

Stereo D. F. R. Form 25 White

I

FORM D.F.R. P.W. 25 RUNNING ACCOUNT BILL C

(See D. F. R. 720)

(For Contractors & Suppliers This form previous only for payments for work or supplies actual measured)

Cash Book Voucher No..... Dated..... Sub-Division

Name of contractor or supplier.....

Name of work.....

1. "Stouk"

(Contractor)

Purpose of supply 2. Purchase for issue to..... direct to work

Serial No of this bill.....

No and date of his last bill for this work.....

Reference to agreement.....

1—Account of work done or supplies made

Unit	Quantity executed or supplied up-to dates as per measurement book	Item of work or supplies grouped under "Sub-head" and "Sub-work" estimate	Rate		A M O U N T				Remarks
					Up-to-date		Since previous bill (Total for each sub-head)		
1	2	3	4	5	6	7			
			Rs .	P	Rs.	P.	Rs.	P.	
		Carried over							

The full name of the work as given in the estimates should be entered here except in the case of bills for "stock" materials.

"The purpose of supply" applicable to the case should be filled in and the rest scored out.

If the expenditure on the work is recorded by sub-head, the total for each sub-head should be shown in column 3 and against this total there should be an entry in column 6 also In no other case should any entries be made in column 6.

Unit	Quantity executed or supplied up-to dates as per measurement book	Item of work or supplies grouped under "Sub-heads" and "Sub-work" estimate	Rate		A M O U N T				Remarks
					Up-to-date		Since previous bill (Total for each sub-head)		
1	2	3	4		5		6		7
		Brought over	Rs.	P.	Rs.	P.	Rs.	P.	
		Carried over							

- 1) Certified that nothing is due against contractor.
- 2) Certified that no defect pointed out after completion of work.
- 3) Certified that the work has been done as per P. W. specification of Design.
- 4) Certified that the actual lead is valued in carriage of work is as per sanctioned estimate
- 5) Certified that quantity of _____ will not decreased of X-Sect on are plotted at site.
J. E.

4
III—Memorandum of Payment

		Rs	P.
1. Total value of work done as per act I Col. 5 entry (A)			
2. Deduct amount with held :—			
Figures for Works Abstrct	(a) Form previous bills as per last Running Account Bill	Rs.	P.
R.S.	(b) Form this bill.....		2
	3. Balance i. e. "up to date" payment Item 1—2(K)		
	4. Total amount of payment already made as per entry (K) of the Running Account Bill No.....for warded with account for..... 20		
	5. Payment now to be made as detailed below :—		
	(a) (By recovery of amount creditable to this work) :—	Rs.	P.
	Total 2 (b + 5) (a) (G)		5
	(b) (By recovery of amount creditable to other works or head of account) By Cheque		
	Total 5 (b) + (c) (H)		

Pay Rs.....by cheque
 Received Rs.....
 as per above Memorandum (Detated initials of Disburing Officer
 on account of this work (Amount in vernacular)

Dated 0

Witness..... (Full Signature of Contractor)
 Paid by me, vide cheque No dated.....
 Dated initials of person acually making the payment.....

This figure should be tested to see that it agrees with the total of item 4 and 5.
 If the net amount paid is less than Rs. 10 and it can not be included in a cheque, the payment should be made in cash this entry being altered suitably and the alteration attested by dated initials.
 Here specify the net amount payable, vide item 5 (c)
 The payee's acknowledgement should be for the gross amount paid as per item 5 (i.e. a+b+c)
 Payment should be attested by some know person when the payee's acknowledgment is given by a mark, seal or thumb impression.
 Net required in the the case of bills of suppliers

IV—Remarks

This space is reserved which the Disburing Officer may wise to record in execution of the work check mangement on the contractors account.

Unit	Quantity executed or supplied up-to dates as per measurement book	Item of work or supplies grouped under "Sub-heads" and "Sub-work" estimate	Rate		A M O U N T				Remarks
					Up-to-date		Since previous bill (Total for head)		
1	2	3	4		5		6		7
		Brought over	Rs.	P.	Rs.	P.	Rs.	P.	
Total value of work done or supplies made to the date					(A)				
Deducted value of work or supplies shown on previous bill									
Net value of work or supplies since previous bill					(H)				
Figure (F) in words.....									

II Certificate and Signature

The measurement were made by..... in.....
 and are recorded as page..... of Measurement Book No..... No advance payment has been made previously without detailed measurements.

Dated signature of officer
 preparing the bill payment

Dated Signature of Contractor Dated signature of officer
 authorised payment (Rank).....

Signature are essential

The signature are necessary only when the officer who prepares the bill is not officer who authorised payment In such case two signature are essential.

