

Office Of Shikshan Shulk Nirdharan Samiti, Bihar, Patna

Letter No 08 (97)

Dated 08/11/2017

To

**The Principal
Narayan Medical College,
Jamuhar Sasaram (Rohtas)**

Sir,

The office of the Educational Fee Fixation Committee vide letter No.21 dated 20.09.2017 and reminder dated 12.10.2017 had asked for documents for fixation of fee for the session 2017-18 onwards.

The following discrepancies were observed in the documents submitted by you which areas below:-

1. Balance Sheet Since inception not provided
2. The proposed investment –cost and justification is required.
3. Hostel expenses not provided
4. Depreciation chart to be provided since inception. Depreciation to be provided on straight line method.
5. Balance sheet in hard and soft copy to be provided since inception.
6. Please arrange to submit the documents along with the checklist and supportings.
7. Please provide Annexure-1 to 8 in softcopy
8. Please provide Annexure of Teaching and Non Teaching staff in prescribed format.
9. Annexure-3
10. Amount not available in Annexure –B of Details of Furniture, Annexure-B required in prescribed format
11. Annexure-A of Details of Equipment is not complete, Details of invoice and cost of Purchase not provided
12. Details of Hospital and Hostel Expenses not provided
13. Cash Flow and Cash Budget to be provided for the current year and the projected years.

Strictly comply as per the check list provided to avoid inconvenience and future complications, if any.

Share the complete documents so that the Committee can proceed with fixation of fee on urgent basis.

Number the annexures as per the Datasheet provided.

Provide two sets of the required documents with spiral binding for convenience.

Provide soft copy in a CD/Drive and on e-mail id-
ssnirdharansamitee.bihar@gmail.com

Yours faithfully,

V.P. Sinha
08-11-2017

(Vijay Prasad Sinha)

Office Manager

S.S.Nirdharan Samiti Bihar, Patna