

**Principal Controller of Defence Accounts
(Western Command) Sector-09 , Chandigarh**

No. IA/I/Tulip/Corr
Dated: 28/ 03/2018

To

HQ Western Command
C/O-56 APO

Subject:- Forwarding of Mandate form.

As per direction of Competent Authority, under mentioned documents are must for online payment to vendors or units

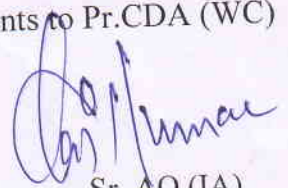
- i) Original Mandate form issued by bank duly countersigned by Unit Authority.
- ii) One original cancelled cheque.
- iii) Copy of GST/PAN
- iv) Following additional information may also be provided for record of this office.
 - 1) Mobile No.
 - 2) E-mail ID
 - 3) Copy of AADHAR No.
 - 4) Fax No. & Land line number if any.

In view of above , it is requested to issue direction to all units under your jurisdiction to forward the above mentioned documents to concern Audit Sections(i.e. Store Contract section, Miscellaneous Section , E- section etc) in Pr.CDA (WC) Chandigarh.

It is for information of all concerned that as directed by Competent Authority, no payment would be released in the absence of above documents w.e.f, 01.04.2018.

Vendors/Units who have already submitted above documents to Pr.CDA (WC) need not send it again.

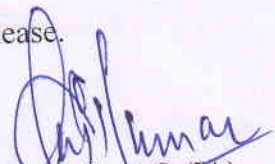
This issues with the approval of ACDA.


Sr. AO (IA)

Copy to

1. All Units : For information and similar action w.r.t. above please.

2. IT & S Section: for uploading the same through PCDA website.
(for flashing message)


Sr. AO (IA)