Proceedings of the Executive Director, Kudumbashree and Mission
Director, National Urban Livelihoods Mission, Kerala

Present: S. Harikishore IAS

Sub: NULM- EST&P - Training in Accounts Assistant using Tally - AP 446-
Muvattupuzha- Release of First Instalment of training fee to M/s Synchroserve Global
Solutions Pvt Ltd: reg

No.4576/P/2016/KSHO(i)- NULM007

Date: 27.03.2019

Read: 1) Proceedings No. 3711/P/2016/KSHIO dated 06.04.2018(Work order)
2) MoU between Kudumbashree and M/s Synchroserve global solutions Pvt. Ltd
made on 30.04.2018
3) Letter from M/s Synchroserve global solutions Pvt. Ltd for release of first
instalment of training fee recommended and forwarded by City Mission
Manager, Muvattupuzha.

Order

Kudumbashree has issued a work order vide reference 1°cited to the Skill Training
Provider (STP), M/s Synchroserve global solutions Pvt. Ltd for conducting placement
linked skill training in various trades including in the job role Accounts assistant using
Tally. Now the agency has enrolled candidates for the course Accounts assistant using
Tally in their training centre located at Muvattupuzha and has requested for first
instalment of training fee as per ref. 3. The details of the work order and candidates
enrolled are given below.

<table>
<thead>
<tr>
<th>No</th>
<th>Centre Location&amp;Course</th>
<th>Type of training</th>
<th>Total Work order</th>
<th>Rate per candidate</th>
<th>Candidates enrolled</th>
<th>RCC No. (Present Batch)</th>
<th>Candidates enrolled in present batch</th>
<th>Candidates enrolled in previous batches after freezing</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Muvattupuzha - Accounts assistant using Tally</td>
<td>NR</td>
<td>60</td>
<td>(36.44*530)</td>
<td>30</td>
<td>AP 446</td>
<td>29</td>
<td>27</td>
</tr>
</tbody>
</table>

As per section 6.1 of the MoU, the skill training provider is eligible to get the first
instalment of training fee (30% of the training cost less the amount of refundable
security deposit collected from the trainees) on completing the training for a period of
first seven days and submitting the batch freeze report. The City Mission Managers of
the concerned cites have verified attendance of the above mentioned batches at the
training centre and has certified the batch freeze reports and recommended for
payment. Therefore the agency is eligible to get the first instalment of training fee for
the batches as calculated below.
<table>
<thead>
<tr>
<th>No</th>
<th>Centre Location</th>
<th>TC O No</th>
<th>First instalment</th>
<th>Amount due to STP</th>
<th>Less TDS 2%</th>
<th>Amount released to STP</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Muvattupuzha - Accounts assistant using Tally</td>
<td>AP 446</td>
<td>156435</td>
<td>156435</td>
<td>3129</td>
<td>153306</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td></td>
<td><strong>156435</strong></td>
<td><strong>156435</strong></td>
<td><strong>3129</strong></td>
<td><strong>153306</strong></td>
</tr>
</tbody>
</table>

In these circumstances, sanction is hereby accorded to release an amount of Rs.1,53,306/- (Rupees One Lakh Fifty Three Thousand Three Hundred and Six only) to M/s Synchroserve Global Solutions Pvt. Ltd by way of RTGS transfer to the bank account of the agency as detailed below.

<table>
<thead>
<tr>
<th>Beneficiary Name</th>
<th>Synchroserve Global Solutions Pvt. Ltd</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank account No.</td>
<td>030010200026187</td>
</tr>
<tr>
<td>Bank</td>
<td>Axis Bank</td>
</tr>
<tr>
<td>Branch</td>
<td>Jubilee Hills</td>
</tr>
<tr>
<td>IFSC Code</td>
<td>UTIB0000030</td>
</tr>
</tbody>
</table>

TDS amount Rs.3,129/- Shall be remitted in the PAN AALCS9717J

The expenses may be met from the sub head 2.1 Skill Development Training of NULM budget. City Mission Management Units of the concerned cities should effect necessary entry in the MIS for the amount shown in column No 5 of the above table.

Sd/-
Executive Director, Kudumbashree & State Mission Director, NULM

To
1. Accounts section for effecting payment
2. CEO of M/s Synchroserve Global solutions Pvt. Ltd

Copy to
1. Accounts officer
2. Secretary, Muvattupuzha.
3. City Mission Manager (S&L), CMMU, Muvattupuzha.
4. Stock file

Forwarded by Order

[Signature]
Administrative officer