



कार्यालय: रक्षा लेखा प्रधान नियंत्रक

PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS

सं. 107, लोअर अग्रम रोड, अग्रम पोस्ट, बेंगलूर - 560 007

NO. 107, LOWER AGRAM ROAD, BANGALORE - 560 007

फोन नं./Phone No. - 29710474, 29710475 फैक्स नं./Fax No. - 29710132



CIRCULAR

NO. AN/II/1832/Comp-Adv

Date: 05/01/2022

To

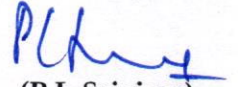
All sections in main office
All Sub-offices under PCDA Bangalore

SUB: GRANT OF COMPUTER ADVANCE 2021-22

It is proposed to prepare a fresh panel of applications for computer advance for the year 2021-22. All those officers/ staff who are desirous of applying may be advised to submit their application in the prescribed proforma as per Annexure I along with Invoice/estimates from the authorized dealer.

- 1) Incomplete applications received will not be entertained.
- 2) Individuals who fulfil the conditions of Rule 17 (ii) and Rule 21(5) of GFR Pt-II only have to apply for computer advance.
- 3) The advance for purchase of computer is subject to availability of funds.
- 4) The content of the circular may please be brought to the notice of all staff members and their applications forwarded immediately, so as to reach this office on or **before 21/01/2022** positively.
- 5) Applications only in respect of eligible persons may be forwarded to this office duly recommended by the head of the office

Please acknowledge receipt


(P L Srinivas)

Accounts Officer (AN)

Copy to;
EDP SN
LOCAL

with a request to upload in the circular on PCDA website.

-Sd-
(P L Srinivas)
Accounts Officer (AN)

FORM VI

APPLICATION FORM FOR AN ADVANCE FOR THE PURCHASE PERSONAL COMPUTER

1. Name of Applicant:
2. Applicant's Designation & Account Number:
3. Office, District and Station:
4. Basic Pay:
5. Anticipated price of Personal Computer:
6. Amount of advance required:
7. Date of superannuation or retirement or date of expiry of contract in case of contract officer:
8. Number of installments in which the advance is desired to be repaid:
9. Whether advance for similar purpose was obtained previously and if so:-
 - i) Date of drawal of the advance:
 - ii) The amount of advance and or interest thereon still outstanding, if any:
10. Whether the intention is to purchase
 - a) A new or an old Personal Computer:
 - b) If the intention is to purchase Personal Computer from a person having official dealings with Govt. servant, whether previous sanction of competent authority has been obtained as required under rule 18(3) of Central Civil services (conduct)Rules, 1964 :
11. Whether the officer is on Leave or is about to, proceed on leave:
 - a) The date of commencement of leave:
 - b) The date of expiry of leave:
12. Are any negotiations or preliminary enquiries being made so that delivery of Personal Computer may be taken within one month from the date of drawal of the advance?
13.
 - a) Certified that the information given above is complete and true.
 - b) Certified that I have not taken delivery of the Personal Computer on account of which I am applying for the advance, that I shall complete negotiation for the purchase of, pay finally and take possession of the same before the expiry of one month from the date of drawal of the advance.

Date:

Applicant's Signature

**Recommended/Not Recommended
Officer in charge**

P .S. Additional Information:-

- i) Whether permanent or temporary:
- iii) If temporary, whether surety bond from permanent Govt. Servant of equivalent or higher cadre has been enclosed: Yes/No