



No. CGM(CF)/MSEDCL/Urgent requirement/ 2580

Date : 24 APR 2012

**CIRCULAR**

**Sub : Submission of urgent and monthly requirements by Circle offices.**

- Ref : 1. CE(Dist)'s ltr. No. CE(Dist)/5124 dtd 09/02/2011.  
2. Circular No.CGM (CF)/MSEDCL/Urgent Requirement/14943 dt 10.05.2011

Corporate Finance Section is processing on weekly basis the indent of special requirements of various capital schemes such as SPA, SPA-PE, PSI, PIE, DTC Metering, DPDC & Backlog schemes funded by the agencies REC/PFC, GoM.

In this regard, various instructions including procedure and formats were already issued vide, ref.2 above and was directed to ensure that the requirement of funds is to be furnished in prescribed format only supported by xerox copies of the respective Docket Vouchers. However, it is noticed that the Circle Offices are submitting information without adhering the formats prescribed. As the indent is processed on weekly basis, it is not possible to consider such incomplete information as requirement of funds which results in grievances of the Suppliers / Contractors.

Further, it is also noticed that the claims with the funding agencies such as REC/PFC are either not lodged or no information about the same is incorporated in the indent submitted to this office. Non-submission of claims in time results in stress on cash management and liquidity. It may be noted that the funds are released to field offices in anticipation that the claims are lodged or being lodged in due course.

Time and again, Dy. Manager / Asst. Manager (F&A) of the respective O & M Circles were instructed to forward the requirement along with details and in prescribed format. However, it is observed that the requirements of funds are still received from some of the Circle offices without following the instructions.

To have better monitoring of funds, the requisite formats to be enclosed with the requirement of funds are once again reiterated as below :-

S.No.	Name of Scheme	Formats alongwith Certificate
1.	SPA, SPA-PE, PSI, PIE, DTC Metering.	Annexure "A"
2.	DPDC	Annexure "B"
3.	Backlog schemes	Annexure "C-1" to "C-4"

The requirement for capital fund will not be considered if the information is not submitted in prescribed format and the concerned will be held responsible for not adhering the instructions.

Encl: As above.

*1. J. Shirroorkar*  
23/04/2012  
Chief General Manager (CF)

Copy s.w.rs.to:- Director (Finance), MSEDCL, Mumbai.

- Copy to:- 1. All Superintending Engineers (O&M) Circles.  
2. All Dy. Manager/Asst. Manager (F&A) (O&M) Circles.  
3. Manager (WM), MSEDCL, Hongkong Bank Bldg., Mumbai.

Cir for urgent requirement 240412 **Maharashtra State Electricity Distribution Co. Ltd.**

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**MAHARASHTRA STATE ELECTRICITY DISTRIBUTION COMPANY LTD.****Format for Requirement of Funds**

(SPA, SPA:PE, DTC Metering, P:SI, P:IE Scheme)

Name of Contractor	Tender No.	Contract Value in Lakh	Capital	Bill No. & Date	Amount of Indent	Due Date of Payment	Scheme Name and Code No.	Balance against Scheme	Funding Arrangement
			Capital						

This is to certify that the above requirement is not sent earlier separately or in second instalment, Monthly Indent. The funds received against our earlier requirement dated \_\_\_\_\_ for Capital Scheme No. \_\_\_\_\_ claim to REC is lodged on \_\_\_\_\_ (copy enclosed).

Jr. Manager (F&amp;A)

O&amp;M Circle \_\_\_\_\_

Asst. Manager (F&amp;A) / Dy. Manager (F&amp;A)

O&amp;M Circle \_\_\_\_\_

Superintending Engineer

O&amp;M Circle \_\_\_\_\_

**MAHARASHTRA STATE ELECTRICITY DISTRIBUTION COMPANY LTD.**

(For DPDC Scheme)

O&amp;M Circle \_\_\_\_\_

Location Code \_\_\_\_\_

Total funds are received from Collected	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12

Total No. Of Tender allotted to this scheme.

Tender No.	Name of Contractor	Contract Value

Name of Contractor	Tender	Contract Value	Bill No. & Date	Amount of Indent	Amount received against this	Amount transferred to WM Section with Date and Receipt No.

Note :- It is to certify that the funds received from Collector of \_\_\_\_\_ District for the F.Y. \_\_\_\_\_ of Rs. \_\_\_\_\_ out of which the funds utilised are Rs. \_\_\_\_\_ and the balance available as on \_\_\_\_\_ under this scheme is Rs. \_\_\_\_\_

Jr. Manager (F&A)  
O&M Circle \_\_\_\_\_

Asst. Manager (F&A) / Dy. Manager (F&A)  
O&M Circle \_\_\_\_\_

Superintending Engineer  
O&M Circle \_\_\_\_\_

**MAHARASHTRA STATE ELECTRICITY DISTRIBUTION COMPANY LTD.**

O&M Circle \_\_\_\_\_

(For Backlog Scheme)

*Expenditure incurred on Material which is supplied by MSEDCCL*  
**SCHEME WORK**

Sr. No.	Financial Year	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	Total
1.														
2.														
3.														
4.														
5.														

**Jr. Manager (F&A)**  
O&M Circle \_\_\_\_\_

**Asst. Manager (F&A) / Dy. Manager (F&A)**  
O&M Circle \_\_\_\_\_

**Superintending Engineer**  
O&M Circle \_\_\_\_\_

**MAHARASHTRA STATE ELECTRICITY DISTRIBUTION COMPANY LTD.**

O&amp;M Circle \_\_\_\_\_

(For Backlog Scheme)

***Statement showing the Actual Expenditure on Backlog Scheme***

Year 2005-06				Year 2006-07				Year 2007-08				Year 2008-09				Year 2009-10				Year 2010-11				
Sr. No.	Month	Cost of Material Supply	Fund Released	Actual Expenditure 5 = 3+4	Month	Cost of Material Supply	Fund Released	Actual Expenditure 9 = 7+8	Month	Cost of Material Supply	Fund Released	Actual Expenditure 13=11+12	Month	Cost of Material Supply	Fund Released	Actual Expenditure 17=15+16	Month	Cost of Material Supply	Fund Released	Actual Expenditure 21=19+20	Month	Cost of Material Supply	Fund Released	Actual Expenditure 25=23+24
1	2	3	4	5 = 3+4	6	7	8	9 = 7+8	10	11	12	13=11+12	14	15	16	17=15+16	18	19	20	21=19+20	22	23	24	25=23+24
1	Apr-05				Apr-06				Apr-07				Apr-08				Apr-09				Apr-10			
2	May-05				May-06				May-07				May-08				May-09				May-10			
3	Jun-05				Jun-06				Jun-07				Jun-08				Jun-09				Jun-10			
4	Jul-05				Jul-06				Jul-07				Jul-08				Jul-09				Jul-10			
5	Aug-05				Aug-06				Aug-07				Aug-08				Aug-09				Aug-10			
6	Sep-05				Sep-06				Sep-07				Sep-08				Sep-09				Sep-10			
7	Oct-05				Oct-06				Oct-07				Oct-08				Oct-09				Oct-10			
8	Nov-05				Nov-06				Nov-07				Nov-08				Nov-09				Nov-10			
9	Dec-05				Dec-06				Dec-07				Dec-08				Dec-09				Dec-10			
10	Jan-06				Jan-07				Jan-08				Jan-09				Jan-10				Jan-11			
11	Feb-06				Feb-07				Feb-08				Feb-09				Feb-10				Feb-11			
12	Mar-06				Mar-07				Mar-08				Mar-09				Mar-10				Mar-11			
Total :																								

Jr. Manager (F&amp;A)

O&amp;M Circle \_\_\_\_\_

Asst. Manager (F&amp;A) / Dy. Manager (F&amp;A)

O&amp;M Circle \_\_\_\_\_

Superintending Engineer

O&amp;M Circle \_\_\_\_\_

**MAHARASHTRA STATE ELECTRICITY DISTRIBUTION COMPANY LTD.**

(For Backlog Scheme)

[illegible]

O&amp;M Circle \_\_\_\_\_

O&amp;M Circle \_\_\_\_\_

O&amp;M Circle \_\_\_\_\_

**MAHARASHTRA STATE ELECTRICITY DISTRIBUTION COMPANY LTD.**

(For Backlog Scheme)

## Statement showing Allocation &amp; Expenditure of Fund under Backlog

[illegible]

O&amp;M Circle \_\_\_\_\_

O&amp;M Circle \_\_\_\_\_

O&amp;M Circle \_\_\_\_\_