

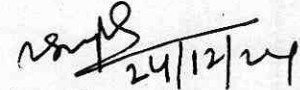


C I R C U L A R

Imphal, the 24<sup>th</sup> December, 2024

**No.1/18/76-77/RIMS:** The Ministry has directed the Institute to submit the expenditure status and fortnightly expenditure plan so that utilization of fund against the Budgetary allotment of fund for 2024-25 can be monitored.

2. In this regards, all the concerned Departments/Sections are requested to expedite and submit all the pending bills and related documents such as goods receipts certificates, commissioning/ installments certificate, Bank Guarantee, Invoice etc. to the Purchase section/Bill Section for processing of bills once the goods/equipments /items are delivered and installed.



( Sairem Sarat Singh )

Chief Accounts Officer Cum F.A.

- Copy to :-**
1. P S to Director, RIMS, Imphal - for kind information of the Director.
  2. Medical Superintendent, RIMS Hospital, Imphal
  3. All HODs, RIMS, Imphal
  5. Principal of Dental College, RIMS, Imphal
  6. Principal Nursing College, RIMS, Imphal
  7. Chief Nursing Officer, RIMS, Imphal
  8. MSK-I and MSK- II
  9. All SOs, RIMS, Imphal
  10. The System Administrator, RIMS Imphal – for uploading this circular to the RIMS website.
  11. Order Book.