

ATOMIC ENERGY EDUCATION SOCIETY (REGD.)

(An autonomous body under Department of Atomic Energy, Govt. of India)
AECS-6, Western Sector, Anushaktinagar, Mumbai – 400 094.

Date:

SETTLEMENT OF TEMPORARY ADVANCE ACCOUNT (SOCIETY A/C.)

1. Amount received Rs.....Date of Receipt.....
2. Purpose of Advance.....

Sr No	Voucher No. & Date	Particulars	Amount in Rs.

Certified that:-

- (a) The expenditure incurred in this bill could not be avoided.
- (b) All the articles detailed in the vouchers attached to the bill have been accounted for in the stock register.
- (c) The purchases billed for have been received in good condition, their quality and specifications are in accordance with the requirement and the rates paid are not in excess of the accepted/the market rates and that suitable note of payment has been recorded against the indents and invoices concerned to prevent double payment.
- (d) "I....., am personally satisfied that these goods purchased are of the requisite quality and specification and have been purchased from a reliable supplier at a reasonable price". (applicable for cash purchase upto Rs.10000/-)
- (e) "Certificate to be submitted by the committee and appended along with the bill for purchase above Rs.10000/- and upto Rs.50000/- with the recommendation of the committee.
- (f) "Certified that we....., members of the purchase committee are jointly and individually satisfied that the goods recommended for purchase are of the requisite specification and quality, priced at the prevailing market rate and the supplier recommended is reliable and competent to supply the goods in question".
- (g) Advance settled as below :
 - 1) By way of voucher Rs.....
 - 2) By way of refund Rs.....

Signature

Principal, AECS/AEJC;
Head, Acad.Unit/Section head,

AEES.

The Temporary advance settlement No.....dated..... received from.....is scrutinized and found correct. Necessary entries have been made in the Temporary Advance Register, (Non Plan/Plan/Pupils Fund), Page No.

CAO/Secretary, AEES may kindly see for approval of Advance Settlement.

Asst. Accts. Officer (Bill)

ACCOUNTS OFFICER, AEES.

C.A.O., AEES.

SECRETARY, AEES.