

V.O.CHIDAMBARANAR PORT TRUST

FINANCE DEPARTMENT

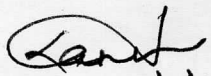
FA/Inst./2015

Date: 4.11.2015

CIRCULAR.../2015-16

To adhere with the CVC instructions and to have more transparency and speed in settlement of payments, it is to inform that all payments to employees/contractors/suppliers shall be settled through RTGS/NEFT only from 7th November 2015 for payments above Rs.5,000/-. However for payments below Rs.5,000/- account payee cheques shall be issued. All the AOs shall submit payment voucher with the details duly filled in RTGS format provided by bank only upon which payment could be released by cash section.

The same shall be brought to the knowledge of all concerned by the respective AOs.


4/11/15
Financial Adviser and
Chief Accounts Officer

Distribution to:

All Heads of Department -

A clause in tender schedule may be included that payment shall be settled through RTGS/NEFT only and also the RTGS/NEFT may be enclosed in tender document so that the details are furnished by them at time of submission of tender itself.

Copy to:

Sr.DCAO-for follow-up & email compliance