

DELHI JAL BOARD: GOVT. OF N.C.T. OF DELHI
OFFICE OF THE Jt. DIRECTOR (F&A)-II
VARUNALAYA: PHASE-II: KAROL BAGH: N.D.

NO. DJB/Jt. Director(F&A)/2014-15/ 11670

DATED:22-01-2015

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Instruction- depositing of earnest money regarding

At present earnest money is deposited electronically by the bidders in CA No 12261 with Syndicate Bank and it is confirmed by the divisions before opening the financial bids by sending a letter. Henceforth no letter should be sent by the division manually. It should be confirmed by all the divisions by sending the mail to the bank on e-mail of syndicate bank (E-Mail ID : br.9023@syndicatebank.co.in) . Bank will also confirm the same in the reply of mail to the division. It will not only save the time and manpower but also it is in the interest of department for the security point of view.

In case of refund of earnest money to the unsuccessful bidder(s), the mail so confirmed by bank should be attached with the instruction of EFT for refund.

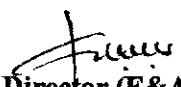
Similarly the bank should also provide the MIS to the divisions as well as to the budget section in the format enclosed on the mails of the divisions on monthly basis so that it could be reconciled on real time basis. The refund of Earnest money to the unsuccessful bidders should also be informed to the bank through e-mail in addition to request of EFT being sent manually as per procedure. Other conditions regarding entry in account UTR No etc communicated vide this office endorsement NO. DJB/Jt. Dir(F&A)-II/2014-15/ 2783 dated 8-1-2015 will remain same.

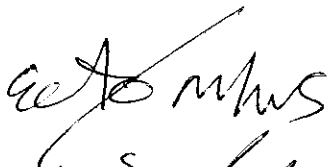

(K.S. Sharma)
Jt. Director (F&A)-II

All DDOs/AOs/AAOs

Copy for kind information to:-

- 1.CEO,DJB
- 2.Member(Finance)
- 3.Director(F&A)
- 4.Director of Vigilance
5. The AGM, Syndicate Bank, Rani Jhansi Road, New Delhi.


Jt. Director (F&A)-II


28/1/15

VSC
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