
Kohima Tour Report
(7th to 11th May 2013)

A visit was made to Kohima from 7th to 11th May 2013 by Mr. Satyapal Dabas, Financial Expert.

The Objectives of this tour were:-

1. To check SOEs with the books of accounts, and bills of consultants, suppliers, and contractors to confirm, whether the SOEs sent by SIPMIU Kohima were correct or not.
2. To give training to the accounts staff in respect of the preparation of SOE and maintenance of accounts books.

Activities Performed

1. Provided training to the Accountant, Account Assistant on the maintenance of accounts book and Deputy Project Director, Mr. Nell Vasa, who has been preparing SOE and other MIS reports. Discrepancy in the SOEs for the month of February & March 2012 were detected and asked to rectify the same.
2. The SOEs from January 2012 to December 2012 were checked with the bills submitted for payment, and found some minor discrepancies. We have the following observations in this regard.
 1. **Reimbursement to DSMC:** The reimbursement to DSMC in respect of Travel Cost, communication cost Rs. 35,000 per month, office supplies Rs. 35,000 per month, Establishment and office expensed Rs. 35,000 per month being reimbursed without submitted the bills or supporting vouchers. In our opinion, the reimbursement should be made on actual expenses basis. But their contract was like this and the payment of reimbursement have been made as per their contract. We suggest that in future contracts, it should be made clear that such item will be payable on actual basis after producing of supporting documents.
 2. **Advance payment to contractor M/s Ramky Enviro Engineers Ltd.:** An amount of Rs 2,98,72,000 was paid to M/s Ramky Enviro Engineers Ltd. on 03.02.2012 as mobilization advance but no TDS was deducted by SIPMIU Kohima out of this amount.
 3. **Payment to contractor M/s Lipokwati ozukum:** An amount of Rs. 21,880 was paid to M/s Lipokwati for office repair and maintenance but no TDS of Income Tax as well the WCT was deducted on this payment.
 4. **Reimbursement by MoUD to SIPMIU Kohima:** An amount of Rs. 6,87,50,285 which was released by MoUD to SIPMIU Kohima from September 2012 to March 2013, has been with held by State Govt. of Nagaland in the form of civil deposits and not transferred to SIPMIU account. SIPMIU Kohima is, therefore, not able to make payment to contractor and suppliers due to lack of money. As a result the progress of the work has been suffering. We should write immediately to the chief secretary of Nagaland as well as the finance commissioner of N

money to SIPMIU Kohima immediately and to take care in future in this regard.

5. **Insurance premium paid for vehicles:** A renewal insurance premium paid for three vehicles, amounting to Rs. 16514/14390/- and 22190/- for three vehicles on 16.06.2012 has been claimed from ADB instead of MoUD.
6. **VAT and Service Tax paid to suppliers and other agencies:** VAT and Service Tax paid to suppliers and other agencies has been claimed from ADB instead of GoI, some instances are as below:

Sr. No.	Date	Party Name	Bill Amount	VAT/ Service Tax Amount
1	19.01.2012	Cargo Tyres	34240	4108.80
2	03.02.2012	TCS Tax Computer System	41300	1961.75
3	07.03.2012	Eastern Solution Guwahati	1200000.00	18540.00
4	13.04.2012	TCS Tax Computer System	37900	1800.00
5	07.05.2012	Hotel Heritage	20500	1396.00
6	17.06.2012	Hotel Japhu	7916	750.62
7	18.06.2012	Hotel Heritage	16660	1163.00
8	30.07.2012	Agit K. Jain	45000	5562.00
9	18.08.2012	Progressive Motors	600843	69841
10	18.08.2012	Motor Vehicle Authority	Road Tax	26750
		Total		131873.17

Beside this the Service Tax amount charged in Telephone, Internet & Electricity bills has been claimed from ADB instead of GoI. This may please not be repeated in future claims.

The SIPMIU is advised to take care of the above discrepancies so that correct amounts are mentioned for claim from ADB and MoUD and that TDS & WCT are properly deducted from payments to Contractors / Consultants and all deduction made are duly reflected in SOEs.

Financial Expert

PMMC

29-05-2013

Team Leader

PMMC

29-05-2013

SO (NERUDP)

Director (UD)