



UTTAR PRADESH RAJKIYA NIRMAN NIGAM LTD.
उत्तर प्रदेश राजकीय निर्माण निगम लि.



User Manual for Unit Offices



DOLFINS (Distributed On-line Financial Management System) is a web-based software to facilitate on-line entry of day to day financial transactions (vouchers) by all unit offices and other locations of UPRNN.

It is hosted on URL www.uprnn.in

All units are given a unique login id and password. In fact, there would be two logins for each unit – Maker and Checker. Maker can only create (enter) the vouchers while Checker will post (lock) these vouchers.

When a user from a unit office logs in the system, he will see a list of all jobsites under his unit, along with a unit office itself. Vouchers can be entered in any of these locations.

Unit office cannot make any changes in chart of account. However, it can add items to following lists –

- a) Suppliers/ Contractors/ PRW of Unit
- b) Work Orders/ Supply Orders of the above
- c) Bank Accounts of Unit
- d) Fixed Deposits created in Unit
- e) Employees under the Unit

Note- All Subsidiary Ledgers (SLs) have to be created by Unit Only.

Unit office need to contact head office admin after creation of these lists for review and assignment of these lists to their unit/ jobsites.

These lists are to be created before starting the entry of vouchers, because while entry of vouchers these lists will show in sub-ledger column. For example, the list of work orders/ supply orders will show in GL head – Advance to PRW, Advance to suppliers etc.

Use of various options available in DOLFINS to unit office is explained in this guide.

1. Login into DOLFINS

Unit user needs to connect to URL www.uprnn.in Login page will appear.

At this page User will enter the login credential provided by the department and then click at the Login button.



The screenshot shows the login interface of the DOLFINS system. At the top, there is a header with the Uttar Pradesh Rajkiya Nigam Ltd. logo on the left, the company name in English and Hindi in the center, and the DOLFINS logo on the right. Below the header, there is a large image of a modern building. On the right side, there is a login form with a blue 'LOGIN' button at the top. The form contains four input fields: a username field with 'rainb' entered, a password field with '*****' entered, a year selection dropdown showing '2018-2019', and a location selection dropdown. The location dropdown is open, showing a list of options: 'UN-Unit 10 K.G.M.U', 'JS-Rain Basera', 'JS-Organ Transplant Shatabdi Phase-1', and 'JS-KGMC Nurse Hostel'.

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Dolphins
Corporate Financial Management System

LOGIN

rainb

2018-2019

Select

Select

- UN-Unit 10 K.G.M.U
- JS-Rain Basera
- JS-Organ Transplant Shatabdi Phase-1
- JS-KGMC Nurse Hostel

User is shown the list of all jobsites (pre-fixed with JS) under that unit along with the unit (prefixed with UN). He can enter vouchers for any jobsite or unit level expenses (overheads). Accordingly, he will select the location from the list.

2. Dashboard: - After login user can see the Dashboard Page.

Dashboard

Transaction Drill

S.No.	Zone	Unit	Jobsite (s)	Total Voucher (s)	Posted Voucher (s)	Last Posted Date	Bank Account (s)	Balances (As Per Bank Book)
1	Consultancy Zone	Unit 10 K.G.M.U	3	254	223	12/03/2019	8	-58444278.00
2	Contract Zone	Cancer Institute Unit Lko	1	136	126	16/02/2019	3	32601954.00
3	Electrical Zone-1 Lucknow	Unit-18 Electrical	1	0	0		0	0.00

Financial Alerts

Head Office : *
Unit : *

Head Office UPRNN, Luck
Unit 10 K.G.M.U

Consolidation Zone :
Job Site : *

Lucknow Zone 2
Rain Basera

Admin Zone : *
Consultancy Zone

S.No	Exception Detail	Count
1	Voucher Date > Posted Date:	0
2	Voucher Date not in Financial Year:	0
3	Voucher where Debit != Credit:	0
4	Voucher Location != GL Allocation of some or all GLs:	1106
5	Voucher- SL Type exists but no SL Code (TB Diff.):	0
6	Voucher- No SL Type exists but SL Code available:	0
7	SL Code not created for a SL Type:	0
8	Voucher exists without GL Allocation & Note for a GL:	0
9	Difference in Opening Balance:	0.00
10	Payment recieved from client directly at unit	1
11	Multiple orders to same supplier	4
12	Contract expired	1

a. Chart of Account: -

Location : 11087CA F Y : 2018-2019 Chart of A/C Search Voucher PopUp Detail Home Change Password LogOut														
 UTTAR PRADESH RAJKIYA NIRMAN NIGAM LTD. उत्तर प्रदेश राजकीय निर्माण निगम लि.														
CHART OF ACCOUNTS														
SNo.	Sub Group Code	Sub Group Description	Comp. Code	Actual Code	GL Name	SL Name	HO Schedule	Unit Schedule	BPV	BRV	CPV	CRV	JV	CV Location Type
1														
2														
3														
4	A0101	Land												
5			A0101001	211100	FREE HOLD LAND				B	B	D	C	B	
6			A0101002	211200	LEASE HOLD LAND				B	B	D	C	B	
7	A0102	Building							B	B	D	C	B	
8			A0102001	212100	OFFICE				B	B	D	C	B	
9			A0102002	212200	RESIDENTIAL				B	B	D	C	B	
10			A0102003	212300	WORK SHOP				B	B	D	C	B	
11			A0102004	212400	GUEST HOUSE				B	B	D	C	B	
12			A0102005	212500	TEMPORARY				B	B	D	C	B	
13	A0103	Plant & Machinery							B	B	D	C	B	
14			A0103001	213010	HEAVY MACHINES				B	B	D	C	B	UN,JS,HO
15			A0103002	213020	MIXTURES				B	B	D	C	B	UN,JS,HO
16			A0103003	213030	VIBRATORS				B	B	D	C	B	UN,JS,HO
17			A0103004	213040	WATER PUMPS				B	B	D	C	B	UN,JS,HO
18			A0103005	213050	LAB EQUIPMENTS				B	B	D	C	B	UN,JS,HO
19			A0103006	213060	AIR CONDITIONERS & COOLERS				B	B	D	C	B	UN,JS,HO
20			A0103007	213070	COMPUTERS				B	B	D	C	B	UN,JS,HO
21			A0103008	213080	OTHER MACHINES				B	B	D	C	B	UN,JS,HO
22			A0103009	213090	TRUCKS/DUMPERS				B	B	D	C	B	UN,JS,HO
23			A0103010	213100	CARS				B	B	D	C	B	UN,JS,HO
24			A0103011	213110	JEEPS/STATION WAGONS				B	B	D	C	B	UN,JS,HO
25			A0103012	213120	MOTOR CYCLES/SCOOTER				B	B	D	C	B	UN,JS,HO

Operation Steps on DOLFINS at unit offices

1. Check Your Master data

- Unit code & Name
- Job sites



2. Enter Your Local Data

- Your Suppliers/ Contractors
- Their supply orders/ work orders
- Branch Details
- Bank Accounts/ FDRs
- Employee Details



3. Start Entry of Vouchers

- All Vouchers from 01/04/2019
- Jobsite wise



4. Enter Opening Balances

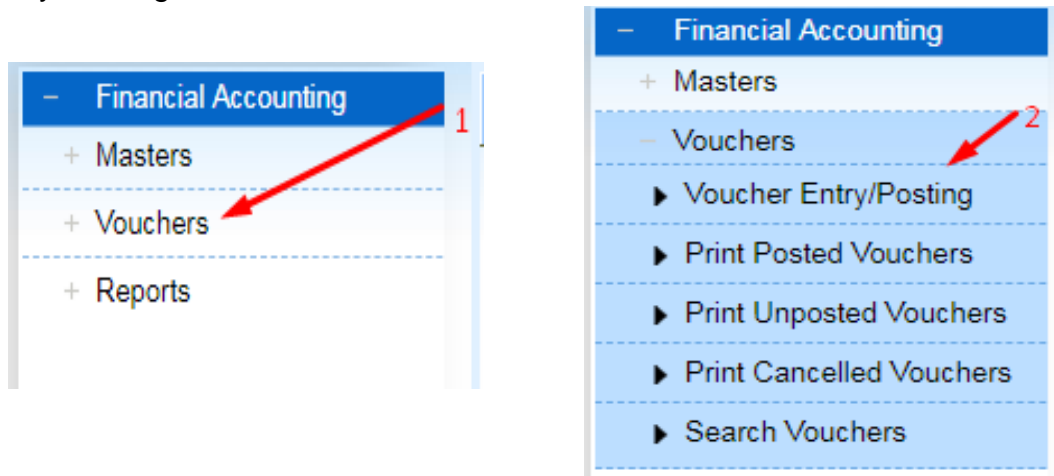
- O/B as on 01/04/2019



5. Print & Review

- Bank Book
- Ledger
- Trial Balance
- Other Reports

3. Voucher Entry/Posting: - For going to the Voucher Entry/Posting page user can click on the Vouchers Link at the left side in the page after that click on Voucher Entry/Posting link.



After that user can see the voucher Entry Page as shown below. User will select one option from the six radio buttons shown on the top – Cash Payment, Cash Receipt, Bank Payment, Bank Receipt, Journal and Contra.


Bank Payment Voucher					
<input type="radio"/> Cash Payment		<input type="radio"/> Cash Receipt		<input checked="" type="radio"/> Bank Payment	
<input type="radio"/> Bank Receipt		<input type="radio"/> Journal		<input type="radio"/> Contra	
<u>Unposted Vouchers=20</u>		<u>Posted Vouchers=2</u>		<u>Cancelled Vouchers=1</u>	
Location:*	<input type="text" value="Cancer Institute Unit Lko"/>	Entry Date:	<input type="text" value="19/02/2019"/>		
Token No.:*	<input type="text" value="PA0000118190000044"/>	Voucher No.:	<input type="text"/>	Voucher Date:	<input type="text" value="19/02/2019"/>
Debit To	SL Description	Inst Type	Amount(Dr)	Balance	ADD MORE
--Select--	<input type="text"/>		<input type="text"/>		
Credit By	SL Description	Inst Type	Amount(Cr)	Balance	ADD MORE
--Select--	<input type="text"/>		<input type="text"/>		
Pay To : <input style="width: 100%;" type="text"/>					
Narration : <div style="border: 1px solid #ccc; height: 40px; width: 100%;"></div>					
<input type="button" value="Create"/> <input type="button" value="Post"/> <input type="button" value="Reset"/> <input type="button" value="Cancel"/>					

For modifying any unposted voucher entered earlier, user may select the voucher from the list attached to the link – Unposted vouchers=nn

In voucher header part - Token No. is allotted to all vouchers on fresh entry. However Voucher No. is generated and allotted by the system only at the time of posting. Voucher No. has the format – ‘Location Code/Voucher type/MMYYYY/Serial No.’ for example ‘10193CA/BPV /102018/241’

In voucher details part, user can enter all debit and credit entries line by line. User can enter multiple lines in Debit Side and multiple lines in credit side. In every line user will first select the Account Head (General Ledger Code – GL Code). If that GLCode has a subsidiary ledger code list (SL Code) then system will ask SL Code. (For example, Advance to Suppliers GL Code will open the list of contracts/ supply orders to select as SL Code.

After completing a line click on the Add More button for inserting next line.

Credit By	SL Description	Inst Type	Amount(Cr)	Balance	
--Select--					ADD MORE
241600 - Bank Balance with Scheduled banks [Balances with Bank & Others]	BOB SWEEP ACCOUNT ALIGANJ_1902010009088	Cheque		5255	
Total :				5255.00	

After adding all the entries in both (Debit/Credit) side User will click on create button for creating (saving) voucher as shown below.

Pay To :

Ishan Infratech. pvt lmt.

Narration :

XYZ

Create

Post

Reset

Cancel

The voucher will be saved with provisional token no. Later on when the voucher is opened again and posted, then a firm voucher number will be allotted to the voucher.

Users at unit are required to write this computer generated voucher number on paper voucher for future reference and as a confirmation that this voucher has been entered into system.

4. Additional Information (Pop-ups) in vouchers: -

In some of the account heads like GST Payable, Contract works payment etc., the system will ask few additional information. For this a pop-up window will open on click of the link appearing below the heading Inst Type. The link to pop-up will appear only where required.

Presently the pop-up is available on following GLCodes –

S. No.	GL Name	GL Codes
1.	Bank Payment	241600
2.	Outward GST Payable	142150
3.	GST Charged by Supplier/ Contractor	242450
4.	TDS GST of Supplier	141315
5.	TDS GST Deducted by Client	242650
6.	TDS during the year	242520
7.	Income Tax from PRW/ Sub-Contractor	141310
8.	BG Details	742020
9.	Work/Vendor Order Details	620000

In most of the cases, the amount filled-up in pop-up screen is automatically filled in debit/ credit amount (as the case may be)

4.1 Additional Information (Pop-up) on GL Code241600- Bank Payment

Credit By	SL Description	Inst Type	Inst	Amount(Cr)	Balance	
241600 - Bank Balance with Scheduled ...	BOB SWEEP ACCOUN	Cheque	Detail	0	767877.70	ADD MORE

After click on the link, popup box is open as shown below for entry of instrument (Chq/DD/NEFT etc.) detail

Number*	Date*	Amount*	Party Name & Period *	
1235	25/02/2019	2342.00	Isan infratech	Add
1234	25/02/2019	5255	Ashok Infratech	Edit Delete

Save

Note:-All fields marked with * are mandatory.

4.2 Additional Information (Pop-up) on GL Code 142150 –Outward GST Payable





Credit By	SL Description	Inst Type	GST Details	Amount(Cr)	Balance	ADD MORE
142150 - OUTWARD GST PAYABLE [Ou...	CGST				-28422.40	

After click on the TDS Details link, popup box is opened as shown below-

Project / Customer	Invoice No.	Invoice Date	HSN	Job Sites	Taxable Value	GST Rate	IGST	SGST	UTGST	CGST	
PA000 C	1234	05/02/2019	abc	Cancer Instit	4520	5.00				226.00	Add
PA000	1234	05/02/2019	abc	PA00001	4520	5.00	0	0	0	226.00	Delete

Save

in the GST GL, if one row is added for CGST then another row of SGST is automatically added as shown below.

Credit By	SL Description	Inst Type	Amount(Cr)	Balance	ADD MORE
--Select--					
142150 - OUTWARD GST PAYABLE [Outward GST Payable]	CGST		226		 
142150 - OUTWARD GST PAYABLE [Outward GST Payable]	SGST		226		 
Total :			452.00		

4.3 Additional Information (Pop-up) on GLCode 242450- GST Charged by Supplier/ Contractor

Bank Payment Voucher					
<input type="radio"/> Cash Payment	<input type="radio"/> Cash Receipt	<input checked="" type="radio"/> Bank Payment	<input type="radio"/> Bank Receipt	<input type="radio"/> Journal	<input type="radio"/> Contra
Unposted Vouchers=40		Posted Vouchers=10		Cancelled Vouchers=1	
Location:*	Cancer Institute Unit Lko	Entry Date:	25/02/2019	Voucher Date:	25/02/2019
Token No.:*	PA0000118190000089	Voucher No.:			
Debit To	SL Description	Inst Type	GST Charged by Supplier/ Contractor	Amount(Dr)	Balance
242450 - INPUT GST [Input (GST)]	CGST				-28.35

ADD MORE

After click on the GST charged by Supplier/Contractor link, popup box is opened as shown below-

Supplier	Bill No.	Job Sites	Item Description	Quantity	Taxable Value	GST Rate	IGST	SGST	UTGST	CGST	
ARCHOI	1234	Cancer Instit	accessories	5.00	5000.00	5.00				250.00	Add
ARCHOHN	1234	PA00001	accessories	5.00	5000.00	5.00	0	0	0	250.00	Delete

[Save](#)

in the GST GL, if one row is added for CGST then another row of SGST is automatically added as shown below.

Bank Payment Voucher											
Cash Payment		Cash Receipt		Bank Payment		Bank Receipt		Journal		Contra	
Unposted Vouchers=40			Posted Vouchers=10			Cancelled Vouchers=1					
Location:*		Cancer Institute Unit Lko		Entry Date:		25/02/2019					
Token No.:		PA0000118190000089		Voucher No.:				Voucher Date: 25/02/2019			
Debit To	SL Description	Inst Type	Amount(Dr)	Balance							
--Select--					ADD MORE						
242450 - INPUT GST [Input (GST)]	CGST		250		✖						
242450 - INPUT GST [Input (GST)]	SGST		250		✖						
Total :			500.00								

4.4 Additional Information (Pop-up) on GL Code 141315 - TDS GST of Supplier





Credit By	SL Description	Inst Type	TDS(GST)	Amount(Cr)	Balance	
141315 - TDS(GST) PRW/SUPPLIER/SU...	CGST		PRW		0.00	ADD MORE

After click on the TDS (GST)PRW link, popup box is opened as shown below-

Supplier	Bill No.	Job Sites	Item Description	Quantity	Taxable Value	GST Rate	IGST	SGST	UTGST	CGST	
ARCHOI	1234	Cancer Instit	Accessories	5.00	4500.00	5.00				225.00	Add
ARCHOHN	1234	PA00001	Accessories	5.00	4500.00	5.00	0	0	0	225.00	Delete

[Save](#)

in the GST GL, if one row is added for CGST then another row of SGST is automatically added as shown below.

Credit By	SL Description	Inst Type	Amount(Cr)	Balance	ADD MORE
--Select--					
141315 - TDS(GST) PRW/SUPPLIER/SUB CONTRACTORS [TDS (GST) PRW]	CGST		225		 
141315 - TDS(GST) PRW/SUPPLIER/SUB CONTRACTORS [TDS (GST) PRW]	SGST		225		 
Total :			450.00		





4.5 Additional Information (Pop-up) on GL Code 242650 - TDS GST Deducted by Client

Journal Voucher					
<input type="radio"/> Cash Payment	<input type="radio"/> Cash Receipt	<input type="radio"/> Bank Payment	<input type="radio"/> Bank Receipt	<input checked="" type="radio"/> Journal	<input type="radio"/> Contra
Unposted Vouchers=13		Posted Vouchers=7		Cancelled Vouchers=0	
Location:*	Cancer Institute Unit Lko	Entry Date:	26/02/2019		
Token No.:*	PA0000118190000090	Voucher No.:		Voucher Date:	26/02/2019
Debit To	SL Description	Inst Type	TDS GST Deducted by Client	Amount(Dr)	Balance
242650 - TDS (GST) CLIENT [T.D.S. (G...	CGST				-15.78
ADD MORE					

After click on the TDS GST Deducted by Client link, popup box is opened as shown below-

Customer	Invoice No.	HSN	Job Sites	Taxable Value	GST Rate	IGST	SGST	UTGST	CGST	
PA000 C	1234	abc	Cancer Institi	5000.00	5.00				250.00	Add
PA000	1234	abc		PA00001 5000.00	5.00	0	0	0	250.00	Delete
Save										

in the GST GL, if one row is added for CGST then another row of SGST is automatically added as shown below.

Debit To	SL Description	Inst Type	Amount(Dr)	Balance	ADD MORE
--Select--					
242650 - TDS (GST) CLIENT [T.D.S. (GST) Client]	CGST		250		 
242650 - TDS (GST) CLIENT [T.D.S. (GST) Client]	SGST		250		 
Total :			500.00		

4.6 Additional Information (Pop-up) on GL Code 242520 - TDS during the year

Journal Voucher					
<input type="radio"/> Cash Payment	<input type="radio"/> Cash Receipt	<input type="radio"/> Bank Payment	<input type="radio"/> Bank Receipt	<input checked="" type="radio"/> Journal	<input type="radio"/> Contra
<u>Unposted Vouchers=13</u>		<u>Posted Vouchers=7</u>		<u>Cancelled Vouchers=0</u>	
Location:*	Cancer Institute Unit Lko ▾	Entry Date:	26/02/2019		
Token No.:*	PA0000118190000090	Voucher No.:		Voucher Date:	26/02/2019
Debit To	SL Description	Inst Type	TDS Deducted by Customer	Amount(Dr)	Balance
242520 - TDS during the year [Income ... ▾	--Select-- ▾				-363105.70
					ADD MORE

After click on the TDS Deducted by Customer link, popup box is opened as shown below-

Close

Invoice No :*	1234
Invoice Date :*	05/02/2019
Invoice Amount :*	5520.00
Customer SL :*	▾
TDS Section SL :*	TDS ON SALARY @5% ▾
TDS Rate :*	5.00
TDS Amount :*	276.00

Save

4.7 Additional Information (Pop-up) on GL Code 141310 - Income Tax from PRW/ Sub-Contractor

Credit By	SL Description	Inst Type	TDS Details	Amount(Cr)	Balance	ADD MORE
141310 - Income Tax from PRW/ Sub-C... ▾	M/S ARCHONN CC ▾				-500.00	

After click on the TDS Details link, popup box is opened as shown below-

[Close](#)

Invoice No :*	1234
Invoice Date :*	04/02/2019
Invoice Amount :*	4512.20
Creditors SL :*	M/S ARCHOHN CONSULT ▼
TDS Section SL :*	TDS ON SALARY @5% ▼
TDS Rate :*	5.00
TDS Amount :*	225.61

[Save](#)

4.8 Additional Information (Pop-up) on GL Code 742020–BG Detail

Bank Payment Voucher					
<input type="radio"/> Cash Payment	<input type="radio"/> Cash Receipt	<input checked="" type="radio"/> Bank Payment	<input type="radio"/> Bank Receipt	<input type="radio"/> Journal	<input type="radio"/> Contra
<u>Unposted Vouchers=19</u>		<u>Posted Vouchers=22</u>		<u>Cancelled Vouchers=2</u>	
Location:*	High Class Cancer Institut ▼	Entry Date:	01/03/2019	Voucher Date:	01/03/2019
Token No.:*	10193CA18190000061	Voucher No.:			
Debit To	SL Description	Inst Type	BG Details	Amount(Dr)	Balance
742020 - PRW/Sub-Contractor Advance...	M/S MUKESH ASSOCIATES (12212) ▼				-400.00
					ADD MORE

After click on the BG Details link, popup box is opened as shown below-

[Close](#)

BG No :*	<input type="text" value="150"/>
BG Date :*	<input type="text" value="20/03/2019"/>
BG Amount :*	<input type="text" value="1600"/>
Valid Upto	<input type="text" value="14/02/2019"/>
Bank Name :*	<input type="text" value="SBI"/>
Branch Name :*	<input type="text" value="LUCKNOW"/>
IFSC Code :*	<input type="text" value="LKO1245"/>

[Save](#)

4.9 Additional Information (Pop-up) on GL Code 620000–Vendor Order

Bank Payment Voucher					
<input type="radio"/> Cash Payment	<input type="radio"/> Cash Receipt	<input checked="" type="radio"/> Bank Payment	<input type="radio"/> Bank Receipt	<input type="radio"/> Journal	<input type="radio"/> Contra
<u>Unposted Vouchers=19</u>		<u>Posted Vouchers=22</u>		<u>Cancelled Vouchers=2</u>	
Location:*	<input type="text" value="High Class Cancer Institut"/>	Entry Date:	<input type="text" value="02/03/2019"/>		
Token No.:*	<input type="text" value="10193CA18190000065"/>	Voucher No.:	<input type="text"/>	Voucher Date:	<input type="text" value="02/03/2019"/>
Debit To	SL Description	Inst Type		Amount(Dr)	Balance
620000 - Work Contract Direct Expen...	--Select--	Vendor Order		<input type="text"/>	0.00
				ADD MORE	

After click on the vendor order link, popup box is opened as shown below-

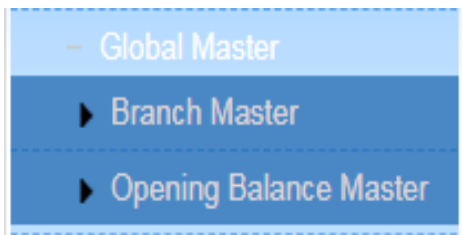
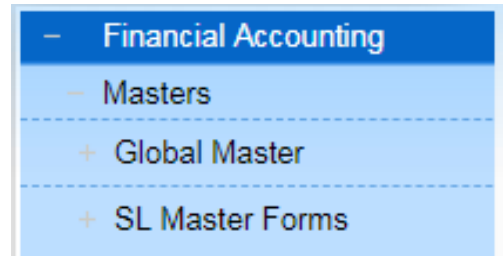
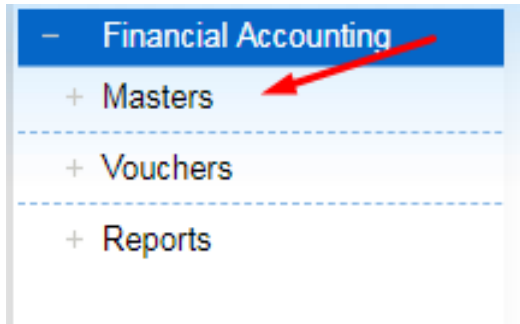
[Close](#)

Work Order no	Bill no	Bill Date	Bill Amt.	
<input style="width: 100px;" type="text" value="Select WorkOrder No."/>	<input style="width: 100px;" type="text" value="Bill No"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text" value="Enter Amt."/>	Add

	Work Order no	Bill no	Bill Date	Bill Amt.	
1	WORKPA0000100301 , M/S MUKESH ASSOCIATES	12121	06/02/2019	5555	✖

[Save](#)

5. Masters: - For going to the Master forms user can click on the master's Link at the left side in the page after that click on SL Master Forms link then all SL Master Forms visible as shown below.



5.1. Bank Branch Master: - In this user can fill all the details and then click on the save button for saving.

Branch Master			
Branch Master Details			
Bank Name	<input type="text" value="Kotak Mahindra Bank"/>	Branch Name*	<input type="text" value="KMB Indira nagar"/>
Branch Code*	<input type="text" value="KK01"/>	Contact No	<input type="text" value="1234562122"/>
IFSC*	<input type="text" value="KMB00012345"/>	Email	<input type="text"/>
Contact Person	<input type="text"/>	Remark	<input type="text"/>
MICR	<input type="text"/>		
<div>Save Delete Reset</div>			




5.2. Opening Balance Master: - In this user can fill all the details and then click on the save button for saving.

Opening Balance Master			
Location	<input type="text" value="Cancer Institute Unit Lko"/>	SL Code/Name	<input type="text" value="CANCER INSTITUTE"/>
Group *	<input type="text" value="Non-Current liabilities"/>	Credit *	<input type="text" value="525152"/>
GL Code/Name *	<input type="text" value="Advance from client (Ten"/>		
Debit *	<input type="text" value="525000"/>		
<div>Save Reset</div>			

5.3. Bank Accounts: - In this user can fill the all details and then click on the save button to save the bank account detail.

Bank Account Master			
Bank Account Details			
Bank Name*	<input type="text" value="Bank of Baroda"/>	Bank Code*	<input type="text" value="BN003"/>
SL Name*	<input type="text" value="BOB SWEEP Account"/>	SL Code*	<input type="text" value="ABCD"/>
Branch Address	<input type="text" value="BOB Aliganj"/>	AC No.*	<input type="text" value="1223456789512"/>
Contact Person	<input type="text"/>	Mobile No	<input type="text" value="0"/>
A/c Type	<input type="text" value="Sweep"/>	Email	<input type="text"/>
MICR	<input type="text"/>	IFSC	<input type="text"/>
	CA/SWEEP	Remark	<input type="text"/>
<div>Save Reset</div>			

For Edit/Update bank account user can click on edit button and update the details.

Details						
	S.No	SL Code	A/C No.	SL Name	Actype	Branch Name
	1	HDFCS1204	50100185681204	HDFC SWEEP ACCOUNT, PRANAY TOWER	SWEEP	HDFC Pranay Tower
	2	HDFCS6768	50100047586768	HDFC SWEEP ACCOUNT AMINABAD	SWEEP	HDFC Aminabad
	3	BOBSW9088	1902010009088	BOB SWEEP ACCOUNT ALIGANJ	SWEEP	BOB Aliganj

5.4. Creditors/Supplier/Contractor: - In this user can fill all the details and then click on the save button for saving.

Creditors/Supplier/Contractor			
Creditors Details			
Creditor Type*	<input type="text" value="Supplier"/>		
SL Name*	<input type="text" value="Panchi lal jain"/>	SL Code*	<input type="text" value="ABCD"/>
General Information			
Status	<input type="text" value="Company"/>	Nature Of Expense	<input type="text"/>
TAN No. *	<input type="text" value="5421235444"/>	PAN No. *	<input type="text" value="12AVC154"/>
GST No. *	<input type="text" value="12X12121V1221"/>	E-mail	<input type="text"/>
Mobile/Tel.No.	<input type="text"/>	City	<input type="text"/>
Address	<input type="text"/>	PinCode	<input type="text"/>
Contract end Date *	<input type="text" value="26/08/2022"/>		
Bank Details			
Bank Name	<input type="text" value="--Select--"/>	Branch Name	<input type="text"/>
Account No.	<input type="text"/>	IFSC Code	<input type="text"/>
<input type="button" value="Save"/> <input type="button" value="Reset"/>			

5.5. Fixed Deposits Master: - In this user can fill the all detail and then click on the save button for saving detail.

Fixed Deposits Master			
Fixed Deposits Details			
Bank Name*	State Bank of India	Bank Code*	BN002
SL Name*	Cancer Institute	SL Code*	ABCD
Branch Address*	State Bank of India Indira	FD No.*	12345
Contact Person	aa1	Mobile No	123456789
A/c Type		Email	
MICR	123456	IFSC	10010
Amount Invested *		Remark	NA1
Period of Investment *		Date of Investment *	
Compounded	<input type="radio"/> Yes <input type="radio"/> NO	Maturity Date*	
Interest Credited On*	Select	Compounded	Select
Maturity Value		Interest Amount	
Prematurity Date			
Upload File (Only PDF and DOC File can be Uploaded)	Choose File No file chosen	Yrly Rate of Interest	5
	Compute Amount		
Please Click on Compute Button First Then Click on Save			
<div>Save Delete Reset</div>			

5.6. Employee Master: - In this user can fill the all detail and then click on the save button for saving detail.

Employee Master	
Name*	Alok Kumar
Designation*	Chief Project Manager
Address	Lucknow
PAN No.	
E-Mail	
Employee/Sl Code*	10036
City	Lucknow
Mobile No.	9854565844
PIN Code	226020
<div>Save Reset</div>	

5.7. Vendor Order Master: - In this user can fill the all detail and then click on the save button for saving detail.

Vendor Order Master			
Filter Supplier for Location	PA00001 [Cancer Institut ▼]	Supplier	ASHOK [M/S MUKESH AS ▼]
Supplier Name	M/S MUKESH ASSOCIATES	Workorder Type	Work Order ▼
Order No.	54646	Order Date	09/01/2019
Order Value	97464545	Contract Expiry	02/01/2021
Description Of Order	1131		
Status	<input checked="" type="radio"/> Active <input type="radio"/> Completed <input type="radio"/> Handover		
		Save	Reset

Note- Work Order Type “Supply Order” will be listed only for GL Code 742040. Others will be listed for GL Code 742020 & 742030.

6. Reports: -

Financial Accounting	Regular Reports	Financial Reports
+ Masters	▶ SL Report	▶ Trial Balance GL Wise
+ Vouchers	▶ GL Report	▶ Trial Balance SL Wise
- Reports 	▶ Journal Book	▶ Trial Balance (Consolidated)
+ Regular Reports	▶ A/c Head Drilldown	
+ Financial Reports	▶ Daily Bank Status Summary	

a. Search Voucher

VOUCHER REPORT							
SNo.	Voucher InternalNo.	Voucher Code	Voucher Date	Voucher Type	Payee name	Status	Voucher Amount
1	11087CA18190000001	11087CA/BPV/42018/1	17/04/2018	BPV		Posted	24,58,576.00
2	11087CA181900000010	11087CA/BPV/52018/10	16/05/2018	BPV		Posted	4,900.00
3	11087CA18190000002	11087CA/BPV/42018/2	20/04/2018	BPV		Posted	82,063.00
4	11087CA18190000003	11087CA/BPV/42018/3	20/04/2018	BPV		Posted	7,306.00
5	11087CA18190000004	11087CA/BPV/42018/4	24/04/2018	BPV		Posted	14,21,720.00
6	11087CA18190000005	11087CA/BPV/42018/5	22/04/2018	BPV		Posted	95,797.00
7	11087CA18190000006	11087CA/BPV/42018/6	29/04/2018	BPV		Posted	82,500.00
8	11087CA18190000007	11087CA/BPV/42018/7	29/04/2018	BPV		Posted	4,76,593.00
9	11087CA18190000008	11087CA/BPV/52018/8	14/05/2018	BPV		Posted	23,100.00
10	11087CA18190000009	11087CA/BPV/52018/9	14/05/2018	BPV		Posted	9,98,578.00
11	11087CA181900000100	11087CA/BPV/92018/99	24/09/2018	BPV		Posted	44,418.00
12	11087CA18190000011	11087CA/BPV/52018/26	16/05/2018	BPV		Posted	3,422.00
13	11087CA18190000012	11087CA/BPV/52018/11	16/05/2018	BPV		Posted	44,889.00
14	11087CA18190000013	11087CA/BPV/52018/12	16/05/2018	BPV		Posted	76,134.00
15	11087CA18190000014	11087CA/BPV/52018/13	16/05/2018	BPV		Posted	6,08,012.00
16	11087CA18190000015	11087CA/BPV/52018/14	16/05/2018	BPV		Posted	4,35,567.00
17	11087CA18190000016	11087CA/BPV/52018/15	16/05/2018	BPV		Posted	5,452.00
18	11087CA18190000017	11087CA/BPV/52018/16	16/05/2018	BPV		Posted	4,106.00
19	11087CA18190000018	11087CA/BPV/52018/17	16/05/2018	BPV		Posted	3,699.00
20	11087CA18190000019	11087CA/BPV/52018/18	16/05/2018	BPV		Posted	21,062.00
21	11087CA18190000020	11087CA/BPV/52018/19	24/05/2018	BPV		Posted	23,100.00
22	11087CA18190000021	11087CA/BPV/52018/20	29/05/2018	BPV		Posted	87,641.00
23	11087CA18190000022	11087CA/BPV/52018/21	29/05/2018	BPV		Posted	46,200.00
24	11087CA18190000023	11087CA/BPV/52018/22	29/05/2018	BPV		Posted	5,09,260.00
25	11087CA18190000024	11087CA/BPV/52018/23	29/05/2018	BPV		Posted	20,427.00
26	11087CA18190000025	11087CA/BPV/52018/24	31/05/2018	BPV		Posted	23,100.00
27	11087CA18190000026	11087CA/BPV/52018/25	31/05/2018	BPV		Posted	84,789.00

Bank Payment Voucher

Financial Year : **2018-2019**

Accounting Center :

Token No :11087CA18190000004

Voucher No :11087CA/BPV/42018/4

Pay To :

Entry Date :27/02/2019

Voucher Date:24/04/2018

Posted Date:27/02/2019 16:34:50

Account Head Code/Description	Dr/Cr	SL Code/Description	Debit	Credit
241600/Bank Balance with Scheduled banks	Credit By	9/SYNDICATE_98442140000020	0.00	14,21,720.00
601200/Purchase during the year	Debit To		12,04,847.49	0.00
242450/INPUT GST	Debit To	3/IGST	2,16,872.51	0.00
Passed for Rs.Fourteen Lac Twenty One Thousand Seven Hundred Twenty Only			14,21,720.00	14,21,720.00

Additional Details Bank Detail (Credit):

Leg Detail	241600/Bank Balance with Scheduled banks	Credit By	9/SYNDICATE_98442140000020	0.00	14,21,720.00
InstrumentNo	TransDate		Amount		Remark
225805	24/04/2018		1421720.00		Gagan

Additional Details GST Charged by Supplier/ Contractor:

Leg Detail	242450/INPUT GST		Debit To		3/IGST	2,16,872.51		0.00	
	GSTNO	SLName	InvoiceNo	TaxableValue	GSTRate	IGST	CGST	SGST	UTGST
	19AABC	IGST	00403	1204847.49	18.00	216872.51	0.00	0.00	0.00

Narration :

Prepared By / Cashier

Account Incharge

Passing Authority

b. GL Report



UTTAR PRADESH RAJKIYA NIRMAN NIGAM LTD.
उत्तर प्रदेश राजकीय निर्माण निगम लि.

GL REPORT

Financial Year: 2018-2019

Period from 01-04-2018 to 31-03-2019

A/c Head: Bank Balance with Scheduled banks

□

231,392,760.00 Dr

SL Description	Opening Bal	During The Period Dr	During The Period Cr	Total During The Period	Closing
BOB SWEEP ACCOUNT ALIGANJ_1902010009088	18,29,83,572.00	56,18,68,587.00	71,95,35,624.00	(15,76,67,037.00)	2,53,16,535.00
HDFC SWEEP ACCOUNT AMINABAD_50100047586768	2,36,40,396.00	6,34,645.00	0.00	6,34,645.00	2,42,75,041.00
HDFC SWEEP ACCOUNT, PRANAY TOWER_50100185681204	2,47,68,792.00	5,50,714.00	4,23,01,778.00	(4,17,51,064.00)	(1,69,82,272.00)
Grand Total:	23,13,92,760.00	56,30,53,946.00	76,18,37,402.00	(19,87,83,456.00)	3,26,09,304.00

Prepared By

Account Officer

c. SL Report



UTTAR PRADESH RAJKIYA NIRMAN NIGAM LTD.

उत्तर प्रदेश राजकीय निर्माण निगम लि.

SL REPORT

Financial Year: 2018-2019

A/c Head: Bank Balance with Scheduled banks

Period from 01-04-2018 to 31-03-2019

Opening Balance 23,13,92,760.00 Dr

Vch. Date	Vch. Type	Vch.No.	Particulars	Additional Details	Debit	Credit	Running Balance	Dr/Cr
05/05/2018	BPV	10193CA/BPV/12019/12	GIS (Deputation)(L0702004) -- C K D Diwedi(10032)200.00 GLIS (NIGAM) (L0702009) -- Raj Mani(10034)100.00 GLIS (NIGAM)(L0702009) -- Rajeev Garg(10030)100.00 GPF (Deputation)(L0702003) -- C K D Diwedi(10032)10000.00 Income Tax from Staff(L0702002) -- C K D Diwedi(10032)1000.00 Income Tax from Staff(L0702002) -- Raj Mani(10034)6000.00 Income Tax from Staff(L0702002) -- Rajeev Garg(10030)20000.00 IUT-EPF(HQ)(L0709006) -- Cancer Institute Unit Lko(PA000001)26161.00 Dr	-615682, Staff	0.00	2,30,807.00	23,11,61,953.00	Dr
05/05/2018	BPV	10193CA/BPV/52018/11	GLIS (NIGAM)(L0702009) -- Ram Prakash(10033)100.00 Dr	-615683, Staff Salary RTGS	0.00	21,958.00	23,11,39,995.00	Dr
05/05/2018	BPV	10193CA/BPV/52018/13	GIS (Deputation)(L0702004) -- C K D Diwedi(10032)200.00 GLIS (NIGAM) (L0702009) -- Raj Mani(10034)100.00 GLIS (NIGAM)(L0702009) -- Rajeev Garg(10030)100.00 GLIS (NIGAM)(L0702009) -- Ram Prakash(10033)100.00 GPF (Deputation)(L0702003) -- C K D Diwedi(10032)10000.00 Income Tax from Staff(L0702002) -- C K D Diwedi(10032)1000.00 Income Tax from Staff(L0702002) -- Raj Mani(10034)6000.00 Income Tax from Staff(L0702002) -- Rajeev Garg(10030)20000.00 IUT-EPF(HQ)(L0709006) -- Cancer Institute Unit Lko(PA000001)26161.00 Dr	-615684, EPF	0.00	91,239.00	23,10,48,756.00	Dr
05/05/2018	BPV	10193CA/BPV/52018/14		-689, Dehradun	0.00	5,870.00	23,10,42,886.00	Dr
31/12/2018	BPV	10193CA/BPV/122018/75		Cheque-615789, Dehradun	0.00	7,595.00	3,26,98,507.00	Dr
31/12/2018	BPV	10193CA/BPV/122018/76		Cheque-615789, Dehradun	0.00	4,766.00	3,26,93,741.00	Dr
31/12/2018	BPV	10193CA/BPV/122018/77	GIS (Deputation)(L0702004) -- C K D Diwedi(10032)200.00 GLIS (NIGAM)(L0702009) -- Rajeev Garg(10030)100.00 GLIS (NIGAM)(L0702009) -- Ram Prakash(10033)100.00 GPF (Deputation)(L0702003) -- C K D Diwedi(10032)10000.00 Income Tax from Staff(L0702002) -- C K D Diwedi(10032)2500.00 Income Tax from Staff(L0702002) -- Prashant Yadav(10031)1500.00 Income Tax from Staff(L0702002) -- Rajeev Garg(10030)40000.00 IUT-EPF(HQ) (L0709006) -- Cancer Institute Unit Lko(PA000001)14712.00 Dr	Cheque-615790, EPF	0.00	84,437.00	3,26,09,304.00	Dr
Grand Total:					56,30,53,946.00	76,18,37,402.00		
CLOSING BALANCE								
DURING THE PERIOD								
Closing					Cr		19,87,83,456.00	
					Dr		3,26,09,304.00	

Prepared By

Account Officer

d. Trail Balance GL wise

Trial Balance GL Level

Financial Year: 2018-2019

Period from 10/05/2018 to 31/05/2018

Code	Groups/ Sub Groups /Ledger	Opening Balance		For the Period 10/05/2018 To 31/05/2018			Closing Balance as on 31/05/2018	
		Debit	Credit	Debit	Credit	Net Balance	Debit	Credit
	NON-CURRENT ASSETS							
	--BALANCES WITH BANK & OTHERS							
241600	----BANK BALANCE WITH SCHEDULED BANKS	0.00	46,23,832.00	0.00	31,03,110.00	(31,03,110.00)	0.00	77,26,942.00
	SUBGROUP TOTAL	0.00	46,23,832.00	0.00	31,03,110.00	(31,03,110.00)	0.00	77,26,942.00
	--SHORT-TERM LOANS AND ADVANCES							
742040	----SUPPLIER ADVANCE	0.00	0.00	13,818.00	13,818.00	0.00	0.00	0.00
	SUBGROUP TOTAL	0.00	0.00	13,818.00	13,818.00	0.00	0.00	0.00
	--T.D.S. (GST) CLIENT							
242650	----TDS (GST) CLIENT	24,58,576.00	0.00	0.00	0.00	0.00	24,58,576.00	0.00
	SUBGROUP TOTAL	24,58,576.00	0.00	0.00	0.00	0.00	24,58,576.00	0.00
	--INPUT (GST)							
242450	----INPUT GST	3,17,203.39	0.00	4,70,602.00	0.00	4,70,602.00	7,87,805.39	0.00
	SUBGROUP TOTAL	3,17,203.39	0.00	4,70,602.00	0.00	4,70,602.00	7,87,805.39	0.00
	GROUP TOTAL	27,75,779.39	46,23,832.00	4,84,420.00	31,16,928.00	(26,32,508.00)	32,46,381.39	77,26,942.00
	SHAREHOLDERS FUNDS							
	--DEPOSITS							
141110	----SECURITY / E.MONEY DEPOSITS PRW	0.00	0.00	0.00	52,100.00	52,100.00	0.00	52,100.00
141275	----UNPAID ROYALTY	0.00	413.00	0.00	1,316.00	1,316.00	0.00	1,729.00
	SUBGROUP TOTAL	0.00	413.00	0.00	53,416.00	53,416.00	0.00	53,829.00
	--DEDUCTIONS							
141310	----INCOME TAX FROM PRW/ SUB-CONTRACTOR	0.00	310.00	0.00	21,130.00	21,130.00	0.00	21,440.00
	SUBGROUP TOTAL	0.00	310.00	0.00	21,130.00	21,130.00	0.00	21,440.00
	--INTER UNIT ACCOUNTS							
760300	----IUT-WITHIN ZONE	0.00	1,94,760.00	0.00	0.00	0.00	0.00	1,94,760.00
	SUBGROUP TOTAL	0.00	1,94,760.00	0.00	0.00	0.00	0.00	1,94,760.00
	GROUP TOTAL	0.00	1,95,483.00	0.00	74,546.00	74,546.00	0.00	2,70,029.00
	MATERIAL CONSUMED							
	--MATERIAL CONSUMED							
601200	----PURCHASE DURING THE YEAR	20,28,289.61	0.00	16,41,269.00	0.00	16,41,269.00	36,69,558.61	0.00
	SUBGROUP TOTAL	20,28,289.61	0.00	16,41,269.00	0.00	16,41,269.00	36,69,558.61	0.00
	--OTHER WORK EXPENSES							
602000	----LABOUR CHARGES	15,246.00	0.00	10,51,967.00	0.00	10,51,967.00	10,67,213.00	0.00
608000	----RUNNING & MAINTENANCE MACHINERY	0.00	0.00	13,818.00	0.00	13,818.00	13,818.00	0.00
	SUBGROUP TOTAL	15,246.00	0.00	10,65,785.00	0.00	10,65,785.00	10,81,031.00	0.00
	GROUP TOTAL	20,43,535.61	0.00	27,07,054.00	0.00	27,07,054.00	47,50,589.61	0.00
	GRAND TOTAL	48,19,315.00	48,19,315.00	31,91,474.00	31,91,474.00	0.00	79,96,971.00	79,96,971.00

Prepared By

Account Officer

e. A/c Head Drilldown



UTTAR PRADESH RAJKIYA NIRMAN NIGAM LTD.

उत्तर प्रदेश राजकीय निर्माण निगम लि.

ACCOUNT HEAD DRILL DOWN

Financial Year: 2018-2019

Period from 01-04-2018 to 31-03-2019

Account Head Description	Opening Balance as on 01-04-2018		For the Period 01-04-2018 To 31-03-2019		Closing Balance as on 31-03-2019	
	Debit	Credit	Debit	Credit	Debit	Credit
STEEL SHUTTERING PLATES				21,700.00	0.00	21,700.00
Bank Balance with Scheduled ba				4,59,94,394.00	0.00	91,07,125.00
Supplier Advance				6,98,344.00	1,47,878.00	0.00
Staff Advance (Salary)				10,000.00	0.00	0.00
TDS during the year				0.00	4,22,780.00	0.00
TDS (GST) CLIENT				0.00	47,23,426.00	0.00
INPUT GST				0.00	53,57,422.05	0.00
INPUT (GST) RCM				4,700.00	0.00	4,700.00
Advance from client (Tender wor				2,11,38,600.00	0.00	2,11,38,600.00
Security / E.money deposits PRV				4,81,800.00	0.00	4,81,800.00
Unpaid Liabilities				242.00	0.00	0.00
Unpaid Royalty	0.00	0.00	48,909.00	41,412.00	5,497.00	0.00
Income Tax from PRW/ Sub-Contractor	0.00	0.00	1,87,958.00	2,21,654.00	0.00	33,696.00
TDS(GST) PRW/SUPPLIER/SUB CONTRACTORS	0.00	0.00	2,59,384.00	1,94,144.00	65,240.00	0.00
IUT-HEAD OFFICE	0.00	0.00	13,60,000.00	0.00	13,60,000.00	0.00
IUT-WITHIN ZONE	0.00	0.00	16,53,024.00	1,73,48,611.00	0.00	1,56,95,587.00
Interest received from Bank (Other then Overheads	0.00	0.00	0.00	51,337.00	0.00	51,337.00
Purchase during the year	0.00	0.00	2,38,46,720.95	2,82,516.00	2,35,64,204.95	0.00
Labour Charges	0.00	0.00	1,02,13,975.00	0.00	1,02,13,975.00	0.00
Freight, Cartage & Octrai	0.00	0.00	12,000.00	0.00	12,000.00	0.00
Running & Maintenance Machinery	0.00	0.00	42,526.00	0.00	42,526.00	0.00
Consultancy Charges (Chargeable to Work)	0.00	0.00	1,50,000.00	0.00	1,50,000.00	0.00
Work Contract Direct Expenses	0.00	0.00	74,055.00	0.00	74,055.00	0.00
Salary and Allowances (Regular)	0.00	0.00	4,193.00	0.00	4,193.00	0.00
Miscellaneous Expenses	0.00	0.00	593.00	0.00	593.00	0.00
Consultancy Expenses	0.00	0.00	3,90,755.00	0.00	3,90,755.00	0.00
Grand Total	0.00	0.00	8,64,89,454.00	8,64,89,454.00	4,65,34,545.00	4,65,34,545.00