



**IMPORTANT CIRCULAR**

No. A/IV/65/Rev Sec /Vol.-XXII

Dated:08/09/2021

To

1. The concerned section of Main Office,
2. Area Accounts Office, Shillong,
3. PAO (ORs) 58 GTC Shillong,
4. PAO (ORs) ARC Shillong,
5. All AOGEs.

**Sub : Furnishing of information regarding expenditure on GST.**

- Ref : (i) HQrs. Office letter no. A/III/11101/GST Report/e-349 dated 02/09/2021.  
(ii) HQrs. Office letter no. A/B//II/11244/Budget monitoring dated 01.04.2021  
(iii) DO letter No. A/II/11366/GST Report dated 22.04.2021  
(iv) HQrs. Office letter no. A/II/11101/GST/e-349 dated 02.07.2021

**(Available at CDA Guwahati Website)**

\*\*\*\*\*  
Copy of HQrs. Office letters/DO letters regarding booking of expenditure on account of GST and capturing data thereof cited under reference are once again forwarded herewith alongwith HQrs. Office letter No. A/III/11101/GST Report/e-349 dated 02/09/2021 for your information, guidance and necessary action please.

Ministry of Defence observed that the amount reflected under CGST/SGST/IGST is very low as compared to applicable GST rates from 5% to 28 %. They also observed that in many cases, Custom duty and IGST (Import) etc are being booked together under the same code heads.

In view of the above, it is once again requested to capture the GST with the correct/relevant category prefix code and tax related data should be efficiently taken care of while calculating the GST.

**Encl: As above.**

  
(Sandeep Kumar Yadav)  
DCDA (A/Cs)

**Copy To:**

The Officer-in-Charge, }  
IT & SW (Local) }

For uploading on CDA Guwahati Website Please.

  
(Sandeep Kumar Yadav)  
DCDA(A/Cs)

	<p>कार्यालय, रक्षा लेखा महानियंत्रक, उलन बटार मार्ग, पालम दिल्ली छावनी 110010- O/o THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS, ULAN BATAR ROAD, PALAM, DELHI CANTT.-110010 दूरभाष : 011-25665548,25665583/84,25665736/37 ईमेल : hqaccounts.cgda@gov.in</p>	
---	--	---

Through e-mail

No. A/III/11101/GST Report/e-349

Dated: 02.09.2021

To,

The PCsDA/CsDA

Sub: Furnishing of information regarding expenditure on GST.

Ref: HQrs office letter No. A/II/11101/GST/e-349 dated 02.07.2021.

Ministry of Defence (Finance) has observed that the amount reflected under CGST/SGST/IGST is very low as compared to actual applicable GST rates which range from 5% to 28%. They have also observed that in many cases, Custom duty and IGST (Import) etc. are being booked together under the same code heads.

This HQrs office vide our letter No.A/B/II/11244/Budget Monitoring dated 1.4.2021, DO Letter No.A/II/11366/GST Report dated 22.4.2021 and again this office Letter No. A/II/11101/GST/e-349 dated 2.7.2021 have been requesting for capturing the GST with relevant prefix category code. In spite of repeated instructions it has been observed from the reports received from the Controller's offices that the amount captured for GST with reference to procurement amount is very low and is indicative of the fact that the tax related data is not being captured fully.

An analysis of sectional compilation of three CDAs for the month of July 2021 has been carried out and it is observed that GST collection has been low due to non-compilation of GST on following items :-

- (a) Post audit bills received against Cash Assignment/Imprest.
- (b) Work Contract bills.
- (c) Payments against Local Purchase/Central Purchase.
- (d) Payment of Public sector units.

It is requested, that necessary instructions for capturing GST with reference to above may be issued to all concerned. The format in which the data is required to be provided is once again enclosed.

Since repeated reminders are being received from Ministry of Defence (Fin) for informing them the correct GST figures urgently, it is requested to ensure correct booking of GST expenditure as per prevailing rate of GST under prescribed category prefix and necessary steps may be taken for rectification of unaccounted GST amount urgently.

  
(Puneet Agarwal)  
Jt.CGDA (A&B)





कार्यालय रक्षा लेखा महानियंत्रक  
CONTROLLER GENERAL OF DEFENCE ACCOUNTS  
उलानबटारमार्ग, पालम, दिल्लीछावनी  
ULAN BATAR MARG, PALAM, DELHI CANTT-110010  
(Phone No. 011-25665522/622 Mail ID : [hqaccounts.cgda@gov.in](mailto:hqaccounts.cgda@gov.in))



No.A/B/II/11244/Budget Monitoring

dated:01-04-2021

To

The PCsDA/CsDA

Subject:- Booking on account of GST/IGST- Review of

Review of details of IGST(Import), IGST/SGST/CGST compiled by various Controller offices has revealed that booking on this account is significantly lower as compared to the value of the foreign procurement/Indigenous procurement. This lower booking of Taxes is being deliberated upon by the MoD(Fin) and a meeting is scheduled to be held on 09-04-2021. The discrepancies noticed during scrutiny of the documents called for from few PCDA/CDA offices are brought out as under:

#### Foreign Procurement

Scrutiny of sample documents has revealed that while the Bill of Entry does contain the amount of IGST(Import) but in the Punching Medium the booking of the said amount has been included under the code head meant for the custom duty portion of the expenditure. Thus the IGST element has not been reflected under the relevant code head with prefix category 26-IGST(Import) separately in the PM. This has lead to lower booking on account of IGST(Import) to that extent.

In view of the above, the Staff/officers handling IGST/Custom duty payments may please be advised to ensure that the customs duty portion and the IGST(Import) portion may be booked under separate code heads and that category 26 be invariably used to identify the IGST(Import). In this regard the Executive Authorities may also be impressed upon to reflect the custom duty and IGST(Import) amounts separately in the Contingent Bill alongwith the relevant code heads to ensure that these elements are compiled separately under the correct code heads henceforth.

#### Indigenous Procurement-

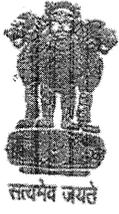
Scrutiny of few sample cases has revealed that while TDS has been deducted and reflected correctly alongwith prefix category under the code head 020/04 (RT) but GST portion of the procurement cost has not been reflected on the charge side of the PM. In another case while GST portion has been reflected correctly on the charge side with

correct prefix category but TDS recovery has not been accounted for on Receipt side of the PM.

In view of the above the reasons of the lower booking of GST/IGST/IGST(Import) may be ascertained and furnished along with the actual details of procurement (excluding Taxes), taxes paid and compiled with relevant prefix and taxes paid but not compiled separately. These details may please be furnished for 2018-19, 2019-20 and 2020-21 separated for indigenous and foreign procurements. **These details may be provided by return mail by 6<sup>th</sup> April Positively.**

It may please be ensured that the above mentioned discrepancies and other discrepancies that may have come in the notice of your office do not recur while preparing PM so that correct position of taxes is reflected in the Compilation and reported to the MoD/Service HQrs for further necessary action at their end.

  
Jt.CGDA(A&B)



क. इन्द्रजीत कुमार, मा.र.ले.से.  
K Inderjeet Kumar, IDAS  
रक्षा लेखा व० संयुक्त महानियंत्रक  
Sr. Jt. CGDA

रक्षा लेखा महानियंत्रक  
Controller General of Defence Account  
उलान बटार रोड, पालम  
Ulan Batar Road, Palam  
दिल्ली छावनी-110010  
Delhi Cantt-110010  
दूरभाष / फ़ैक्स : 011-20893058  
Tel / Fax : 01120893053  
ईमेल / Email : inderjeetk.dad@nic.in

D.O. No. A/II/11366/GST Report dated: 22.04.2021

Dear Biswas,

This DO is w.r.t. booking of GST. A monthly report was introduced vide letter No. A/B/II/11244/GST/2017-18 dated 12.02.2018 & dated 13.2.2018. Subsequently vide this office circular No. IFA/9504/Gem/Report/Vol.II/Pt.File dated 8.7.2019 this report was shifted to e-suchna Portal.

2. Further information called by Ministry of Defence on account of GST/IGST/SGST/CGST on Indigenous procurement as well as Foreign procurement has also been sought on 05.03.2021, with reminders dated 13.03.2021, 01.04.2021 and 05.04.2021. The information is still awaited from a few Offices.

3. Some relevant issues have come to light w.r.t. GST and its compilation. It is observed that in many cases the GST/Taxes have not been captured with relevant prefix code along with the head of expenditure from which the procurement is done. Also in some cases IGST and Custom Duty are clubbed. The amount of IGST and Custom duty requires the book separately in relevant code head.

4. A revised proforma for monthly GST Report as desired by the MoD is enclosed.

5. You are requested to kindly ensure rendition of the report through e-suchna, duly capturing the GST with the relevant prefix category.

With best wishes,

Yours Sincerely,

Sh. R.N. Biswas, IDAS,  
CDA Guwahati,  
Udyan Vihar, Narangi, Satgaon,  
Guwahati-781171.



कार्यालय, रक्षा लेखा महानियंत्रक,  
उलन बटार मार्ग, पालम दिल्ली छावनी 110010-  
O/o THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS,  
ULAN BATAR ROAD, PALAM, DELHI CANTT.-110010  
दूरभाष : 011-25665548, 25665583/84, 25665736/37  
ईमेल : hqaccounts.cgda@gov.in



No. A/II/11101/GST/e-349

Dated: 02.07.2021

To,

The PCsDA/CsDA

**Sub: Booking on account of GST/IGST-review of.**

Ref: HQrs office letter No. A/B/11244/Budget Monitoring dated 01.04.2021.

Review of details of IGST(Import), IGST/SGST/CGST compiled by various Controller offices has revealed that booking on this account is significantly lower as compared to the value of the foreign procurement/Indigenous procurement. This lower booking of Taxes is being deliberated upon by the MoD(Fin). The discrepancies noticed during scrutiny of the documents called for from few PCDA/CDA offices are brought out as under:

Foreign Procurement

Scrutiny of sample documents has revealed that while the Bill of Entry does contain the amount of IGST(Import) but in the Punching Medium the booking of the said amount has been included under the code head meant for the custom duty portion of the expenditure. Thus the IGST element has not been reflected under the relevant code head with prefix category 26-IGST(Import) separately in the PM. This has lead to lower booking on account of IGST(Import) to that extent.

In view of the above, the Staff/officers handling IGST/Custom duty payments may please be advised to ensure that the customs duty portion and the IGST(Import) portion may be booked under separate code heads and that category 26 be invariably used to identify the IGST(Import). In this regard the Executive Authorities may also be impressed upon to reflect the custom duty and IGST(Import) amounts separately in the Contingent Bill alongwith the relevant code heads to ensure that these elements are compiled separately under the correct code heads henceforth.

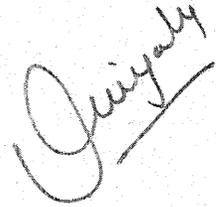
Indigenous Procurement-

Scrutiny of few sample cases has revealed that GST portion of the procurement cost/Construction cost/ Maintenance cost have not been reflected on the charge side of the PM.

In view of the above, the Staff/officers handling payments may please be advised to ensure that the GST portion may be booked under service code heads with the prefix category 25(IGST), 27(CGST), 28(SGST/UTGST) as the case may be, invariably to identify the GST. In this regard the Executive Authorities may also be impressed upon to reflect the GST amounts separately in the Contingent Bill/Top sheet of Imprest Account along with the relevant code heads to ensure that these elements are compiled separately under the correct code heads henceforth.

In view of the above the reasons of the lower booking of CGST/SGST/UTGST/IGST/IGST(Import) during Current Financial Year may be ascertained and the reasons for lower booking may be furnished to HQ office immediately. Simultaneously, suitable remedial action may be taken to ensure correct booking of these taxes.

This issues with the approval of Jt. CGDA (A&B).



**(Priyanka Chandra)**  
**Sr. Dy. CGDA (A&B)**