

रक्षा लेखा नियंत्रक का कार्यालय, गुवाहाटी उदयन विहार, नारंगी, गुवाहाटी-781171

OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS,

UDAYAN VIHAR, NARANGI, GUWAHATI: 781171.

फैक्स/FAX:0361-2640204

फोन/Ph:0361-2640394,2641142.

E/III/MISC/Vol-VII

Dated 07/03/2016.

TO

1. The CE SZ (AF) Shillong
2. The CESZ Shillong
3. The CCE (NEP) AF Chabua
4. The CCE Army No1 Dinjan
5. The CCE Army No. 2 Misamari
6. The CCE Army No.3 Narangi

**Subject: Final Bill –Timely Submission of bill**

It is brought to your kind notice that financial year 2015-16 is approaching to closing stage and it is expected that a huge numbers of bills will be submitted to this office in the month of March 2016.

It is well known that the organization of CDA Guwahati is running with acute shortage of manpower. It is, as such requested to kindly instruct all the Units/Formations under your jurisdiction to forward the final bills to this office latest by 22.03.2016 so as to enable this office to scrutinize the same and forward them to the respective GEs/ AOs GE for payment by 31/03/2016.

It will thus be a very positive step towards the co operation between CDA Guwahati and units and formation to send their bills by 22.03.2016 as there is possibility of returning the bills and their resubmission also.

This organization will not be liable for surrender of funds due to non submission of bills in the stipulated time frame.

A kind co operation is highly solicited please.

*sd/-*  
( K.LALBIAKCHHUNGA)  
Asstt Controller

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Copy to

1. All the CWE	For information and necessary action with ref to above please.
2. All the PM (NEP)	For information and necessary action with ref to above please.
2.All the GE(s)/AGE(s)	For information and necessary action with ref to above please.
3All the AO GE(s)/AGE(I)s	For information and necessary action with ref to above please.
4. EDP Section	With a request to upload the same in the official web site of CDA Guwahati

Subject: Final Bill - Timely Submission of bill

  
(SR Accounts Officer)

It is brought to your kind notice that financial year 2015-16 is drawing to a close and it is expected that a huge number of bills will be submitted to this office in the month of March 2016.

It is well known that the organization of CDA Guwahati is running with a severe shortage of manpower. It is, as such requested to kindly request all the Units/Formations under your jurisdiction to forward the final bills to this office latest by 22.03.2016 so as to enable this office to scrutinize the same and forward them to the respective GSV AOs of the parent by 31.03.2016.

It will thus be a very positive step towards the co-operation between CDA Guwahati and units and formations to send their bills by 22.03.2016 as there is a possibility of returning the bills and their consequences.

This request will be taken into account for awarding of marks due to non-compliance with the above mentioned time frame.

Yours faithfully,  
[Signature]

(SR Accounts Officer)