

**Details of Bookings under Head 'Office Expenses' i.r.o M.O  
Kolkata & OF Nalanda (SEC. 24 & 34), for the Month of July  
2015**

1	2	3	
1	<b>Postage</b>	<b>76/094/30</b>	<b>166340</b>
2	<b>Telephone</b>	<b>77/094/30</b>	<b>86143</b>
3	<b>Petrol / Diesel</b>	<b>78/094/30</b>	<b>12383</b>
4	<b>Stationery</b>	<b>79/094/30</b>	<b>6315</b>
5	<b>Furniture</b>	<b>80/094/30</b>	<b>0</b>
6	<b>Liveries</b>	<b>81/094/30</b>	<b>0</b>
7	<b>Hot-Weather</b>	<b>82/094/30</b>	<b>0</b>
8	<b>Office Equipt.</b>	<b>83/094/30</b>	<b>0</b>
9	<b>Type Writer</b>	<b>84/094/30</b>	<b>0</b>
10	<b>Books/Periodicals.</b>	<b>85/094/30</b>	<b>13666</b>
11	<b>Vehicles/Hire and Repair</b>	<b>86/094/30</b>	<b>18970</b>
12	<b>Casual Labour</b>	<b>87/094/30</b>	<b>0</b>
13	<b>Printing/Binding</b>	<b>88/094/30</b>	<b>213386</b>
14	<b>Miscellaneous Items</b>	<b>89/094/30</b>	<b>770405</b>
15	<b>EDP / Obsolete</b>	<b>90/094/30</b>	<b>0</b>
16	<b>Training (RTC)</b>	<b>91/094/30</b>	<b>0</b>

Details of Bookings under Head 'Office Expenses' i.r.o M.O  
Kolkata & OF Nalanda (SEC. 24 & 34), for the Month of July  
2015

1	2	3	
1	Postage	76/094/30	166340

**OFFICE OF THE PRINCIPAL CONTROLLER OF ACCOUNTS(FYS)  
MINISTRY OF DEFENCE, RAILWAY SECTION  
6, ESPLANADE EAST, KOLKATA- 700 069.**

**Office Note**

No.Rly/G/3402/BNPL

Date: 17.06.2015.

Subject : Payment of Parcel charges under BNPL.

Received bills from GPO, Kolkata for payment of parcel charges made by Railway Section. The details are as under :-

Sl	Month of	Bill No	Bill Dt	No of Articles	Amount
1	May'15 ✓	4 ✓	09.06.2015 ✓	22 ✓	2770 ✓

Sanction of an amount Rs 2770/= ( Rupees Two thousand seven hundred and seventy only) may kindly be accorded for payment of bills of parcel charges as per details above.

A cheque of amount Rs 2770/= ( Rupees Two thousand seven hundred and seventy only) in favour of Director, Kolkata GPO may kindly be issued.

Submitted for order please.

AAO

AO/SAO

GPO/16

JCA Sanctioned

18/06

GPO(Rlys)

Noted in the Sanction Register

Page No. 1 Sl. No. 10  
Date: 26.6.15  
1AO

सं.अभि./27/बीपीएनएल/एमएम-7  
कार्यालय, प्रधान लेखा नियंत्रक (फै0)  
10ए, एस.के.बोस रोड, कोलकाता-1  
दिनांक/Date...07/07/2015

कार्यालय टिप्पणी

विषय: समूह प्रेषण हेतु वाणिज्य डाक योजना का उपभोग करने के लिए अग्रिम भुगतान।

अनुभाग द्वारा पंजीकृत, पंजीकृत बीमाकृत/ स्पीड बीमाकृत एवं साधारण डाक के प्रेषण

सुविधाओं का लाभ उठा रहा है।

दिनांक 10/06/2012 से कोलकाता प्र.डा.का. समूह डाक-प्रेषण अनुभाग द्वारा माननीय बूकिंग को  
तत्क्षण बूकिंग एवं तत्क्षण बूकिंग में बदल दिया गया है। इस प्रणाली में प्रत्येक व्यक्तिगत  
अग्रिम रूप से डाक-टिकट प्रभार वांछनीय है।

अग्रिम राशि समाप्त हो जाने पर मशीन द्वारा संबंधित कंपनी/संस्थान के पत्रों आदि की  
स्वीकृति दी गई थी तथा इसने ही राशि का चेक प्र.डा.का. के प्रतिनिधि को दिनांक  
04/07/2015 को समूह डाक-प्रेषण सेवा के उप मांग हेतु सौंपा गया था। (स्वीकृति की प्रति संलग्न है)

पंजीकृत डाक व्यय को ध्यान में रखते हुए यह प्रस्ताव किया जाता है कि अगले तीन माह एवं  
उपयोग के लिए रु.1,00,000/- (एक लाख रुपए मात्र) की राशि की आवश्यक स्वीकृति प्रदान की  
जाए।

माह-वार व्यय एवं हाथ रहे शेष का व्यौरा अनुलग्नक 'क' में दिया गया है।

चेक निदेशक, कोलकाता प्र.डा.का. के पक्ष में जारी किया जाना आवश्यक है।  
रु.1,00,000/- (एक लाख रुपए मात्र) की स्वीकृति हेतु प्रस्तुत।

S.H. J. 25/7/15  
वरि.ल.अ.(अभि.)

स.ले.अ.

पंजीकृत डाक व्यय के लिए रु 1,00,000/- की  
स्वीकृति प्रदान की जाए  
वर्ग.अधि. (आर)

सं. नियंत्रक

07/07/15

addition to above, (Para X)

It is submitted, that, the SAO (Records), may with the help of Hindi cell, initiate bituignalisation of standard notices and formats, for easier working.

~~[Signature]~~  
13/07

~~CJA~~

यथा प्रस्तावित।

मान्य सहाय सचिव  
13/07/15

~~सं. निदेशक~~

~~जवाहर~~  
13/07

रजि आरि (Records)

Date in the Sanction Register  
13-7-15  
13/7/15

सं. आर/27/बीएनपीएल/ स्पीड डाक  
कार्यालय, प्र.ले.नि. (फै.)  
एस.के.बोस रोड, कोलकाता-।  
दिनांक: 14/07/2015

कार्यालय टिप्पणी

Office Note

विषय:- स्पीड डाक के संबंध में माह June' 2015 के व्यय की स्वीकृति ।

Sanction of expenditure in r/o speed post for the month of June'2015

\*\*\*\*\*

अभिलेख अनुभाग स्पीड डाक के पत्रों के प्रेषण के लिए बीएनपीएल (अभी बुक करें, भुगतान बाद में दें) की सुविधाओं का उपभोग करता है ।

Record section is availing the facility of BNPL (book now pay later) scheme for dispatch of speed post articles.

F/A  
माह June'2015 के लिए रु. 63,570/- (Rupees sixty three thousand five hundred seventy only) की राशि का दिनांक 07.07.2015 का स्पीड डाक बिल सं. 229 का भुगतान दिनांक 31.07.2015 तक किया जाना है ।

Speed Post Bill No. 229 dt 07/07/2015 for a sum of Rs. 63,570 (Rs sixty three thousand five hundred seventy only) for the month of June'2015 is required to be paid within 31/07/2015.

F/B  
इसी मद में पिछली स्वीकृति दिनांक 12.06.2015 को रु. 70,241 (Rupees seventy thousand two hundred forty one only) के लिए प्रदान की गई थी (प्रतिलिपि संलग्न) अतः रु. 63,570/- (Rupees sixty three thousand five hundred seventy only) हेतु स्वीकृति प्रदान किए जाने हेतु प्रस्ताव किया जाता है ।

Last sanction for the same was accorded on 12/06/2015 for Rs. 70,241 (Rs. seventy thousand two hundred forty one only) (copy enclosed). It is, therefore, proposed to accord sanction sanaction for a sum of Rs. 63,570 (Rs. sixty three thousand five hundred seventy only).

चेक निदेशक, कोलकाता प्र.डा. का. के पक्ष में जारी किया जाना वांछनीय है।

The cheque is required to be issued in favour of Director, Kolkata GPO.

₹. 63,570/- (Rupees sixty three thousand five hundred seventy only) की स्वीकृति हेतु प्रस्तुत।

Submitted for sanction please for a sum of Rs. 63,570 (Rs, sixty three thousand five hundred seventy only).

अनुमोदन के लिए प्रस्तुत है,

शान्ति कुंदी  
21/07/15

~~व. न. अधि. (अभि.)~~ 14/07/15

वर्ग अधि. (अभि.) ₹ 63570/- की स्वीकृति प्रदान करें।

21/07/15  
14/07/15

~~श. नियंत्रक~~

Submitted

~~14/07~~

~~नियंत्रक~~

स्वीकृत।

मलय च-र चक्रवर्ती  
14/07/2015

~~सं. नियंत्रक~~

~~14/07~~

Noted in the Sanction Register  
File No. 12  
Date 21/7/15

~~22/7/15~~

CO (Records)

**Details of Bookings under Head 'Office Expenses' i.r.o M.O  
Kolkata & OF Nalanda (SEC. 24 & 34), for the Month of July  
2015**

1	2	3	
2	Telephone	77/094/30	86143



## Office Note

No. Rly/G/3380/Estt/Misc/IV

Dated: 16-06-2015.

**Sub : Sanction for broadband connection cable and clips for Railway section, Kolkata -69.**

----- XXX -----

Following items are required as per the quantity mentioned against them for completion of the broadband connection in Railway Section , Kolkata – 69. The rates of the items are quoted as per the survey made in the local market.

SL. NO.	ITEMS	RATE	QUANTITY	AMOUNT
01	Broadband Connection Cable Cat-6( D-link )	Rs.19/=	60 mtrs.	Rs. 1,140/=
02	RJ – 45 Clip ( D – Link ) Clip	Rs.20/=	08 Nos.	Rs. 160/=
03	Climping charges	Rs.25/=	04 Nos.	Rs. 100/=
	<b>Total</b>			<b>Rs. 1,400/=</b>

The above amount is urgently required for procurement of above items.

**Submitted for sanction please .**

*[Signature]*  
AAO (FYS)  
16/06/15

*[Signature]*  
AO (FYS)  
16/06/15

Sanction for Rs 1400/-  
may kindly be  
accorded.  
GO (RLY)  
*[Signature]*  
18/6

*[Signature]*  
Approved  
AO (FYS) 18/06

Pls Expedite

Noted in the Sanction Register  
Page 4 No. 26  
Date 27-15  
AAO *[Signature]*  
217

Office Note

No. EDP/21/Broadband/Vol-II  
Date - 07/05/2015.

**Subject: Proposal for obtaining/installing BSNL Broadband internet connection for Railway section.**

A proposal for providing internet connection for Railway section has been received vide their letter No. RLY/G/3380/ESTT/MISC/IV dated 16.04.2015 and the same is placed below for kind perusal please.

Railway Section has mentioned the following justification for requirement of internet connection.

- i) For updating of antivirus of PCs
- ii) For viewing CGDA's website for watching of important orders etc and
- iii) For some official work with other PSU website through internet.

F/A It could be seen from copy of Railway section <sup>previous</sup> previous letter dated 04.06.2013 address to AN-Central section that Railway section had liaised with BSNL authorities who had suggested for opting Plan name BBG Combo ULD 1425 (Speed upto 4 Mbps upto 20 GB, 512 Kbps beyond 20GB) for 5 to 8 users among GO/SAO/AO and to limited section of Railway building. The details of Broadband connection under different Post-paid Broadband plans (containing the details viz Broadband plans, its tariff etc.), application form for BSNL Broad band service & application form for new telephone connection are placed below for kind perusal please.. As per the current BSNL Kolkata postpaid Broadband plans, BBG Combo ULD 1495 is equivalent to what had been opted by Railway section in 2013. The details mentioned below.

Particulars	BBG Combo ULD 1495
Bandwidth (Download speed)	4 Mbps upto 20 GB, 512 Kbps beyond 20GB
Applicability	All users
Monthly Charges (Rs.)	Rs. 1,495/-
Annual Payment option (Rs.) [11 x FMC)	16,445/-
Two years payment option (Rs.) [21 x FMC)	31,395/-
Three years payment option (Rs.) [30 x FMC)	44,850/-
Download/Upload Limit (MB/GB) per month	Unlimited

P/h.

E-mail IDs/Space(Per E-mail ID)	2/5 MB
Static IP Address (On request)	One @ Rs. 2,000/- p.a additional
Security Deposit	One Month charges
Minimum Hire Period	One month

The financial cost for obtaining the Broadband connection with the existing telephone connection in PC of A(Fys) Cabin under plan name- BBG Combo ULD 3500 1495 from BSNL, Kolkata is as follows.

Annual charges under Plan name BBG Combo ULD 1495	16,445/- ✓
Cost of Modem (approx) from the market as BSNL authority confirmed over phone that the same is not available at their end.	2000/- ✓
Security Deposit – One month rental	1495/- ✓
Modem installation charges (one time)	250/- ✓
Static IP Address (On request)	2,000/- ✓
New Telephone Landline registration charges	5,000/- ✓
Installation charges + CLIP instrument charges (750+ 300)	1,050/- ✓
Total	23,740/- ✓
Plus 14% ST	3324/- ✓
<b>Grand Total</b>	<b>Rs. 27,064/- ✓</b>

In view of the above, if agreed to, it is proposed that C of A (Fys) may kindly approve in principle and accord financial sanction for Rs. 27,064/- (Rupees Twenty Seven Thousand Sixty Four Only) for obtaining Broadband internet connection in new Telephone connection from BSNL, Kolkata under plane name- BBG Combo ULD 1495. The expenditure on this account will be debited to **Office Contingency** & and AN-VI (Central) section may be informed to forward the application forms to BSNL, Kolkata.

Submitted for kind perusal and order please.

Y/A 7/3/15  
AAO (EDPs)

SAO (EDP)

contd. P/3

P/3

Submitted for financial sanction and approval for expenditure of ₹27,064/- for broadband connection with new telephone at Rly. Section, G. Usplanadi West. If agreed to, the expenditure may be incurred from Office Expenses and ANVI Section informed accordingly.

22/5

~~Addl. CofA (Fys)~~ ~~22/5~~

- The connection will be at the room of the Rly Bldg. GO.  
- submitted for sanction please.

~~CofA~~

OK.

Mithalabhatla  
18/05/15

~~Addl. CofA~~ ~~22/5~~

~~SAO/EDP~~ 22/19/5

AAO  
(KDS)

Noted in the Sanction Register  
Page 4 Sl. No. 14  
Date 19.5.15  
AAO *[Signature]*

**: OFFICE NOTE:**

No.559/AN-C/Telephone/Reliance

Date : 08/07/2015

**Subject : Payment of Mobile Data Card Bill : Reliance.**

\*\*\*\*\*

One bill (consisting of one Data Card) bearing no. 372368635857 dated 01.07.2015 received from M/s Reliance Communication is placed below for according sanction please. The details of the bills are furnished below: -

Sl. No.	No. of the Bill & Date	3G Mobile Broadband No	Billing period	User	Amount (Rs)
01.	372368635857 dated 01.07.2015	8444803032	01.06.2015 to 30.06.2015	Office	1712/-

Hence, if agreed to, sanction for **Rs 1712/-** (Rupees one thousand seven hundred twelve only) may please be accorded for payment to the M/s Reliance Communication through an A/C payee cheque in favour of "RTL A/C 200105613494".

Net financial effect comes **Rs 1712/-** (Rupees one thousand seven hundred twelve only).

Submitted for sanction please.

*ON*  
AAO (AN-C)  
08/07/15

*SAO*  
SAO (AN-C)  
08/07/15

*JCA*  
JCA (Fys)  
08/07/15

Noted in the sanction Register  
04..... 38  
08.07.2015 (Rs. 1712/-)  
AAO 9/7/15

**: OFFICE NOTE:**

No.559/AN-C/Telephone/Reliance

Date : 08/07/ 2015

**Subject : Payment of Mobile Data Card Bill : Reliance.**

\*\*\*\*\*

One bill (consisting of one Data Cards) bearing no. 372367642041 dated 01.07.2015 received from M/s Reliance Communication is placed below for according sanction please. The details of the bills are furnished below: -

Sl. No.	No. of the Bill & Date	3G Mobile Broadband No	Billing period	User	Amount (Rs)
01.	372367642041 dated 01.07.2015	9883415864	01.06.2015 to 30.06.2015	Official	856/-

Hence, if agreed to, sanction for Rs 856/- (Rupees eight hundred fifty six only) may please be accorded for payment to the M/s Reliance Communication through an A/C payee cheque in favour of "RTL A/C 200105257089".

Net financial effect comes Rs 856/- (Rupees eight hundred fifty six only).

Submitted for sanction please.

*[Signature]*  
AAO (AN-C)  
3/7/15

*[Signature]*  
SAO (AN)

*[Signature]*  
JCA (Fys)  
08/07

Noted in the Sanction Register  
Page No. 04 ..... Sl. No. 37  
Date 08-07-2015 (Rs. 856/-)  
AAO 5/7/15

**: OFFICE NOTE:**

No. 559/AN-C/WLL/Mob

Dated: 09.07.2015.

**Request for Reimbursement of Mobile Connection in r/o Shri Nabarun Dhar,  
J C of A (Fys).**

\*\*\*\*\*

Shri Nabarun Dhar, IDAS, J C of A (Fys) of this office is having personal mobile connection (Mobile No. 7044064994). According to Government of India, Ministry of Finance Department of Expenditure OM No. 13/2006 dated 14.11.2006 he is entitled to reimbursement of Mobile/Residential telephone for Rs 1500/- per month (less 400/- if Broad Band connection is not installed at residential telephone). J C of A (AN) has submitted under mentioned bill of mobile phone for the respective month for reimbursement which is placed below for kind perusal.

Bill No.845294114 & Dt. 21.05.2015			Airtel No. 7044064994			
Bill Period	Entitlement	Bill Incl. Taxes	Bill excluding Taxes	Taxes reimbursed	Total reimbursed	Actual Amt. to be paid after adjustment
20.05.2014 to 19.05.2015	Rs 1500/- (less 400/- if Broad Band connection is not installed at residential telephone). Per month	Rs.1614.02/-	Rs.1436.48/-	Rs.177.54/-	Rs. (1436.48 + 177.48) =1614.02/-	Rs. 1614.02 + 2.94 (Adj) =Rs. 1616.96/- =1617/- (rounded up)

If agreed to, sanction may kindly be accorded for Rs 1,617/- (Rupees one thousand six hundred seventeen only) for reimbursement of mobile bill of J C of A (Fys). The payment may be made in favour of C of A (fys) and the cash may be handed over to AAO (AN-C). *Pal 9/7/15*

Net financial effect comes to Rs 1,617/- (Rupees one thousand six hundred seventeen only)

Submitted for sanction please

*Pal*  
9/7/15  
AAO (AN-C)  
*Pal*  
9/7/15

*Pal*  
9/7/15  
SAO (AN-C)

*Pal*  
9/7/15  
JCA (Fys)  
09/07

Number of Bill/Invoice Register  
Date 4. 29  
10.07.2015 *Pal*  
AAO *Pal*

**: Office Note:**

No.559/AN-C/WLL./Mob.

Dt. 22/07/2015.

**Subject: Reimbursement of BSNL Mobile connection in r/o Shri M. C. Chakraborty, IDAS, C of A (Fys.) M.O. Kolkata.**

\*\*\*\*\*

Shri M.C.Chakraborty, IDAS, C of A (Fys.), M.O. Kolkata, is having personal BSNL mobile connection (mobile number.8902750884). According to Govt of India, Ministry of Finance, Department of Expenditure OM No.24 (5)/E.Co-ord/2012, dtd. 11.05.2012(14)/ckr/2006 dated 14.11.2006 he is entitled to reimbursement of mobile/residential telephone for Rs 2,000/- per month. (The amount will be reduced by Rs 400/- if the officer does not have Broad Band facility at his residence).

The Officer has submitted under mentioned mobile bill of the respective month for reimbursement which is placed below for kind perusal.

BSNL Mobile no: 8902750884				Bill no:385340155 dt:05.07.2015		
Bill Period	Bill Incl. Taxes	Card excl. Taxes	Entitlement	Net Amount reimbursed	Taxes reimbursed	Total amount reimbursed
01.06.15 to 30.06.15	Rs 715/-	Rs.627.24/-	Rs 2000/- per month. (The officer does have Broad Band facility at his residence)	Rs.627.24/-	Rs.87.78/-	Rs.(627.24 + 87.78) =715/-
Total amount is to be reimbursed in r/o Mobile connection for the period of 01.06.2015 to 30.06.2015.						Rs.715/-

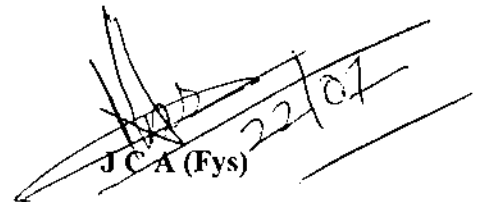
If agreed to, sanction may kindly be accorded for Rs. 715/- (Rupees seven hundred fifteen only) for reimbursement of bill of mobile connection to C of A (Fys.)

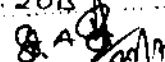
Net financial effect comes to Rs. 715/- (Rupees seven hundred fifteen only).

Submitted for sanction please.

AAO-1 : ON T.D.  
AAO-2 : ON Leave  
AAO (AN-C)  
21/7/15

  
SAO (AN-C)

  
JCA (Fys) 22/07

Received by the Function Register  
No. 5 ..... 33  
Date 22.07.2015  




: OFFICE NOTE:

No.559/AN-C/Telephone/airtel

Date : 17/07/2015

**Subject : Payment of Mobile Data Card Bill : airtel.**

\*\*\*\*\*

The airtel-3G-Data Card bill bearing no. 10398819971 (E-Copy) dated 13.07.2015, received from M/s Airtel mobile services is placed below for according sanction please. The details of the bills are furnished below: -

Sl. No.	Bill Number & Date	3G airtel Data Card	Billing period	User	Amount (Rs)
01.	10398819971 13.07.2015	8585812633	11.06.2015 to 10.07.2015	C of A (Fys)	Rs. 1,139.04/- =1,139/- (rounded up)

Hence, if agreed to, sanction for Rs.1,139/- (Rupees one thousand one hundred thirty nine only) may please be accorded for payment to the M/s Airtel, in favour of "airtel mobile no.- 8585812633".

Net financial effect comes to Rs.1,139/- (Rupees one thousand one hundred thirty nine only).

Submitted for sanction please.

AAO (AN-C) 17/7

SAO (AN-C) 17/7

J C of A (Fys) 17/07

A.ay  
17/7/15

4 30  
20.07.2015

(Fys)

**: Office Note:**

No.559/AN-C/Telephone (BSNL)

Date: 21/07/2015.

**Subject: Sanction for payment of new connection Telephone Bill of Railway Building**

\*\*\*\*\*

Please refer to this Office EDP section Office Note bearing number/21/Broadband/Vol-II dtd.07.05.2015, wherein Competent Authority has accorded permission for installing one new BSNL telephone connection at **GO's room in Railway Building, 6-Esplanade East Kolkata-700069** for availing **Broadband facility** and sanction of **Rs.27,064/- (Rupees twenty seven thousand sixty four only)** (including modem charge of Rs.2000/-, annual broadband charge of Rs.16,445/- and service taxes of Rs.3,324/-) for the aforesaid purposes.

A new BSNL connection has already installed by the BSNL Authority (Phone number: **03322627748**) and the first bill bearing number: **156673442** dtd. **09.07.2015** of this new telephone connection for the period of **01.06.2015 to 30.06.2015** is placed below for kind perusal please.

Phone Number : 03322627748  
Bill Number : 156673442  
Bill Date : 09.07.2015.  
Bill Period : 01.06.2015 to 30.06.2015.  
Bill Amount : Rs 3,343/-  
Due Date : 30.07.2015.

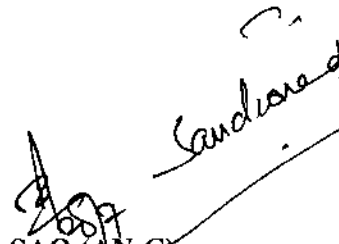
Sanction may kindly be accorded for **Rs.3,343/- (Rupees three thousand three hundred forty three only)** for payment of Telephone Bills in favour of Accounts Officer (Cash), BSNL, Calcutta Telephones, Calcutta through NEFT/SBI CMP mode, if agreed to.

Net financial effect comes to **Rs.3,343/- (Rupees three thousand three hundred forty three only)**.

Submitted for sanction please.

  
AAO (AN-C)

A. B. G.  
17/7/15

  
SAO (AN-C)

  
JCA (Fys) 21/07

Noted in the Sanction Register

Part No. 4 Bill No. 32

Date 21.07.2015

AAO 23/7

No.559/AN-C/Telephone (BSNL)

Date: 23 / 07 / 2015.

**Subject: Sanction for payment of Telephone Bills through Parent Account**

**No.8006784881**

\*\*\*\*\*

All the official Telephone connections have been registered under corporate Group Bill of BSNL, Calcutta Telephones for payment to BSNL. by allotting one consolidated ID under Bill Bouquet System, the Parent Account No. is 8006784881 for the following 30 ( Thirty) official Telephone connections placed below by summary page(Bill Bouquet) as under :

Parent Account No : 8006784881 (consolidated ID).

Bill Number (consolidated): 157505513

Bill Date : 05.07.2015.

Bill Period : 01.06.2015 to 30.06.2015.

Bill Amount : Rs 79,685/-

Due Date : 30.07.2015.

In this connection it is stated that 06(six) numbers of telephone connections pertaining to RTC(ER) Salt Lake are included in this Bill Bouquet. However, if agreed to, we may book the telephone charges in the respective code head of this office.

Office Name	Section Code Head	Amount (Rs)
PCA (Fys)	24	73,361/-
RTC(ER)	26	6,324/-
Total Amount in Rs		79,685/- ✓

Sanction may kindly be accorded for **Rs 79,685/- (Rupees seventy nine thousand six hundred eighty five only) for payment of Telephone Bills through SBI CMP** in favour of Accounts Officer (Cash), BSNL, Calcutta Telephones, Calcutta, if agreed to.

Submitted for sanction please.

1. On T. D.  
2. On Leave.  
AAO (AN-C)

23/07/15

SAO (AN-C)

23/07

JCA (Fys)

23/07

CJA

27/07/2015

27.07.2015

27 (M.O)

27/7

JCA

27/07

66

10

27.07.2015

RTC

**Details of Bookings under Head 'Office Expenses' i.r.o M.O  
Kolkata & OF Nalanda (SEC. 24 & 34), for the Month of July  
2015**

1	2	3	
3	Petrol / Diesel	78/094/30	12383

# OFFICE NOTE

315/AN-C/POL/Vol-II

Dated. 08.07.2015

**Sub:- Sanction for payment of POL, etc. for office vehicle - 06/2015.**

Bill No. P/00703/15-16 Dt. 30.06.2015 for ₹ 12,383/- received from 'The India Trading Company' on account of supply of POL, etc. for office vehicles during the month of **June' 2015**, is placed below with all connected charge-slips for ready reference.

Supporting charge-slips have been verified with the counterfoils and in turn with the bill itself. Summary of charge-slips has been annexed to this Note.

## A COMPARATIVE STATEMENT OF POL FOR 06/2015 with 05/2015.

Vehicle No. WB-02N-1147			
Sl. No.	Month	June' 2015	May' 2015
1	Km Run	839	1010
2	POL Consumed	129 Lts.	131 Lts.
3	KPL	6.50	7.71
4	POL Drawn	129 Lts.	131 Lts.
5	Cost of POL	9513.75	9472.17
6	Cost of Misc. Items	2443.57	1369.43
7	VAT + ST	291.26	198.56
8	Service Charge	14.74	-
9	Credit Billing Cost	119.57	108.42
10	TOTAL	12382.89	11148.58
11	Total By Rounding off	₹ 12,383/-	₹ 11,149/-

In view of the above, sanction may please be accorded for payment of ₹ 12,383/- (Rupees Twelve thousand three hundred eighty three only) through **NEFT** mode of payment in favour of "The India Trading Company" (A/c No. 20092284075).

*8/7/15*  
AAO (AN-C)

*Sr. A.O (AN-C) Submitted for financial sanction of ₹. 12,383/- to make payment. Please -*

Noted in the Sanction Register  
Page *08* Sl. No. *05*  
Date *11.07.2015*  
AAO *11/7/15*

*Jc A*  
*09/07*

*09/07*  
SAO (AN-C)

Details of Bookings under Head 'Office Expenses' i.r.o M.O  
Kolkata & OF Nalanda (SEC. 24 & 34), for the Month of July  
2015

1	2	3	
4	Stationery	79/094/30	6315

**OFFICE NOTE**

001/AN-C/Misc.

Date: .06.2015.

**Subject: Procurement of Stationary items for Office use.**

\*\*\*\*\*

The under mentioned stationary items have been procured on emergent basis for Official purposes from M/s Minati Stores. The details of expenditure incurred are placed below:

Sl. No	Items	Qty	Rate (Rs)	Amt Rs.	Bill Amt.Rs	Bill No	For
1	Luxy OHP Marker	05 Pcs	18.00	90.00	340.00	6254 Dated 19.06.2015	Office Use
2	Big Cloth Envelop(14/10)	50 Pcs	5.00	250.00			
3	Reynolds Trimax Blue Inks	05 Pcs	45.00	225.00	450.00	6258 Dated 23.06.2015	Office Use
4	Reynolds Trimax Black Inks	05 Pcs	45.00	225.00			
<b>TOTAL AMOUNT IN RUPEES</b>					Rs.790.00 (Rupees seven hundred ninety only)		

- F/1

- F/2

In view of the above, Competent Authority may kindly accord sanction for **Rs.790/- (Rupees Seven Hundred Ninety only)** for procurement of above said stationery Items from M/s Minati Stores, if agreed to.

Net Financial Effect comes to **Rs.790/- (Rupees Seven Hundred Ninety only)**.

The payment may please be made through **NEFT/SBI CMP** mode in favour of **M/s Minati Stores**.

Submitted please.

*[Signature]*  
30/6/15  
AAO (AN-C)

*[Signature]*  
30/6/15  
SAO (AN-C)

*[Signature]*  
03/07  
JCA(Fys)

A.Sy  
29/06/2015

*[Signature]*  
Please take the items in the Register as marked.

Noted in the Sanction Register  
Page No. 11 Sl. No. 09.  
Date: 03.07.2015 (8790f)  
AAO 6/7/15

**OFFICE NOTE**

No.561/AN-C/Misc.

Date: 01.07.2015.

**Subject: Procurement of Stationary items for Office use.**

\*\*\*\*\*

The under mentioned stationary items have been procured on emergent basis for Official purposes from M/s Minati Stores. The details of expenditure incurred are placed below:

Sl. No	Items	Qty	Rate (Rs)	Amt Rs.	Bill Amt.(Rs)	Bill No	For
1	Writing Pad Rule	50 Pcs	16.00	800.00	1150.00	6262 Dated 01.07.2015	Training purposes (AN-IC(o&M) Section) - F/1
2	Pen cello Gripper	50 Pcs	7.00	350.00			
3.	24x30 Plastic Jacket Bag	25 Kg	175.00	4375.00	4375.00	6261 Dated 30.06.2015	Vocher Packeting (Railway Bilding) - F/2
<b>TOTAL AMOUNT IN RUPEES</b>					Rs. 5525.00 (Rupees five thousand five hundred twenty five only)		

In view of the above, Competent Authority may kindly accord sanction for Rs.5525.00 (Rupees five thousand five hundred twenty five only) for procurement of above said stationery Items from M/s Minati Stores, if agreed to.

Net Financial Effect comes to Rs.5525.00 (Rupees five thousand five hundred twenty five only).

The payment may please be made through NEFT/SBI CMP mode in favour of M/s Minati Stores.

Submitted please.

*AAO (AN-C)*  
A.B. 01/07/15

SAO (AN-C)

financial sanction may kindly be accorded for Rs. 5525/- to make the payment to the firm please.

10/02/07

*Sanctioned*  
JCA(Fys) 03/07

Note in the Sanction Register  
Page No. 11 SL No. 08  
Date: 03.07.2015: (Rs. 5525/-)  
AAO (AN-C) 6/7/15



**Details of Bookings under Head 'Office Expenses' i.r.o M.O  
Kolkata & OF Nalanda (SEC. 24 & 34), for the Month of July  
2015**

<b>1</b>	<b>2</b>	<b>3</b>	
10	<b>Books/Periodicals.</b>	<b>85/094/30</b>	<b>13666</b>

OFFICE NOTE

No.561/AN-C/Misc.

Dated: 07.2015.

Subject: Procurement of Forms regarding Sales Tax & Service Tax.

Recently the rules and regulations related to the Sales Tax & Service Tax have been changed. In this regard the under mentioned forms related to the Sales Tax & Service Tax have been procured for the Official use on emergent basis from M/s Books & Forms, 1/1A, Vansittart Row (1<sup>st</sup> Floor), Kolkata-01. The details are shown below:

Code No	Qty	Description	Rate	Amt.Rs
BR	01	DSA SPCL 100F	380	380
BR	01	ANNEXURE IV	195	195
BP	01	RG 23A P-I(1-50)	230	230
BP	02	RG 23A P-II & PLA	160	320
BP	02	RG 23C P-I&II	165	330
MP	02	STP P-I&II	110	220
MP	01	INUSIEO INVOICE	122	122
MP	01	CHALLAN II	150	150
SP	02	P SLIP & ISSUE CHIT	80	160
TOTAL				2107
VAT			5%	105
TOTAL AMOUNT RUPEES				2212

In this connection, if agreed to, sanction may kindly be accorded for Rs.2212/- (Rupees two thousand two hundred twelve only). The payment may be made through A/C payee cheque drawn in favour of C of A(Fys), Kolkata only and the cash may be handed over to AAO(AN-C).

Submitted for sanction please.

*[Signature]*  
AAO(AN-C)

*[Signature]*  
JCA(FYS) 03/07

*Sr. AO.*  
Some formal orders relate to Sales Tax/Service Tax have been procured for official use in the office. Sanction for Rs. 2212/- may kindly be accorded for making payment please.

*[Signature]*  
SAO(AN-C)

I think, the then Addl *[Signature]* Controller communicated to Sawrabi, AAO, to buy the books relevant to Excise. It has not yet been put up. Pls expedite.

Sir, Initially some forms relates to sales/service taxes brought out in the Note ante were processed by Shri Sourav Das, AFO and handed over to the then Addl. C of A Sir for which the Bill for ₹. 2,212/- submitted.

On 06/07/2015 Two Books on Excise duty purchased for ₹. 2,185/- by Shri, Sourav Das, AFO and handed over to the then Addl. C of A Sir.

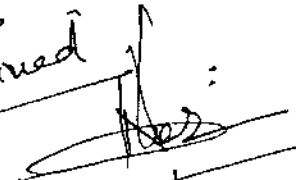
Total cost of the forms & Books books are to ₹. 4,397/- (2212+2185).

Competent Financial Authority may accord sanction now for ₹. 4,397/- to make payment towards the expenditure incurred for procurement of sales/service tax and excise duty forms/books please.

Submitted for kind perusal and for further orders please.

07/07

~~JCA (FYS)~~

Sanctioned  
  
07/07

SAO(AN-c)

Stamp: 25 84  
08:07:30 15/07/15  
84,397/-  
07/07

OFFICE NOTE

No 561/AN-C

Date 9/7/15

Sub procurement of News paper and Magazing

News paper and Magazine for the months of June 2015 have been supplied by M/S Debendra Basak, Who has submitted Two bills for ₹ 1333/-. Which are placed below vide cash memo No 12472 Dt. 1/7/15 & 12473 Dt. 1/7/15

The financial effect is as under.

(1) News paper	₹ 318
(2) Magazine	" 1015
(3) News Paper	/
-----	
	₹ 1333/-
Total	

Necessary sanction for ₹ 1333/- (one thousand three hundred thirty three only) may kindly be accorded to meet up the expenditure with Direction to issue cheque on RBI, Kal. in favour of PC of A (Fys) Kal. and cash may be handed over to AAO (AN-C) Submitted for sanction please.

*Pat*  
9/7/15  
AAO(AN-C)

*Pat*  
10/9/15  
SAO(AN-C)

*Pat*  
10/9/15  
JGA(AN) 09/02

Noted in the Sanction Register  
Page 28 of 85  
Date 10-7-15  
*Pat*  
10/7/15  
AAO

**OFFICE NOTE**

No.561/AN-C/Misc.

Dated:23.07.2015.

Subject: Procurement of Books for Office use.

On the basis of the immediate requirement, the following book has been procured on urgent basis from **M/s Key Book Concern.**

In this regard a bill bearing number:5987 dtd.17.07.2015 received from M/s Key Book Concern is placed below for kind perusal please:

Sl. No.	Name of the Book/Books	Qty.	Rate	Amount (After discount)
01.	Taxman's Cenvat Law & Practise	01 pc	Rs.1150/-	Rs.1000/-
Total Amount(Rupees one thousand only)				Rs.1000/-

If agreed to, sanction for Rs.1,000/- (Rupees one thousand only) may kindly be accorded for purchase of the above said Book. The payment may be made through a/c payee cheque in favour of C of A (Fys), Kolkata only and the cash may be handed over to AAO(AN-C) please.

Submitted please.

1-On T.D.  
2-On Leave-  
AAO(AN-C)

ARJ  
20/7/15

10/23/15  
SAO(AN-C)

Sanctioned  
JCA(Fys) 23/07

Noted in the Sanction Register  
Page...25... Sl. No. 86  
Date...22.7.15

**Details of Bookings under Head 'Office Expenses' i.r.o M.O  
Kolkata & OF Nalanda (SEC. 24 & 34), for the Month of July  
2015**

<b>1</b>	<b>2</b>	<b>3</b>	
<b>11</b>	<b>Vehicles/Hire and Repair</b>	<b>86/094/30</b>	<b>18970</b>

## Office Note

No.315/AN-C/CHT

Date. 16.07.2015

**Sub: Sanction for payment of hiring charges of cars : 06 & 07/2015.**

**Ref: This section Office Note for AIP No. 315/AN-C/Car Hiring Dt. 19.06.2015.**

Two bills bearing no. R3271/2015-16 & R3272/2015-16 both Dt. 07.07.2015 for payment of hiring charges of car, hired during the month of **June & July' 2015** received from **M/s. Ruia Car Rentals, Kolkata-68**, as details given below for total ₹ 18,970/- including of service tax @ 5.60% & parking charges, is placed below as **Annexure-'A'** for perusal please.

Sl. No.	Bill No. & Date	Bill Month	Bill Amount	Service Tax	Total Amount	IT on Bill Amt
1.	R3271/2015-16 Dt. 07.07.2015	June' 2015	₹12020/-	₹638/-	₹ 18,970/-	391/-
2.	R3272/2015-16 Dt. 07.07.2015	July' 2015	₹5992/-	₹320/-		

In this connection, please recall this office note no. 315/AN-C/Car Hiring Dt. 19.06.2015 (placed below as **Annexure-'B'**), wherein the **prior approval in principal** were accorded for hiring of the above cars.

Sanction may please be accorded by Jt. C of A for ₹ 18,970/- (Rupees Eighteen thousand nine hundred & seventy only) through **NEFT** mode of payment (A/C No- 08741800000019).  
net payable. = 18,579/- only.

Submitted for approval please.

*DDO*  
16/7  
AAO (AN-C)

Sr. AO (AN-C)

financial sanction  
tot ₹. 18,970/- may  
kindly be accorded  
to make the payment  
to be from through  
NEFT, funds are  
available please.

*16/07*

*Sanctioned*  
*[Signature]*  
Jt. C of A (Fys) 16/07

32  
17-07-2015  
*[Signature]*  
17/7

**Details of Bookings under Head 'Office Expenses' i.r.o M.O  
Kolkata & OF Nalanda (SEC. 24 & 34), for the Month of July  
2015**

<b>1</b>	<b>2</b>	<b>3</b>	
13	<b>Printing/Binding</b>	<b>88/094/30</b>	<b>213386</b>



OFFICE NOTE

No. 561/AN-C/Misc

Dtd. -11-13

Subject: Conclusion of Rate Contract for Stitching & Binding of Office Documents

This Section Office Note bearing number even dtd.17-10-13 may please be recalled wherein Competent Authority has accorded approval in principle to conclude the rate contract for the stitching and binding of Office Documents, for ensuing one year at an estimated expenditure of Rs.339205/- (Rupees Three Lakh Thirty Nine Thousand Two Hundred Five only). Competent Authority has also nominated a Board of Officers comprising Shri Debes Roy SAO, Shri Abhijit Sen AAO, Shri Gopal Paul AAO for opening of sealed quotations, preparation of CST and recommendation of L1.

To conclude the aforesaid work the RFP was issued to the under mentioned Firm:

1. M/s Arka Enterprise
2. M/s S S Binding Works
2. M/s Palit Printers
3. M/s Linkman.

On receipt of the RFP the representatives of the aforementioned four firms have enquired the documents required to be stitched upon, lying at the different Sections of this Office.

However, after going through the CST duly prepared by the Board of Officers, it is found that the entire four Firms mentioned ante have responded. According to the recommendation made by the Board of Officers in the CST, 'M/s Arka Enterprise' has quoted the lowest rate for the work mentioned in the RFP. The lowest offer quoted by 'M/s Arka Enterprise' to conclude the work mentioned in the RFP comes to Rs.348761/- (Rupees Three Lakh Forty Eight Thousand Seven Hundred Sixty One only) which is 2.82 % (Rs.9556/-) higher than the AIP amount.

As such, the incremental difference occurred above is mainly due to the reason that volume/particulars of documents to be stitched upon mentioned in AIP has been varied while physical verification of those documents have made by the representatives of the aforementioned Firms. The details are shown below:

SL No	Name of the files/documents	Quantity of documents (appx) mentioned/ in AIP	Quantity of documents found by the Vendors during their enquiry in each Section	Difference
1	Register	191	206	14

2	Pay Bill(Pay Section)	7840	7840	0
3	Pay Bill(AN-Pay Section)	52	52	0
4	ADR	54	57	3
5	Schedule	635	680	45
6	Compilation	75	115	40
7	Files (spl)	568	570	02
8	Register (Big)	178	233	55
9	Books	42	42	0
10	Files	1332	1512	180
11	P F Statement	89	89	0
12	Paid Voucher	11265	11315	50
13	PM	1000	1000	0
14	SSC Dossiers	350	350	0

In this context, it is also mentioned that payment to 'M/s Arka Enterprise' may be released periodically only on completion of certain volume of work, completion of which will be certified by the in charge of concerned Section.

In view of above, if agreed to, sanction may please be accorded to conclude the rate contract for the stitching and binding of Office Documents, for ensuing one year at an estimated expenditure of for Rs.3,48,761/- (Rupees Three Lakh Forty Eight Thousand Seven Hundred Sixty One only) by awarding the contract to 'M/s Arka Enterprise'

Submitted for perusal and order please

SAO(AN-C) submitted for kind perusal and further order please. I agreed sanction may kindly be accorded for Rs. 3,48,761/- to conclude the contract with M/s Arka Enterprise Kolkata for one year from the date of issue of work order please.

GTO(AN) The board of officers has recommended that M/s Arka Enterprise may be given the contract as the rate quoted by him is lowest.

Hence it is felt that comp. A may like to accord sanction to issue S.O. to the above firm, if agreed to.

Submitted for order please.

JCA. Submitted for sanction please. The payments will be released on actual work undertaken.

Handwritten signatures and initials including P.A.(Fns), P.S., and dates like 10/12.

Details of Bookings under Head 'Office Expenses' i.r.o M.O  
Kolkata & OF Nalanda (SEC. 24 & 34), for the Month of July  
2015

1	2	3	
14	<b>Miscellaneous Items</b>	<b>89/094/30</b>	<b>770405</b>

**OFFICE NOTE**  
**AN-III (LEGAL CELL)**

No. 2333/AN/III/LEGAL CELL/MO/Advocate Bill

Dated: 15.06.2015

**Subject: Sanction for PAYMENT of fees for legal expenses in OA NO.531 of 2013 filed by Shri Sekhar Das vs UOI & ORS.**

Smt. Manasi Bhattacharyya, Advocate, CGSC, appearing on behalf of this office has forwarded a Memo No. 66/2015 dt. 05.06.2015 for **OA NO.531 of 2013 filed by Shri Sekhar Das vs UOI & ORS** towards fees for legal expenses amounting Rs.13,200/- in the above mentioned matter. The amount passed for payment amounting Rs.13,200, the same is placed below for kind perusal.

2. Items alongwith amounts indicated in the bill is in order. The amount of Rs.13,200/- may be sanctioned and allowed for payment to the MANASI BHATTACHARYYA.

3. Order from Competent Authority is therefore solicited for according sanction for Rs. 13,200/-.

Submitted please for sanction of Rs.13,200/- (Rs.Thirteen thousand two hundred only) to MANASI BHATTACHARYYA, **payable at Kolkata.**

UG  
28/6/15  
98  
28/6/15  
SAO (LC) Submitted for kind sanction of Rs. 13200/- towards payment of legal expenditure please

28/6/15  
AAO (LC)

Submitted for kind sanction of Rs. 13200/- towards payment of legal expenditure - Manasi Bhattacharyya

2 —

NO. 2333/AN III / Legal Cell/MO/Adv. Bill  
dt. 15.6.15

~~Sanctioned~~

~~Ans~~  
24/06

**OFFICE NOTE**  
**AN-III (LEGAL CELL)**

No. 2333/AN/III/LEGAL CELL/MO/Advocate Bill Dated:- 15-6-15.

Subject: Sanction for payment of legal expenses in MA NO.141/2014, MA NO.389/2013, OA No.115/2013 Subodh Kishore Roy Chowdhury vs UOI.

Shri Swapan Kumar Ghosh, Sr.CGSC, appearing on behalf of this office has forwarded a Bill No.SKG/OA115/13/ CAI/2015 dt.05.6.2015 for legal expenses in MA NO.141/2014, MA NO.389/2013, OA No.115/2013 filed by Subodh Kishore Roy Chowdhury vs UOI. for Rs.11,100/- in r/o the above mentioned matter. The amount passed for payment is Rs.5600/-. The same is placed below for kind perusal.

2. Items alongwith amounts indicated in the bill is in order . The amount of Rs.5600/- may be sanctioned and allowed for payment to the Sr.CGSC.
3. Order from Competent Authority is therefore solicited for according sanction for Rs.5600/-.
4. Submitted please for according sanction of competent authority for payment of Rs.5600/- (Rs. Five thousand and six hundred only) to **SWAPAN KUMAR GHOSH,** payable at Kolkata.

SAO/LC Submitted for kind sanction of Rs. 5600/- towards payment of legal expenditure please.  
A. S. S.

20/6  
22/6  
AAO/LC  
15/6  
15/15

Sanctioned for ₹ 5600

SAO (LC)

48  
26/6/15  
79  
Pal  
29/6/15

OFFICE NOTE

NO. 561/AN-VI/CT dt 23/6/2015

Sub: Miscellaneous expenditure for opening office on 13/6/2015 (Saturday)

An expenditure was incurred by this section on 13/6/2015 (Saturday) for working Lunch 1 day 16 persons who attended the office on closed holiday for emergent official work & old vouchers submitted for AN-central & the floor Mo (bill enclosed)

<u>SL NO</u>	<u>Items</u>	<u>Qty</u>	<u>Rate</u>	<u>Amount</u>
1.	Working Lunch	16	₹ 145/-	₹ 2320=00
2.	Tea & snacks	16 persons	₹ 7/-	₹ 112=00
Total Amount is -				<u>₹ 2432=00</u>

The Necessary sanction for ₹ 2432=00 (Rupees Two thousand four hundred thirty two only) may be accorded. It agreed to and the payment may please be made by cash & cash payment through AAO/AN-central submitted for sanction please

AAO/AN-C  
 23/6/15  
 Financial sanction for ₹ 2432 only may be accorded to be accorded for making payment please. 10/2500.  
 JCA (AN)  
 30/6/15

OFFICE NOTE

NO. 561/AN-VI/CT dt 23/6/2015

SUB: Miscellaneous expenditure for opening office on 20/6/2015 (Saturday)

An expenditure was incurred by this section on 20/6/2015 (Saturday) for working lunch 1 day 21 nos who attended the office on closed holiday for emergent official work & old furniture shifting purpose. An-c (bill enclosed)

Sl No	Items	Qty	Rate	TOTAL AMOUNT
1.	Working lunch	21 nos	₹ 145/-	₹ 3045 = 00
2.	Tea & biscuits	20 cups & 20 pc	₹ 7/-	₹ 140 = 00
Total Amount is =				₹ 3185 = 00

The necessary sanction for ₹ 3185 = 00 (Rupees Three thousand one hundred eighty five only) may be accorded, if agreed to and the payment may please be made by cash & cash payment through PAN/AN-C submitted for sanction please.

Approved  
AAO/AN-C  
S/O/AN-C  
JCA (AN)

Sanctioned  
₹ 3185/- may  
be accorded for  
making payment please

Noted in the Sanction Register  
Page 48 Sl. No. 103  
Date 30.6.15  
4A017



OFFICE NOTE

NO. 561/AN-VI/CT dt 29/6/2015

Sub: Miscellaneous expenditure for opening office on 27/6/15 (Saturday)

————— x —————

An expenditure was incurred by this section on 27/6/2015 (Saturday) for working lunch 1 day 29 person who attended the office on closed holiday for emergency official work SPL cleaning purpose. Wet canteen 1st floor & Account Section 12th Floor. (bill enclosed)

<u>Sl No.</u>	<u>Items</u>	<u>Qty</u>	<u>rate</u>	<u>Amount</u>
1.	Working Lunch.	29 Packet	₹150/-	₹ 4350=00
2.	Tea & Bisc	29 cup 29 Pe Bisc	₹ 7/-	₹ 203=00
TOTAL Amount is =				₹ 4553=00

The Necessary sanction for ₹ 4553=00 (Rupees Four thousand five hundred fifty three only) may be accorded, It agreed to and the payment may please be made by cash & cash payment through AN/AN-C submitted for sanction please

AN/AN-C  
29/6/15

Submitted for financial sanction of ₹ 4553/- as per to please.

SAC/AN-C  
29/06

Sanctioned  
JCA (AN)  
30/06

**OFFICE NOTE**  
**AN-III (LEGAL CELL)**

No. 2333/AN/III/LEGAL CELL/MO/Advocate Bill

Dated:- 15-06-2015

**Subject: Sanction for PAYMENT of fees for legal expenses in EA No. 14/2012 in OA No. 1492 of 2004 filed by H. L. Chhabra Vs UOI & Ors.)**

Shri Rakesh Kumar Srivastava, Advocate, CGSC, appearing on behalf of this office has forwarded a Bill No.1809 dt. 22.05.2015 (directly from the CGSC) for **EA No. 14/2012 in OA No. 1492 of 2004 filed by H. L. Chhabra Vs UOI & Ors** towards fees for legal expenses amounting Rs.9,135/- in r/o the above mentioned matter. The amount passed for payment amounting Rs.6,450/-. The same is placed below for kind perusal.

2. Items alongwith amounts indicated in the bill is in order. The amount of Rs.6,450/- may be sanctioned and allowed for payment to the CGSC.
3. Order from Competent Authority is therefore solicited for according sanction for Rs. 6,450/-.

Submitted please for sanction of Rs.6,450/- (Rs.Six thousand four hundred and fifty only) to Rakesh Kumar Srivastava, **payable at Allahabad.**

Submitted for ~~perusal~~ <sup>kind</sup> sanction of R. 6450/-  
to Sh. Rakesh Kumar Srivastava  
towards legal fees ~~peruse~~ <sup>peruse</sup>.

As  
20/05/15  
22/6  
AAO (LC)

GOLANI Submitted please for ~~kind~~ financial  
sanction of ₹ 6450/-.

JCA Sanctioned

24/6

AO (AN)

24/06

48  
26/6/15  
AAO

**OFFICE NOTE**  
**AN-III (LEGAL CELL)**

No. 2333/AN/III/LEGAL CELL/MO/Advocate BII Dated:- 23.06.2015

Subject: **Sanction for payment of legal expenses (Final Bill) in OA 32/2014 filed by Hemanta Pramanik vs UOI & Ors.**

Smt. Rajyasri Basu, Sr.CGSC, Gp.I. , appearing on behalf of this office has forwarded a Bill No.2240 dt.15.06.2015 for **OA No.32/2014 filed by Hemanta Pramanik vs UOI & Ors** towards professional charges amounting Rs.44300/- in r/o the above mentioned matter. The Bill passed for Rs.38900/-. The same is placed below for kind perusal.

2. Items alongwith amounts indicated in the bill is in order . The amount of Rs.38900/- may be sanctioned and allowed for payment to the CGSC.
3. Order from Competent Authority is therefore solicited for according sanction for Rs.38900/-.
4. Submitted please for sanction of Rs.38900/- (Rs.Thirty eight thousand and nine hundred only) to **RAJYASRI BASU payable at Kolkata.**

26/6  
AAO/Legal Cell

Sr. AO (AN) Submitted for kind sanction of Rs. 38900/- payable to Rajyasri Basu towards professional charges.

90(AW) Submitted for kind sanction of Rs. 38900/- please see 117.

~~JCA~~ Submitted ~~[Signature]~~ 02/07.

~~CJA~~

11/11/15  
02/07/15

48  
3/7/15  
107  
Cal 6/7/15

**OFFICE NOTE**  
**AN-III (LEGAL CELL)**

No. 2333/AN/III/LEGAL CELL/MO/Advocate Bill

Dated: 30.06.2015.

Subject: Sanction for payment of legal expenses EXPENSES in CPC No.350/00192 of 2014 Shri Satyajit Roy vs UOI

Smt. **Manasi Bhattacharyya**, Sr.Counsel, Gr. I, appearing on behalf of this office has forwarded a Memo No. 69/2015 dt.17.06.2015 for **professional charges in CPC No. 350/00192 of 2014 Shri Satyajit Roy vs UOI** IN CAT CALCUTTA amounting Rs.7100/- in r/o the above mentioned matter. The amount passed for payment is Rs.6400/-. The same is placed below for kind perusal.

2. Items alongwith amounts indicated in the bill is in order. The amount of Rs.6400/- may be sanctioned and allowed for payment to the Sr.Counsel.
3. Order from Competent Authority is therefore solicited for according sanction for Rs. 6400/-
4. Submitted please for sanction of Rs.6400/- (Rs. Six thousand and Four hundred only) to **MANASI BHATTACHARYYA**.

Submission for kind sanction of Rs. 6400/- towards professional charges payable to Smt. Manasi Bhattacharyya Sr. CGSC.

*[Signature]*  
AAO/LC

*[Signature]*  
35/6

GO (AN) Submitted for kind sanction of Rs. 6400/- please

~~IAA~~ ~~[Signature]~~  
01/07

GO (AN) ~~[Signature]~~  
1/7

AO (AN)

48  
3/7/15  
108  
[Signature]  
AAO 6/7/15

**OFFICE NOTE**  
**AN-III (LEGAL CELL)**

No. 2333/AN/III/LEGAL CELL/MO/Advocate Bill

Dated: 30.06.2015.

Subject: Sanction for payment of legal expenses EXPENSES in CPC No.350/00192 of 2014 Shri Satyajit Roy vs UOI

Smt. **Manasi Bhattacharyya**, Sr.Counsel, Gr. I, appearing on behalf of this office has forwarded a Memo No. 69/2015 dt.17.06.2015 for **professional charges in CPC No. 350/00192 of 2014 Shri Satyajit Roy vs UOI** IN CAT CALCUTTA amounting Rs.7100/- in r/o the above mentioned matter. The amount passed for payment is Rs.6400/-. The same is placed below for kind perusal.

2. Items alongwith amounts indicated in the bill is in order. The amount of Rs.6400/- may be sanctioned and allowed for payment to the Sr.Counsel.

3. Order from Competent Authority is therefore solicited for according sanction for Rs. 6400/-

4. Submitted please for sanction of Rs.6400/- (Rs. Six thousand and Four hundred only) to **MANASI BHATTACHARYYA**.

Submission for kind sanction of Rs. 6400/- towards professional charges payable to SAO/(LC) Smt. Manasi Bhattacharyya Sr. C.G.S.C.

*[Signature]*  
30/6  
AAO/LC

*[Signature]*  
30/6

GO(AN) Submitted for kind sanction

Rs 6400/- placed  
1/7

~~SAO~~  
~~[Signature]~~  
01/07

GO(AN)  
~~[Signature]~~  
1/7

AO(AA)

48

3/7/15

108  
*[Signature]*  
AAO 6/7/15

**OFFICE NOTE**  
**AN-III (LEGAL CELL)**

No. 2333/AN/III/LEGAL CELL/MO/Advocate Bil

Dated:- 29-6-2015

Subject: **Sanction for PAYMENT of legal expenses in OA NO.350/01170 of 2014 filed by Smt. Sandhya Saha vs UOI.**

Shri Umapati Bhattacharyya, Sr.CGSC, appearing on behalf of this office has forwarded a Bill dated ~~25~~<sup>15</sup> 06.2015 for **in OA NO.350/01170 of 2014 filed by Smt. Sandhya Saha vs UOI** towards legal expenses amounting Rs.16950/- in r/o the above mentioned matter. The amount passed for payment amounting Rs.7,700/-. The same is placed below for kind perusal.

2. Items alongwith amounts indicated in the bill is in order. The amount of Rs.7700/ may be sanctioned and allowed for payment to the CGSC.

3. Order from Competent Authority is therefore solicited for according sanction for ~~Rs.8300/-~~ **Rs.7700/-**

4. Submitted please for sanction of Rs.7700/ (Rs.Seven thousand and seven hundred only) to Shri **Umapati Bhattacharyya**, payable at Kolkata.

29/6  
AAO/IC

~~AAO/IC~~ Submitted for kind sanction of Rs.7700/- towards payment of professional charges to Sh. Umapati Bhattacharyya. 29/6

~~GO (AN)~~ Submitted for kind sanction of Rs.7700/- 27/6

~~Sanctioned~~  
~~AAO/IC~~  
02/07

GO (AN) - 27/6

AO (AN)

48  
3/7/15

NO  
A  
6/7/15



**OFFICE NOTE  
AN-III (LEGAL CELL)**

No. 333, AN/III (LEGAL CELL)/MO/Advocate Bli

Dated: 30.6.2015

Subject: **Sanction for PAYMENT of legal expenses in OA NO.350/01412 of 2014 filed by Shri Debashish Gupta vs UOI.**

Shri Umapati Bhattacharyya, Sr.CCSC, appearing on behalf of this office has forwarded a Bill dated 03.06.2015 for **in OA NO.350/01412 of 2014 filed by Shri Debashish Gupta vs UOI** towards legal expenses amounting Rs.11550/- in r/o the above mentioned matter. The amount passed for payment amounting Rs.5450/- The same is placed below for kind perusal.

1. Items alongwith amounts indicated in the bill is in order. The amount of Rs.5450/- may be sanctioned and allowed for payment to the CCSC.

2. Order from Competent Authority is therefore solicited for acceding sanction for Rs.5450/-

3. Submitted please for sanction of Rs.5450/- (Rs.Five thousand and Four hundred fifty only) to Shri **Umapati Bhattacharyya**, payable at Kolkata.

As  
30/6  
AAO-EC

Submission for kind sanction of B. Shri.  
towards professional charges payable to  
Sh. U. Bhattacharyya, Sr. CCSC.  
AAO-EC

A. K. S.

*[Handwritten signature]*



**OFFICE NOTE**  
**AN-III (LEGAL CELL)**

No. 2333/AN/III/LEGAL CELL/MO/Advocate Bill

Dated: 30.6.2015

Subject: **Sanction for PAYMENT of legal expenses in OA NO.350/01412 of 2014 filed by Shri Debashish Gupta vs UOI.**

Shri Umapati Bhattacharyya, Sr.CGSC, appearing on behalf of this office has forwarded a Bill dated 03.06.2015 for **in OA NO.350/01412 of 2014 filed by Shri Debashish Gupta vs UOI** towards legal expenses amounting Rs.11550/- in r/o the above mentioned matter. The amount passed for payment amounting Rs.5,450/-. The same is placed below for kind perusal.

1. Items alongwith amounts indicated in the bill is in order. The amount of Rs.5450/- may be sanctioned and allowed for payment to the CGSC.
2. Order from Competent Authority is therefore solicited for according sanction for Rs.5450/-.
3. Submitted please for sanction of Rs.5450/- (Rs.Five thousand and Four hundred fifty only) to Shri **Umapati Bhattacharyya**, payable at Kolkata.

AO  
30/6  
AAO/LC

Submission for kind sanction of Rs.5450/-  
towards professional charges payable to  
Sh. U. Bhattacharyya, Sr. CGSC.  
AO/LC

AO/LC

AO/LC

UB  
3/7/15  
6/7/15

OFFICE NOTE

No 561/AN-C

Date: 3-7-15

Sub: sanction for misc expenditure on urgent requirement.

Following misc expenditure have been incurred for holding urgent office meeting in the following Date

1	Misc item	For urgent office use & meeting	12.6.15	403-
2	Do	Do	19.6.15	424-
3	Do	Do	23.6.15	88-
4	Do	Do	26.6.15	398-
5	Do	Do	26.6.15	230-
6	Do	Do	23.6.15	300-
7	Do	Do	15.6.15	450-
8	Do	Do	19.6.15	160-
			5-6 Total	440-
			17.6.15	190-
			24.6.15	460-
			1.7.15	224-
			15.6.15	260-
			19.6.15	190-
				<u>4217/-</u>

Necessary sanction for Rs. 4217/- Four thousand two hundred seven ten only may kindly be accorded to meet up the expenditure with direction to issue cheque on RBI Kolkata in favour of PC A (Fys) Kolkata and the cash may be handed over to AAO (AN-C)

Submitted for sanction please.

*[Signature]*  
03/7/15  
AAO(AN-C)

Immediate sanction for Rs. 4217/- may kindly be accorded please.

*[Signature]*  
SAO(AN-C) 03/7/15

*[Signature]*  
Sanctioned  
*[Signature]*  
JGA(AN) 06/07

48  
06.07.2015 (R: 4217/)  
*[Signature]*  
05/7/15

**OFFICE NOTE**  
**AN-III (LEGAL CELL)**

No.2333/AN/III/LEGAL CELL/MO/Advocate BILL

Dated:- 15.6.2015

**Subject: Sanction for payment of Petty contingent expenditure in r/o Officials- AN -III Legal Cell.**

Officers/ Staff of AN-III Legal Cell have to attend various courts at Calcutta (CAT Kolkata, Alipore Court, Xerox etc.) for liaisoning and monitoring different court cases regularly on behalf of Union of India and others at Kolkata. Also staff of this section are required to type counter reply in green sheet of different cases/private shops in the High Court cases.

In this connection a sum of Rs.5363/- (Rs. Five thousand three hundred and sixty three only in 23 nos. of bills) has already been expended towards taxi fare and xerox for attending various cases from the period 27.4.2015 to 6.5.2015. Date wise receipt duly indicating the expenditure on different occasions is enclosed herewith for your ready reference and kind consideration please.

In view of the above it is proposed to kindly accord sanction for Rs.5363/- (Rs. Five thousand three hundred and sixty three only and payment may please be made in CASH, if agreed to.

Submitted please.

*[Signature]*  
SAC/LC

*[Signature]*  
15/6  
AAO/LC  
83

ACA(AN). Sanctioned for ₹ 5363/- to be  
made in cash  
- RA/B

SAC (AN)

Noted in the Sanction Register

Page 48 Sl. No. 102

Date 29.6.15

AAO

*[Signature]*  
30/6/15

0278/11/1  
29/6/15

**OFFICE NOTE**  
**AN-III (LEGAL CELL)**

No.2333/AN/III/LEGAL CELL/MO/Advocate BILL

Dated:- 19 .6.2015

**Subject: Sanction for payment of Petty contingent expenditure in r/o Officials- AN -III Legal Cell.**

Officers/ Staff of AN-III Legal Cell have to attend various courts at Calcutta(CAT Kolkata, Alipore Court, Xerox etc.) for liasioning and monitoring different court cases regularly on behalf of Union of India and others at kolkata. Also staff of this section are required to type counter reply in green sheet of different cases private shops in the High Court cases.

In this connection a sum of Rs.2984/- (Rs. Two thousand nine hundred and eighty four only in 19 nos. of bills) has already been expended towards taxi fare and xerox for attending various cases from the period 6.5.2015 to 21.5.2015. Date wise receipt duly indicated the expenditure on different occasions is enclosed herewith for your ready reference and kind consideration please.

In view of the above it is proposed to kindly accord sanction for Rs.2984/- (Rs. Two thousand nine hundred and eighty four only and payment may please be made in **CASH**, if agreed to.

Submitted please.

Submitted for kind sanction of Rs.2984/- please

29/6/15  
19/6  
AAO/LC  
S

SAO/LC

AG(A) (AN) (SOLAN) 29/6/15

SAO (AN)

Noted in the Sanction Register  
Page 48 Si. No. 102  
Date 29.6.15  
29/6/15  
A A O

**OFFICE NOTE**

No. 561/AN-C/Misc.

Date: 29.06.2015

**Subject: Food expenditure at wet canteen on the Workshop on 23.06.2015 & 24.06.2015.**

\*\*\*\*\*

A bill has been received in this section from the Secretary, Wet Canteen vide no. **SK/Bill/VIII/Wet Canteen 26.06.2015** regarding expenditure incurred for working lunch and Tea/Snacks purposes during workshop held at 2<sup>nd</sup> floor conference room Main Office, Kolkata on **23.06.2015** and **24.06.2015** is placed below for kind perusal PCC please.

In this regard, total expenditure incurred **Rs.5,895/- (Rupees five thousand eight hundred ninety five only)**.

Sanction for **Rs.5,895/- (Rupees five thousand eight hundred ninety five only)** may kindly be accorded for the aforesaid purpose, if agreed to.

The payment may be made through A/C payee cheque in favour of **C of A (Fys), Kolkata only** and the cash may be handed over to the Secretary, Wet Canteen, M.O Kolkata.

Submitted please.

*[Signature]*  
29/6/15  
AAO (AN-C)

*[Signature]*  
03/07  
SAO (AN-C)

*[Signature]*  
03/07  
JCA (Fys)

A-29  
29/6/15

48 ... 112 ...  
03-07-2015 (Rs. 5325/-)  
A-29 29/6/15

OFFICE NOTE

No. 561/AN-VI/CT dt 2/7/15

Sub: Miscellaneous expenditure for office on  
Urgent requirement.

The under mentioned expenditure has been  
incurred for office purpose on urgent required  
extra basis. The details are as under (cash  
memo enclosed)

1. Procurement of 1 Pc Betel bell ₹ 515=00 ✓  
dt 1/7/15
  2. Procurement of 10 Pc Green coconut ₹ 250=00 ✓  
dt 1/7/15
  3. Procurement of 5 Pc Besler ball ₹ 100=00 ✓  
dt 1/7/15
- Total financial effect is ₹ 865=00 ✓

The necessary sanction may please  
be accorded for ₹ 865=00 (Rupees eight  
hundred sixty five only) and the payment  
may please be made by cash on RBI  
and cash payment through AAO/AN-C

submitted for sanction please

AO/AN-C  
2/7/15

Financial Sanction for  
₹. 865/- may kindly be  
accorded for the expdt.  
incurred please.

AO/AN-C  
03/07

Sanctioned  
JCA(AN) 06/07

OFFICE NOTE

NO. 561/AN-VI/CT dt 30/6/2015

Sub: Miscellaneous expenditure for office  
on urgent requirement

The undermentioned expenditure has  
been incurred for office purpose ~~urgent~~  
required extra basis. The details are  
as under (Cash memo enclosed)

1. 1 Pc hand Towel dt 29/6/2015 ₹ 80 = 00
  2. 2 Pc Dustbin & 1 Pc SOAP case ₹ 400 = 00
  3. 1 Pc 5 AMP Plug Elec Items dt 29/6 20 = 00
  4. 3 Pc News Paper dt 30/6 ₹ 10 = 00
  5. 1 Bottol Bissleri Water dt 30/6 ₹ 40 = 00
  6. 2 Nos visitors entry Tkt dt 30/6 ₹ 120 = 00
  7. 2 Pc Flower bouquet dt 30/6 ₹ 600 = 00
- Total financial effect is ₹ 1270 = 00

The Necessary sanction may  
Please be accorded for ₹ 1270 = 00  
(Rupees one thousand two hundred seventy only)  
and the payment may Please be made  
by cash on R/Bi and cash payment through  
AAO/AN-C

Submitted for sanction please

30/6/15

AAO/AN-C

10/05/07  
SHO/AN-C

Sanctioned

JCA(AN)

06/07

8715  
30/6/15

