

Finance&Accounts/2026-27/17

Date: - 17.04.2026

URGENT

CIRCULAR

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.

Subject: Deadline for Submission of March Bills – 25th April 2026

Sir/Madam,

This is to inform you that all bills pertaining to expenditures incurred during the month of March 2026 must be submitted to the Finance & Accounts Section on or before **25th April 2026**, without fail.

It is further informed that any delay in submission beyond the stipulated date may attract TDS penalty. Such penalty, if incurred, shall have to be **borne personally by the individual responsible for the delay**.

You are therefore requested to ensure timely submission of all bills to avoid any such financial implications.


(Vikas Vinayak Desai)

Finance & Accounts Officer

Copy for information: -

1. Hon. Vice-Chancellor's secretariat, S.N.D.T. Women's University, Mumbai 400 020.
2. Hon. Pro. Vice-Chancellor's Secretariat, S.N.D.T. Women's University, Mumbai 400 020.
3. The Registrar, S.N.D.T. Women's University, Mumbai - 400 020.
4. The Director, Board of Examinations & Evaluation, S.N.D.T. Women's University, Mumbai 400 020.
5. The Director, Knowledge Resource Centre, S.N.D.T. Women's University, Mumbai 400 020..

Copy for Finance & Accounts Section record: -

Finance & Accounts Section - Standing Order File.