


Circular

SETS/Chn/CAAO/OO/2018-19/01

Dated: 18th April 2018

1. You are aware that the GST has been implemented with effect 01st July 2017 for the Goods and Services procured or sold. As per the requirement of the Act, SETS is registered under the Act and GST registration No. is 33AACT56338P1ZY. The act provides, GST on Goods and Service provided by SETS as output, in similar, way it also allows the input tax on the Goods and Services provided to SETS. In view of availing input tax credit for SETS, all concerned staff are requested to ensure to get SETS registration number written on the bill and invoices received from vendors/agencies in favour of SETS.
2. Such bills/invoices should ensure to submit to concerned dealing staff in administration or accounts on or before 10th of the succeeding month.
3. Non mention of GST registration number on the bills/invoice will disallow input tax credit of GST for SETS. Further, late filing of GST return will attract late fee charges on per day of late basis, hence, it as requested to invariably comply the above requirements.
4. Please take note of the GST registration number given above. However, copy of the same is available in accounts which may be collected if required.


SK Iyer
CAAO
18/4/18

To,

1. All Concerned Staff of SETS.
2. Notice Board.

CC :

1. ED, SETS
 2. Senior Librarian, SETS
 3. Asst. Accounts Officer, SETS
 4. Sr. Asst. Admin
- } - for information
- for follow up