

C.N. 2156571
Dt. 26.9.23

EAST CENTRAL RAILWAY

Office of the
Principal Chief Material Manager
East Central Railway
Hajipur-844101

No.- SMM/ECR/Stores instruction

Dated- 25.09.2023

Stores instruction No.- 113

All Purchase officers
East Central Railway
Hajipur.

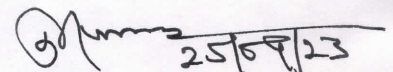
Sub:-Monitoring of receipt of materials against P.I payment.

The Principle of payment against Performa-Invoice is to collect the acceptable materials just after making the payment. However, it has been observed that payments against Performa-Invoice is made online, but collection of the materials is either delayed or not done in contract Period . This leads to expiry of Delivery period and there after other compactions start .

To ensure that collection of materials in such cases is done in time, section wise registers may be maintained and full details of PO's & P.I payments entered into.. The review of the register may be done by concerned SMM at HQ or Divisional Officers/Depot Officers at field level on fortnightly basis and timely collection of materials ensured.

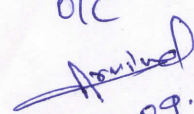
As soon as acceptable materials in full quantity are collected, a report may be submitted to finance branch who has made the payments for their records and reconciliation. The compliance of the above may be ensured.

This is issued with the approval of C/A .


(Sujeet Kumar)
Secy. to PCMM

Copy to:-

1. PCMM for kind information.
2. FA&CAO/WST for kind information.

OLC

25.09.2023