

CA Saurabh R. Thakkar (B.Com., FCA, DISA, DIRM) (M): 98980 50705

SAURABH R. THAKKAR & CO.

Chartered Accountants

To,
Registrar,
Children's University,
Gandhinagar

Sub: Management Report for the period of 01/04/2017 to 31/03/2018

We have conducted and completed Internal Audit of Children University during 01/04/2017 to 31/03/2018. During our Audit, following books of accounts have been verified by us.

- a) Petty Cash Book
- b) Bank Book
- c) General Ledger
- d) Bank Reconciliation Statements
- e) Trial Balance
- f) Other Receipts/Payment related vouchers/documents

Our Detailed Report for the same is as under:

(1) Verification of Cash and Bank Payment Vouchers

We have verified Cash and Bank Receipts & Payment Vouchers for the period under audit.

(2) Verification of General Ledger

We have verified posting of transactions as per Bank Book with the General Ledger and found the same in order.

(3) Verification of Bank Reconciliation Statement

We have verified bank reconciliation statement of Bank of India and State Bank of India as on 31.03.2018 and found the same in order.

(4) Verification of Receipts & Payment Account

We have verified Receipt & Payment Account for the period under audit and found the same in agreement with the books of accounts.

(5) Verification of other Registers

We have verified following other registers maintained by the office under audit and found the same in order.

- (a) Cheque issue Register
- (b) Bill Register
- (c) Salary Register
- (d) Advance Register

(6) <u>Internal Control System for inviting quotations or tender for purchase</u> of material / work contract.

We observed that the office under audit has made a purchase or incurred expenditure in excess of Rs. 5000/- with inviting quotations / online tendering process.

(7) Verification of Fixed Asset

Proper classification of fixed asset should be made in the fixed asset register. We suggest that physical verification of fixed assets should be conducted at least once in a year.

- (8) <u>Insurance of Cash-in-safe, Cash-in-Transit as well as Fixed Assets</u>

 We observed that insurance cover has not been taken by the office for Fixed Assets.
- (9) As per information and explanation provided to us, Vice Chancellor is fully empowered to approve and incurred any Expenditure and Purchase of Fixed Asset in the interest of University.

For, Saurabh R. Thakkar & Co.

Chartered Accountants

Saurabh R. Thakkar

(Partner)(M.NO: 124484)

Place: Ahmedabad

Date:17/05/2018

Children University 2017-18 Shikshan Sankul Sector 20

Shikshan Sankul Sector 20 Gandhinagar 382020

Balance Sheet

1-Apr-2017 to 31-Mar-2018

Liabilities	as at 31-	-Mar-2018	Assets	as at 31-	Mar-2018
		2,48,37,955.00	Fixed Assets		2,48,37,955.00
Capital Account Fixed Assets Capital Fund	2,48,37,955.00	2,40,37,933.00	Furniture	53,12,677.00	_, .0,0.,,000.00
Fixed Assets Capital Fund	2,40,37,933.00		Air Conditions	5,20,494.00	
Loans (Liability)			Books A/c	10,86,071.00	
Loans (Liability)			Building	95,88,190.00	
Current Liabilities		48,600.00	Cabinets	1,94,482.00	
Employees Deductions	2,000.00	40,000.00	Camera	1,38,608.00	
Security Deposit Kanan Consultancey	16,000.00		Car	6,99,811.00	
Security Deposit Multi Printers	13,800.00		Car Accessories Exps	1,96,667.00	
Security Deposit of Gaurang	11,800.00		Computer	18,98,748.00	
Tender Deposit	5,000.00		Cooler	61,500.00	
Tender Deposit			Cycle	14,200.00	
ANT		2,07,22,095.61	Dell Laptop	3,37,700.00	
Grant From Commissioner of Higher Education	2,07,22,095.61	_,0.,,000.01	Electric Instalations	5,04,442.00	
Grant From Commissional of Frights Education	_/		Equipments	2,79,300.00	
Excess of expenditure over income			Fire Equipments	1,42,800.00	
Opening Balance			Fridge A/c	95,600.00	
Current Period	40.		Garden Equipments	29,500.00	
Current r oned			Indigo Car	4,90,282.00	
			Innova Car	9,59,906.00	
			Led Tv	98,000.00	
			Machinery	5,485.00	
			Mobile Instruments	34,750.00	
			Musical Instruments	94,035.00	
			Office Furniture	2,36,527.00	
			Printer	4,56,507.00	
			Projector A/c	2,84,025.00	
			Scanner	39,681.00	
			Sign Board	11,340.00	
			Signboard Assets	57,866.00	
			Steel Cupboard	38,640.00	
			Tally Software	21,240.00	
			Tata Photon Internet Device	15,146.00	
			Telephone Instrument	79,525.00	
			Tv	54,850.00	
			Water Cooler	1,79,280.00	
			Water Purifier	34,490.00	
			Xerox Machine	5,45,590.00	
			Current Assets		2,07,70,695.6
			Bank Accounts	2,07,70,695.61	
Total A.THAKA	AP.	4,56,08,650.61	Total		4,56,08,650.6

Finance and Accounts Officer Children's University, Gandhinagar Registrar Children's University Gandhinagar. Prof.(Dr) K. S. Likhia Vice Chancellor Children's University Gandhinacar.

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Children University 2017-18

Shikshan Sankul Sector 20 Gandhinagar 382020

Income and Expenditure Statement 1-Apr-2017 to 31-Mar-2018

Particulars	1-Apr-2017 to	31-Mar-2018	Particulars	1-Apr-2017 to	o 31-Mar-2018
Indirect Expenses		2,95,36,350.46	Indirect Incomes		2,95,36,350.46
Child Univeristy Gandhinabgar E	Exps 2,93,81,621.86		Child University Income	18,55,150.00	
Tapovan Exps	1,54,728.60		Tapovan Income	10,528.00	
			GRANT RECOGNISED FOR 2017-18	2,75,95,042.39	
Excess of income over expe	nditure		Mis Income	75,630.07	
Total	THARL	2,95,36,350.46	Total		2,95,36,350.46

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Registrar Children's University Gandhinagar.

Prof.(Dr) K. S. Likhia Vice Chancellor Children's University Gandhinagar.

Finance and Accounts Officer Children's University, Gandhinagar

Children University 2017-18 Shikshan Sankul Sector 20

Gandhinagar 382020

Receipts and Payments 1-Apr-2017 to 31-Mar-2018

			•	1-Apr-2017 to 3	1-Mar-2018
Receipts Opening Balance Bank Accounts Capital Account Fixed Assets Capital Fund Current Liabilities Security Deposit Multi Printers Duties & Taxes Employees Deductions Indirect Incomes	12,88,459.00 12,88,459.00 13,800.00 14,54,060.00 11,19,637.00 20,10,198.07	Furniture Indirect Incomes	10,575.00 14,54,060.00 11,47,637.00 121,240.00 12,67,219.00 62,640.00 6,250.00		
Mis Income Child University Income To van Income	1,38,270.07 18,61,400.00 10,528.00		Indirect Expenses Child Univeristy Gandhinabgar Exps	00	2,95,42,888.46
Indirect Expenses Child Univeristy Gandhinabgar Exps	7,448.00	7,448.00	Closing Balance	2,07,70,695.61	2,07,70,695.61
GRANT Grant From Commissioner of Higher Education	4,20,00,000.0				5,42,83,205.07

Finance and Accounts Officer Children's University, Gandhinagar

Registrar Children's University Gandhinagar.

Prof.(Dr) K. S. Likhia Vice Chancellor Children's University Gandhinagar.

Trial Balance 1-Apr-2017 to 31-Mar-2018

	Closing Balan	Page 1
Particulars	Debit Debit	Credit
		18,37,955.00
Capital Account		48,37,955.00
Fixed Assets Capital Fund	۷,	48,600.00
Current Liabilities		46,600.00
Duties & Taxes		2,000.00
Employees Deductions		16,000.00
Security Deposit Kanan Consultancey		13,800.00
Security Deposit Multi Printers		11,800.00
Security Deposit of Gaurang		5,000.00
Tender Deposit		0,000.00
Fixed Assets	2,48,37,955.00	
Furniture	* 53,12,677.00	
Air Conditions	5,20,494.00	
Books A/c	10,86,071.00	
Building	95,88,190.00	
Cabinets	1,94,482.00	
Camera	1,38,608.00	
Car	6,99,811.00	
Car Accessories Exps	1,96,667.00	
Computer	18,98,748.00	
Cooler	61,500.00	
Cycle	14,200.00	
Dell Laptop	3,37,700.00	
Electric Instalations	5,04,442.00	
Equipments	2,79,300.00	
Fire Equipments	1,42,800.00	
Fridge A/c	95,600.00	
Garden Equipments	29,500.00	
Indigo Car	4,90,282.00	
Innova Car	9,59,906.00	
Led Tv	98,000.00	
Machinery	5,485.00	
Mobile Instruments	34,750.00	
Musical Instruments	94,035.00	
Office Furniture	2,36,527.00	
Printer	4,56,507.00	
Projector A/c	2,84,025.00	
Scanner	39,681.00	
Sign Board	11,340.00	
Signboard Assets	57,866.00	
Steel Cupboard	38,640.00	
Tally Software	21,240.00	
Tata Photon Internet Device	15,146.00	
Telephone Instrument	79,525.00	
TV	54,850.00	
Water Cooler	1,79,280.00	
Water Purifier	34,490.00	
Carried Over	2,48,37,955.00	2,48,86,555.
A. THANKS		
(3)		

continued ..

Trial Balance : 1-Apr-2017 to 31-Mar-2018	Closing B	alance
Particulars .	Debit	Credit
Brought Forward	2,48,37,955.00	2,48,86,555.00
N. Markins	5,45,590.00	
Xerox Machine	2,07,70,695.61	
Current Assets Cash-in-hand Bank Accounts	2,07,70,695.61	2,95,36,350.46
Indirect Incomes Child University Income Tapovan Income GRANT RECOGNISED FOR 2017-18		18,55,150.00 10,528.00 2,75,95,042.39 75,630.07
Mis Income Indirect Expenses	2,95,36,350.46 2,93,81,621.86	
Child Univeristy Gandhinabgar Exps Tapovan Exps	1,54,728.60	2,07,22,095.61
GRANT Grant From Commissioner of Higher Education		2,07,22,095.61
Grand Total	7,51,45,001.07	7,51,45,001.07

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Finance and Accounts Officer Children's University, Gandhinagar Warratoman has

Registrar Children's University Gandhinagar. Prof.(Dr) K. S. Likhia Vice Chancellor Children's University Gandhinagar.

Salary Exps Group Summary 1-Apr-2017 to 31-Mar-2018

Particulars	Page 1
ratticulars	Closing Balance
	Debit Credit
CLÁ	39,948.00
Contracual Staff Pay Exps	51,76,048.00
D. A.	, _50,98,117.00
D A Arrears	4,31,075.00
Grade Pay	6,65,419.00
HRA	7,64,863.00
Medical Allowances	46,335.00
Pay	77,30,938.00
Pay Arrears	1,66,362.00
ROP 2016 Difference Pay Special Pay	67,770.00
el Aallowances	60,000.00
	2,00,323.00
Grand Total	2,04,47,198.00

Children University 2017-18

ndirect Expenses Group Summary : 1-Apr-2017 to 31-Mar-2018	Employed To the Control of the Contr	Page 2
Particulars	Closing Balar	
The second secon	Debit	Credit
Brought Forward	2,95,36,350.46	
Bank Charges Tapovan	141.60	
Daily Wages Exps	9,450.00	
Office Expence- TAPOVAN	31,440.00	
Samelan Exps	6,000.00	
Seminar Exps Tapovan	66,205.00	
Grand Total	2 95 36 350 46	Toron Acid

Children University 2017-18 Shikshan Sankul Sector 20

Gandhinagar 382020

Indirect Expenses Group Summary

1-Apr-2017 to 31-Mar-2018

Particulars	Closing Ba	alance
	Debit	Credit
Child Univeristy Gandhinabgar Exps	2,93,81,621.86	
Salary Exps	2,04,47,198.00	
Accounting Fees	20,000.00	
Advt Exps	1,15,077.00	
Annual Sunbscription for Books and Periodicals Exps	8,500.00	
Audit Fees	× 11,500.00	
Bank Charges	1,936.86	
Books Purchase Exps	10,63,341.00	
Computer Reparing And Equipments	1,06,703.00	
Conferance Exps	3,024.00	
CUG Bill	19,234.00	
Disel Exps		
Education Fair Exps	6,37,047.00	,
Electric Bill (Torrent Power)	3,45,852.00	
Electric Reparing Exps	2,09,210.00	
Event and Stall Exps	4,00,396.00	
Film Fair Exps	1,34,850.00	
Furniture Purchase Exps	60,000.00	
House Rent of Shri V C	13,07,219.00	
Internet Exps	2,02,500.00	
Maintenance Exps House of Shri V C	23,940.00	
Medical Reimbursement Exps	1,02,231.00	
Office Exps	22,934.00	
Outsourcing Exps	8,91,442.00	
Patty Cash Exps	9,25,741.00	
Postage Exps	2,70,032.00	
Printer Reffiling and Repair	11,107.00	
Printing Exps	32,270.00	
Professional Fees	4,26,427.00	
	22,428.00	
Program Exps Quarter Rent	16,644.00	
	36,500.00	
Remunaration Exps RO Contract AMC	45,090.00	
Shibir Exps	5,485.00	
	3,600.00	
Software Exps	21,240.00	
SUB STATION EXPS	5, 86, 023, 00	
T A Bill Exps	17,304.00	
Telephone Bill Exps (BSNL)	3,14,072.00	
Travelling Exps	1,40,776.00	
Vehicel Insurance	96,172.00	
Vehicle Services Exps	2,76,576.00	
apovan Exps	1,54,728.60	
Advt Exps Tapovan	41,492.00	
Carried Over	2,95,36,350.46	

Children University 2017-18

Indirect Expenses Group Summary: 1-Apr-2017 to 31-Mar-2018 Page 2 Particulars Closing Balance Debit Credit **Brought Forward** 2,95,36,350.46 Bank Charges Tapovan 141.60 Daily Wages Exps 9,450.00 Office Expence- TAPOVAN 31,440.00 Samelan Exps 6,000.00 Seminar Exps Tapovan 66,205.00 **Grand Total** 2,95,36,350.46

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Reconciliation Statement 1-Mar-2018 to 31-Mar-2018

			Vah Tuna	Transaction Type	Instrument No	Instrument Date Bank Date	Page 1 Debit Credi
Date	Particulars	Favouring Name / Received From	Vch Type	Transaction Type			
0-9-2017	Remunaration Exps		Payment	Cheque	155531	20-9-2017	300.00
	Remunaration Exps		Payment	Cheque	155532	20-9-2017	600.00
	Remunaration Exps		Payment	Cheque	155544	20-9-2017	900.00
		PG Diploma Fees	Payment	Cheque	155576	11-10-2017	500.00
11-10-2017	Student Fees Income	PG Diploma Fees	Payment	Cheque	155579	11-10-2017	250.00
	Annual Sunbscription for Books and Periodicals Exps		Payment	Cheque	174620	8-1-2018	400.00
	Annual Sunbscription for Books and Periodicals Exps		Payment	Cheque	174623	8-1-2018	230.0
	Rent		Payment	Cheque	191864	16-3-2018	2,50,580.0
	Office Exps		Payment	Cheque	191865	21-3-2018	610.0
	T A Bill Exps		Payment	Cheque	191870	22-3-2018	1,000.0
	T A Bill Exps		Payment	Cheque	191871	22-3-2018	1,000.0
	A Bill Exps		Payment	Cheque	191872	22-3-2018	4,310.0
The same	T A Bill Exps		Payment	Cheque	191873	22-3-2018	3,160.0
	T A Bill Exps		Payment	Cheque	191874	22-3-2018	4,694.0
	T A Bill Exps		Payment	Cheque	191875	22-3-2018	1,000.0
			Payment	Cheque	191886	26-3-2018	1,300.0
	Postage Exps		Payment	Cheque	191887	26-3-2018	3,646.0
	Office Exps Books Purchase Exps	n _{th}	Payment	Cheque	191889	27-3-2018	32,749.0
			Payment	Cheque	191890	27-3-2018	13,727.0
	Books Purchase Exps		Payment	Cheque	191891	27-3-2018	27,555.0
STATE OF THE PARTY OF THE	Books Purchase Exps		Payment	Cheque	191892	27-3-2018	28,336.0
	Books Purchase Exps		Payment	Cheque	191893	27-3-2018	56,696.0
	Books Purchase Exps		Payment	Cheque	191894	27-3-2018	20,403.0
	Books Purchase Exps		1000	Cheque	191895	27-3-2018	66,261.0
	Books Purchase Exps		Payment	Cheque	191896	27-3-2018	8,259.0
	Books Purchase Exps		Payment	Cheque	191897	27-3-2018	32,954.0
	Books Purchase Expe		Payment	Cheque	191898	27-3-2018	32,976.0
	8 Books Purchase Exp		Payment		191899	27-3-2018	49,376.0
	8 Books Purchase Exp		Payment	Cheque	191900	27-3-2018	84,467.0
	8 Books Purchase Exp	5	Payment	Cheque		27-3-2018	58,776.0
	8 Advt Exps		Payment	Cheque	205826	28-3-2018	19,794.0
	8 Vehicle Services Exp		Payment	Cheque	205829		4,96,360.0
28-3-201	8 Furniture Purchase Exp	S	Payment	Cheque	205830	28-3-2018	11,070.0
28-3-201	8 Office Exps		Payment	Cheque	205831	28-3-2018	22,970.0
	8 Vehicle Services Exp		Payment	Cheque	205832	28-3-2018	
28-3-201	8 Electric Reparing Exp	S	Payment	Cheque	205833	28-3-2018	48,072.0
28-3-201	8 Books Purchase Exp	S	Payment	Cheque	205834	28-3-2018	9,600.0
28-3-201	8 Office Exps		Payment	Cheque	205835	28-3-2018	7,454.0
28-3-201	8 Office Exps		Payment	Cheque	205836	28-3-2018	59,095.0
28-3-201	8 Vehicle Services Exp	S	Payment	Cheque	205837	28-3-2018	15,300.0
	8 Office Exps		Payment	Cheque	205838	28-3-2018	9,467.0
	8 Books Purchase Exp	S	- Payment	Cheque	28.03.2018		7,986.0
	8 Vehicle Services Exp		Payment	Cheque	205840	28-3-2018	3,300.0
		Computer Reparing	Payment	Cheque	205841	28-3-2018	3,953.
	8 Advt Exps	5	Payment	Cheque	205842	28-3-2018	17,768.
	8 Travelling Exp	S	Payment	Cheque	205843	28-3-2018	8,018.
	18 Travelling Exp		Payment	Cheque	205844	28-3-2018	10,420.
	18 Furniture Purchase Exp		Payment	Cheque	205845	28-3-2018	1,12,750.
	18 Books Purchase Exp		Payment	Cheque	205846	29-3-2018	1,59,910.

Children	University	2017-18
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BOI Date	Particulars	Favouring Name /	Vch Type	ar-2018 to 31-Ma Transaction Type	Instrument No.	Instrument Date Bank Date	Debit Cred
Date	1 di diodidio	Received From					6.070.0
9-3-2018	Office Exps		Payment	· Cheque	205847	29-3-2018	6,970.0
	Books Purchase Exps		Payment	Cheque	205848	29-3-2018	51,259.0 10,150.0
9-3-2018	Furniture Purchase Exps		Payment	Cheque	205849	29-3-2018	
	Office Exps		Payment	Cheque	205850	29-3-2018	3,20,842.0
	Advt Exps		Payment	Cheque	205851	29-3-2018	16,117.0
	Office Exps		Payment	Cheque	205852	29-3-2018	12,361.0
	Furniture Purchase Exps		Payment	Cheque	205853	29-3-2018	2,800.0
	Printing Exps		Payment	Cheque	205854	29-3-2018	7,082.0
	Office Exps		Payment	Cheque	205855	29-3-2018	5,034.0
	Furniture Purchase Exps		Payment	Cheque	205856	29-3-2018	31,999.0
	Furniture Purchase Exps		Payment	Cheque	205857	29-3-2018	95,000.0
	Books Purchase Exps		Payment	Cheque	205858	29-3-2018	8,910.0
	Books Purchase Exps		Payment	Cheque	205859	29-3-2018	1,236.0
	Office Exps		Payment	Cheque	205860	29-3-2018	9,500.0
	Furniture Purchase Exps		Payment	Cheque	205861	29-3-2018	31,860.0
29-3-2018	Computer Reparing And Equipments	Computer Reparing	Payment	Cheque	205862	29-3-2018	38,600.0
	Vehicle Services Exps		Payment	Cheque	205863	29-3-2018	8,801.0
	Office Exps		Payment	Cheque	205864	29-3-2018	30,000.0
29-3	Computer Reparing And Equipment	1	Payment	Cheque	205865	29-3-2018	64,150.0
	Books Purchase Exps		Payment	Cheque	205866	29-3-2018	5,437.0
	Books Purchase Exps		Payment	Cheque	205867	31-3-2018	11,075.0
	Books Purchase Expe		Payment	Cheque	205868	31-3-2018	6,116.
	Books Purchase Exp		Payment	Cheque	205869	31-3-2018	10,145.
	Furniture Purchase Exp		Payment	Cheque	205870	31-3-2018	32,500.
	Books Purchase Exp		Payment	Cheque	205871	31-3-2018	18,513.
	Books Purchase Exp		Payment	Cheque	205872	31-3-2018	20,063.
	Books Purchase Exp		Payment	Cheque	205873	31-3-2018	19,138.
	Office Exps		Payment	Cheque	205874	31-3-2018	20,250.
	Office Exps		Payment	Cheque	205875	31-3-2018	50,000.
	Office Exps		Payment	Cheque	205876	31-3-2018	30,267.
	Office Exps		Payment	Cheque	205877	31-3-2018	3,370.
	Office Exps		Payment	Cheque	205878	31-3-2018	80,850.
	8 Printing Exps		Payment	Cheque	205880	31-3-2018	8,260.
	8 Furniture Purchase Exp		Payment	Cheque	205881	31-3-2018	1,98,918
		3	Payment	Cheque	205882	31-3-2018	22,254.
	8 Office Exps		Payment	Cheque	205883	31-3-2018	53,508.
	8 Books Purchase Exp	5	Payment	Cheque	205884	31-3-2018	9,550
	8 Office Exps		A second	Cheque	205885	31-3-2018	3,55,505
	8 Pay		Payment		205886	31-3-2018	6,900
31-3-201	8 Professional Ta8 Tds @ 2%	X	Payment Payment	Cheque Cheque	200000	31-3-2018	1,650

Balance as per company books: 1,77,18,739.21
Amounts not reflected in bank: 3
Balance as per bank: 2,12,45,981.21 35,27,242.00

SBI

Reconciliation Statement 1-Mar-2018 to 31-Mar-2018

							te Debit	Credit
Date	Particulars	Favouring Name /	Vch Type	Transaction Type	Instrument No.	Instrument Date Bank Da	te Debit	Credit
Date		Received From	Daymont	Cheque	503299	31-3-2018		1,28,175.00
31-3-2018	Pay		Payment	Cheque	Balance a	as per company books not reflected in bank	18,19,262.00	1,28,175.00
					Amounts	Balance as per bank	: 19,47,437.00	



SBI COLLECT ACCOUNT

Reconciliation Statement 1-Mar-2018 to 31-Mar-2018

							Page 1
	Phd Course Fees		Vch Type Receipt Receipt	Transaction Type Instrument No	. Instrument Date Bank Date	e Debit	Credit
				Cheque/DD Cheque/DD	26-3-2018 26-3-2018	5,000.00 5,000.00	
26-3-2018 Phd Course Fees		S	Receipt	Balance Amount Amounts no	as per company books: s not reflected in bank: ot reflected in Company Books:	10,000.00	
				Balance as per bank: per Imported Bank Statement : Difference :	9,16,151.00		

