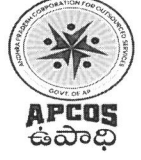




GOVERNMENT OF ANDHRA PRADESH
ANDHRA PRADESH CORPORATION FOR OUTSOURCED
SERVICES (APCOS)



From
Managing Director
APCOS
PNBS, Vijayawada

To
All SNA's Client Organizations

Sir,

Lr.No:03/File No:33/APCOS/Finance & Accounts Letters/2022 Dt:06.05.2022

Sub: APCOS- VIJAYAWADA – Request for submit the details of Employees EPF, ESI,
PT, GST details in Excel soft copy-Reg.

Ref: G.O No.10

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With reference to the above subject it is to inform that those DDO's who are processing the salaries of outsourced employees' from SNA's (Single Nodal Account) have to transfer the EPF, ESI, PT, GST amounts to APCOS bank account details mentioned below and simultaneously they have to submit the soft copy of salary payment details & Invoice details (Generated in APCOS DDO Login) in Excel Format to the mentioned email ID for further remittances of employees EPF and ESI contributions to their respected accounts within time to avoid penalties and damages

APCOS Bank Account Details:

Account Name: ANDHRA PRADESH CORPORATION FOR OUTSOURCED SERVICES

Bank Name: ICICI BANK, M.G ROAD BRANCH

Account No: 630601173806

IFSC Code: ICIC0006306

GST NUMBER: 37AASCA9533B1ZH

Below details to be send to APCOS mail id (**sna.apcos@gmail.com**) along with Covering letter of DDO

Cont..2

1. GENERATED INVOICE SOFT COPY
2. GENERATED INVOICE DETAILS IN EXCEL
3. Details in below format

| DDO CODE | | | | | | | | | | | | | | | |
|----------------|--------------|----------------------|------------|-------------|---------|--------|--------------------|----------------------|-----------|------------|--------------|---------------|----|-----------------|--|
| DDO Name | | | | | | | | | | | | | | | |
| Mobile No. | | | | | | | | | | | | | | | |
| DDO Email ID | | | | | | | | | | | | | | | |
| Invoice Number | | | | | | | | | | | | | | | |
| Wage month | | | | | | | | | | | | | | | |
| | | | | | | | | | | EPF | | ESI | | | |
| S.No. | Emp APCOS ID | Name of the Employee | Aadhar No. | EPF UAN No. | ESI No. | Salary | No of days Present | salary for the Month | Emp @ 12% | Empr @ 13% | Emp @ 0.75 % | Empr @ 3.25 % | PT | 1% welfare Fund | |
| | | | | | | | | | | | | | | | |

| | |
|---------------------------------|--|
| Invoice Amount | |
| Amount Paid to Employees | |
| Payable to APCOS | |
| EPF @ 25% | |
| ESI @ 4% | |
| PT | |
| welfare Fund @ 1% | |
| GST @ 18% | |
| Transfer to APCOS Rs. | |
| Bank UTR Number | |

Yours faithfully,

[Signature]
6/5/2024

**Managing Director
APCOS**