following registers should be maintained:-

1. Tender register should mention the amount of tender applied, work allotted, reason of rejection, and the total amount of work done till date and the amount should be in line with the budget amount and the grant amount if any.


चरुहाट नगर पंचायत
नगर पंचायत चरुहाट (म.प्र.)


मुख्य नगर पालिका अधिकारी
नगर परिषद चरुहाट
जिला-सीधी (म.प्र.)



2.Advance register

3.Fixed asset register,waste and scrap register and dead stock register

4.EMD /SD register

5.Grant register

4)As per the policy and explanation received there is no requirement of tender for a payment of an amount less than 1.00 lacs in one bill

PLACE:SATNA(MP)

DATE:-14-10-2020

FOR RACHNA SHRIVASTAVA & ASSOCIATES

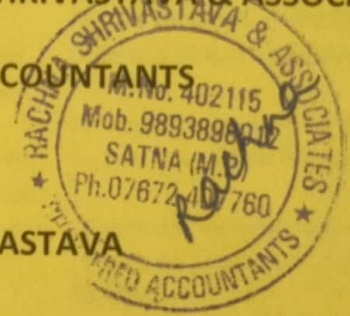
CHARTERED ACCOUNTANTS

For: Rachna Shrivastava & Associates
Chartered Accountants
Rachna
Partner
Rachna Shrivastava

RACHNA SHRIVASTAVA

PARTNER

M.NO 402115



(Signature)
मुख्य नगर पालिका अधिकारी
नगर परिषद बुरहट
जिला-सीधी (म.प्र.)

Name of ULB- Churhut, Nagar Parishad
Name of the Auditor- CA Rachna Shrivastava

Sr.No	Parameters	Description	Observation	Suggestion
1	Audit of Revenue	I. We have audited different items of receipt like rent, property tax, water tax, and shop rent wherein we have applied detailed audit procedures. We have verified rojnamcha and cash register where we have find no errors. All collection has been recorded has been recorded in cash book register. As per annexure 6	1) Parishad has properly deposited all collections made from different sources in bank account during audit period. 2) Staff of parishad have deposited their collections within 2 working days. However in some case due to public holiday amount was not deposited timely. 3) We have not been provided with monthly/ quarterly targets of revenue receipts therefore not able to submit comparison sheet.	Monthly/ quarterly targets should be fixed so that its comparison with the actual can be possible and necessary action should be taken accordingly.
2	Audit of Expenditure	1) We have verified expenditures with their respective vouchers where we found payment voucher, payment amount, particulars of payments party name cheque no and work for which payment has been made etc are mentioned.	Following points has been emerged while auditing Various expenditures for the financial year 2018-19: 1) We have tallied voucher no., date, amount, cheque no. etc with the cash book register. 2) We have checked monthly balance of cash book register and where ever necessary correction has been made. 3) All payments are made within its sanction limit where no payment are made more or less. 4) All expenses are made as per rules, conditions and government guidelines where we have found no default. 5) No such case is noticed where the found of the ULB has been mis-utilised, moreover on random check we did not notice any mis utilization of financial limits of the sanctioning authority. 6) We verified scheme and project wise	1) Indent Letter must be prepare before purchasing material by any department. 2) Payment voucher must be authorized by the appropriate authority. 3) TDS should be deducted in correct rate and should be adjusted in correct PAN. 4) A list of dead stock should be prepared and action to be taken for its action 5) Monthly actual progress of revenue and expenses should be prepared in context of Budget.
3	Audit of book Keeping	Following Register were maintained: 1) Grant Register 2) Cash Book 3) Advance Register 4) Cheque Book issue register Register	NIL	In cash book register in no of instances entries has been corrected by cutting or overcutting. Special attention should be given that the mistakes is not allowable while writing in cash book register. It is advised to file quarterly TDS return to avoid the penalties under Income Tax Act 1961. Fixed asset register is to be maintained and fixed asset to be numbered. Hence it is advised to number the fixed assets to avoid missing of assets. The following register to be maintained 1) Expense Book 2) Income Book 3) Fixed Asset register 4) security Deposit Register

लेखापाल
मुख्य लेखापाल
नगर परिषद चुरहट
जिला-सीधी (म.प्र.)



4	Audit of FDR	No details provided to us	No details provided to us hence we are not able to comment.	Parishad have to adopt practice for regularly making fdr of amounts which have time for the utilisation at appropriate interest rate with the Bank so as to avoid any revenue loss on it.
5	Audit of Tender/Bids	Details were given As per Annexure 2 attached	Proper Tendering procedures were followed.	1. List of black listed / non performing contractors should be prepared and circulated at department level..2.Parishad has to follow the procedure of issuing notice to the person to whom tender has been allotted and agreement has been made with them has failed to execute the work order in time
6	Audit of Grants & Loans	Details were given as per Annexure 3	Grants were expended as per the schemes they were sanctioned.	Grant wise bank accounts should be maintained.Excess expenditure has been done as compared to the grant received the details are as per Annexure 3
7	Incidences Relating to diversion of Funds from Capital receipts/grants/loans to revenue nature. Expenditure from one project/scheme to another	No such incidences were encountered during the course of audit.	No such incidences were encountered during the course of audit.	Parishad should give special attention for making payment by using the fund of the same scheme.
8	a) Percentage of revenue expenditure (establishment, salary, operation and maintainence) with respect to revenue receipts (tax and non-tax) excluding octroi, Entry tax, stamp duty and other grants etc.	Percentage of revenue expenditure with respect to revenue receipts is 253.30%. Such higher percent is because the revenue expense is expended from grant received by the department also. Details of the same is given as per Annexure 4 attached.	Percentage of revenue expenditure with respect to revenue receipts is 253.30%. Such higher percent is because the revenue expense is expended from grant received by the department also. Details of the same is given as per Annexure 4 attached.	ULB is required to complete its Receipt and payment income and Expenditure and Balance sheet timely and before audit so that it must be checked and annexed with the audit report.
9	b) Percentage of capital Expenditure with respect to Total Expenditure	Percentage of capital Expenditure with respect to Total Expenditure is 13.05%. Details of the same is given as per Annexure 5 attached.	Percentage of capital Expenditure with respect to Total Expenditure is 13.05%. Details of the same is given as per Annexure 5 attached.	ULB is required to complete its Receipt and payment income and Expenditure and Balance sheet timely and before audit so that it must be checked and annexed with the audit report.
10	Whether Bank reconciliation statement have been regularly prepared	Bank reconciliation statement have not been prepared annually.	Bank reconciliation statement should be prepared at the end of each month for effective control but it has not been prepared	Bank reconciliation statement should be prepared at the end of each month for effective control.

For: Rachna Shrivastava & Associates
Chartered Accountants

Rachna
Partner
Rachna Shrivastava



(Signature)
मुख्य नगर पालिका अधिकारी

नगर परिषद् चुरहट
जिला-सीधी (म.प्र.)

मुख्य नगर पालिका अधिकारी
नगर परिषद् चुरहट
जिला-सीधी (म.प्र.)

नगर पालिका परिषद् चुरहट जिला सीधी (म.प्र.) वित्तीय वर्ष 2019-2020

प्राप्ति	राशि	राशि	भुगतान	राशि	राशि
प्रारम्भिक शेष			स्थापना व्यय		
हाथ में शेष राशि	59,404,408.00		कर्मचारी वेतन		15,724,957.00
बैंक में शेष राशि		59,404,408.00	ई.पी.एफ.		1,135,987.00
			जी.पी.एफ.		800,763.00
नगर परिषद् की कर राजस्व आय			पी.पी.एफ.		932,366.00
जलकर	380,341.00		वेतन एरियर्स		1,071,566.00
समेकित कर	133,271.00		अवकाश नगदीकरण		234,350.00
सम्पत्ति कर	280,912.00		मजदूरी		119,633.00
विकास उपकार	123,815.00				20,019,622.00
शिक्षा उपकार	56,227.00	974,566.00	प्रशासनिक व्यय		
			छापाई एवं लेखन सामग्री		68,079.00
नगर परिषद् के सम्पत्तियों की किराये से आय			यात्रा व्यय		58,537.00
दुकान किराया	117,400.00		विज्ञापन		27,840.00
अस्थाई दुकान किराया	3,500.00		विधुत व्यय		5,035,476.00
सामुदायिक भवन किराया	59,000.00		वाहन किराया		205,622.00
टैकर किराया	31,514.00	211,414.00	फलेक्स प्रिंट		25,747.00
			कार्यालय व्यय		24,770.00
नगर परिषद् की अन्य आय			डाक व्यय		1,000.00
बाजार फीस	75,380.00		समारोह व्यय		51,689.00
आवेदन पत्र	166.00		एनाउन्समेंट सूचना व्यय		32,000.00
बस स्टैंड फीस	224,875.00		कानूनी प्रभार		25,000.00
प्रमाण पत्र	125.00		कंप्यूटर एवं प्रिंटर व्यय		6,580.00
टैक्सी स्टैंड फीस	120,269.00		अनकम्पा सहायता		50,000.00
सेवा कर	10,756.00		सार्वजनिक प्याऊ		61,996.00
तलाब लीज	2,300.00		बजट जी.एल.कोड		17,250.00
टावर फीस	5,000.00		परफार्मेंस ग्रांट व्यय		30,000.00
निविदा फीस	2,000.00		ट्री गार्ड - वृक्षा रोपण व्यय		121,034.00
अन्य आय	9,319,666.00	9,760,537.00	डाटा फिडिंग व्यय		63,901.00
			डिजिटल सिगनेचर		8,300.00
अनुदान & अंशदान सहायता			न्यूज पेपर		40,784.00
मंडक मरम्मत	853,000.00		रिटर्न फाइलिंग (TDS & GST)		81,960.00
राज्यवित्त	2,381,000.00		दूरभाष & मोबाइल व्यय		7,080.00

ਮੁਕਤੀ ਪ੍ਰਾਪਤ ਹੋਇਆ ਹੈ

	आयकर	121,177.00	
	श्रम कर	161,517.00	
	जी.एस.टी. - टी.डी.एस.	52,786.00	335,480.00
	अन्य भुगतान		
	सामुदायिक भवन किराया	11,000.00	
	अग्रिम राशि	24,500.00	
	अमानत राशि	21,350.00	
	राशि वापसी - जवाहर नवोदय विद्यालय	216,577.00	
	शासन द्वारा काटी गयी राशि	6,278,316.00	
	हडको लोन भुगतान	266,553.00	
	मतदाता व्यय	79,261.00	
	संचित निधि	2,124,866.00	
	सब्सिडी बैंक लोन	2,077,500.00	
	स्वच्छता व्यय	75,821.00	11,175,744.00
	अंतिम शेष राशि		
	बैंक में शेष राशि	74,348,571.00	
	हाथ में शेष राशि		
	कैश बुक में अंतर की राशि	691,600.00	75,040,171.00
योग	योग	118,774,654.00	118,774,654.00



For: Rachna Shrivastava & Associates
Chartered Accountants

Rachna
Partner
Rachna Shrivastava

(Signature)
हैरामाजी

(Signature)
मुख्य नगर पालिका अधिकारी
नगर परिषद् चुरहट
जिला-सीधी (म.प्र.)

ABSTRACT SHEET For Reporting on Audit Paras for Financial Year 2019-20

Name of ULB- CHURHUT , Nagar Parishad
Name of the Auditor- CA Rachna Shrivastava

Sr.No	Parameters	Description	Observation in Brief	Suggestions
1	Audit of Revenue			
	Revenue Tax collection	Receipts in Rs.		
		Year 2018-19	Year 2019-20	% Growth
(i)	Property Tax	322,225.00	280912.00	-12.82
(ii)	Consolidated Tax	235,912.00	133271.00	-43.51
(iii)	Town Development cess	166,631.00	123815.00	-25.70
(iv)	Education cess	79,013.00	56227.00	-28.84
	Total (A)	803781.00	594225.00	
	Non-Revenue Tax collection			
(i)	Rent from Land & Building	170868.00	211414.00	23.73
(ii)	Water consumer Surcharge	310982.00	380341.00	22.30
		0.00	0.00	0.00
(iii)	Surcharge from Solid Waste	1321663.00	9760537.00	638.50
(iv)	Other Taxes/ Fess	1803513.00	10352292.00	
	Total (B)	2607294.00	10946517.00	
	Grand Total (A+B)			
			Details were shown in Schedule B and Schedule C annexed to Receipt and Payment Account..	No adverse irregularity found.




For: Rachna Shrivastava & Associates
Chartered Accountants

Rachna
Partner
Rachna Shrivastava

[Signature]
मुख्य नगर पालिका अधिकारी
नगर परिषद चुरहट
जिला-सीधी (म.प्र.)

Annexure - 2

[illegible]


 सै. राजपाल
 मुख्य नगर पालिका अधिकारी
 नगर परिषद् नुसहट
 जिला-सीधी (म.प्र.)



Grant Ragistor

क्र.	अनुदान का नाम	प्रारंभिक शेष	प्राप्त राशि (2019-2020)	व्यय राशि (2019-2020)	शेष राशि
1	सड़क मरम्मत	(338,707.00)	853,000.00	485,157.00	29,136.00
2	राज्यवित्त	(132,343.00)	2,381,000.00	1,939,753.00	308,904.00
3	चुंगी कर	30,580,734.00	33,809,010.00	-	64,389,744.00
4	मूल भुत सुविधा	(44,654.00)	2,841,000.00	735,863.00	2,060,483.00
5	14वा वित्त आयोग	9,540,000.00	6,445,000.00	-	15,985,000.00
6	मुद्रांक शुल्क	(66,620.00)	216,000.00	228,476.00	(79,096.00)
7	प्रधानमंत्री आवास योजना	15,700,000.00	-	-	15,700,000.00
					-

Note :- Grant Ragistor not properly update



मुख्य नगरपालिका अधिकारी
नगर परिषद्, धुलहुरी
जिला-सिन्धुली (म.प्र.)

सिन्धुली
मुख्य नगरपालिका अधिकारी

ANNEXURE 4
PERCENTAGE OF REVENUE EXPENSES WITH RESPECT TO REVENUE RECEIPTS

Particular	Revenue Receipts	Particular	Revenue Payments	PERCENTAGE OF REVENUE EXPENSE WITH REVENUE RECEIPTS
जलकर	380,341.00	कर्मचारी वेतन	15,724,957.00	
समेकित कर	133,271.00	ई.पी.एफ.	1,135,987.00	
सम्पत्ति कर	280,912.00	जी.पी.एफ.	800,763.00	
विकाश उपकार	123,815.00	पी.पी.एफ.	932,366.00	
शिक्षा उपकार	56,227.00	वेतन एरियर्स	1,071,566.00	
दुकान किराया	117,400.00	अवकाश नगदीकरण	234,350.00	
अस्थाई दुकान किराया	3,500.00	मजदूरी	119,633.00	
सामुदायिक भवन किराया	59,000.00	छापाई एवं लेखन सामाग्री	68,079.00	
टैकर किराया	31,514.00	यात्रा व्यय	58,537.00	
बाजार फीस	75,380.00	विज्ञापन	27,840.00	
आवेदन पत्र	166.00	विधुत व्यय	5,035,476.00	
बस स्टैंड फीस	224,875.00	वाहन किराया	205,622.00	
प्रमाण पत्र	125.00	फलेक्स प्रिंट	25,747.00	
टैक्सी स्टैंड फीस	120,269.00	कार्यालय व्यय	24,770.00	
सेवा कर	10,756.00	डाक व्यय	1,000.00	
तलाब लीज	2,300.00	समारोह व्यय	51,689.00	
टावर फीस	5,000.00	एनाउन्समेंट सूचना व्यय	32,000.00	
निविदा फीस	2,000.00	कानूनी प्रभार	25,000.00	
अन्य आय	9,319,666.00	कंप्यूटर एवं प्रिंटर व्यय	6,580.00	
		अनुकम्पा सहायता	50,000.00	
		सार्वजनिक प्याऊ	61,996.00	
		बजट जी.एल.कोड	17,250.00	
		परफॉर्मेंस ग्रांट व्यय	30,000.00	
		ट्री गाई - वृक्षा रोपण व्यय	121,034.00	
		डाटा फिडिंग व्यय	63,901.00	
		डिजिटल सिग्नेचर	8,300.00	
		न्यूज़ पेपर	40,784.00	
		रिटर्न फाइलिंग (TDS & GST)	81,960.00	
		दूरभाष & मोबाईल व्यय	7,086.00	
		वाहन बीमा	21,802.00	
		अन्य व्यय	123,469.00	
		बाउंड्रीवाल पेंटिंग	139,643.00	
		पेट्रोल एवं डीजल	465,407.00	
		हैण्ड पंप मरम्मत	17,662.00	
		जल प्रदाय सामग्री मरम्मत	80,692.00	
		जे.सी.बी. कार्य	371,487.00	
		मोटर पंप मरम्मत	183,719.00	
		पार्क & स्टेडियम मरम्मत	69,976.00	
		फोटोकॉपी मशीन मरम्मत	3,600.00	
		सड़क - नाली मरम्मत	40,500.00	
		सामुदायिक भवन मरम्मत	17,740.00	
		वाहन मरम्मत	127,286.00	
Total Revenue Receipts	10,946,517.00	Total Revenue Payments	27,727,256.00	253.30



ANNEXURE 5

PERCENTAGE OF CAPITAL EXPENDITURE WITH RESPECT TO REVENUE TOTAL EXPENDITURE

NO	Particulars	Amount
1	निर्माण सामग्री क्रय	75,481.00
2	विधुत सामग्री क्रय	31,864.00
3	सफाई सामग्री क्रय	28,674.00
4	सी.सी. नाली निर्माण	231,030.00
5	सी.सी. रोड निर्माण	811,273.00
6	पानी बोरिंग	1,675,941.00
7	रोड निर्माण	306,597.00
8	शौचालय निर्माण	12,447.00
9	विधुत फिटिंग कार्य	14,658.00
10	बायो मेट्रिक मशीन	5,900.00
11	सी.सी.टी.वी. कैमरा	11,858.00
12	फायर वाहन	1,159,480.00
13	फर्नीचर	10,800.00
14	ट्रैक्टर	120,000.00
15	फर्नीचर	408,781.00
16	जनरेटर	718,100.00
17	इनवर्टर & बैटरी	35,980.18
18	वाटर कूलर	48,470.00
	TOTAL CAPITAL EXPENSES DURING THE YEAR	5,707,334.18
	TOTAL EXPENSES DURING THE YEAR	43,734,483.00
	PERCENTAGE OF CAPITAL EXPENDITURE WITH RESPECT TO TOTAL EXPENDITURE	13.05



मुख्य नगर पालिका अधिकारी
नगर परिषद् चुरहट
जिला-सीधी (म.प्र.)


M. No. 40219
Mob. 9893880012
SATMA (M.P.)
Ph. 07672-27760
CHARTERED ACCOUNTANTS

Annwure 6:

कैश बुक के योग अंतर की राशि

कैश बुक के आय पक्ष में योग अंतर की दिनांक

राशि

कुल राशि

05.04.2019

82,578.00

30.07.2019

10,000.00

01.10.2019

1,438.00

05.11.2019

37,484.00

07.11.2019

10,000.00

05.12.2019

1,712,719.00

1,854,219.00

कैश बुक के व्यय पक्ष में योग अंतर की दिनांक

राशि

कुल राशि

30.07.2019

4,000.00


31.12.2019

306,900.00

31.03.2020

380,700.00

691,600.00


कुल नगरपालिका अधिकारी
नगर पालिका बुरुहट
जिला-सीधी (म.प्र.)



Bank Reconciliation of State Bank of India - 11391596311

M/o April 2019 to March 2020

Balance As per Cash book

53,509,797.79

Add

1) Amount Credit in Bank but not Credit in our Cash Book

S No	Date	Deposit Amt
1	05.10.2019	6,450.00

6,450.00

2) Short Amount Payment by Bank

S No	Voucher No	Date	Net Payment	Bank Payment	Bank Charges
1	36 to 37	05.04.2019	567,973.00	567,972.00	1.00
2	84	08.05.2019	428,461.00	428,460.00	1.00
3	226 & 227	06.07.2019	537,134.00	537,130.00	4.00
4	229 to 231	06.07.2019	231,346.00	224,570.00	6,776.00
5	389 to 393	06.09.2019	736,378.00	716,695.00	19,683.00
6	395 to 397	06.09.2019	478,876.00	478,873.00	3.00
7	463 to 466	07.10.2019	669,035.00	649,352.00	19,683.00
8	467	07.10.2019	484,309.00	484,305.00	4.00
9	519 to 520	25.10.2019	498,617.00	498,614.00	3.00
10	593	05.12.2019	488,302.00	488,299.00	3.00
11	656	06.01.2020	44,536.00	43,092.00	1,444.00
12	670	07.01.2020	491,307.00	491,304.00	3.00
	737	09.03.2020	491,307.00	453,112.00	38,195.00
	738 to 740	09.03.2020	232,367.00	223,372.00	8,995.00
	747	09.03.2020	491,307.00	491,304.00	3.00
					-
					94,801.00

3) Amount Payment but not present in Bank

S No	Voucher No	Date	Amount
1	69	24.04.2019	457,500.00
2	70	24.04.2019	405,000.00
3	71	24.04.2019	75,000.00
4	72	24.04.2019	135,000.00
5	124	03.06.2019	5,000.00
6	137	03.06.2019	2,400.00
7	347	05.08.2019	1,242.00
			1,081,142.00

Total

1,182,393.00



Less

1) Amount Debit in Bank but not Debit in our Cash Book

S No	Date	Deposit Amt
1	26.04.2019	19,222.00
2	13.07.2019	2,800.00
3	13.07.2019	34,300.00
4	13.07.2019	30,108.00
5	30.09.2019	15,000.00
6	07.10.2019	19,683.00
7	29.11.2019	400,000.00
8	29.11.2019	600,000.00
9	07.12.2019	10,185.00
10	26.12.2019	18,268.00
11	26.12.2019	14,992.00
12	28.12.2019	31,114.00
13	28.12.2019	26,420.00
14	28.12.2019	26,140.00
15	28.12.2019	52,178.00
16	31.12.2019	46,060.00
17	31.12.2019	45,276.00
18	31.12.2019	19,488.00
19	31.12.2019	20,300.00
20	31.12.2019	19,720.00
21	06.01.2020	200,000.00
22	06.01.2020	36,169.00
23	09.03.2020	73,800.00
24	09.03.2020	10,185.00
25	09.03.2020	10,185.00
26	30.03.2020	500.00
27	31.03.2020	219,927.00
28	31.03.2020	959,351.00
29	31.03.2020	550,623.00
30	31.03.2020	58,000.00
31	31.03.2020	73,824.00
32	31.03.2020	10,185.00

3,654,003.00



मुख्य नगर पालिका अधिकारी
नगर परिषद चुरहट
जिला-सीधी (म.प्र.)

मुख्य नगर पालिका अधिकारी
नगर परिषद चुरहट (म.प्र.)



2) Bank Charges Debit in Bank but not Debit in our Cash Book

S No	Voucher No	Date	Net Payment	Bank Payment	Bank Charges
1	16	02.04.2019	6,400.00	6,401.18	1.18
2	17	02.04.2019	5,000.00	5,001.18	1.18
3	18	02.04.2019	5,900.00	5,901.18	1.18
4	19	02.04.2019	2,000.00	2,001.18	1.18
5	42 to 44	10.04.2019	18,180.00	18,182.36	2.36
6	60	10.04.2019	27,944.00	27,946.36	2.36
7	63	24.04.2019	1,635,458.00	1,635,462.90	4.90
8	89	14.05.2019	68,141.00	68,143.36	2.36
9	94	14.05.2019	17,250.00	17,252.36	2.36
10	95	14.05.2019	40,144.00	40,146.36	2.36
11	----	20.05.2019	-	59.00	59.00
12	169	17.06.2019	2,880.00	2,881.18	1.18
13	170	17.06.2019	2,400.00	2,401.18	1.18
14	171	17.06.2019	2,880.00	2,881.18	1.18
15	172	17.06.2019	2,880.00	2,881.18	1.18
16	173	17.06.2019	2,400.00	2,401.18	1.18
17	174	17.06.2019	2,880.00	2,881.18	1.18
18	184	24.06.2019	15,000.00	15,002.36	2.36
19	187	26.06.2019	5,000.00	5,001.18	1.18
20	----	12.03.2020	-	649.00	649.00
					740.04

3) Amount Credit in Cash Book But not Credit in Bank Book

S No	Date	Deposit Amt	
1	06.12.2019	450.00	02.09.2019
2	06.12.2019	450.00	05.10.2019
3	31.01.2019	36,169.00	Two Times Cr
			37,069.00

4) Excess Amount Payment by Bank

S No	Voucher No	Date	Net Payment	Bank Payment	Bank Charges
1	20 to 27	02.04.2019	10,305.00	10,350.00	45.00
2	30 to 33	05.04.2019	627,162.00	671,690.00	44,528.00
3	62	16.04.2019	40,418.00	40,419.00	1.00
4	224 to 208	03.07.2019	50,996.00	101,992.00	50,996.00
5	337 to 340	05.08.2019	638,973.00	639,290.00	317.00
6	342	05.08.2019	484,309.00	485,547.00	1,238.00
7	343 to 345	05.08.2019	224,313.00	224,570.00	257.00
8	471 to 472	07.10.2019	67,369.00	87,052.00	19,683.00
9	561 to 566	21.11.2019	13,845.00	15,145.00	1,300.00
10	674,676,677	07.01.2019	232,070.00	232,600.00	530.00
11	748 to 750	09.03.2020	132,325.00	221,236.00	88,911.00
Total					3,899,618.04

Balance As per Bank book

50,792,572.75

लक्ष्मी

मुख्य नगर पालिका अधिकारी
नगर परिषद गुरदा
जिला-सीधी (म.प्र.)



Annexure - 7

Bank Reconciliation of Madhyanchal Gramin Bank - 8083446143 M/o April 2019 to March 2020

Balance As per Cash book

11,300,967.40

Less

1) Cash Short Deposit in Bank A/c

S No	Date	Cash Received Amt	Cash Deposit Amt	Short Deposit Amt
1				-

ADD

1) Excess Cash Deposit in Bank A/c

S No	Date	Cash Received Amt	Cash Deposit Amt	Excess Deposit Amt
1	08.08.2019	12,197.00	12,200.00	3.00
				-

3.00

Balance As per Bank book

11,300,970.40

मुख्य नगरपालिका अधिकारी
नगर परिषद् चुरहट
जिला-सीवी (म.प्र.)

हस्ताक्षर

नगर पंचायत चुरहट (म.प्र.)



कार्य किये जाने हेतु निविदा

स. क्र.	कार्य का नाम	NIT No	अमानत राशि	निविदा जारी करने की तिथि	सफल निविदाकार का नाम	कार्य की स्थिति
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						

Nil

Note :As explained to us the above list of tenders are provided to us and as explained to us there are no more tenders

प्रमाणित
मुख्य नगर विकास अधिकारी
नगर परिषद, मुम्बई
जिला-मुम्बई (म.प्र.)

