



विश्वविद्यालय अनुदान आयोग  
बहादुरशाह जफर मार्ग  
नई दिल्ली-110 002  
UNIVERSITY GRANTS COMMISSION  
BAHADURSHAH ZAFAR MARG  
NEW DELHI-110 002

17

NO. F.1-12/2012-E-Payment (IA)/441

Dated: 10.06.2012  
21 JUN 2012

**OFFICE MEMORANDUM**

Reference is invited to Office Memorandum No.F.1-12/2012 (IA-E-Payment)/07 Dt. 21.05.2012 regarding payment to Universities/Colleges/grantee institutions/ suppliers, service providers etc. through electronic mode. A specimen of revised grants-in-aid bill containing the bank details of beneficiary is attached herewith so as to facilitate the transfer of funds to the account of beneficiary through electronic mode. Similar bank details may also be provided on the bills for making payment to suppliers/service providers. This arrangement has been made mandatorily from 01.08.2012. Finance Division/DDO is again advised to ensure the compliance of said instructions.

Further, it has also been observed that a single sanction order of Grants-in-aid to various Universities/Colleges/Institutions is being issued under different heads of accounts with the classification such as General/Capital/SC/ST etc. by various grants sanctioning Bureaus. In such cases if funds against a particular single head is not available the entire sanction becomes inoperative and it is not possible to honour the sanction even for the heads where funds are available. To overcome this problem, it has been decided that separate sanction order for each head of account with only one classification be issued by the grants sanctioning bureaus. All the grants sanctioning Bureaus/Divisions are requested to take note of this decision for compliance so as to enable the finance Division/DDO to release the funds well in time.

Withdrawn  
vide  
o.m.  
dt. 03.7.12

(A.K. Dogra)  
Financial Advisor

- (1) PS to Chairman, UGC
- (2) PS to Secy., UGC
- (3) PS to AS-I, UGC
- (4) PS to FA, UGC
- (5) All Bureau/Divisional Heads, Branch officers, UGC
- (6) All Regional Offices, UGC

o/c

- 1) - Dr G. Srinivas, JS, SERO, Hyderabad
- 2) - Dr G.S. Chauhan, E.O. Bhopal
- 3) - Dr S.C. Ray, DS, Guwahati
- 4) - Dr N. Chopukumar, DS, Bangalore
- 5) - Dr Ratnabali Banerjee, JS, Kolkata
- 6) - Dr G. Srinivas, JS, SERO, Pune

**University Grants Commission**

**Grant-in-aid Bill**

1. Name of the beneficiary Institution:  
(University/college/Institute)
2. Sanction No. and date
3. Amount sanctioned
4. Purpose of grants-in-aid
5. Head of Account
6. Name of the Authorized Officer  
(Registrar/Finance Officer/Director)
7. Payment Details:
  - (a) Bank Name & Address of Branch .....
  - (b) Account No. : .....
  - (c) Type of Account: SB/Current/Cash Credit
  - (d) IFSC Code: - .....
  - (e) MICR Code of Branch: .....
  - (f) Whether bank branch is RTGS or NEFT enabled: RTGS/NEFT/Both
  - (g) Name and address of Account Holder:.....

Note: This data may be checked from Bank Mandate Form/copy of cheque sent by the beneficiary.

Received a sum of .....being amount of sanction number  
F.No..... Dated ..... (copy enclosed) for disbursement to .....  
Certified that the condition of the grant has been accepted by the grantee.

Signature with stamp of the Officer

FOR THE USE OF THE UNIVERSITY GRANTS COMMISSION (FINANCE DIVISION/DDO)

Pay Rs. .... (Rupees .....) .....

to the beneficiary through e-payment mode as detailed at Sl. No. 7 above.

US (FD-II)/D.D.O.