

Government of West Bengal
Finance Department
Audit Branch

No.4879-F(Y)

Dated. 24th June, 2015.

MEMORANDUM

Sub: Implementation of e-Billing module of IFMS

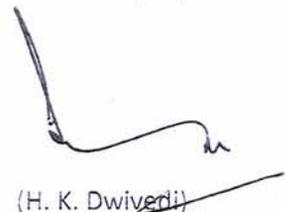
Integrated Financial Management System (IFMS) has been introduced by the State Government in phases beginning with e-Bantan since 1.4.14. E-Pradan module under IFMS has been rolled out in phases and payment through e-pradan has been made mandatory w.e.f 01.04.2015. System compatible TR forms have been developed and issued vide FD memo. No. 965-F(Y) dated 18.2.2015. Some of these forms have already been uploaded in the IFMS system.

Now, e-Billing module of IFMS is ready for use by DDOs for a limited number of bills. The modalities of e-billing are as follows-

1. TR forms for drawal of bills are available in the IFMS portal;
2. Presently **11 Nos. TR FORMS [TR-24, TR-26, TR-27, TR-28, TR-31, TR-33, TR-36, TR-36A, TR-50, TR-60 & TR-61]** have been developed and loaded in the IFMS system (e-Billing) ;
3. DDOs using DSC can prepare the bills by just filling up the relevant fields in the TR bill forms and submit them electronically to Pay & Accounts Office / Treasury through e-Billing module.
4. One copy of the bill to be printed out, signed and submitted to the Pay & Accounts Office / Treasury by the DDO with beneficiary details and other necessary documents following the manual procedure of submission.
5. All the schedules and challans will be generated automatically by the system without any further manual intervention.

For the time being preparation and submission of the bills in the system-uploaded TR forms is made optional. However, considering its benefit from the point of view of accuracy and less effort required for preparation of the bills, it is expected that the DDO's will prefer preparation of the bills in electronic format for the claims to be submitted in the TR forms mentioned above and acquaint themselves with the e-Billing. Remaining TR Forms shall also be available in e-Billing Module shortly.

Pay & Accounts Offices and Treasuries will have helpdesks to initially help the DDOs to prepare & submit 2-3 bills through e-Billing.



(H. K. Dwivedi)

Principal Secretary to the
Government of West Bengal

Copy forwarded for information and necessary action to:-

1. The Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kolkata -700 001.
2. The Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kolkata-700 001.
3. The Accountant General (Receipts, Works and Local Bodies Audit), West Bengal, C.G.O. Complex, 3rd MSO Building, 5th floor, Block-DF, Sector-I, Salt Lake, Kolkata-700064.
4. The Chief Secretary to the Government of West Bengal.
5. Resident Commissioner, Government of West Bengal, A/2, State Emporia Buildings, Baba Kharak Singh Marg, New Delhi-110001
6. The Additional Chief Secretary/Principal Secretary/Secretary ,
_____ Department.
7. The Commissioner, _____ Division.
8. The Special Secretary / Additional Secretary / Joint Secretary / Deputy Secretary, Finance Department.
9. Pr. AO & Ex-Officio Joint Secretary, Finance (Budget) Department- He is requested to upload this order in the Finance Department website.
10. The _____ Department,

11. The Director of Treasuries & Accounts, West Bengal, The New India Assurance Building, 4, Lyons Range, Kolkata – 700 001.
12. The Director, _____

13. The District Magistrate / District Judge / Superintendent of Police _____

14. The Sub-Divisional Officer, _____
15. The Pay & Accounts Officer, Kolkata Pay & Accounts Office – I, 81/2/2, Phears Lane, Kolkata – 700 012.
16. The Pay & Accounts Officer, Kolkata Pay & Accounts Office – II, P-1, Hyde Lane, Kolkata – 700 012.
17. The Pay & Accounts Officer, Kolkata Pay & Accounts Office – III, IB Market, 1st Floor, Salt Lake, Sector –III, Kolkata – 700 106.
18. The Treasury Officer, _____.
19. The Group _____ / _____ Branch, Finance Department.

(G. Samanta)

CAO & EO Joint Secretary to the
Government of West Bengal.