

CL 90p: 15
SL No. 63

RSAN 3 B 115
01/09/15

In lieu of IAFA-115(SMALL)

7504
a/15

CONTINGENT BILL

Expenditure on account of **Payment of CRV 30 Heavy duty Vacuum Cleaner from office contingencies.** Incurred by CDA, Secunderabad, during 08/2015.
Authority: **AN/III/2001/OC/MO/2015-16,** Dated: **18/08/2015.** **SO**
NO.AN/III/2001/OC/MO/15-16, Dated 21.08.2015 Month's account in which last charge on this account was preferred:

Sl. No.	Date	Details of Expenditure	Amount
01	28.08.2015	<u>Payment of CRV 30 Heavy duty Vacuum Cleaner</u>	Rs.20,095/-
		Total	Rs.20,095/-

(Rupees Twenty Thousand Ninety Five only)

Countersigned
Rs.20,095/-

CDA

ACDA

Sr.Accounts Officer(AN)

Passed **Rs.20,095/- (Rupees Twenty Thousand Ninety Five only)** & Cheque issued for payment of **Rs.20,095/- (Rupees Twenty Thousand Ninety Five only)**

TREASURY

SBI Trimulgherry
RBI, Hyderabad

NAME OF PAYEE

Cleanse Solutions,
HYDERABAD

AMOUNT

Rs.20,095/-

Auditor

AAO

AO/SAO

PUNCHING MEDIUM

PUNCHING MEDIUM					
Month	CDA	section	Cls. Vr	Vr. No.	
8	25	500	I		
Classification Code	+ Receipts	- Receipts	Classification Code	+ Charge	-Charge
CB (93/020/91)	20,095		83/094/30	20,095	
	20,095			20,095	

Auditor

AAO



OFFICE NOTE

No. AN/III/2001/OC/MO/2015-16

Dated: 29.07.2015

Sub: Proposal for procurement of heavy duty vacuum cleaner for use in this office

1. Importance of cleanliness is of paramount importance which furthers healthy atmosphere and presentable ambiance. The concept of cleanliness assumes enormous significance in view of Hon'ble Prime Minister's call on the Nation under the scheme Swatch Bharat. As per the instructions of Hqrs. Office, several drives for weeding old records and cleaning the premises have been initiated by this office.
2. In course of cleaning the office, it is seen that lot of dust and mite have gathered in certain areas. Cleaning of such areas manually becomes hazardous due to presence of microbes and mite as well as allergens. Manual cleaning merely dislodges but would not remove dirt and other things completely making such places still unsafe.
3. In view of the above, it is proposed to procure one heavy duty vacuum cleaner. Some quotes have been outsourced from worldwide web and are placed below. The price, depending on the features ranges from Rs. 13,990/- to Rs. 39,850/-. Brouchers are placed below for kind perusal of CDA.
4. CDA is requested to nominate a Board of Officers, to identify the equipment and to procure the item under GFR 146. List of officers of this office is placed below for selection of officers for the Board.

Submitted for orders, please.

3/8
AAO (AN-III)

~~SAO (AN)~~

CDA may kindly nominate board of officers for carrying out market survey & recommend the most suitable vacuum cleaner for use in our office. The board may also ascertain the model & make available in CSD canteen also.
Submitted for order.

SAO (AN)

~~CO (AN)~~

Sir, we may purchase two vacuum cleaners from CSD (approx 4,600 each) for our office. submitted for necessary orders.

TSiva
05/08.

CDA

In fact, we have been
discussing for heavy duty
vacuum cleaner, in view
of huge cleaning drive
of old records.

- pl review.

Dir
7/8/15

capacity, Sir, this office is having one light duty vacuum cleaner of 6' capacity, it
often creates lot of problems while cleaning and suction work
of large office space as well as using continuously for longer period.
Hence, this office is required heavy duty vacuum cleaner for
huge cleaning drive of old records and keeping variety of workspace
clean, safe and contamination-free.

Submitted for orders please.

IO
11/8
AO (AO-III)

SAO (AN)

After market survey heavy duty vacuum cleaner
ERV 30 model ^{for which} ~~quotes~~ obtained from m/s Cleanse
Solutions is enclosed for perusal. It is
opined that the said model will suffice
the cleaning/dusting need of our office.
CDA may kindly consider procurement of
the same through local purchase committee
as per provisions of LFR 1/16 not exceeding
Rs 1,50,000.-.

SAO (AN) - As proposed by SAO (AN) we may opt for item no 1
which may suffice our requirement.
Submitted for orders pls. IO
12/8

Dir
SAO (AN)

CDA

Dir
13/8/15

Sr. Ramesh Kumar SAO
Sr. Srinivas Reddy AO and
Sr. Neelakanthann may do this