

Regulation-38

(R.38) Delegations of Financial / Administrative Powers.

The following officers are empowered to sanction all expenditure up to the monetary limit mentioned against them on behalf of the Executive Council. The exercise of these powers shall be subject to the rules and resolutions made by the Executive Council and instructions given by the Vice-Chancellor from time to time.

(I) VICE-CHANCELLOR :

- (1) Sanctioning all expenditure (including pertaining to University building work (i) up to Rs.75,000/- (Seventy Five Thousand only) per item without inviting quotations. (ii) Up to Rs.5,00,000/- (Five Lac only) per item after inviting quotations or tenders as per rules.
- (2) The Vice-Chancellor shall have power to decide what is the standard item and in case of standard items decided by the Vice-Chancellor, no quotations will be required to be invited and the purchase can be made either direct from the manufacturer or from the dealer, subject to the limit prescribed in (1) above.
- (3) Approval of tour programmes for self and all employees.
- (4) Sanctioning advance to self and subordinate staff for approved programmes.
- (5) Sectioning annual increments of all employees.
- (6) Sanctioning payments from all Union Funds.
- (7) Sanctioning leave to Professors, Associate Professors, Principals and Registrar.
- (8) Sanctioning all type of advances to all members of the staff as per rules.
- (9) Vice-Chancellor will have the powers to further delegate some of these powers fully or partly as deemed fit, to the Registrar.

(II) REGISTRAR :

- (1) All expenditure of the University office including stationery, purchase of furniture and other materials required for the office etc. (i) up to Rs.25,000/- per item without inviting quotations, (ii) up to Rs.75,000/- per item after inviting quotations.
- (2) Approval of tour programmes of Rs.30,000/- all subordinate employees etc.
- (3) Sanctioning T.A. advances to self and subordinate staff for approved programmes.
- (4) Sanctioning of Leave of all subordinate staff and university Assistant Professor and Associate Professors.
- (5) Sanctioning of annual increments pertaining to the categories of all employees.

(III) **DEPUTY REGISTRAR :**

- (1) Sanctioning all expenditure pertaining to his Department / Branches upto Rs.9000/- per item without inviting quotations and up to Rs.30,000/- per item after inviting quotations including stationary (excluding Furniture Fixtures).
- (2) Sanctioning any miscellaneous contingent expenditure up to Rs.1500/- per item without inviting quotations in respect of expenditure connected with the work of his Dept. / Branches.
- (3) Recommending of CL/SL/Exchange Leave of all subordinate staff.

(IV) **CHIEF ACCOUNTS OFFICER :**

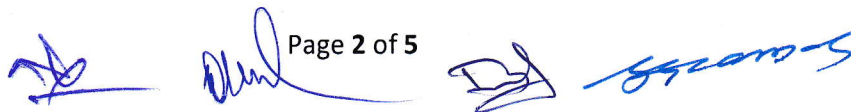
- (1) Sanctioning all expenditure pertaining to his Department/Branches upto Rs.9000/- per item without inviting quotations and up to Rs.30,000/- per item after inviting quotations, (including stationery) (excluding furniture/fixtures).
- (2) Sanctioning any miscellaneous contingent expenditure up to Rs.1500/- per item without inviting in respect of expenditure connected with the work of his Dept./Branches.
- (3) Recommending of CL/SL/Exchange Leave of all subordinate staff.
- (4) All formal vouchers of sanctioned/approved expenditure.

(V) **CONTROLLER OF EXAMINATIONS :**

- (1) All expenditure pertaining to the University office including stationary (but excluding Furniture/Fixtures) for examinations and branches under him, (i) up to Rs.9000/- per item without inviting quotations, (ii) up to Rs.30,000/- per item after inviting quotations.
- (2) Sanctioning any miscellaneous contingent expenditures up to Rs.1500/- per item without inviting quotations in respect of expenditure connected with the work of his Dept./Branches.
- (3) Approval of tour programme of all subordinate staff.
- (4) Recommending of CL/SL/Exchange of all subordinate staff.
- (5) Sanctioning any expenditure up to Rs.5,000/- connected with the arrangement and conducted of Examinations.

(VI) **DIRECTOR OF PHYSICAL EDUCATION :**

- (1) Sanctioning T.A. advance to the Students/delegates for approved tour programmes to the extent of 75% of the estimated expenditure but up to Rs.500/- maximum for each delegates.
- (2) Sanctioning any miscellaneous contingent expenditure other than stationery up to Rs.1,500/- per item without inviting quotations for branches under him. (excluding furniture-fixtures).



(VII) HEAD OF UNIVERSITY ALL P.G. DEPARTMENT :

- (1) Sanctioning all expenditure pertaining to All Department up to Rs.3,000/- per item without inviting quotations and up to Rs.15,000/- per item after inviting quotations.
- (2) Sanctioning refund of laboratory deposit, tuition fees and other fees as per rules.
- (3) Recommending of tour programmes of all subordinate staff.
- (4) Where for purchase of Chemicals, Glassware of Equipment a rate contract has been approved by the Vice-Chancellor, or the Finance Committee or the Executive Council, the Head of the Department shall have power to sanction purchase of any of the items of rate contract with a limit of Rs.10,000/- per order.

(VIII) HEAD OF UNIVERSITY DEPARTMENT :

- (1) Sanctioning all expenditure pertaining to his Department up to Rs.1,000/- per item without inviting quotations and up to Rs.5000/- per item after inviting quotations.
- (2) Sanctioning refund of laboratory deposit, tuition fees and other fees as per rules.
- (3) Recommending of tour programmes of all subordinate staff.

(IX) UNIVERSITY ENGINEER :

- (1) Sanctioning all expenditure pertaining to his Department/Branches up to Rs.1,000/- per item without inviting quotations and up to Rs.2500/- per item after inviting quotations but excluding stationery and furniture (but excluding furniture/fixture).

(X) UNIVERSITY LIBRARIAN :

- (1) Sanctioning all expenditure pertaining to his Department up to Rs.1,000/- per item without inviting quotations and up to Rs.2500/- per item after inviting quotations but excluding stationery (but excluding furniture/fixture).

(XI) RESEARCH OFFICER :

- (1) Sanctioning all expenditure pertaining to his Department up to Rs.1,000/- per item without inviting quotations and up to Rs.2500/- per item after inviting quotations but excluding stationery and furniture (but excluding furniture/fixture).

(XII) CHAIRMAN OF THE BOARD OF - UNIVERSITY HOSTEL :

- (1) Sanctioning all expenditure pertaining to the University hostel up to Rs.2000/- per item without inviting quotations.
- (2) Incurring expenditure in connection with the Hostel Mess (but in proportion to the income received on this head).
- (3) Refund of all kind deposit in connection with the Hostel after obtaining clearance certificate from the respective Department, Library, Mess Contractor and Chief Account Officer.

(XIII) STUDENT WELFARE OFFICER :

- (1) Sanctioning any miscellaneous contingent expenditure up to Rs.750/- per item without inviting quotations (for branches under him and items other than stationery and furniture).
- (2) Sanctioning TA/Advance to the students/delegates for approved tour programmes to the extent of 75% of the estimated expenditure but up to Rs.500/- maximum for each delegate.

(XIV) ASSISTANT REGISTRAR, ASSISTANT LIBRARIAN :

- (1) Sanctioning all expenditure pertaining to his Department/ Branches upto Rs. 1,500/- per item without inviting quotations but excluding stationary and furniture.
- (2) Sanctioning any miscellaneous contingent expenditure other than stationery and furniture up to Rs. 750/- per item without inviting quotations in respect of expenditure connected with the work of Accounts Section.

(XV) PRINCIPALS OF UNIVERSITY COLLEGE :

- (1) All expenditure to the University College including stationary, purchase of furniture and other materials required go the college office etc. (1) Up to Rs.3000/- per item without inviting quotations (2) Rs.10,000/- per item after inviting quotations.
- (2) Sanctioning Leave of subordinate staff.
- (3) To Sanction LTC/Home Town as per rules within and /or outside the state of Gujarat.
- (4) Sanctioning free ship as per rules that are prevailing from time to time.
- (5) Approval of tour programmes for self and subording employees.
- (6) Sanctioning refund of fees and other deposits as per rules.

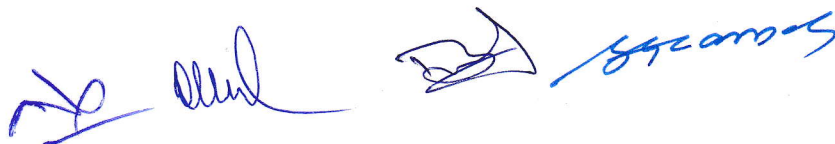


REGULATION- 39 :

- 1) Whenever quotations are required, it is necessary to have at least three quotations, but where the number of quotations received in respect of an item is less than three, the Vice-Chancellor is authorised to decide the matter on the basis of the quotations received.
- 2) In case the expenditure is more than Rs.1,00,000/- per item (Rupees: One Lac only) the Tender Notice be issued in the Newspapers as per rules.
- 3) All these powers will be subject to the necessary provisions of allocation of funds. Any expenditure outside allocation of funds cannot be sanctioned
- 4) The monetary limits fixed in the above financial power will be applicable to each case at a time. But requirements at a time should not be split up so as to cover the expenditure not involved within their power.
- 5) A Bill should be certified for its reasonability by the Officer competent to sanction the expenditure.
- 6) The bills in connection with the conduct of examinations, paper-setting, printing of question-papers and other printing work relating to examinations, T.A. bills of paper-setters and examiners etc. will be signed and passed for payment by the Controller of Examinations.

REGULATION – 40 : WRITING OFF

With regard to the Writing off old, useless and surplus dead stock article, books, apparatus etc. or Writing off Waiving the recovery of the value of property, money lost, over payments, outstanding due and all other items having money value, the Registrar, shall have power to recommend and the recommendations of the Committee shall be placed before the Vice-Chancellor. The committee for this purpose shall be constituted of Deputy Registrar, Chief Account Officer and one member nominate by Vice-Chancellor shall have power to recommend to Vice-Chancellor. The Vice-Chancellor shall have authority to sanction such writing off as recommended by the Committee up to the value Rs.1,00,000/- per year. The Registrar shall then take steps to dispose of the article written of.



Form GSTR-7

[See rule 66(1)]

Return for Tax Deducted at Source

Financial Year	2020-21
Month	July

1. GSTIN	24AHMS10080A1DJ
2(a). Legal name of the registered person	sanskrit university somnath
2(b). Trade name, if any	-
2(c). ARN	AA240720115520W
2(d). Date of ARN	03/08/2020

3. Details of the tax deducted at source

No. of Records	Total Amount Paid to Deductees (₹)	Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)
12	59,88,374.00	0.00	59,893.00	59,893.00

4. Amendments to details of tax deducted at source in respect of any earlier tax period

No. of Records	Revised Total Amount Paid to Deductees(₹)	Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)
0	0.00	0.00	0.00	0.00

5.6. Payment of tax

Description	Tax Payable (₹)	Tax Paid in Cash (₹)	Interest Amount Payable (₹)	Interest Paid in Cash (₹)	Late Fee Amount Payable (₹)	Late Fee Paid in Cash (₹)
Integrated Tax	0.00	0.00	0.00	0.00	-	-
Central Tax	59,893.00	59,893.00	0.00	0.00	0.00	0.00
State/UT Tax	59,893.00	59,893.00	0.00	0.00	0.00	0.00

8. Debit entries in electronic cash ledger for TDS/interest payment

Debit entry no. DC2408200008696

Debit entry date. 03-08-2020

Description	Tax Paid in Cash (₹)	Interest (₹)	Late Fee (₹)
Integrated Tax (₹)	0.00	0.00	-
Central Tax (₹)	59,893.00	0.00	0.00
State/UT Tax (₹)	59,893.00	0.00	0.00

Verification

I hereby solemnly affirm and declare that the information given herein above is true and correct to the best of my knowledge and belief and nothing has been concealed therefrom.

Name of authorized signatory
mahendrabhai dave

Date: 03/08/2020

Designation /Status
registrar

FINAL

**Form No. 27A**

Form for furnishing information with the statement of deduction / collection of tax at source (tick whichever is applicable) filed on computer media for the period Q3
(From 01/10/20 to 31/12/20 (dd/mm/yy)#)

1 (a) Tax Deduction Account No. (d) Financial Year
 (b) Permanent Account No. (e) Assessment year
 (c) Form No. (f) Previous receipt number
 (In case return/statement has been filed earlier)

2 Particulars of the deductor / collector

(a) Name	SANSKRIT UNIVERSITY SOMNATH
(b) Type of deductor*	AUTONOMOUS BODY (STATE GOVT.)
(c) Branch / division (if any)	CASH
(d) Address	
Flat No.	RAJENDRA BHUVAN ROAD
Name of the premises/building	SHREE SANSKRIT UNIVERSITY
Road / street / lane	SHREE SANSKRIT UNIVERSITY
Area / location	UNIVERSITY ROAD
Town / City / District	VERAVAL
State	GUJARAT
Pin code	362265
Telephone No.	02876-244528
E-mail	CAO.SSSU@GMAIL.COM

3 Name of the person responsible for deduction / collection of tax

(a) Name	DR. DASHRATH JADAV
(b) PAN	ABKPD4377Q
(c) Address	
Flat No.	RAJENDRA BHUVAN ROAD
Name of the premises/building	SHRI SANSKRIT UNIVERSITY
Road / street / lane	UNIVERSITY ROAD
Area / location	RAJENDRA BHUVAN ROAD
Town / City / District	VERAVAL-GIR SOMNATH
State	GUJARAT
Pin code	362265
Telephone No.	02876-244528
E-mail	CAO.SSSU@GMAIL.COM

4 Control totals

Sr. No.	Return Type (Regular / Correction type)	No. of deductee / party records	Amount paid (₹)	Tax deducted / collected (₹)	Tax deposited (Total challan amount) (₹)
1	REGULAR	74	9827728.00	1323200.00	1323200.00
Total		74	9827728.00	1323200.00	1323200.00

5 Total Number of Annexures enclosed 6 Other Information **VERIFICATION**I, DR. DASHRATH JADAV, hereby certify that all the particulars furnished above are correct and complete.

Place: VERAVAL

Date: 07/01/2021

* Mention type of deductor - Government or Others

dd/mm/yy :- date/month/year

Signature of person responsible for deducting / collecting tax at source Name and designation of person responsible for deducting / collecting tax at source DR. DASHRATH JADAV, REGISTRAR

Shree Somnath Sanskrit University
 Veraval, Dist. Gir Somnath (Gujarat)

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**Form No. 27A**

Form for furnishing information with the statement of deduction / collection of tax at source (tick whichever is applicable) filed on computer media for the period Q3
(From 01/10/20 to 31/12/20 (dd/mm/yy)#)

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2 Particulars of the deductor / collector

(a) Name	SANSKRIT UNIVERSITY SOMNATH
(b) Type of deductor*	AUTONOMOUS BODY (STATE GOVT.)
(c) Branch / division (if any)	CASH
(d) Address	
Flat No.	RAJENDRA BHUVAN ROAD
Name of the premises/building	SHREE SANSKRIT UNIVERSITY
Road / street / lane	SHREE SANSKRIT UNIVERSITY
Area / location	UNIVERSITY ROAD
Town / City / District	VERAVAL
State	GUJARAT
Pin code	362265
Telephone No.	02876-244528
E-mail	CAO.SSSU@GMAIL.COM

3 Name of the person responsible for deduction / collection of tax

(a)Name	DR. DASHRATH JADAV
(b)PAN	ABKPD4377Q
(c)Address	
Flat No.	RAJENDRA BHUVAN ROAD
Name of the premises/building	SHRI SANSKRIT UNIVERITY
Road / street / lane	UNIVERSITY ROAD
Area / location	RAJENDRA BHUVAN ROAD
Town / City / District	VERAVAL-GIR SOMNATH
State	GUJARAT
Pin code	362265
Telephone No.	02876-244528
E-mail	CAO.SSSU@GMAIL.COM

4 Control totals

Sr. No.	Return Type (Regular / Correction type)	No. of deductee / party records	Amount paid (₹)	Tax deducted / collected (₹)	Tax deposited (Total challan amount) (₹)
1	REGULAR	32	18457077.00	365547.00	365547.00
Total		32	18457077.00	365547.00	365547.00


5 Total Number of Annexures enclosed 6 Other Information **VERIFICATION**I, DR. DASHRATH JADAV, hereby certify that all the particulars furnished above are correct and complete.

Place: VERAVAL

Date: 07/01/2021

* Mention type of deductor - Government or Others

dd/mm/yy :- date/month/year

Signature of person responsible for deducting / collecting tax at source Name and designation of person responsible for deducting / collecting tax at source DR. DASHRATH JADAV, REGISTRAR**Shree Somnath Sanskrit University**

Veraval, Dist. Gir Somnath (Gujarat)

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GOVERNMENT OF INDIA
MINISTRY OF FINANCE
INCOME TAX DEPARTMENT
CIT(EXEMPTION), AHMEDABAD

Name and Address of the Applicant SHREE SOMNATH SANSKRIT UNIVERSITY VERAVAL , AT VERAVAL JUNAGADH 362265 ,Gujarat India

PAN: AAAJS5619M	Application No: CIT(EXEMPTION), AHMEDABAD/2019 -20/80G/11557	Approval No: CIT(EXEMPTION) , AHMEDABAD/80 G/2020- 21/A/10057	DIN & Order No: ITBA/EXM/S/80G/202 0-21/1026975006(1)	Date: 24/04/2020
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Order for approval under section 80G(5)(vi) of the Income Tax Act, 1961

- (i) An application in form 10G of the Income Tax Rule, 1962 for grant of approval under section 80G (5)(vi) of the Income Tax Act, 1961 was filed by the applicant on **10/10/2019**.
- (ii) On verification of the facts before me/hearing before me, I have come to the conclusion that the applicant trust/ society/ non-profit company satisfies the conditions for approval under section 80G of the Income Tax Act, 1961. The applicant is hereby granted approval subject to conditions mentioned in para (v).
- (iii) The exemption is valid from assessment year **2020-21** till it is rescinded.
- (iv) The applicant shall forfeit the benefit provided under the law through this approval if any of the conditions mentioned herein is not complied with, abused or violated in any manner.
- (v) The approval is granted subject to the following conditions:-

S. No	Conditions
1	No change in the deed of the applicant trust/society/non profit company or any of its bye-laws shall be affected without the due procedure of law and the approval of the Competent Authority as per provisions of law and its intimation shall be given immediately to this office and to the Assessing Officer.
2	Any change in the trustees or address of the applicant trust/society/non-profit company shall be intimated forthwith to this office and to the Assessing Officer.
3	The applicant trust/society/non profit company shall maintain its accounts regularly and also get them audited as per the provisions of section 80G(5)(iv) read with section 12A(1)(b)/10(23C) of the Income Tax Act,1961.

Note: If digitally signed, the date of digital signature may be taken as date of document.

ROOM NO:609,Floor-6, Aayakar Bhawan (Vejalpur), Nr : Sachin Tower, 100 Foot Road, Anandnagar-Prahladnagar Road, Ahmedabad, Gujarat, 380015

Email: AHMEDABAD.CIT.EXMP@INCOMETAX.GOV.IN,

S. No	Conditions
4	Every receipt issued to donor shall bear the number and date of this order till the time the approval is valid and is not withdrawn.
5	No cess or fee or any other consideration shall be received in violation of section 2(15) of the Income Tax Act, 1961.
6	The trust/society/non profit company shall file the return of income of its trust/society/non profit company as per the provisions of section 139(1)/(4A)/(4C) of the Income Tax Act, 1961.
7	The approval granted through this order shall apply to the donations received only if the applicant trust/society/non profit company, established in India for charitable purpose, fulfills the conditions laid down in section 80G5(i),(ii),(iii),(iv) and (v) of the Income Tax Act, 1961 and the religious expenditure does not exceed the limit specified in section 80G(5B) of the said Act.
8	If the applicant trust/ society/ non-profit company derives any income, being profits and gains of business, it shall maintain separate books of account in respect of such business as provided in section 80G(5)(i) of the Income Tax Act, 1961. Further, any donation received by the applicant shall not be used, directly or indirectly, for the purposes of such business and a certificate shall be issued to every person making a donation to the effect that the applicant maintains separate books of account in respect of the business and the donation received by it will not be used, directly or indirectly, for the purpose of the business.

Accordingly, the Trust/Institutions/Company has been registered u/s 80G(5) of the I.T. Act 1961, with effect from 10/10/2019 (i.e. A.Y. 2020-21)

RITESH PARMAR
CIT(EXEMPTION), AHMEDABAD

Copy to:

1. The Addl./Joint Commissioner of Income Tax- Addl /JCIT RANGE 1, JUNAGADH
2. Assessing Officer- ITO WD 5, JND-VERAVAL
3. The applicant

RITESH PARMAR
CIT(EXEMPTION), AHMEDABAD

(In case the document is digitally signed please refer Digital Signature at the bottom of the page)

This document is digitally signed

Signer: RITESH PARMAR
Date: Friday, April 10, 2020 2:00 PM
Location: DIRECTORATE, Ahmedabad, India