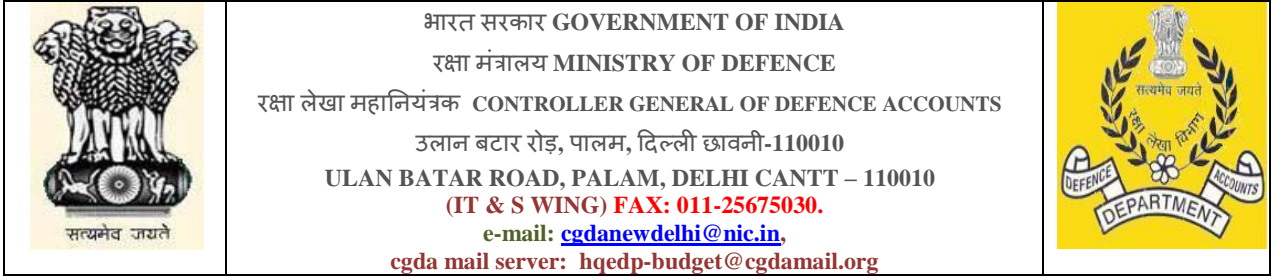


Through CGDA Website / CGDA Mail



सं. ईडीपी/40/आईटी/ब.प्रा./2017-18
NO: EDP/40/IT/BE/2017-18

दिनांक/ DATE: 13 /04/2017

To,
The All Controllers
(As per list attached)

Subject: Allotment of funds for the year 2017-18 under the major head 2052 – Secretariat General Services Salaries – DAD: Information Technology.

B.E. 2017-18 allotment of funds under Grant No. 20 – MoD(Civil), Major Head 2052 – DAD – Information Technology is hereby made to your organization on the basis of the actual expenditure during 2016-17, projection made by your office for AMC of computer hardware & Consumables and funds allotted by the Ministry under the object head ‘Information Technology’. The “Demand for Grant 2017-18” have been voted by the Lok Sabha and the connected Appropriation bill has also been assented by the President. Therefore, your office may utilize the full allocation under the object head ‘Information Technology’ during 2017-18.

2. The **allotment of Funds** to each Pr. Controller’s / Controller’s offices and RTCs have been **uploaded in the ITMS System**. ITMS System is available on DAD WAN with URL **itms.dad**. Please LOGIN and check the IT funds allotted under BE 2017-18. If Log-in Id in ITMS system is not available with you, please contact Sh. Subhendu De, AAO on contact No: 011-25665861 for the same.
3. To ensure balance pace of expenditure during the FY 2017-18, it is requested to prepare a comprehensive plan to achieve the target of 50% utilization of allocated funds by September 2017 and 67% by December 2017. However, it may be noted for adherence that not more than 33% of allocation may be spent in the last quarter of the FY and during the month of March the expenditure should be limited to 15% of allocation.
3. It may also please be ensured that punching media for all the expenditure is correctly booked to Information Technology code head ‘0/094/94’
5. A statement as per Annexure “A” showing the expenditure against the above allotment may please be furnished on or before 10th of every month to this HQrs office duly reconciled with RDR. Expenditure incurred on Hardware / software items should also be incorporated in the report giving full particulars of procurement with expenditure.

Nil report is also required.

Please acknowledge receipt of this letter.

Sr. ACGDA

(HQrs letter No: सं. ईडीपी/40/आईटी/ब.प्रा./2017-18 दिनांक: /04/2017)

Monthly EDP Expenditure Report

Office

Month

SN.	Items of Expenditure	Allotment under BE 2017-18	Expenditure incurred upto Previous Month	Amount spent during the month	Progressive amount of Expenditure	Committed Liabilities	Balance
1	AMC FOR COMPUTER / SERVER /PRINTER						
2	COMPUTER STATIONERY (INCLUDING PREPRINTED)						
3	CARTRIDGES/RIBBONS						
4	BOOKS						
5	AMC OF UPS (INCLUDING REPLACEMENT OF BATTERIES						
6	AMC FIRE FIGHTING						
7	MISCELLANEOUS						
8	NIC NET/WEB HOSTING CHARGES						
9	ANTIVIRUS						
10	LAN						
	TOTAL – I						
	ADDITIONAL ALLOTMENT FOR PROCUREMENT OF COMPUTER HARDWARE/ SOFTWARE/ TRAINING ETC.						
	TOTAL – II						
	GRAND TOTAL (I +II)						

List of Pr. Controllers / Controllers Offices

1	CDA Patna
2	PCDA(P) Allahabad
3	CDA(O) Pune
4	NADFM
5	CDA(Army) Meerut
6	RTC Meerut
7	PCDA(SC) Pune
8	CDA Bangalore
9	PCDA(WC) Chandigarh
10	PCOA(Fys) Kolkata
11	RTC Kolkata
12	CIA Kolkata
13	PCDA(AF) Dehradun
14	PCDA(Navy) Mumbai
15	CDA(Funds) Meerut
16	PCDA(NC) Jammu
17	CDA(CSD) Mumbai
18	PCDA New Delhi
19	CDA Chennai
20	PCDA(R&D) New Delhi
21	CDA(PD) Meerut
22	CDA Guwahati
23	PCDA(CC) Lucknow
24	RTC Lucknow
25	CDA (R&D) Bangalore
26	CDA(RTC) SR Bangalore
27	CDA Secunderabad
28	CDA Jabalpur
29	CDA(AF) New Delhi
30	CDA (R&D) Hyderabad
31	CGDA, IT&S Wing (Local)
32	CDA(IDS) New Delhi
33	PCDA(SWC) Jaipur