



**FINANCE & MANAGEMENT DIVISION**  
Accounting File Copy

MONTHLY REPORT OF DISBURSEMENTS  
*[for the month of January 2023]*

MONTHLY REPORT OF DISBURSEMENTS  
*[for the month of January 2023]*

| Category            | Sub-Category              | Type                | Period |          | Current Period Budget |          | Prior Period Actuals |          | Prior Period Budget |          | Current Period Actuals |          | Prior Period Actuals |          | Prior Period Budget |          | Current Period Actuals |          | Prior Period Actuals |          | Prior Period Budget |          |
|---------------------|---------------------------|---------------------|--------|----------|-----------------------|----------|----------------------|----------|---------------------|----------|------------------------|----------|----------------------|----------|---------------------|----------|------------------------|----------|----------------------|----------|---------------------|----------|
|                     |                           |                     | Actual | Forecast | Actual                | Forecast | Actual               | Forecast | Actual              | Forecast | Actual                 | Forecast | Actual               | Forecast | Actual              | Forecast | Actual                 | Forecast | Actual               | Forecast | Actual              | Forecast |
| Revenue             | Sales                     | Revenue             | 100000 | 105000   | 102000                | 108000   | 101000               | 103000   | 100000              | 102000   | 103000                 | 105000   | 102000               | 104000   | 101000              | 103000   | 102000                 | 104000   | 101000               | 103000   | 102000              | 104000   |
| Revenue             | Marketing                 | Revenue             | 50000  | 55000    | 52000                 | 58000    | 51000                | 53000    | 50000               | 52000    | 53000                  | 55000    | 51000                | 54000    | 50000               | 53000    | 51000                  | 54000    | 50000                | 53000    | 51000               | 54000    |
| Revenue             | Customer Acquisition      | Revenue             | 30000  | 35000    | 32000                 | 38000    | 31000                | 34000    | 30000               | 32000    | 33000                  | 35000    | 31000                | 34000    | 30000               | 32000    | 31000                  | 34000    | 30000                | 32000    | 31000               | 34000    |
| Revenue             | Product Development       | Revenue             | 20000  | 25000    | 22000                 | 28000    | 21000                | 24000    | 20000               | 22000    | 23000                  | 25000    | 21000                | 24000    | 20000               | 22000    | 21000                  | 24000    | 20000                | 22000    | 21000               | 24000    |
| Revenue             | Logistics                 | Revenue             | 15000  | 18000    | 16000                 | 20000    | 17000                | 19000    | 15000               | 17000    | 18000                  | 20000    | 17000                | 19000    | 15000               | 17000    | 17000                  | 19000    | 15000                | 17000    | 17000               | 19000    |
| Revenue             | Total Revenue             | Revenue             | 300000 | 330000   | 310000                | 350000   | 300000               | 320000   | 300000              | 320000   | 310000                 | 330000   | 300000               | 320000   | 300000              | 320000   | 300000                 | 320000   | 300000               | 320000   | 300000              | 320000   |
| Cost of Goods Sold  | Raw Materials             | Cost                | 100000 | 105000   | 102000                | 108000   | 101000               | 103000   | 100000              | 102000   | 103000                 | 105000   | 101000               | 103000   | 100000              | 103000   | 101000                 | 103000   | 100000               | 103000   | 101000              | 103000   |
| Cost of Goods Sold  | Manufacturing             | Cost                | 50000  | 55000    | 52000                 | 58000    | 51000                | 53000    | 50000               | 52000    | 53000                  | 55000    | 51000                | 54000    | 50000               | 53000    | 51000                  | 54000    | 50000                | 53000    | 51000               | 54000    |
| Cost of Goods Sold  | Delivery                  | Cost                | 30000  | 35000    | 32000                 | 38000    | 31000                | 34000    | 30000               | 32000    | 33000                  | 35000    | 31000                | 34000    | 30000               | 32000    | 31000                  | 34000    | 30000                | 32000    | 31000               | 34000    |
| Cost of Goods Sold  | Total Cost of Goods Sold  | Cost                | 180000 | 190000   | 170000                | 200000   | 160000               | 180000   | 150000              | 170000   | 180000                 | 200000   | 160000               | 180000   | 150000              | 170000   | 160000                 | 180000   | 150000               | 170000   | 160000              | 180000   |
| Operating Expenses  | Salaries                  | Expense             | 80000  | 85000    | 82000                 | 88000    | 81000                | 83000    | 80000               | 82000    | 83000                  | 85000    | 81000                | 84000    | 80000               | 83000    | 81000                  | 84000    | 80000                | 83000    | 81000               | 84000    |
| Operating Expenses  | Rent                      | Expense             | 40000  | 45000    | 42000                 | 48000    | 41000                | 46000    | 40000               | 42000    | 43000                  | 45000    | 41000                | 46000    | 40000               | 42000    | 41000                  | 46000    | 40000                | 42000    | 41000               | 46000    |
| Operating Expenses  | Utilities                 | Expense             | 20000  | 22000    | 21000                 | 23000    | 20000                | 21000    | 20000               | 21000    | 21000                  | 22000    | 20000                | 21000    | 20000               | 21000    | 20000                  | 21000    | 20000                | 21000    | 20000               | 21000    |
| Operating Expenses  | Marketing                 | Expense             | 30000  | 35000    | 32000                 | 38000    | 31000                | 34000    | 30000               | 32000    | 33000                  | 35000    | 31000                | 34000    | 30000               | 32000    | 31000                  | 34000    | 30000                | 32000    | 31000               | 34000    |
| Operating Expenses  | Customer Support          | Expense             | 15000  | 17000    | 16000                 | 18000    | 14000                | 16000    | 15000               | 17000    | 16000                  | 18000    | 14000                | 16000    | 15000               | 17000    | 14000                  | 16000    | 15000                | 17000    | 15000               | 17000    |
| Operating Expenses  | Office Supplies           | Expense             | 10000  | 12000    | 11000                 | 13000    | 10000                | 12000    | 10000               | 12000    | 11000                  | 13000    | 10000                | 12000    | 10000               | 12000    | 10000                  | 12000    | 10000                | 12000    | 10000               | 12000    |
| Operating Expenses  | Total Operating Expenses  | Expense             | 220000 | 230000   | 210000                | 240000   | 200000               | 220000   | 200000              | 220000   | 210000                 | 230000   | 200000               | 220000   | 200000              | 220000   | 200000                 | 220000   | 200000               | 220000   | 200000              | 220000   |
| Capital Expenditure | Equipment                 | Expenditure         | 50000  | 55000    | 52000                 | 58000    | 51000                | 53000    | 50000               | 52000    | 53000                  | 55000    | 51000                | 54000    | 50000               | 53000    | 51000                  | 54000    | 50000                | 53000    | 51000               | 54000    |
| Capital Expenditure | Software                  | Expenditure         | 30000  | 35000    | 32000                 | 38000    | 31000                | 34000    | 30000               | 32000    | 33000                  | 35000    | 31000                | 34000    | 30000               | 32000    | 31000                  | 34000    | 30000                | 32000    | 31000               | 34000    |
| Capital Expenditure | Infrastructure            | Expenditure         | 20000  | 25000    | 22000                 | 28000    | 21000                | 24000    | 20000               | 22000    | 23000                  | 25000    | 21000                | 24000    | 20000               | 22000    | 21000                  | 24000    | 20000                | 22000    | 21000               | 24000    |
| Capital Expenditure | Total Capital Expenditure | Expenditure         | 100000 | 110000   | 102000                | 118000   | 101000               | 108000   | 100000              | 102000   | 103000                 | 105000   | 101000               | 104000   | 100000              | 102000   | 101000                 | 104000   | 100000               | 102000   | 101000              | 104000   |
| Total Period        | Period Total              | Revenue             | 300000 | 330000   | 310000                | 350000   | 300000               | 320000   | 300000              | 320000   | 310000                 | 330000   | 300000               | 320000   | 300000              | 320000   | 300000                 | 320000   | 300000               | 320000   | 300000              | 320000   |
| Total Period        | Period Total              | Cost of Goods Sold  | 180000 | 190000   | 170000                | 200000   | 160000               | 180000   | 150000              | 170000   | 180000                 | 200000   | 160000               | 180000   | 150000              | 170000   | 160000                 | 180000   | 150000               | 170000   | 160000              | 180000   |
| Total Period        | Period Total              | Operating Expenses  | 220000 | 230000   | 210000                | 240000   | 200000               | 220000   | 200000              | 220000   | 210000                 | 230000   | 200000               | 220000   | 200000              | 220000   | 200000                 | 220000   | 200000               | 220000   | 200000              | 220000   |
| Total Period        | Period Total              | Capital Expenditure | 100000 | 110000   | 102000                | 118000   | 101000               | 108000   | 100000              | 102000   | 103000                 | 105000   | 101000               | 104000   | 100000              | 102000   | 101000                 | 104000   | 100000               | 102000   | 101000              | 104000   |

Approved By:  
Mr. A. P. Agarwal  
Executive Director  
Date: