

Left ov no. 7503  
7/15 to B. 27001 -

RSMA 01/15  
23/09/15

Inlieu of IAFA-115(SMALL)

CL Page: 06  
2200.72

7520  
9/15

**CONTINGENT BILL**



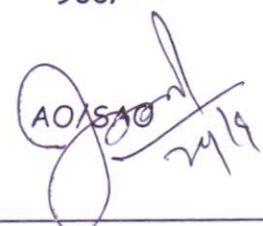
Expenditure on account of Pmt of cable charges Bill at DAD Guest House (Rudrama) building for the Months of 08/15. Incurred by CDA Secunderabad, during 09/15. Authority: AN/III/2011/MO/OC dated 11.09.2015 Month's account in which last charge on this account was preferred:

| Sl. No. | Date       | Details of Expenditure  | Amount   |
|---------|------------|---|----------|
| 01      | 14.09.2015 | Pmt of cable charges Bill at DAD Guest house(Rudrama) building for the Month of 08/15 | Rs.900/- |
|         |            | <b>Total</b>  | Rs.900/- |

( Rupees Nine Hundred only)


|  |   |
|--|---|
| <p>Countersigned<br/>Rs.900/-</p> <p>CDA </p> <p>ACDA </p> | <p></p> <p>Sr. Accounts Officer(AN)</p> |
|--|---|

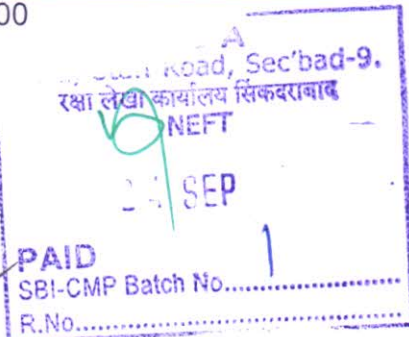
Passed Rs.900/- Rupees Nine Hundred only & Cheque issued for payment of Rs.900/- ( Rupees Nine Hundred only)


| TREASURY  | NAME OF PAYEE   | AMOUNT   |
|---|---|--|
| SBI Trimulgherry<br>RBI Hyderabad   | TELELINK INTERNET & DATA<br>SERVICES, HYDERABAD   | 900/-  |
| Auditor  | AAO  | AO/Sr.  |

**PUNCHING MEDIUM**

| PUNCHING MEDIUM     |            |            |                     |          |         |
|---------------------|------------|------------|---------------------|----------|---------|
| Month               | CDA        | section    | Cls. Vr             | Vr. No.  |         |
| 9                   | 25         | 500        | I                   |          |         |
| Classification Code | + Receipts | - Receipts | Classification Code | + Charge | -Charge |
| CB (93/020/91)      | 900        |            | 89/094/30           | 900      |         |
|                     |            |            |                     |          |         |
|                     | 900        |            |                     | 900      |         |

Auditor 

  
 PAID  
 SBI-CMP Batch No. 1  
 R.No. ....

AAO 

24/9.

NOTE

सं.प्रशा/III/2011/ओ.सी/मु.का  
कार्यालय, रक्षा लेखा नियंत्रक  
i.1. स्टाफ रोड,  
सिकंदराबाद-09

दिनांक:11/09/2015.

विषय :- कार्यालय फुटकर खर्च निधि में से की खरीद का प्रस्ताव।  
Sub: -Payment of cable TV charges Bill at DAD Guest House(Rudrama)  
building for the Period August -2015 from office contingencies.

- \* -

कार्यालय के फुटकर खर्च निधि में से निम्नलिखित वस्तुओं को खरीदने का प्रस्ताव है। It is proposed to cable charges bill at DAD Guest House Rudrama building for the period of 08/15 for office use from office contingencies.

.उक्त खरीद पर कुल रु.900/- के खर्च का अनुमान है। The Cable charges bill at DAD Guest House Rudrama building for the period of 08/2015 for office use from office contingencies financial effect of the proposal would be Rs:900/-Rupees Nine Hundred only,

लेखा परीक्षा की आवश्यकता को देखते हुए, यदी गुप अधिकारी/र.ले.नि महोदय सहमत हों, तो रु.900/- की राशि मंजूर करने की कृपा करें। Sanction of Rs.900/- , if agreed to, accorded by CDA will meet the audit requirement.

आदेशों के लिए प्रस्तुत। Submitted for sanction.

वरिष्ठ लेखा अधिकारी (प्रशा)/SAO/AO

गुप अफसर/GO (AN)

नियंत्रक /C.D.A.

सहायक लेखा अधिकारी (प्रशा)/AAO

✓

11/9

11/9/15

CL Page: 06  
 21.09.15

RSANS B130  
 23/09/15

In lieu of IAFA-115(SMALL)

**CONTINGENT BILL**

7519  
 9/15

Expenditure on account of procurement of Doormats, Runners & Curtains in CDA Secunderabad, Authority: AN/III/2001/MO/OC/2015-16 Dated 04/09/2015. Month's account in which last charge on this account was preferred:

| Sl. No.      | Date       | Details of Expenditure   | Amount            |
|--------------|------------|--|-------------------|
| 01           | 18.09.2015 | Procurement of Doormats, Runners & Curtains in CDA Secunderabad. | Rs.3,820/-        |
| <b>Total</b> |            |  | <b>Rs.3,820/-</b> |

( Rupees Three Thousand Eight Hundred and Twenty only )

|   |   |
|---|---|
| <b>Countersigned</b><br>Rs.3,820/-<br><br><i>CDA 18/09/15</i> | <i>B. Siva</i><br>ACDA<br>18/09/15<br><br>Sr.Accounts Officer(AN) |
|---|---|

Passed Rs.3,820/- Rupees Three Thousand Eight Hundred and Twenty only & Cheque issued for payment of Rs.3,820/- ( Rupees Three Thousand Eight Hundred and Twenty only

|                                    |                                |               |
|------------------------------------|--------------------------------|---------------|
| <b>TREASURY</b>                    | <b>NAME OF PAYEE</b>           | <b>AMOUNT</b> |
| SBI Trimulgherry<br>RBI, Hyderabad | PF Account<br>CDA Secunderabad | Rs.3,820/-    |

Auditor

**CDA**  
 No.1, Staff Road, Sec'bad-9.  
 రసా లెఖా కార్యాలయ సెకండరాబాద్  
 NEFT  
**PAID**  
 SBI-CMP Batch No.....  
 R No.....

*AO/SAO*  
 24/9

**PUNCHING MEDIUM**

| Month               | CDA section | Cls. Vr    | Vr. No.             | PUNCHING MEDIUM |         |
|---------------------|-------------|------------|---------------------|-----------------|---------|
| 9                   | 25          | 500        | I                   |                 |         |
| Classification Code | + Receipts  | - Receipts | Classification Code | + Charge        | -Charge |
| CB (93/020/91)      | 3,820       |            | 89/094/30           | 3,820           |         |
|                     | 3,820       |            |                     | 3,820           |         |

Auditor

*18/9*  
 AAO

OFFICE NOTE

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

Date:04.09.2015

**Sub: Proposal for procurement of Doormats, Runners & curtains for use in this office**

\*\*\*\*\*

1. Doormats, Runners and curtains have become too old and not suitable for any further use. In this regard, it is proposed for the procurement of new items, as detailed below:-

| Sl. No. | Description                  | Supplier Firm                  | Invoice No. & date         | Amount      |
|---------|------------------------------|--------------------------------|----------------------------|-------------|
| 1       | Doormats, Runners & curtains | M/s Mayank Furnishing, Sec'bad | MF/003849 dated 15.08.2015 | 3820        |
|         | <b>Total:</b>                |                                |                            | <b>3820</b> |

2. The amount quoted by the firm is found to be reasonable. CDA is requested to sanction ₹. 3820/- (Rupees Three thousand Eight hundred and Twenty only) towards above proposal.

Submitted for orders, please.

*[Signature]*  
AAO (AN-III)

~~SAO (AN)~~

To maintain the ambience of the main office building the worn out Doormat, runners & Curtains needs to be replaced on priority. accordingly the items has been procured. CDA may kindly accord sanction for Rs 3820/- under rule 145 RFR for the expenditure.

~~SAO (AN)~~ *[Signature]*  
16/9/15

~~CDA~~ *[Signature]*  
16/9/15

*[Signature]*  
SAO (AN)

CL Page: 06  
5120.78

RSAN3B129  
23/09/15

In lieu of IAFA-115(SMALL)

7518  
9/15

**CONTINGENT BILL**

Expenditure on account of procurement of plants in CDA Secunderabad, Authority: AN/III/2001/MO/OC/2015-16 Dated 04/09/2015. Month's account in which last charge on this account was preferred:

| Sl. No.      | Date       | Details of Expenditure                    | Amount            |
|--------------|------------|---|-------------------|
| 01           | 18.09.2015 | Procurement of plants at CDA Secunderabad | Rs.3,000/-        |
| <b>Total</b> |            |   | <b>Rs.3,000/-</b> |

( Rupees Three Thousand only)

|  |   |
|--|---|
| <p>Countersigned<br/>Rs.3,000/-</p> <p>CDA <i>18/9/15</i></p> <p>ACDA <i>23/9/15</i></p> | <p>Sr.Accounts Officer(AN)</p> <p><i>18/9</i></p> |
|--|---|

Passed Rs.3,000/- Rupees Three Thousand only & Cheque issued for payment of Rs.3,000/- (Rupees Three Thousand only)

**TREASURY**

SBI Trimulgherry  
RBI, Hyderabad

**NAME OF PAYEE**

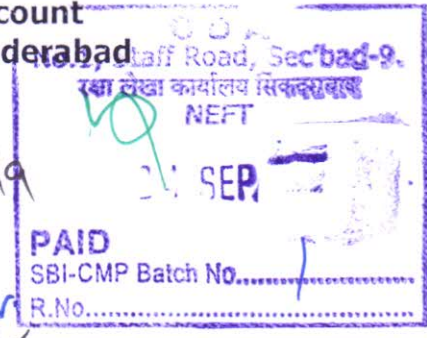
PF Account  
CDA Secunderabad

**AMOUNT**

Rs.3,000/-

Auditor

AAO *18/9*



AO/SAO *24/5*

**PUNCHING MEDIUM**

| PUNCHING MEDIUM     |            |            |                     |          |         |
|---------------------|------------|------------|---------------------|----------|---------|
| Month               | CDA        | section    | Cls. Vr             | Vr. No.  |         |
| 9                   | 25         | 500        | I                   |          |         |
| Classification Code | + Receipts | - Receipts | Classification Code | + Charge | -Charge |
| CB (93/020/91)      | 3,000      |            | 89/094/30           | 3,000    |         |
|                     | 3,000      |            |                     | 3,000    |         |

Auditor

AAO *18/9*

OFFICE NOTE

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

Date:04.09.2015

**Sub: Proposal for procurement of plants**

\*\*\*\*\*

1. This office has suspended the AMC in r/o arboriculture wef 01.01.2015. The arboriculture needs have to be met on need basis by out sourcing. As some plants have dried out, new planets as mentioned below have been purchased and planted:-

| Sl. No. | Description                         | Supplier Firm                         | Bill No. & date      | Amount      |
|---------|-------------------------------------|---------------------------------------|----------------------|-------------|
| 1       | Arboriculture services (plantation) | M/s Srikant Hi-Tech Nursery, Kompally | Nil dated 16.08.2015 | 3000        |
|         | <b>Total:</b>                       |                                       |                      | <b>3000</b> |

2. CDA is requested to sanction ₹. 3000- (Rupees Three thousand only) towards above expenditure.

Submitted for orders, please.

10/9  
AAO (AN-III)

~~SAO (AN)~~

CDA may kindly consider sanctioning Rs 3000/- towards purchase of ornamental plants for the office premises under Rule 145 C.F.R.

~~SAO (AN)~~ - prices on the higher side. This may be requested to bring down to reasonable limit.

17/9  
SAO (AN)

~~SAO (AN)~~

Sir, rates are reasonable as the ornamental plants were grown in small plastic pots and not in plastic covers. The rates obtained are after negotiation please.

~~SAO (AN)~~ Submitted for order  
16/9

16/9  
SAO (AN)

CDA-1  
16/9/15

CL Page: 06  
Sl no. 77

7517  
8/15 for B. 3539

In lieu of IAFA-115(SMALL)  
7517  
8/15  
RSANBB 128  
23/09/15

**CONTINGENT BILL**

Expenditure on account of Pmt of Wet Canteen Credit Bill No.41 Dated 09.09.2015 of MO, CDA Sec'bad during for the months of 09/2015. Incurred by CDA Secunderabad, during 09/2015. Authority: AN/III/2015-16/OC/MO, Dated 15/09/2015. Month's account in which last charge on this account was preferred:

| Sl. No. | Date       | Details of Expenditure   | Amount   |
|---------|------------|--|----------|
| 01      | 16.09.2015 | Pmt of Wet Canteen Credit Bill of MO, CDA Sec'bad for the month of 09/2015 | Rs.956/- |
|         |            | Total  | Rs.956/- |

( Rupees Nine Hundred & Fifty Six only)

|  |  |
|--|--|
| <p>Countersigned<br/>Rs.956/-</p> <p>C.D.A. <i>[Signature]</i> 16/9/15</p> | <p>A.C.D.A. <i>[Signature]</i> 16/9</p> <p>Sr Accounts Officer(AN) <i>[Signature]</i> 16/9</p> |
|--|--|

Passed Rs.956/- Rupees Nine Hundred & Fifty Six only & Cheque issued for payment of Rs.956/- ( Rupees Nine Hundred & Fifty Six only)

|                                    |  |          |
|------------------------------------|--|----------|
| TREASURY                           | NAME OF PAYEE  | AMOUNT   |
| SBI Trimulgherry<br>RBI, Hyderabad | AAO Canteen<br>No.1, Staff Road, Sec'bad-9.<br>Secunderabad<br>श्री लेखा कार्यालय सिकंदराबाद<br>NEFT | Rs.956/- |

Auditor *[Signature]*

AAO *[Signature]* 16/9/15  
AAO *[Signature]*  
22/9/15

**PAID**  
SBI-CMP Batch No.....  
R.No.....

**24 SEP**

*[Signature]*  
24/9

PUNCHING MEDIUM

| PUNCHING MEDIUM     |            |            |                     |          |
|---------------------|------------|------------|---------------------|----------|
| Month               | CDA        | section    | Cls. Vr             | Vr. No.  |
| 9                   | 25         | 500        | I                   |          |
| Classification Code | + Receipts | - Receipts | Classification Code | + Charge |
| CB (93/020/91)      | 956        |            | 89/094/30           | 956      |
|                     | 956        |            |                     | 956      |

Auditor *[Signature]*

AAO *[Signature]* 16/9

NOTE

सं. प्रशा/III/2015-16/ओ.सी/मू.का  
कार्यालय, रक्षा लेखा नियंत्रक  
नं.1, स्टाफ रोड,  
सिकंदराबाद-09

दिनांक: 15/09/2015.

विषय :- कार्यालय फुटकर खर्च निधि में से

की खरीद का प्रस्ताव।

Sub: -Pmt of Wet Canteen Bill by MO, CDA Secunderabad vide bill No.41

Dt:09/09/2015 from office contingencies.

\*\*\*\*

कार्यालय के फुटकर खर्च निधि में से निम्नलिखित वस्तुओं की खरीद का प्रस्ताव है। It is proposed to Pay Wet Canteen Bill by MO, CDA Secunderabad for office use from office contingencies.

उक्त खरीद पर कुल रु.953/- के खर्च का अनुमान है। The Pmt of Wet Canteen Bill by MO, CDA, Secunderabad financial effect of the proposal would be Rs:956/- (Rupees Nine Hundred and Fifty Six only).

लेखा परीक्षा की आवश्यकता को देखते हुए, यदी ग्रुप अधिकारी/र.ले.नि महोदय सहमत हों, तो रु.956/- की राशि मंजूर करने की कृपा करें। Sanction of Rs.956/-, if agreed to, accorded by CDA will meet the audit requirement.

आदेशों के लिए प्रस्तुत। Submitted for sanction.

  
सहायक लेखा अधिकारी (प्रशा)/AAO

वरिष्ठ लेखा अधिकारी (प्रशा)/SAO/AG

ग्रुप अफसर/GO (AN)

नियंत्रक /C.D.A.



CL Page 106  
Sl No. 76

RSAN3 B127  
23/09/15  
CONTINGENT BILL




In lieu of IAFA-115(SMALL)

7516  
9/15

Expenditure on account of Pmt of NPS workshop held on 03.09.2015 of MO, CDA Sec'bad during for the months of 09/2015. Incurred by CDA Secunderabad, during 09/2015. Authority: AN/III/2001/OC/MO/2015-16, Dated 14/09/2015. Month's account in which last charge on this account was preferred:

| Sl. No. | Date       | Details of Expenditure                | Amount   |
|---------|------------|---------------------------------------|----------|
| 01      | 16.09.2015 | Pmt of NPS workshop, CDA Secunderabad | Rs.857/- |
|         |            | Total                                 | Rs.857/- |

( Rupees Eight Hundred & Fifty Seven only)


|   |   |  |
|---|---|--|
| Countersigned<br>Rs.857/-   |   |  |
| <br>C.D.A. 16/9/15 | <br>A.C.D.A. | <br>Sr.Accounts Officer(AN) |


Passed Rs.857/- Rupees Eight Hundred & Fifty Seven only & Cheque issued for payment of Rs.857/- (Rupees Eight Hundred & Fifty Seven only)

TREASURY  
SBI Trimulgherry  
RBI, Hyderabad

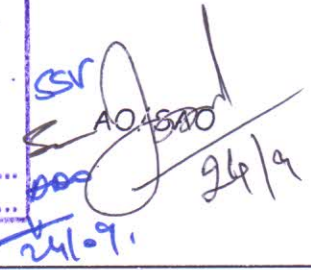
NAME OF PAYEE CDA  
for PFN Account Staff CDA, Sec'bad-9.  
रक्षा लेखा कार्यालय सिकंदराबाद  
Secunderabad  
NEFT

AMOUNT  
Rs.857/-

  
Auditor

  
AAO 16/9

24 SEP  
PAID  
SBI-CMP Batch No.....  
R.No.....

  
Sr. Accounts Officer  
24/9/15

PUNCHING MEDIUM

| PUNCHING MEDIUM     |            |            |                     |          |
|---------------------|------------|------------|---------------------|----------|
| Month               | CDA        | section    | Cls. Vr             | Vr. No.  |
| 9                   | 25         | 500        | I                   |          |
| Classification Code | + Receipts | - Receipts | Classification Code | + Charge |
| CB (93/020/91)      | 857        |            | 89/094/30           | 857      |
|                     | 857        |            |                     | 857      |

  
Auditor

  
AAO 16/9

**OFFICE NOTE**

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

Date:14.09.2015

**Sub: Submission of details of expenditure in connection with NPS Workshop held on 03.09.2015**

A, 2A2

**Ref: NPS cell Office Notes dated 24.07.2015 and 01.09.2015**

\*\*\*\*\*

1. Concurrence of the Competent Authority was obtained for an appx. Expenditure of Rs.1000/- in connection with NPS Workshop on 03.09.2015, conducted in this office, vide NPS ON dated 01.09.2015. The faculty from CRA-NSDL stayed in the DAD Guest House for one day in connection with the Workshop.

Page B

2. Subsequently, NPS cell has submitted the details of expenditure for Rs.857/- along with original bills, vide their letter No. NPS Cell/Gen Corr/2015 dated 09.09.2015. The details of expenditure are as follows:-

| Sl. No. | Description                    | Amount       | Bill No.   |
|---------|--------------------------------|--------------|--|
| 1       | Gift Item to Faculty form NSDL | 657          | 057957 dtd 02.09.2015; Andhra Sub Area Canteen           |
| 2       | Boquet to Faculty form NSDL    | 150          | SIV-1395 dtad 03.09.2015; M/s Roseland Florist, Karkhana |
| 3       | Gift Wrapping                  | 50           | Hand receipt   |
|         | <b>Total:</b>                  | <b>₹.857</b> |  |

3. In view of the above, CDA is requested to:

a) accord sanction for an expenditure of ₹. 857 (Rupees Eight hundred and Fifty Seven only) towards the above proposal;

b) waive ₹.110/- being rent for one day in DAD Lekhanagar Guest House.

Submitted for sanction, please.

*[Signature]*  
14/9  
AAO (AN-III)

SAO (AN)

*CDA may kindly consider sanctioning Rs 857/- towards expenditure in connection with NPS workshop. & waiver of rent for one day for the stay of faculty NSDL for the atm workshop.*

*CDA (AN) - 15/9*

*(The gift items could have procured from MO canteen, reason for purchasing it from subgrm is not clear. pls note to procure it if any for all such event from MO - CSD).*

*14/9/15*

C.L Page: 06  
Sl no. 74

R9AN313125  
16/09/15  
CONTINGENT BILL




In lieu of IAFA-115(SMALL)

7513  
9/15

Expenditure on account of repairs of intercoms. Incurred by CDA Secunderabad, during 09/2015 Authority: AN/III/2001/OC/MO/2015-16, Dated 09/09/2015. Month's account in which last charge on this account was preferred:

| Sl. No. | Date       | Details of Expenditure                              | Amount   |
|---------|------------|---|----------|
| 01      | 15.09.2015 | Repairs of intercoms Main Office, CDA Secunderabad. | Rs.720/- |
|         |            | Total   | Rs.720/- |

( Rupees Seven Hundred and Twenty only)

|   |   |   |
|---|---|---|
| Countersigned<br>Rs.720/-<br><br><br>CDA | <br>ACDA | <br>Sr. Accounts Officer(AN) |
|---|---|---|

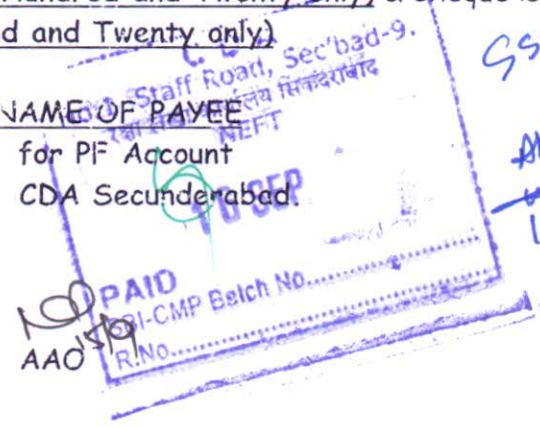
Passed Rs.720/- (Rupees Seven Hundred and Twenty only) & Cheque issued for payment of Rs.720/- (Rupees Seven Hundred and Twenty only)

TREASURY  
SBI Trimulgherry  
RBI Hyderabad

NAME OF PAYEE  
for PF Account  
CDA Secunderabad

AMOUNT  
720/-


  
Auditor



SSV

ABD

16/09/15

  
AO/SAO  
16/9

PUNCHING MEDIUM

| PUNCHING MEDIUM     |            |            |                     |          |         |
|---------------------|------------|------------|---------------------|----------|---------|
| Month               | CDA        | section    | Cls. Vr             | Vr. No.  |         |
| 9                   | 25         | 500        | I                   |          |         |
| Classification Code | + Receipts | - Receipts | Classification Code | + Charge | -Charge |
| CB (93/020/91)      | 720        |            | 89/094/30           | 720      |         |
|                     | 720        |            |                     | 720      |         |

  
Auditor

  
AAO

**OFFICE NOTE**

o. AN/III/2001/OC/MO/2015-16

Dated: 09.09.2015

**Sub: Proposal for repairs intercom connections**

\*\*\*\*\*

1. Certain intercom connections were found faulty. M/s Sri Sai Enterprises, Hyderabad was called in, to examine the issues. It is found that line connections have to be repaired and line cards and coil cards have to be replaced. The cost of repairs is estimated at ₹.720/- as follows:-

| SI No. | Description  | Qty |      | rate | Amount     |
|--------|--|-----|------|------|------------|
| 1      | Line connecting telephone extn No.s 210,400, 272 and 419 |     |      |      | 600        |
| 2      | Line card for extn nos. 400 and 272                      | 2   | Nos. | 30   | 60         |
| 3      | Coil card for extn no. 419                               | 1   | Nos. | 60   | 60         |
|        | <b>TOTAL:</b>  |     |      |      | <b>720</b> |

Play A

The firm has given a quotation bearing No. 087 dtd 27.08.2015 which is placed below for kind perusal of CDA.

2. If agreed to, CDA may accord financial sanction of ₹.720/- (Rupees Seven hundred and Twenty only) above proposal.

Submitted for orders, please.

*[Signature]*  
AAO (AN-III)

~~SAO (AN)~~

*CDA may kindly consider sanctioning Rs 720/- towards repair to faulty intercom connections as proposed.*

~~CDA (AN)~~ *[Signature]*  
14/9

~~CDA~~ *[Signature]*  
15/9/15

*[Signature]*  
Sardar

CL No. 103  
Sl No. 09

RSAN 3 B 123  
11/09/15  
CONTINGENT BILL

Let off no. 7501  
8/15 for Rs. 57710/-

7511  
9/15

Expenditure on account of AMC for Catering and house keeping service at Sr DAD Officers Guest house (Rudrama) for the month of July-2015. contract period 01.07.2015 to 30.06.2016 Authority: AN/III/2001/OC/MO/2015-16 Dated 05.05.2015 & Order No. AN/III/Catg GH/2015-16 Dated 26.06.2015 Month's account in which last charge on this account was preferred:

| Sl. No. | Date       | Details of Expenditure   | Amount      |
|---------|------------|--|-------------|
| 01      | 08.09.2015 | AMC for Catering and house keeping service at Sr DAD Officers Guest house (Rudrama) for the month of July'2015 | Rs.57,710/- |
|         |            | Total  | Rs.57,710/- |

( Rupees Fifty Seven Thousand Seven hundred Ten only)

|                              |          |                          |
|------------------------------|----------|--------------------------|
| Countersigned<br>Rs.57,710/- |          |                          |
| C.D.A.                       | A.C.D.A. | Sr. Accounts Officer(AN) |

Passed Rs.57,710/- Rupees Fifty Seven Thousand Seven hundred Ten only & Cheque issued for payment of Rs.56,556/- (Rupees Fifty Six Thousand Five hundred Fifty Six only)

| TREASURY  | NAME OF PAYEE   | AMOUNT                    |
|---|---|---------------------------|
| SBI Trimulgherry<br>RBI, Hyderabad<br><br>Auditor | M/s Shield security Services<br>Secunderabad<br><br>AAO | Rs.56,556/-<br><br>AO/SAG |

PUNCHING MEDIUM

| MONTH               | CDA        | SECTION    | CLS.Vr.             | Vr.No.   |
|---------------------|------------|------------|---------------------|----------|
| 9                   | 25         | 500        | 1                   |          |
| Classification Code | + Receipts | - Receipts | Classification Code | + Charge |
| CB 93/020/91        | 56,556     |            | 89/094/30           | 57,710   |
| IT 00/003/00        | 1,154      |            |                     |          |
|                     | 57,710     |            |                     | 57,710   |

Auditor

AAO

CDA  
No.1, Staff Road, Sec/bad-9.  
NEFT  
15 SEP 2015  
PAID  
SF Batch No. ....

C.L Page: 06  
 S.No. 69

RSANBB121  
 08/9/15

In lieu of IAFA-115(SMALL)

7509  
 9/15

**CONTINGENT BILL**

Expenditure on account Cleaning the office building and premises in connection with Swatch Bharat Program in CDA Secunderabad, Authority: AN/III/2001/MO/OC/2015-16 Dated 04/09/2015. Month's account in which last charge on this account was preferred:

| Sl. No.      | Date       | Details of Expenditure  | Amount          |
|--------------|------------|---|-----------------|
| 01           | 07.09.2015 | Cleaning the office building and premises in connection with Swatch Bharat Program in CDA Secunderabad. | Rs.590/-        |
| <b>Total</b> |            |   | <b>Rs.590/-</b> |

( Rupees Five Hundred and Ninety only )

No.1, Staff Road, Sec'bad-9.  
 రవాణా కార్యాలయ సెకండరాబాద్  
 NEFT

PAID  
 SBI-CMP  
 R.No.

|                           |      |                         |
|---------------------------|------|-------------------------|
| Countersigned<br>Rs.590/- | ACDA | Sr.Accounts Officer(AN) |
|---------------------------|------|-------------------------|

Passed **Rs.590/-Rupees Five Hundred and Ninety Only** & Cheque issued for payment of **Rs.590/--(Rupees Five Hundred and Ninety only)**

| TREASURY                           | NAME OF PAYEE                  | AMOUNT   |
|------------------------------------|--------------------------------|----------|
| SBI Trimulgherry<br>RBI, Hyderabad | PF Account<br>CDA Secunderabad | Rs.590/- |

Auditor

AAO

AO/SAS

**PUNCHING MEDIUM**

| PUNCHING MEDIUM     |            |            |                     |          |         |
|---------------------|------------|------------|---------------------|----------|---------|
| Month               | CCA        | section    | Cls. Vr             | Vr. No.  |         |
| 9                   | 25         | 500        | I                   |          |         |
| Classification Code | + Receipts | - Receipts | Classification Code | + Charge | -Charge |
| CB (93/020/91)      | 590        |            | 89/094/30           | 590      |         |
|                     | 590        |            |                     | 590      |         |

Auditor

AAO

OFFICE NOTE

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

Date: 04.09.2015

**Sub: Proposal expenditure towards cleaning and up keeping of the office premises under Swatch Bharat Program**

\*\*\*\*\*

1. Under **Swatch Bharat Program**, the premises of the office, including interior of New and Old Building, was cleaned on 29th and 30th of August, by MTS staff of this office. In this connection food and tea were provided to the cleaning persons. The details of expenditure are given below:-

| Sl. No.       | Description                      | Supplier Firm   | Bill No. & date                                   | Amount     |
|---------------|----------------------------------|---|---|------------|
| 2             | Meals [MTS & other staff 450+67] | Hotel Sri Raghavendra, Karkhana                             | 000300 & 000341 dtd 16.08.2015                    | 517        |
| 3             | Milk & sugar (40+32.50= 73.00)   | Hotel Sri Raghavendra, Karkhana & M/s Ratnadeep Supermarket | 000342 dtd 16.08.2016;<br>00021217 dtd 16.08.2015 | 73         |
| <b>Total:</b> |                                  |   |   | <b>590</b> |

2. CDA is requested to sanction ₹. 590/- (Rupees Five hundred and Ninety only) towards above expenditure.

Submitted for orders, please.

10/9  
AAO (AN-III)

~~SAO (AN)~~

CDA may kindly consider sanctioning Rs 590/- toward tea/snacks/food to the MTS staff on acc of Swatch Bharat Program as proposed.

10/9  
SAS/AN

~~SAO (AN)~~ 10/9

~~CDA~~ 10/9

Lat DV No. 7518  
5/15 BSB .1000/-

CL Page: 77  
5100.06

7508  
9/15

In lieu of IAFA-115(SMALL)

CONTINGENT BILL

R9AN3B119  
08/9/15

Expenditure on account of Recoupment of Imprest Bill by IFA AF Stns AP & Bidar during the period 01.06.2015 to 30.06.2015. Incurred by CDA Secunderabad, during the month of 09/2015. Auth: AN/III/2015-16/MO/OC Dated 02/09/2015 Month's account in which last charge on this account was preferred:

| Sl. No. | Date       | Details of Expenditure  | Amount    |
|---------|------------|---|-----------|
| 01      | 07.09.2015 | <u>Recoupment of Imprest Bill by IFA AF Stns AP &amp; Bidar during the period 01.06.2015 to 30.06.2015.</u> | Rs.1000/- |
| Total   |            |   | Rs 1000/- |

CDA  
No.1, Staff Road, Secbad-9.  
रक्षा लेखा कार्यालय सिकंदराबाद  
NEFT  
9 SEP 2015  
PAID  
BI-CMP Batch

(Rupees One Thousand only).  
Countersigned Rs.1000/-  
C.D.A. [Signature] 7/9/15  
A.C.D.A. [Signature] 8/9/15  
Sr. Accounts Officer(AN) [Signature]

Passed for Rs.1000/- (Rupees One Thousand only) & Cheque issued for payment of Rs.1000/- (Rupees One Thousand only)

| TREASURY                            | NAME OF PAYEE               | AMOUNT    |
|-------------------------------------|-----------------------------|-----------|
| S.B.I. TRIMULGHERRY<br>Secunderabad | for credit to PF A/c of CDA | Rs.1000/- |

[Signature]  
Auditor

[Signature]  
AAO

[Signature]  
AO/SAO

| PUNCHING MEDIUM     |            |            |                     |          |
|---------------------|------------|------------|---------------------|----------|
| Month               | CDA        | section    | Cls. Vr             | Vr. No.  |
| 9                   | 25         | 500        | I                   |          |
| Classification Code | + Receipts | - Receipts | Classification Code | + Charge |
| CB (93/020/91)      | 1,000      | 1          | 89/094/30           | 1,000    |
|                     | 1,000      |            |                     | 1,000    |

[Signature]  
Auditor

[Signature]  
AAO



दिनांक: 02/09/2015.

विषय :- कार्यालय फुटकर खर्च निधि में से

की खरीद का प्रस्ताव।


Sub: - Recoupment of Imprest Bill by IFA AF Stns AP & Bidar during the Period of 01/06/2015 to 30/06/2015 from office contingencies.

कार्यालय के फुटकर खर्च निधि में से निम्नलिखित वस्तुओं को खरीदने का प्रस्ताव है। It is proposed to pay Imprest Bill for **Rs 1,000/-** ( **Rupees One Thousand Only**) towards the expenditure incurred by this office during the Period of 01/06/2015 to 30/06/2015 from office contingencies.

2. उक्त खरीद पर कुल रु.1000/- के खर्च का अनुमान है। The Imprest Bill by IFA AF Stns AP & Bidar , financial effect of the proposal would be Rs: 1000/- **Rupees One Thousand Only**.

3. लेखा परीक्षा की आवश्यकता को देखते हुए, यदि गुप अधिकारी/र.ले.नि महोदय सहमत हों, तो रु. की राशि मंजूर करने की कृपा करें। Sanction of **Rs 1000/-** , if agreed to, accorded by CDA will meet the audit requirement.

4. आदेशों के लिए प्रस्तुत। Submitted for orders.

  
सहायक लेखा अधिकारी (प्रशा)/AAO  
२

वरिष्ठ लेखा अधिकारी (प्रशा)/SA/TAO

गुप अफसर/GO (AN)

नियंत्रक /C.D.A.

  
4/9/15

C.L. Page 05  
Sl. no. 66

RSAN 3 B 18  
08/9/15

In lieu of IAFA-115(SMALL)

7507  
9/15

CONTINGENT BILL

Expenditure on account of replacement of parts in RO plant at DAD Guest House(Rudrama). Incurred by CDA Secunderabad, during 09/2015 Authority: AN/III/MO/OC/2015-16, Dated 01/09/2015. Month's account in which last charge on this account was preferred:

| Sl. No. | Date       | Details of Expenditure  | Amount     |
|---------|------------|---|------------|
| 01      | 04.09.2015 | Replacement of parts in RO plant at DAD Guest House(Rudrama). | Rs.4,300/- |
|         |            | Total   | Rs.4,300/- |

( Rupees Four Thousand Three Hundred only)

|  |                          |
|--|--------------------------|
| Countersigned<br>Rs.4,300/-<br><br>CDA <i>[Signature]</i> 07/09/15<br>ACDA <i>[Signature]</i> 07/09/15 | Sr. Accounts Officer(AN) |
|--|--------------------------|

Passed Rs.4,300/- (Rupees Four Thousand Three Hundred only) & Cheque issued for payment of Rs.4,300/- ( Rupees Four Thousand Three Hundred only)

TREASURY

SBI Trimulgherry

RBI Hyderabad

*[Signature]*  
Auditor

NAME OF PAYEE

for PF Account  
CDA Secunderabad. NEFT

*[Signature]*  
AAO

NO. 1 Staff Room, Sec. 1000000.  
का लेखा कार्यालय सिकंदराबाद

08 SEP 2015

PAID  
SBI-CMP Batch No. 1  
R.No. 3

AMOUNT

4,300/-

SSU  
*[Signature]*  
AO/SAO

PUNCHING MEDIUM

| PUNCHING MEDIUM     |            |            |                     |          |          |
|---------------------|------------|------------|---------------------|----------|----------|
| Month               | CDA        | section    | Cls. Vr             | Vr. No.  |          |
| 9                   | 25         | 500        | I                   |          |          |
| Classification Code | + Receipts | - Receipts | Classification Code | + Charge | - Charge |
| CB (93/020/91)      | 4,300      |            | 89/094/30           | 4300     | 4300     |
|                     | 4,300      |            |                     | 4,300    |          |

*[Signature]*  
Auditor

*[Signature]*  
AAO

OFFICE NOTE

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

Date:01.09.2015

**Sub: Proposal for replacement of parts in RO Plant at DAD Guest House, Rudrama**

\*\*\*\*\*

1. The RO Plant at DAD Guest House, Rudrama has been having a problem which was resulting in poor quality of drinking water. In view of the above the service person from M/s Prism Waterfine was called into examine the issued.
2. It is found that membrane, carbon filers etc., have to be replaced for efficient functioning of the RO plant. The cost of replacement and repair charges works out to ₹. 4300/-. The quotation submitted by the firm is placed below for kind perusal of CDA.
3. If agreed to, CDA may sanction ₹.4300/- (Rupees Four thousand and Three hundred only) towards above proposal.

Submitted for consideration, please.

100  
119  
AAO (AN)

~~SAO (AN)~~

CDA may kindly consider sanctioning  
Rs 4300/- towards repairs of R.O Plant  
at DAD Guest House.

119  
SAC (AN)

~~SAC (AN)~~ 119  
0419

~~CDA~~ 119  
49115

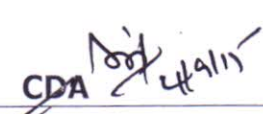

CONTINGENT BILL

In lieu of IAFA-115(SMALL)

Expenditure on account of **Purchase of Rubber Stamp for M.O and sub offices**  
**Total No of Stamps 06 in r/o CDA Secunderabad. Incurred** by CDA Secunderabad,  
 during 08/2015. Authority: AN/III/2015-16/OC/MO, Dated :01/09/2015. Month's  
 account in which last charge on this account was preferred:

| Sl. No.      | Date       | Details of Expenditure                                    | Amount          |
|--------------|------------|---|-----------------|
| 01           | 03.09.2015 | Purchase of Rubber Stamp for M.O in r/o CDA Secunderabad. | Rs.685/-        |
| <b>Total</b> |            |   | <b>Rs.685/-</b> |

( Rupees Six Hundred and Eighty Five only )

|   |   |  |
|---|---|--|
| Countersigned<br>Rs.685/-<br><br><br>CDA | <br>ACDA | No.1, Staff Road, Sec'bad-9.<br>SBI-Branch No. ....<br>NEFT<br>7 SEP 2015<br>Sr.Accounts Officer(AN) |
|---|---|--|

Passed **Rs.685/- (Rupees Six Hundred and Eighty Five only)** & Cheque issued for payment of **Rs.685/- (Rupees Six Hundred and Eighty Five only)**

**TREASURY**

SBI Trimulgherry  
 RBI, Hyderabad

**NAME OF PAYEE**

M/s Raja & CO,  
 SECUNDERABAD

**AMOUNT**

Rs.685/-

  
**Auditor**

  
**AAO**

  
**AO/SAO**

**PUNCHING MEDIUM**

PUNCHING MEDIUM

| Month               | CDA        | section    | Cls. Vr             | Vr. No.  |         |
|---------------------|------------|------------|---------------------|----------|---------|
| 9                   | 25         | 500        | I                   |          |         |
| Classification Code | + Receipts | - Receipts | Classification Code | + Charge | -Charge |
| CB (93/020/91)      | 685        |            | 89/094/30           | 685      |         |
|                     | 685        |            |                     | 685      |         |

  
**Auditor**

  
**AAO**

NOTE

सं.प्रशा/III/2015-16/ओ.सी/मु.का  
कार्यालय, रक्षा लेखा नियंत्रक  
नं.1, स्टाफ रोड,  
सिकंदराबाद-09

दिनांक: **01/09/2015.**

विषय :- कार्यालय फुटकर खर्च निधि में से

की खरीद का प्रस्ताव।

Sub: - Purchase of Rubber Stamp for M.O and Sub Offices Normal Rubber Stamps 06 in r/o CDA Secunderabad.

- \* -

कार्यालय के फुटकर खर्च निधि में से निम्नलिखित वस्तुओं की खरीदने का प्रस्ताव है। It is proposed to pay for **Rs.685/- (Rupees Six Hundred and Eighty only)** for Rubber Stamp for M.O Normal Rubber Stamps 06 in r/o CDA Secunderabad, during 07/2015 and 08/2015. CDA, Secunderabad for office use from office contingencies.

लेखा परीक्षा की आवश्यकता को देखते हुए, यदी गुप अधिकारी/र.ले.नि महोदय सहमत हों, तो रु.685/- की राशि मंजूर करने की कृपा करें। Sanction of **Rs.685/-**, if agreed to, accorded by CDA will meet the audit requirement.

आदेशों के लिए प्रस्तुत। Submitted for sanction.

सहायक लेखा अधिकारी (प्रशा)/AAO

वरिष्ठ लेखा अधिकारी (प्रशा)/SAO/AO

गुप अफसर/GO (AN)

नियंत्रक /C.D.A.

CL Roy: 05  
 Sl. No. 64

RSAN SB114  
 01/09/15

In lieu of IAFA-115(SMALL)

7503  
 2/15

**CONTINGENT BILL**

Expenditure on account of Pmt of cartridge for photocopier Xerox Sharp machine Modal AR-M205 at LAO(DAD) from office contingencies. Incurred by CDA, Secunderabad, during 08/2015. Authority: AN/III/2001/OC/LAO(DAD)2015-16, Dated: 06/08/2015. Month's account in which last charge on this account was preferred:

| Sl. No. | Date       | Details of Expenditure   | Amount            |
|---------|------------|--|-------------------|
| 01      | 28.08.2015 | <u>Cartridge for photocopier Xerox Sharp machine Modal AR-M205 at LAO(DAD)</u> | Rs.7,217/-        |
|         |            | <b>Total</b>   | <b>Rs.7,217/-</b> |

(Rupees Seven Thousand Two Hundred Seventeen only)

|   |   |
|---|---|
| <b>Countersigned</b><br>Rs.7,217/-<br><br>CDA <i>[Signature]</i><br>ACDA <i>[Signature]</i> 31/08 | <i>[Signature]</i><br>Sr.Accounts Officer(AN) |
|---|---|

Passed Rs. 7,217/- (Rupees Seven Thousand Two Hundred Seventeen only) & Cheque issued for payment of Rs.7,217/- (Rupees Seven Thousand Two Hundred Seventeen only)

|                                    |  |               |
|------------------------------------|--|---------------|
| <b>TREASURY</b>                    | <b>NAME OF PAYEE</b>   | <b>AMOUNT</b> |
| SBI Trimulgherry<br>RBI, Hyderabad | 21 <sup>st</sup> Century electronics & Tele Communications,<br>HYDERABAD | Rs.7,217/-    |

|   |                                |                              |
|---|--------------------------------|------------------------------|
| <i>[Signature]</i><br>Auditor<br><b>PUNCHING MEDIUM</b> | <i>[Signature]</i><br>AAO 28/8 | <i>[Signature]</i><br>AO/SAC |
|---|--------------------------------|------------------------------|

| 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)      | 7,217      |            | 89/094/30           | 7,217    |         |
|                     | 7,217      |            |                     | 7,217    |         |

*[Signature]*  
 Auditor

**C D A**  
 No.1, Staff Road, Secbad-9.  
 రవా లేదా కార్యాలయ సిక్డబియూ  
 NEFT  
**3 SEP 2015**  
**PAID**  
 SBI-CMP Batch No.....  
 R.No.....

*[Signature]*  
 AAO

OFFICE NOTE

No. AN/III/2001/OC/LAO (DAD) /2015-16

Dated: 06.08.2015

**Sub: Proposal for procurement of cartridge for photocopier Xerox Sharp machine Model AR-M205**

\*\*\*\*\*

1. The LAO (DAD) in their letter No. LAH/B/STATIONERY/2015 dated 14.07.2015 has asked this office for supply of one cartridge for photocopier Xerox Sharp machine Model AR-M205.

2. M/s 21st Century Electronics & Telecommunications has submitted a quotation dtd 04.08.2015. The cost of one Toner for the said photocopier works out to ₹7217/- (including VAT @ 14.5%. [Basic cost: ₹6303 + VAT ₹914].

3. CDA is requested to sanction ₹7217/- (Rupees Seven thousand Two hundred Seventeen only) towards above requirement.

Submitted for orders, please.

10/8.  
AAO (AN-III)

~~SAO (AN)~~

The photocopier at LAO (DAD) is not covered under any of the maintenance contract. The office was also advised to explore the possibility on call basis. COA may kindly sanction Rs 7217/- for purchase of Cartridge/Toner for the Sharp photocopier.

Submitted for order.

~~COA (AN)~~ BIVA  
07/08.

10/8.  
SAO (AN)

CDA  
10/8/15

CL Page: 05  
CL No. 62

113  
6/10/2015

In lieu of IAFA-115(SMALL)

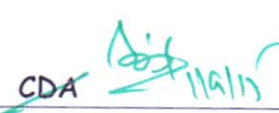


CONTINGENT BILL

250/-  
9/15

Expenditure on account of repairs of intercoms and replacement of parts, Incurred by CDA Secunderabad, during 08/2015 Authority: AN/III/2001/OC/MO/2015-16, Dated 27/07/2015. Month's account in which last charge on this account was preferred:

| Sl. No. | Date       | Details of Expenditure                         | Amount     |
|---------|------------|--|------------|
| 01      | 28.08.2015 | Repairs of intercoms and replacement of parts. | Rs.1,200/- |
|         |            | Total  | Rs.1,200/- |

( Rupees One Thousand Two Hundred only)

|  |  |
|--|--|
| Countersigned<br>Rs.1,200/-  |  |
| <br>CDA | <br>ACDA                      |
|  | <br>Sr. Accounts Officer(AN) |


Passed Rs.1,200/- (Rupees One Thousand Two Hundred only) & Cheque issued for payment of Rs.1,200/- (Rupees One Thousand Two Hundred only)

TREASURY  
SBI Trimulgherry  
RBI Hyderabad

NAME OF PAYEE  
for PF Account  
CDA Secunderabad.

AMOUNT  
1,200/-

  
Auditor

  
AAO

  
AO/SAO

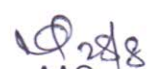
PUNCHING MEDIUM

| 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)      | 1,200      |            | 89/094/30           | 1,200    |         |
|                     | 1,200      |            |                     | 1,200    |         |

  
Auditor



CDA  
No.1, Staff Road, Secbad-9.  
श्री लेखा कार्यालय सिकंदराबाद  
NEFT  
3 SEP 2015  
PAID  
SBI-CMP Batch No.....  
R.No.....

  
AAO



OFFICE NOTE

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

Dated: 27.07.2015

**Sub: Proposal for repairs of intercoms and replacement of parts**

\*\*\*\*\*

1. Intercoms in Fund section, Accounts section and other places have not been found working. M/s Sri Sai Enterprises, Hyderabad was called in, to examine the issues. It is found that cable, roset box and line cords have to be replaced. The cost of repairs is estimated at Rs.1,200/- as follows:-

| SI No. | Description  | Qty |      | rate | Amount      |
|--------|--|-----|------|------|-------------|
| 1      | Supply of Telephone cable                            | 40  | mts  | 15   | 600         |
| 2      | Roset Box and Line cords                             | 2   | Nos. | 50   | 100         |
| 3      | Cable laying, handsets repairing and service charges |     |      |      | 500         |
|        | <b>TOTAL:</b>  |     |      |      | <b>1200</b> |

Playa

The firm has given a quotation bearing No. 072 which is placed below for kind perusal of CDA.

2. If agreed to, CDA may accord financial sanction of ₹.1,200/- (Rupees One thousand Two hundred only) above proposal.

Submitted for orders, please.

*निर्मला*  
AAO (AN-III)

~~SAO (AN)~~

CDA may kindly consider sanctioning Rs 1200/- on A/c of repairs & services charges of intercom instruments & its accessories.

~~SAO (AN)~~ Stretch where cable is to be laid & present cable status of the proposed stretch may be peruse  
*14/8*  
*SAO (AN)*  
18/8

~~SAO (AN)~~

Cables which was faulty i.e from junction box of New building to old building (Shri. Pattabi R. Rao SAO) Roset Box & line cord at Jnd cell replaced & A/c Sn. hand set was repaired  
CDA may consider respective sanction for Rs 1200/- as the work was undertaken in the absence of A/c Sn. *SAO*  
*SAO*  
*PT*

~~Golan~~

①  
21/8

~~CDA~~

Sanctaned  
Rs 1200/-

100/-  
21/8