



PUNJAB STATE TRANSMISSION CORPORATION LIMITED
Regd. Office: PSEB Head Office, The Mall Patiala-147001, Punjab, India.
Corporate Identity Number: U40109PB2010SGC033814 (www.pstcl.org)
(Office of Chief Accounts Officer/Finance & Audit, Loan & Banking Section)
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To

All Addl. SEs/Sr. Xens/AO.s (All accounting Units/DDOs)
PSTCL, Patiala.

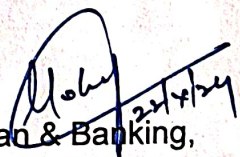
Memo No. 361 /B-67

Dated: 22-10-2024

Subject: Timely submission of fund's request in Centralized payment System.

It has been observed in the last few days that in Centralized payment System some DDOs are raising vouchers for the payment of **Micro small vendors** after the lapse of due date. As per the instructions, **vouchers regarding Micro small vendors should be raised 30 to 45 days before the due date**. This office has to arrange the funds accordingly. Due to delay in timely submission of Vouchers this office has to face difficulties in arrangement of funds.

In this regard, all DDOs are requested to raise the voucher for the payment of **Micro small vendors** timely so that the funds can be arranged timely. Due to Non-submission of these vouchers timely, if any Interest/Penalty attracts, then the concerned DDO will be held responsible for that.


AO/Loan & Banking,
PSTCL, Patiala.