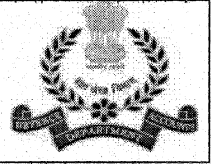


कार्यालय रक्षा लेख नियंत्रक, गुवाहाटी  
OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS, GUWAHATI  
“उदयान विहार”, नारंगी, गुवाहाटी-781171  
“UDAYAN VIHAR”, NARANGI, GUWAHATI - 781 171



संख्या/No.: E/III/C/MISC/Corr/Vol-XI

दिनांक/Date:23.11.2021

To

The AO/AO GE

Subject : Processing of Final Bills and Scrutiny of CAs.

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This is regarding timely submission of Contract Agreements (Works) to this office for scrutiny thereof and processing of Final Bills (Works) well within the stipulated time. In this regard, it is conveyed that CAs are not being furnished to this office for necessary scrutiny in time. In few of the cases, it has also been observed that CAs concerned are being submitted to this office alongwith the Final Bill. This practice defeats the very purpose of scrutiny of CA and also attract serious criticisms of the higher authorities.

Further, a lot of complaints from the senior executives as well as third parties have been received regarding delay in processing of Final Bill(s) works by this office. However, on examination of records of this office, it has been noticed that FBs received at this end have either been passed within the stipulated time or returned to the executives. Moreover, it has also been noticed that a lot of FBs are either pending with the executives or AO GEs/AO GEs and complaint are being raised by the senior executives as well as third parties with this office.

The competent authority has directed the undersigned to convey his displeasures in this regard. It has also been directed by the competent authority to convey that the Contract Agreements (Works) and Final Bills (Works) must be processed and submitted to this office well within the stipulated time. A detailed monthly report comprising the date of receipt of CA(s)/FB(s) in their office and the date of submission thereof to this office may be submitted. This report may be started from the month end November, 2021.

This is for your information and strict compliance please.

CDA has seen.

Sd/-

(N K Biswas, IDAS)

Dy. Controller (E)

Copy to:

01. HQ CE

02. The CWE

03. The GE/AGE(I)

- } for information w.r.t above and necessary action please. Further, it is also requested to issue necessary instruction to the lower formations under their administrative jurisdiction for necessary co-operation with this office
- } for information w.r.t above and requested to furnish a copy of Report at Annexure P-5 regarding Qtrly Report of Contract Accepted during the quarter and Annexure P-6 regarding Qtrly Rep of Monitoring delay in payments of FBs of Manual on Contracts MES for necessary verification and record of this office.

04. The O I/C IT & SWing  
MO CDA Guwahati

— for uploading over official website.

(N K Biswas, IDAS)

Dy. Controller (E)