

izi= la0&11

**foRr vuqHkkx }kjk lek;kstu gsrq foi= ¼fcy½**

**BILL FOR ADJUSTMENT BY FINANCE SECTION**

okmpj dk fooj.k lyXu djsa

STATEMENT GIVING VOUCHERS TO BE ATTACHED TO

foi= ¼fcy½ la[;k ,oa fnukad@ **Bill No. & Date** % &&&&&&&&&&&& eq[; ctV “kh’kZ@ **Major Budget Head**&&&&

foHkkx dk uke@ **Name of Department** % &&&&&&&&&&&&&&&&&y?kq ctV “kh’kZ@ **Minor Budget Head**&&&&&

vfxze /kujkf”k@ **Advance Amount** % &&&&&&&&&&&&&&&&&&&&

vfxze izkfIr dh frfFk@ **Advance taken on** % &&&&&&&&&&&&&&&

foHkkxh; fcy la0 ,oa fnukad@ **Vide Department Bill No. & Date** % &&&&&&&&&&&&&&&&&&&&

vfxze iqLrd ¼v-iq-½ la[;k@**Advance Book (AB) No** % &&&&&&&& fnukad@ **Dated** &&&&&&&&&&

fnukad lfgr nSfudh vk/kkj&i= la[;k@ **Diary Voucher No. with date** % &&&&&&&&&&&&&&&&&&&

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **fnukad**  Date | **fooj.k**  Particulars | **/kujkf”k**  **Amount** | | **fVIi.kh**  **Remarks** |
| **:0@ Rs.** | **iS0@ P** |
|  |  |  |  |  |
|  | **;ksx**  **Total** |  |  |  |

lek;kstu dh /ku jkf”k :i;s ¼”kCnksa esa½@Amount to be Adjusted for Rs. (in words) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. izekf.kr fd;k tkrk gS fd bl fcy esa of.kZr lkeku Hkyh&Hkkafr izkIr dj fy;k x;k gS ,oa lHkh vk/kkj&i=ksa ds vuqlkj LVkWd iqLrd esa izfo’V dj fy;k x;k gS vkSj fy;k x;k ewY; mfpr gSA

Certified that the articles mentioned in the bill have been correctly received and entered in the stock Book as stated on each voucher and the rates charged are proper.

1. izekf.kr fd;k tkrk gS fd O;; okLro esa gqvk gS vkSj jkf”k dk Hkqxrku fd;k tk pqdk gSA lHkh vk/kkj&i= ewy:Ik esa layXu gSaA

Certified that the expenditure has been actually incurred and amounts have been paid. All the attached vouchers are original.

1. bl fcy esa of.kZr lkeku gsrq vkns”k ij dqylfpo@ladk;k/;{k@funs”kd dh Lohd`fr okmpj la[;k &&&&&&&&&&&&&&&&&&&&&& fnukad &&&&&&&&&&&&&&&&&&& }kjk izkIr dj fy;k x;k FkkA

The sanction of the Registrar/Dean/Director on the order for the articles, covered by this bill was obtained vide order no. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for Rs.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**foHkkxk/;{k@bdkbZ@iz/kku fujh{kd@leUo;d tkapk x;k ,oa Lohd`r /kujkf”k dh lhek esa ik;k x;k**

HoD/Unit/P.I./Coordinator Checked and found within limits of the

amount sanctioned

**foRr vuqHkkx ds iz;ksx gsrq@ FOR USE IN FINANCE OFFICE**

**lek;kstu gsrq ikl fd;k@ PASSED** **FOR ADJUSTMENT**

:Ik;s ds fy;s@ For Rupees…………………………………………..

lgk;d vuq-vf/k- lgk- dqy- mi- dqy-

Asst. S.O. A.R. D.R.