

SRI VENKATESWARA INSTITUTE OF MEDICAL SCIENCES  
TIRUMALA TIRUPATI DEVASTHANAMS  
TIRUPATI

Dr.RAM  
Medical Superintendent

Office of the Medical Superintendent  
S.V Institute of Medical Sciences  
Tirupati

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E-Officer Computer No.340023

Dt:13.07.2023

**“PROCEEDINGS”**

SUB: SVIMS – Accounts Dept. – Appointment of M/s Sagar & Associates Chartered Accountants for verification of fixed assets of SVIMS for the financial year 2022–23 –Orders– Issued – Regarding.

REF: E-approval of the Executive Officer, TTD vide Note No.156, dated 07.07.2023

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As per the reference cited above, the Fixed Assets physical verification work is entrusted to M/s Sagar & Associates, Chartered Accountants, for the financial year 2022–23 with an remuneration of Rs.1,400/– per day (Excluding taxes). The scope of the work is as follows:

- Physical verification of Fixed Assets of SVIMS.
- Verification of Tools & Plant registers maintained in SVIMS departments at the time of physical verification and reconciliation of those assets with details of assets in books of accounts in ERP
- Verification of approvals for assets condemned upto 31.03.2023 and verify whether the same was properly adjusted in books of accounts.
- To Audit the SVIMS Asset Mass Register and ensure that they were properly posted to department register code.
- Any other work as required by the management.

Hence, M/s Sagar & Associates, Chartered Accountants is requested to initiate the work immediately and complete the work on 20.08.2023.

Medical Superintendent

To  
M/s.Sagar & Associates, Chartered Accountants.  
Copy to the Accounts Officer, SVIMS.

SRI VENKATESWARA INSTITUTE OF MEDICAL SCINCES:TIRUPATI  
TIRUMALA TIRUPATI DEVASTHANAMS  
TIRUPATI

Dr.B.Vengamma, D.M(Neurology), FRCP(Edin)  
DIRECTOR cum VC  
Sciences

Office of the Director cum VC  
S.V. Institute of Medical

Tirupati

E-Office Computer No. 334483

Date. 04-04-2023

**“PROCEEDINGS”**

**SUB:**SVIMS-Accounts Department-Accounting work of SVIMS outsourced to M/s.Umamaheswara Rao&Co., Chartered Accountants, Tirupati - Orders - Issued.

**REF:**1)Orders of the Executive Officer, TTD vide file no.TTD-53023(31)/3/2021-A WING, dated.31-03-2023.

2)E-approval of the Director-cum-VC, SVIMS vide note No.#69, dt.01.04.2023

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In continuation to the note orders 2<sup>nd</sup> cited, verification of SVIMS Hospital, University and R&D accounting work is outsourced to M/s.Umamaheshwara Rao&Co., Chartered Accountants, Tirupati with the remuneration of Rs,60,000/- per month (Excluding taxes) for the financial year 2023-24.The Scope of the work is follows.

- a) The Chartered Accounting firm will coordinate with the SVIMS in updating the data assigned to them.
- b) Examine the base documents/ vouchers for its completeness and correctness with the supporting documents.
- c) This assignment will include among other things, Filing of monthly GST returns of SVIMS and Filing annual GST returns, TB verification, Ledger review, TDS reconciliation with 26AS, GST reconciliation with returns, Interest reconciliation, Donation reconciliation, Preparation of periodical MIS reports and other reports as and when required by management etc., and to advice in filing of all statutory reports.
- d) Verification of entries after data entry work.
- e) Improved accuracy in accounting with timely completion of books of accounts.

- f) Preparation & Submission of periodical financial statements with complete annexures.
- g) Preparation and submission of varied Management reports.
- h) Submitting the same for Internal Audit and producing the final accounts before the external auditors including Tax Audit.
- i) Assisting in completion of statutory audit by coordinating with statutory auditors and resolving their issues.
- j) Advising and facilitating the SVIMS Trusts on statutory liabilities like TDS and others, if any payable, to facilitate the payment within due dates.
- k) The Chartered Accounting firm will facilitate and coordinate in implementing the ERP and other software's as and when proposed by the management.
- l) To summarize the selected Chartered Accountancy firm are expected to maintain the accounts to ensure that the same comply with relevant accounting standards, guidelines as per norms, generally accepted accounting practice and make available the accounts for preparing various Managerial information reports and statutory and Internal Audits.
- m) The Chartered accounting firms to place professionally trained personnel to get the management accurate statistical information on all real time basis.
- n) Any other works as and when required by the management.

Hence, M/s.Umamaheswara Rao & Co., Tirupati is requested to take up the work immediately.

The Accounts Officer, SVIMS is requested to release the payment every month of after completing the scope of work.

Medical Superintendent

To

M/s.Umamaheswara Rao & Co., Chartered Accountants, Tirupati

Copy to the Accounts Officer, SVIMS

Copy to file.

FA&CAO, TTD

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CAO, TTD

Dr.B.Vengamma, D.M(Neurology), FRCP(Edin)  
Director cum VC

Office of the Director cum VC  
S.V. Institute of Medical Sciences, Tirupati

E-Office Computer No.136583

Dt.29.03.2023

**“PROCEEDINGS”**

SUB: SVIMS, Tpt - Appointment to M/s.Sundaram & Srinivasan, Chartered Accountants, Chennai for the financial year 2022-23 as Tax Auditor of SVIMS and its Trust-Orders-Issued-Reg.

REF: 1) E-approval of the Executive Officer, TTD vide note no. #213, dated. 13-03-2023.  
2) E-approval of the Director-cum-VC, SVIMS vide Note No.233, dated. 24-03-2023.

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In pursuance of the note orders of the Executive Officer, TTD and Director-cum-VC, SVIMS read above, M/s.Sundaram&Srinivasan, Chartered Accountants, Chennai are appointed as Tax Auditors to SVIMS for the financial year 2022-23 and entrusted the work of Tax Audit of SVIMS and its Trusts and filing of Income Tax returns. The audit fee fixed @Rs.1,00,000/-(Rupees one lakh only) excluding taxes per annum. The boarding and lodging shall be provided to the Chartered Accountants and their team at SVIMS Guest house during their audit period.

The scope of the Tax Audit work has to be carried out subject to the verification of accounts and file Income Tax returns for the financial year 2022-23.

Director-cum-VC

To  
M/s.Sundaram & Srinivasan, Chartered Accountants,  
Chennai,Tamil Nadu.