



INDEPENDENT AUDITOR'S REPORT

To,
The Chief Municipal Officer,
Sultanpur Nagar Parishad M.P.

These financial statements are the responsibility of the management. Our responsibility is to express an opinion on these financial statements based on our Audit.

We have conducted the Audit in accordance with the auditing standard generally accepted in India. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement are free from material misstatement. An audit includes examining on a test basis the evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principle used and the significant estimates made by the management as well as evaluating the overall financial statement presentation. We believe that our Audit provides a reasonable basis for our opinion.

We have audited the attached Receipts and Payment Accounts of Sultanpur Nagar Parishad for the period ended on 31st march 2020 and also the Income and Expenditure Accounts for the year ended on that date, annexed thereto and report that:

- a. We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of our Audit;
- b. In our opinion, proper books of accounts as required by law have been kept by the ULB so far as appears from our examination of those books;
- c. The Income & Expenditure Account and Receipt & Payment Account dealt with by this report are in agreement with the books of Accounts and abstract;
- d. In our opinion and to the best of our information and according to the explanations, the said gives a true and fair view.
- i. In the case of Income and Expenditure Accounts of the Surplus for the year ending on that date and;

8/2020
20/3/2020



- ii. In the case of Receipts and Payments Account of the Receipts and Payments of the year ending on that date.

Date: 23.09.2020

Place: Bhopal

UDIN:20441444AAAAACL4121

For, Tiwari Tandon & Raghuwanshi

(Chartered Accountants)



A handwritten signature in blue ink, appearing to read "Raghuwanshi".

CA. Rameshwar Raghuwanshi

(Partner)

M.No.441444

Auditor's Comment on the basis of Scope of Audit:

General Comments:

1. During the year parishad have been collected labour tax (LT) on payment made to various party but until now same have been not deposited to Government account.

Revenue:

1. Receipts are checked from the base documents such as receipt books, challans, cashier cash book, accounts cash book and different taxes registers.
2. Revenue receipts are checked from counter foils and are found in order.
3. Revenue receipts are generally deposited in bank within two days except in following occasions (**Annexure I**).
4. Cash book entries are checked and monthly balances are verified.
5. Generally current year revenues are collected in regular intervals however recovery of old outstanding is less as compared to the current collection.
6. No FDRs have been made by parishad.
7. No cases of Investment at less interest rate are found.



Expenditure:

1. Expenditure vouchers are properly checked and found correct & supported with bills.
2. Monthly cash balances have been checked and balancing mistake found in some month (**Annexure II**).
3. Single cash book has been maintained for all the schemes, all receipts and expenditures are accounted for in that single cash book. It is not possible to verify whether the expenditure has been incurred as per the directions given in particular schemes. Utilization certificates not prepared so not verified.
4. Fund transfer advise (Grant sanction letter) could not be provided for verification because of which we could not comment on whether the expenditure are in accordance with the guidelines, directives issued by Govt. Of India/ State Govt.
5. Expenditures are properly sanctioned by Competing Sanctioning Authority.
6. Utilization certificates not prepared.



Book Keeping:

1. Book keeping is not as per the MPMAM. Coding system has not been implemented in cash book as per the accounting rules of Government.
2. At the time of audit, Stores register submitted in collector office for inspection. So, we could not able to any comment on store register.
3. We have been informed that Advance register has not been maintained by the Parishad, however no case of advance has come to the notice during the audit.
4. Bank Reconciliation Statement has been prepared by the Parishad with our assistance.
5. No separate Grant register has been maintained. Entries of grant received have been duly entered in the cash book.
6. Fixed Asset Register has not been maintained by the Parishad. Numbering/ coding are also not done on physical assets.



FDR:

No FDRs have been made by parishad.

Tenders/ Bids:

1. Tenders/ Bids procedure have been properly followed but some irregularities are found (**Annexure III**).

Grants:

Grants received are properly accounted for in the cash book. Single cash book has been maintained by the Parishad due to which we could not be able to comment on scheme wise funds utilization.



NAGAR PARISHAD SULTANPUR
RECEIPTS AND PAYMENT ACCOUNTS FOR THE PERIOD FROM 01.04.2019 TO 31.03.2020

RECEIPTS	AMOUNT	PAYMENT	AMOUNT
Opening Bank Balance	6,71,47,696.40		
14 Vitt Ayog	80,66,035.00	Renovation Exp	48,720.00
Aawas Yojana	4,30,65,000.00	Machinery Purchase	6,67,282.00
Amanat Rashi	8,560.00	Newspaper	15,995.00
Antyosti	10,000.00	Advertisement	5,11,676.00
Avedan Praman Patra	47,349.00	Other Material Expenses	62,904.00
Baazar Fees	3,62,470.00	Insurance Exp.	41,918.00
Bhukhand Shulk	3,592.00	Vehicle Maintenance	3,86,982.00
Bhumarak	2,968.00	Nal Connection	1,83,417.00
Building Permission	1,250.00	Printing & Stationary	3,31,251.00
Bus Fees	1,15,015.00	Hudco Loan	14,82,687.00
Chungi Anudan	56,69,468.00	Other Material	5,73,449.00
Chungi Chatipurti	50,87,304.00	CC Road	1,33,64,900.00
Dukan Kiraya	1,64,068.00	Electrical Material	90,65,847.00
Hudco Loan	1,59,01,000.00	Professional Fees	3,000.00
Interest Receipt	22,21,078.00	Bhavishya Nidhi	3,38,300.00
Jal Kar	2,94,957.00	Transportation Charges	89,712.00
Miss.Income	1,07,438.00	Misc. Exp.	72,767.00
Mudrankan Shulk	2,84,830.00	Trf . To Other Bank Account	1,25,000.00
Mul Bhoot Anudan	16,59,020.00	Road Expenses	29,81,962.00
Mulbhut	4,68,305.00	Nali Nirman	3,27,151.00
Namantaran	1,020.00	Salary & Other Benefits	1,20,06,171.00
Naveen Nal Connection	1,90,995.00	Kitnasak Davai	42,000.00
Niryat Kar Anudan	9,70,000.00	Bank Charges	129.24
Pani Tenkar	61,800.00	Electrical Bill	42,02,687.00
Patte Ke Rashi	3,000.00	Office Expenses	90,467.00
Payjal Yojna	1,06,25,282.00	Internet Charges	9,800.00
Rajya Vitt Anudan	18,93,715.00	Repair And Maintenance	3,59,261.00
Road Maintnace Anudan	5,87,010.00	Nirman Karya	1,04,88,549.00
Sambal Yojna	8,01,515.00	Computer Maintenance	17,860.00
Samekit Kar	6,69,153.00	Travelling Exp.	65,775.00
Sampatti Kar	4,07,336.00	Tendor Expenes	3,94,902.00
Shiksha Upkar	15,533.00	Labour Exp.	3,09,368.00
Swachchhta Anudan	4,65,505.00	Audit Fees	87,284.00
Swachchta Kar	8,825.00	Diesel & Petrol	6,16,130.00
Tender Fees	20,000.00	Rent (Machinery)	24,300.00
Vikas Upkar	1,06,616.00	Programs Expenses	8,61,302.00
Vishesh Nidhi	75,00,000.00	Dhrohar Rashi	15,000.00
Vivah Panjiyan	110.00	Payjal Vyavstha	1,16,22,571.00
Yatri Kar Anudan	2,93,505.00	Income Tax Paid	9,56,112.00
	-	Anatyoshti Sahayata	30,000.00
		Ansdayi Pension	6,39,118.00
		Arrears Salery Amount	7,82,786.00
		Arthik Kalyan Yojna	2,40,000.00
		Awas Yojna	4,60,20,000.00
		Digital Signature	3,776.00
		Jankalyankari Yojna	6,19,520.00
		Sambal Yojna	8,83,530.00
		Sarv Sikcha Abhiyan	1,93,462.00
		Swachchh Bharat Mission	1,93,334.00
		Swachchhta Exp.	3,67,089.00
		Closing Bnak Balance	5,24,41,120.16
Total	17,53,08,323.40	Total	17,53,08,323.40

Date: - 23.09.2020
Place: - Bhopal



For Tiwari Tandon and Raghuvanshi
(Chartered Accountants)

CA. Rameshwar Raghuvanshi
(Partner)

NAGAR PARISHAD SULTANPUR
INCOME AND EXPENDITURE ACCOUNT FOR THE PERIOD FROM 01.04.2019 TO 31.03.2020

EXPENSES	AMOUNT	INCOME	AMOUNT
Renovation Exp	48,720.00	14 Vitt Ayog	80,66,035.00
Newspaper	15,995.00	Aawas Yojana	4,30,65,000.00
Advertisement	5,11,676.00	Antyosti	10,000.00
Other Material Expenses	62,904.00	Avedan Praman Patra	47,349.00
Insurance Exp.	41,918.00	Bazaar Fees	3,62,470.00
Vehicle Maintenance	3,86,982.00	Bhukhand Shulk	3,592.00
Nal Connection	1,83,417.00	Bhumarak	2,968.00
Printing & Stationary	3,31,251.00	Building Permission	1,250.00
Other Material	5,73,449.00	Bus Fees	1,15,015.00
Electrical Material	90,65,847.00	Chungi Anudan	56,69,468.00
Professional Fees	3,000.00	Chungi Chatipurti	50,87,304.00
Transportation Charges	89,712.00	Dukan Kiraya	1,64,068.00
Misc. Exp.	72,767.00	Interest Receipt	22,21,078.00
Road Expenses	29,81,962.00	Jal Kar	2,94,957.00
Salary & Other Benefits	1,20,06,171.00	Miss.Income	1,07,438.00
Kitnasak Davai	42,000.00	Mudrankan Shulk	2,84,830.00
Bank Charges	129.24	Mul Bhoot Anudan	16,59,020.00
Electrical Bill	42,02,687.00	Mulbhut	4,68,305.00
Office Expenses	90,467.00	Namantaran	1,020.00
Internet Charges	9,800.00	Niryat Kar Anudan	9,70,000.00
Repair And Maintenance	3,59,261.00	Pani Tenkar	61,800.00
Computer Maintenance	17,860.00	Patte Ke Rashi	3,000.00
Travelling Exp.	65,775.00	Payjal Yojna	1,06,25,282.00
Tendor Expenes	3,94,902.00	Rajya Vitt Anudan	18,93,715.00
Labour Exp.	3,09,368.00	Road Maintnance Anudan	5,87,010.00
Audit Fees	87,284.00	Sambal Yojna	8,01,515.00
Diesel & Petrol	6,16,130.00	Samekit Kar	6,69,153.00
Rent (Machinery)	24,300.00	Sampatti Kar	4,07,336.00
Programs Expenses	8,61,302.00	Shiksha Upkar	15,533.00
Income Tax Paid	9,56,112.00	Swachchhta Anudan	4,65,505.00
Anatyoshti Sahayata	30,000.00	Swachchhta Kar	8,825.00
Ansdayi Pension	6,39,118.00	Tender Fees	20,000.00
Arrears Salery Amount	7,82,786.00	Vikas Upkar,	1,06,616.00
Arthik Kalyan Yojna	2,40,000.00	Vishesh Nidhi	75,00,000.00
Awas Yojna	4,60,20,000.00	Vivah Panjiyan	110.00
Digital Signature	3,776.00	Yatri Kar Anudan	2,93,505.00
Jankalyankari Yojna	6,19,520.00		
Sambal Yojna	8,83,530.00		
Sarv Sikcha Abhiyan	1,93,462.00		
Swachchh Bharat Mission	1,93,334.00		
Swachchhta Exp.	3,67,089.00		
Excess of Income over Expenditure	76,74,308.76		
Total	9,20,60,072.00	Total	9,20,60,072.00

Date: - 23.09.2020
Place: - Bhopal



For Tiwari Tandon and Raghuwanshi
(Chartered Accountants)

Raghuwanshi

CA. Rameshwar Raghuwanshi

(Partner)



Revised Abstract Sheet for reporting on Audit Paras For Financial Year 2019-20

Name of ULB: Sultanpur
Name of Auditor: Tiwari Tandon & Raghuvanshi

S.No.	Parameters	Description	Observation in brief	Suggestions
2	Audit of Expenditure	some expenditure are not supported with proper; like requisition slips were missing for execution of work.	Annexure attached	All expenditure are to be done with proper planning at lowest rate and with proper authorization.
3	Audit of Book Keeping	Bookkeeping of the palika is going on Double entry format.		Accounts should be maintain as per rule and separate cheque issued register should be maintain for proper recods keeping and simplification of work. Accounts which are bank accounts which were inoperative should be closed after taking the proper approvals.
4	Audit of FDR	NA		NA
5	Audit of Tenders/ Bids	In some cases tender procedure are not as per rules.		All tender should be given to registerd party with proper precudure and rules.
6	Audit of Grants & Loans	Book keeping of grants were properly entered in cash book as per received basis.		Separate Grant Register should be maintain for every type of grant received.
7	Incidences relating to diversion of funds from Capital receipts/ Grants/ Loans to revenue nature expenditure and from one scheme/ project to another	utilization certificate not prepared by palika so diversion of funds from capital receipts to revenue exp are not traceble.		separate Registers should be maintain for every type of grant received. Utilization certificate should be prepare every year.
8	Any Other	Nil		Nil
	a) Percentage of revenue expenditure (establishment, salary, operation & maintenance) with respect to Revenue receipts (Tax & non tax) excluding Octroi, Entry Tax, Stamp Duty and other grants etc.	Total revenue expenditure Rs. 21549345 and revenue income Rs. 6637418 in terms of % it will be 324%.		Planning Required for increase revenue income.Find way to generate ideas.
	(b) Percentage of capital Expenditure with respect to Total Expenditure	Capital exependiture are Rs. 84400763 and Total Expenditure of palika are Rs.122817203 in terms of % it will be 68.72%.		Planning for increase capital expenditure and decrease revenue expenditure.Proper record maintain for capital expenditure.
9	Whether all the temporary advances have been	NA		NA
10	Whether bank reconciliation statements is being regularly prepared.	Yes		Yes



(Handwritten signature)

Name of ULB: Sultanpur

Name of Auditor: Tiwari Tandon & Raghuwanshi

S.No.	Parameters	Description			Observation in brief	Suggestions
1	Audit of Revenue					
	राजस्व कर वसूली	Receipts in Rs.				
		Year 2018-19	Year 2019-20	% of Growth		
(i)	संपत्ति कर	2 24 358.00	4 09 418.00	82.484	Actual amount due for F.Y. 19-20 is on increasing trend and its collection is also seems on positive side.	Collection Policy to be more strongly to maintain the growth trend.
(ii)	समोकेत कर	1 95 540.00	6 69 461.00	242.365	Actual amount due for F.Y. 19-20 is on increasing trend and its collection is also seems on positive side.	Collection Policy to be more strongly to maintain the growth trend.
(iii)	नगरीय विकास उपकर	34 846.00	57 368.00	64.633	Actual amount due for F.Y. 19-20 is on increasing trend and its collection is also seems on positive side.	Need to implement collection policy with proper planning.
(iv)	शिक्षा उपकर	4 280.00	8 866.00	107.150	Actual amount due for F.Y. 19-20 is on increasing trend and its collection is also seems on positive side.	Collection Policy to be more strongly to maintain the growth trend.
(i)	भवन भूमि किराया	39 215.00	1 67 212.00	326.398	Actual amount due for F.Y. 19-20 is on increasing trend and its collection is also seems on positive side.	Need to implement collection policy with proper planning.
(ii)	जल उपभोक्ता प्रभार	2 58 413.00	2 71 907.00	5.222	Actual amount due for F.Y. 19-20 is on increasing trend and its collection is also seems on positive side.	Need to implement collection policy with proper planning.
(iii)	ठोस अपशिष्ट प्रबंधन उपभोक्ता प्रभार	0.00	7 790.00	#DIV/0!	Actual amount due for F.Y. 19-20 is on increasing trend and its collection is also seems on positive side.	Need to implement collection policy with proper planning.
(iv)	अन्य कर / शुल्क	12 87 559.00	8 45 602.00	-34.325	Actual amount due for F.Y. 19-20 is on increasing trend but due to lack of collection its seems on negative side.	Need to implement collection policy with proper planning.
	कुल योग	15 85 187.00	12 92 511.00			
	महा योग	20 44 211.00	24 37 624.00			



Bank reconciliation statement as on 31.03.2020

Balance as per cash book

1	Bank Name A/C NO: 8937 Balance as per bank	Balance as per cash book <u>377604.00</u>
2	Balance as per cash book Bank Name A/C NO: 8926 Balance as per bank	Balance as per cash book <u>384568.00</u>
3	Balance as per cash book Bank Name A/C NO: 6732 Balance as per bank	Balance as per cash book <u>112139.00</u>
4	Balance as per cash book Bank Name A/C NO: 6721 Balance as per bank	Balance as per cash book <u>83547.00</u>
5	Balance as per cash book Bank Name A/C NO: 8366 Balance as per bank	Balance as per cash book <u>139128.00</u>
6	Balance as per cash book Bank Name A/C NO: 4171 Balance as per bank	Balance as per cash book <u>413257.02</u>
7	Balance as per cash book Bank Name A/C NO: 1096 Balance as per bank	Balance as per cash book <u>6363279.25</u>
8	Balance as per cash book Bank Name A/C NO: 4624 Balance as per bank	Balance as per cash book <u>86599.00</u>
9	Balance as per cash book Bank Name A/C NO: 1805 Balance as per bank	Balance as per cash book <u>3127485.80</u>
10	Balance as per cash book Bank Name A/C NO: 1058	Balance as per cash book 423511.90



	Balance as per bank		<u>423511.90</u>
	Balance as per cash book		
11	Bank Name	Balance as per cash book	478595.10
	A/C NO: 4566		
	Balance as per bank		<u>478595.10</u>
	Balance as per cash book		
12	Bank Name	Balance as per cash book	2420252.00
	A/C NO: 3359		
	Balance as per bank		<u>2420252.00</u>
	Balance as per cash book		
13	Bank Name	Balance as per cash book	70630.38
	A/C NO: 0011		
	Balance as per bank		<u>70630.38</u>
	Balance as per cash book		
14	Bank Name	Balance as per cash book	34242.43
	A/C NO: 8987		
	Balance as per bank		<u>34242.43</u>
	Balance as per cash book		
15	Bank Name	Balance as per cash book	31203348.19
	A/C NO: 0014		
	Balance as per bank		<u>31203348.19</u>
	Balance as per cash book		
16	Bank Name	Balance as per cash book	787047.00
	A/C NO: 4609		
	Balance as per bank		<u>787047.00</u>
	Balance as per cash book		
17	Bank Name	Balance as per cash book	610420.00
	A/C NO: 3184		
	Balance as per bank		<u>610420.00</u>
	Balance as per cash book		
18	Bank Name	Balance as per cash book	50000.00
	A/C NO: 8255		
	Balance as per bank		<u>50000.00</u>
	Balance as per cash book		
19	Bank Name	Balance as per cash book	4539378.00
	A/C NO: 1573		
	Balance as per bank		<u>4539378.00</u>



Annexure – III to Auditor's Comment:

Following Irregularities found in tender/bid .

1 Ward: 14

Work: Damrikaran

Contractor Name: Prakash singh patel

Contract amount: 606060/-

Technical sanction: 606060/-

Payment to contractor: 674052/-

Excess payment made to contractor.

2 Ward: 01

Work: Road repairing

Contract amount: 89656/-

Technical sanction: 89656/-

Payment to contractor: 110204/-

Excess payment made to contractor.



Annexure – II to Auditor's Comment:

Balancing mistake found in cash book

Page no.	Amount	Side
12	970.00	Payment
25	80.00	Receipt
38	1,000.00	Receipt
38	30,000.00	Payment
48	10.00	Payment
50	500.00	Receipt
53	20.00	Receipt
72	30.00	Payment
74	213.00	Payment
77	117.00	Receipt
83-84	3.54	Payment
93	2,140.00	Receipt
106	1,00,000.00	Payment
123	60.00	Receipt
129	2.00	Payment
148	4,600.00	Payment
160	4,000.00	Payment
165	810.00	Receipt
170	505.00	Receipt
173	70.00	Receipt
174	2,505.00	Payment
204-208	340.00	Payment
208-209	3,42,452.00	Previous Date Mismatch Figure
219	32,150.00	Payment
235	100.00	Receipt
247	180.00	Receipt
253	1,00,000.00	Payment
263	5,000.00	Receipt



Annexure – I to Auditor's Comment:
Revenue receipts deposited beyond two working

RECIPT NO.	DATE OF COLLECTION	DATE OF DEPOSIT	AMOUNT
12	05.04.2019	08.04.2019	8588.00
36	25.04.2019	29.04.2019	768.00

