



भारतीय
प्रौद्योगिकी
संस्थान
काशी हिन्दू विश्वविद्यालय



INDIAN
INSTITUTE OF
TECHNOLOGY
BANARAS HINDU UNIVERSITY

BILL FOR DIRECT PAYMENT BY FINANCE SECTION

Bill No:..... Major Budget Head:.....

Name of Department..... Minor Budget Head:.....

Diary Voucher No. with date..... Name of Recipient:.....

Payment Information Communication e-mail:-

Date	Particulars	Amount		Remarks
		Rs.	P.	
	Total Bill Amount			
	Less:- TDS under GST (CGST, SGST & IGST) (If applicable) (As per GST Act., 2017 as amended time to time)			
	Less:- Income Tax Deduction (u/s 194J, 194C, 194Q and 195) (As per Income Tax Act., 1961 as amended time to time)			
	Less:- Penalty/Other Deduction (If applicable) (As per Work/Purchase Order)			
	Less:- PBG/Security Deduction etc. (If applicable) (As per Work/Purchase Order)			
	Total Payable Amount			

Forwarded for Payment of Rupees:

- (1) Certified that the amount has not been paid earlier and that the voucher attached is the original one.
- (2) Certified that the freight and other charges mentioned in the bill have been verified and found to be correct.

Officer forwarding the bill

*Drawer of the bill
Checked and found within limit's of the
amount sanctioned*

HoD/CoS/Head of Offices, Unit/PI
Date.....

HOD/CoS/Head of Offices,Unit/PI
Date

FOR USE IN FINANCE OFFICE

PASSED FOR PAYMENT			
For Rupees			
.....			
Asst.	SO	AR	DR

PAID				
Cheque No.				
Dated				
For Rs.....				
Asst.	SO	AR	DR	Registrar