

**FULLY VOUCHERED CONTINGENT BILL**

Bill No..... District Kamrup, Guwahati Date.....

Ministry/ Department/ Office of the Accountant General (A&E), Assa, Guwahati

Detailed Bill of Contingent Charges for the Month of.....2014

Head of Account.....

Number of Sub-vrs	Description of charges & number and date of authority for all charges requiring special authorities.	Amount (₹)
Authority:-		

1. I certify that the expenditure including this bill could not with due regard to the interest of the Public Service be avoided I certify that, to the best of my knowledge and belief the payment endorsed in the bill has been duly made to the parties entitled to receive them with the expectation noted below, which exceed the balance of the permanent advance and will be paid on receipt of the money drawn on this bill vouchers for all such above ₹ 100/- on account are attached to the bill save those noted below, which will be forwarded as soon as the above have been paid. I have, as far as possible obtained vouchers for other such and responsible that they have to deduced or certificated that they cannot be used again. All works bill are enclosed.

I also certify that the amounts on account of pay and allowances of the class IV Government Servants drawn 1/2/3 months (i) previous to this date with the accpection of those detailed below of which the total amount has been refunded by deductions from this bill have been disbursed to the Government Servants concerned and their receipts taken.

2. Certified that all the articles detailed in the voucher attached to the bill and in those reached in my office have been accounted for the stock register.

(This certificate is required when proper store account of materials and store purchased bill for have received to be maintained).

3. Certified that the purchased bill have received good order that their quantities are correct and their quality good and accounting to specifications, that the rates paid are not in excess of the accepted and the market rate and that suitable note of payment have been received against the receipts and invoices concerned to prevent double payment.

3. Certified that(a) the expenditure on convenience hire included in the bill was actually incurred was unavoidable and (b) the Government Servant concerned is not entitled to draw traveling allowances under the ordinary rules for the journey and is not granted any compensatory leave and does not and will not receive any special remuneration for the performance of the duty which necessitated the journey.

Received contents	Appropriation for the current year ₹
Signature & Designation of Drawing Officer.	Expenditure including This bill ₹
	.Amount of work bill ensured ₹
	Balance ₹

Pay Rupees

Examined

Account Treasury.....Treasury officer.....

Space for periodic enforcement in respect of bills submitted for pre-audit.

For use in Principal Accountant General Office

Head of Account  
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Admitted for ₹  
objected to ₹  
Reasons for objection .....  
.....

Auditor

AAO

Accounts officer