

धौलाकुआँ, नई दिल्ली-110021 / DHAULA KUAN, NEW DELHI - 110021

Serial No. _____ Date _____

Department/Society Date of Disposal

Date of Submission.....

Date of Re-Submission () Date of
after complying with () final Disposal.....

the objections (

Head of charge Provident Fund/Capital/Maintenance Grant/Students Societies Account.

Amount of Advance (if any).....

in favour of.....

on account of expenditure incurred in connection

with.....

as per Cash Memos /Credit Memos as detailed below :

Bill No.	Date	Name of the Firm Particulars	Amount		Entered in the Stock Register at Page No.	Remarks
			₹	P.		
		TOTAL(₹)				
					₹ P.	
Budget Allotment.....					B.F.	
Amount of Previous Bills.....					Total.....	
Amount of This Bill.....					Less Amount advanced.....	
Total of Bills upto Date					Net recoverable/payable.....	
Balance of the Budget Allotment.....						
Pay the sum of ₹						Signature

S.O. (Accounts)

A.O.

Bursar

Principal

Paid vide /Cash/Cheque No.....dated.....₹.....