

UNIVERSITY OF AGRICULTURAL SCIENCES, BANGALORE

Office of the Comptroller, UAS, GKVK, Bangalore 560 065.

NO.C/S-IV/Gen/2024-25

Dated: 08.01.2025

CIRCULAR - 17

Sub: Submission of Bills for the year 2024-25 - reg

Ref: Approval of Vice-Chancellor dated: 07.01.2025

Expenditure incurred out of the UAS funds on account of supplies and services and also establishment charges debitable to the budget provisions for the year 2024-25 and the expenditure booked against the relevant heads of the accounts have to be finalized. Also, the IT and GST amount will have to be remitted to the department within due date. It is therefore informed that all the bills pertaining to Plan, Non-Plan, Works, Projects etc, Heads of Account shall be submitted to this office on or before **16.02.2025** in **completed form**.

The bills received after this date will be returned to the concerned Drawing Officers without making payments. Hence, expeditious action may be taken well in advance to submit within the due date.

Please Note:

1. NDC Bills to be submitted before **25.01.2025** for the AC Bills drawn till December 2024 by the concerned Drawing Officers.
2. DC, PDC bills should be submitted within the due date. No bills will be admitted after **16.2.2025** except Salary, Electricity and Water Charges, BSNL, Fuel, Rent / Taxes, Scholarship / EBL Charges Bills.
3. If required, sanctions should be taken before **25.01.2025** for the expenditure yet to be incurred but allocation issued before December-2023 and for the revised Budget allotted, Sanctions should be taken within **31.01.2025**.

All the Drawing Officers are informed to co-operate and note that the date specified for receipt of bills will not be relaxed on any account.

Copy to:

1. All the Officers / Deans GKVK/ Mandya/ Hassan/ Chintamani/ Chamarajanagar for information.
2. All the Drawing Officers of the University.
3. All the ADR/ ADE/ Principal Investigators, Project Heads for information
4. Secretary to Vice-Chancellor for information.
5. Office Copy.


Comptroller
COMPTROLLER
University of Agricultural Sciences
GKVK, Bengaluru - 560 065