

Ac/Finance/2025-26/740

Date :- 13-03-2026

URGENT

C I R C U L A R

To,

1. All Principals of the Colleges conducted by SNDTW University
2. All Directors/Heads/Co-ordinators/In-Charge of the University Departments at Churchgate, Juhu & Pune Campuses

Sub.:-Deadline for submission of Bills for F.Y. 2025-26 on or before 18thMar.2026

Dear Sir/Madam,

You are requested to bring it to the notice of All Principals of the Colleges conducted by S.N.D.T. Women's University / All Directors/Heads/Co-ordinators/In-Charge of the University Departments at Churchgate, Juhu & Pune Campuses, this is to inform you that all type of the original bills is submitted on or before 18thMarch, 2026 without fail. After the 18thMarch, 2026, the sanctioning authority will be visited in the Ballarpur Campus.

In case we receive original bills post 18thMarch 2026, and same will be not process the Department and the concerned staff will be responsible for the same.

This is for your information and further necessary action.


(Vikas Vinayak Desai)
Finance and Accounts Officer

Copy submitted to :-

1. Hon. Vice-Chancellor, S.N.D.T. Women's University, Mumbai - 400 020.
2. Hon. Pro.Vice-Chancellor, S.N.D.T. Women's University, Mumbai - 400 020.

Copy for Information:-

1. The Registrar, S.N.D.T. Women's University, Mumbai - 400 020.
2. Officer on Special Duty, S.N.D.T. Women's University, Mumbai - 400 020.
3. The Director, Board of Examinations and Evaluation, S.N.D.T. Women's University, Mumbai - 400 049.
4. Director, B.M.K. Knowledge Resource Centre, S.N.D.T. Women's University, Mumbai-20.

Copy for Finance & Accounts Section Record:-

1. Finance & Accounts Section - Standing Order File.