



**REGIONAL INSTITUTE OF MEDICAL SCIENCES, IMPHAL – 795004**

(An autonomous Institute under Ministry of Health & Family Welfare, Government of India)

**“ C I R C U L A R ”**

*Imphal the 16<sup>th</sup> March, 2023*

ACC/FIL/MISC. 2017 / 3409. It is circulated for information to all concerned that in order to avoid rush of expenditure as well as for providing ample time to Accounts Section, RIMS, Imphal for proper scrutiny of bills, all bills for supply of drugs and medicine, reagents, chemical, equipment, glassware, etc., advance adjustment for - TA, Imprest money, Medical Re-imburement bills, Departmental work bills from Civil & Electrical Sections may be submitted on or before **21.03.2023**.

2. Any bill/claim for payment submitted after 21.03.2023 will not be entertained for the Financial year 2022-2023.

3. Therefore, all the concerned may take note of the cut off date and kindly submit bills in time.

Sd/-

(Sairem Sarat Singh)

Chief Accounts Officer cum F.A.

Regional Institute of Medical Sciences

Imphal

Copy to :-

1. P.S. to Director, RIMS, Imphal –for kind information of the Director.
2. The Medical Superintendent, RIMS Hospital, Imphal.
3. The Deputy Director(Admn.), RIMS, Imphal.
4. All Department HoDs, RIMS, Imphal.
5. The Accounts Officer, RIMS, Imphal.
6. A.E.(Civil/Eletrical), RIMS, Imphal.
7. All Section Officer, RIMS, Imphal.
8. The Liaison Officer, RIMS, Imphal.
9. The Cashier, RIMS. Imphal.
10. M.S.K. I & II, RIMS & Hospital. Imphal.
11. The System Administrator, RIMS, Imphal – for uploading at RIMS website
12. Concerned file.

(Sairem Sarat Singh)

Chief Accounts Officer cum F.A.

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