

Government of West Bengal
Finance Department
Audit Branch

No.932-F(Y)

Dated, 18th February, 2016

MEMORANDUM

A question has been raised as to how the unutilised money will be drawn from works deposit account for refund to the Depositor organisation/Principal on behalf of whom the work was undertaken by the works department. The existing form for drawal of fund related to Deposit Works has no provision for withdrawal of unutilized money from Works deposit account which is maintained in the Treasury/PAO. After examination of the issue involved, it has been decided that the same bill form i.e. the Form in TR 70B can be utilized with some modifications for withdrawal of unutilized money from Works deposit account.

Therefore, the undersigned is directed to modify TR Form 70B to accommodate provision for withdrawal of unutilized money from Works deposit account for the purpose of refund to the Depositor organisation/Principal.

The Revised TR form 70B is given in the Annexure. However, the existing TR Form 70B may also be utilized for the purpose of withdrawal of unutilized money from Works deposit account with such modification as suggested in the revised form.

This order will take immediate effect.

(H.K. Dwivedi)

Principal Secretary to the
Government of West Bengal

Encl : T.R. Form

T. R. FORM NO. 70(B)

[See _____]

(Applicable for Works & Forest only)

Bill Form For Deposit Works

Name of the Office _____		Bill No. _____	Date ____/____/____
D.D.O. Code _____	_____	T.V. No. _____	Date ____/____/____
Token No. _____	Date ____/____/____		
Head of Account Code _____			

Name of Contractor/ Supplier/Works Consultant/Payee _____

Name of work _____

Approved value of the work _____

Name of the Depositor Organization: _____

Deposited Under Head of Account _____

Opening Balance Available against the deposit account maintained in the Treasury/ PAO(Rs.)	Amount of this Bill Excluding departmental charge, if any (Rs.)	Departmental Charge, if any (Rs.)	Total (including departmental charge) (Rs.)	Balance available after this Bill (Rs.)
(1)	(2)	(3)	(4)=(2) + (3)	(5) = (1) - (4)

Bill for	A. Mobilisation Advance Bill/Other Advance Bill/Withdrawal of unutilised Deposit Balance	B. Account of Work	C. Account of purchase of material (Resource Div)

A. Mobilisation Advance Bill/Other advance Bill/ Withdrawal of unutilised Deposit Balance#

Sanction Order No. & Date.	Designation of the Sanctioning Authority	Sanctioned Amount (Rs.)	Purpose (with description where necessary) and quotation of authority for drawing advance.	Claimed Amount(Rs.)

Total Rupees (in words) _____ only

Certified that-

- Total Advance amount will be adjusted by the above mentioned work as per agreement.
- # strike out the portion not applicable.

B. Account of Work

Particulars	Rs.	Rs.
1. Total value of work done up to date		
2. Value of work settled for this work up to last R.A Bill No. _____ Date ____/____/____ vide T.V No. _____		
3. Amount due in this Bill (1-2)		
4. The amount already charged to this work since previous R.A Bill No. _____ Date ____/____/____ vide T.V No. _____ Date ____/____/____ now adjusted:-		
a) Mobilisation Advance/ Other Advance adjusted in this bill drawn against T.V. No. _____ dt. _____ (Balance Mob adv remaining adjusted _____)		
b) Cost of material issued since last R.A Bill against Indent No. _____ dt. _____		
c) Payment withheld (if any)/excess payment adjusted		
5. Intermediate/ final Payment to be made in this bill (3-4)		
6. Administrative cost/ agency charge		
7. Gross amount of the bill (5+6)		

Explanation:

- A. Sl. No. 2: It shall be equal to the total value of work settled excluding the payment withheld up to the last RA bill
- B. Sl. No. 4: It shall be shown in details the TV No. & Date against which the mobilisation adv. was drawn and the balance

remaining after adjustment of mobilisation advance in this bill.

C. Account of purchase of material /Contingency charges

i) Amount of Material Purchased as per order no	
1) ----- dated ___/___/___	Rs.
2) ----- dated ___/___/___	Rs.
ii) Labour charge/other contingency expenditure	Rs.
Total	

Certified that-

- _____ % of the total work has been completed as on _____ (mention date of inspection) as per project milestone/as per agreement.
- Rs _____ (_____ % of total cost of work) is hereby sanctioned for the completed work in this bill
- Provisions of WBFR Part-I Rule 47 as amended have been observed properly.
- The value of works as claimed in this bill has been executed satisfactorily as per contract and recorded in the measurement book as certified by concerned Assistant Engineer entrusted with the work
- The expenditure charged in this bill could not, with due regard to the interests of the public service, be avoided and the parties entered in this bill are entitled to receive them.
- Contingency charges as claimed are admissible as per para 1 of G.O. No. 2705-F(Y) dt. 31.03.2015 and within 3 % of the BOQ
- Certified that the materials purchased have been entered in the stores register.
- The amount claimed has not been drawn before.

Please pay Rs. _____ Rupees (in words) _____ only as per beneficiary list enclosed

AND/OR

By-Transfer Credit Rs. _____ Rupees (in words) _____ only as below-

Sl No.	Head of Account	Description	BT Type	Amount (Rs.)

Bill Clerk _____ Divisional Accountant /Divisional Accounts Officer

Signature & Designation
of the D.D.O.

Station _____

Date _____ 20 _____

For use at the Treasury

Pay Rs. _____ (Rupees _____) only as per list enclosed.

Examined and entered.

The refund amount of Rs. _____ has been recorded in the Receipts Register and Refund Repayment Register maintained at P.A.O/Treasury.

Accountant/J.A.O.

P.A.O. /T.O. /A.P.A.O. /A. T. O.

Station _____

Dated _____ 20 _____

For use in the Office of the A.G.(Audit), West Bengal

Admitted for Rs. _____
Objected to Rs. _____ for reasons stated below.

Auditor _____

S.O./A.A.O./Audit Officer

No. 932/1(500)-F(Y).

Dated, Howrah the 18th February, 2016.

Copy forwarded for information and necessary action to :-

- 1) The Principal Accountant General (A & E), West Bengal,
Treasury Buildings, 2, Government Place (West), Kolkata-700 001.
- 2) The Principal Accountant General (Audit), West Bengal,
Treasury Buildings, 2, Government Place (West), Kolkata-700 001.
- 3) The Accountant General (Receipt, Works and Local Bodies Audit), West Bengal,
C.G.O. Complex, 'C' East Wing, 5th Floor, Sector-I, Salt Lake, Kolkata-700 064.
- 4) The Chief Secretary to the Government of West Bengal.
- 5) The Resident Commissioner, Government of West Bengal, A/2, State Emporia
Buildings, Baba Kharak Singh Marg, New Delhi-110 001.
- 6) The Additional Chief Secretary / Principal Secretary / Secretary, _____
_____ Department, Government of West Bengal .
- 7) The Secretary, Finance (Audit) Department, Government of West Bengal.
- 8) The Commissioner, _____ Division,

- 9) The Special Secretary / Additional Secretary / Joint Secretary / Deputy Secretary,
Finance Department, Government of West Bengal.
- 10) Shri Sumit Mitra, Network Administrator, Finance (Budget) Department.
— He is requested to upload this order in the Finance Department's website.
- 11) The _____ Department / Directorate


- 12) The Director of Treasuries and Accounts, West Bengal,
New India Assurance Buildings (2nd and 3rd Floor), 4, Lyons Range, Kolkata-700 001.
- 13) The Director, _____

- 14) The District Magistrate / District Judge, Superintendent of Police,

- 15) The Sub-Divisional Officer, _____

- 16) The Pay and Accounts Officer, Kolkata Pay and Accounts Office-I,
81/2/2, Phears Lane, Kolkata-700 012.
- 17) The Pay and Accounts Officer, Kolkata Pay and Accounts Office-II,
P-1, Hyde Lane, Jawahar Building, Kolkata-700 073.
- 18) The Pay and Accounts Officer, Kolkata Pay and Accounts Office-III,
I.B. Market, First Floor, Sector-III, Salt Lake, Kolkata-700 106.
- 19) The Treasury Officer, _____

- 20) The Group _____ / _____ Branch, Finance Department.


Joint Secretary to the
Government of West Bengal.