



कार्यालय प्रधान महालेखाकार (ले. व ह.) हिमाचल प्रदेश, शिमला-171 003

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E) HIMACHAL PRADESH, SHIMLA-171 003

No. Gen. Estt./Computerized Pension/GPF Form/2023-24/10

Dated: - 3 04/2023

Subject:-

Website. (Office)

Quotation for purchase& printing of Computerized Pension /GPF Form.

This office invites sealed Quotations for purchase& printing of computerized pension forms as

shown below from the reputed suppliers subject to the following conditions:-

	THE STORY OF THE PROPERTY OF T	Paper make & GSM	Probable quantity
Sr. No.	Name of items	Century-70GSM	10,000
	Intimation Slips		10,000
2	Commutation Authority	-do-	10,000
3	P.P.O. Part-I & II joint	-do-	10,000
4	P.P.O. Part-III	-do-	10,000
5	P.P.O. Part-IV	-do-	10,000
6	C & R Authority in Alive Blue Print	-do-	10,000
7	C & R Authority in Death Red Print	-do-	10,000
8	GPF Final Payment Authority in Alive Blue Print	-do-	10,000
9	D.L.I Authority Form in Red Print	-do-	,

- 1. All items listed above should be supplied as per required specification/Samples approved by this office. The samples for the above forms have been attached with this letter.
- 2. The probable requirement of items has been furnished above. This may vary as per actual requirement of this office. While submitting the quotation the specification of paper quality and make of paper should be clearly specified.
- 3. The rates should be FOR Gorton Castle building Shimla..
- 4. GST/Entry Tax if any applicable should be mentioned clearly in the quotation.
- 5. The sealed quotation, should be sent to this office by name to Pr. Accountant General (A&E) H.P Shimla-3 along with earnest money of Rs. 5000/- in the shape of Bank Draft payable in the name of PAO O/o Pr. A.G (A&E) H.P. Shimla-3 and the envelops should be super scribed as "quotation for purchase of pre printed Computerized Pension/GPF Form". It may please be noted that the quotations will not be accepted/entertained if not received in sealed cover or does not contain the above superscription. The sealed quotations should reach the undersigned on or before 17/04/2023 by 3.00 pm. The quotation received after due date shall not be accepted.
- 6. This office reserves all the right to reject or cancel any or all the quotations without assigning any reason and the decision of the office on any issue concerning the quotations shall be final and binding
- 7. Payment will be made on receipt of consignment and after founding the material in good condition.

Yours faithfully,

Enclosed: As above

Sr. Accounts Officer (Estt-III)

कार्यालय महालेखाकार (लेखा व हकदारी) हिमाचल प्रदेश, शिमला-171003

क्रमांक: निधि:

/अन्तिम भुगतान/प्राधिकार-पत्र/

सेवा में,

दिनांक:-

/- रूपये से नीचे तथा

से पहले देय नहीं है ।)

महोदय,

आपके पत्र संख्या:

के संदर्भ में मुझे आपको

खजाना से रूपये

(रूपये श्री/श्रीमति

के सा० भ० नि० खाता सं:

केवल) आहरण करने तथा नियमानुसार देय ब्याज सहित उपलब्ध रांशि का उचित पहचान

अन्तिम भुगतान के रूप में संवितरण करने हेत् प्राधिकृत

के बाद, श्री/श्रीमति

करने में गर्व है।

2. अभिदाता को सूचित किया जाये कि जो रकम अब प्राधिकृत की गई है उसे स्वीकार करना होगा क्योंकि उसके बाद कोई भी ब्याज नहीं दिया जायेगा ।

3. यह प्राधिकार-पत्र इस पत्र के जारी होने की तिथि से तीन महीनें तक मान्य है तथा जैसे ही वितरण किया जाये वैसे ही इसका संवितरण इस कार्यालय को भेंजे। इस प्रमाण पत्र में आहरण का खजाना/रोकड़ वाऊचर संख्या व दिनांक और निर्दिष्ट व्यक्ति(यां) की वितरण की तिथि दर्शाई जानी चाहिए।

4. जिला खजाना अधिकारी

को भी तदनुसार सूचित किया जा रहा है।

भुगतान किए गए महीने (नों) में घटाई गई रकम के लिए प्राधिकार-पत्र उस समय जारी कर दिया 5. कर्मचारी के वेतन से जाएगा जैसे ही अंशदान उनके खाते में समायोजित हो जाएगा/जाएगें। इसलिए अनुरोध किया जाता है कि इस/इन महीनें (नों) में जमा अंशदान(नों) का खजाना वाऊचर इस कार्यालय को शीघ्रातिशीघ्र प्रेषित करें । यदि गायब क्रेडिट(टों) को ढूंढने के लिए 'अपेक्षित विवरण सीधे तौर पर या आहरण व संवितरण अधिकारियों के माध्यम से इस प्राधिकार-पत्र के जारी होने के तीन महीने के अन्दर न भेजा गया तो यह समझा जायेगा कि उसने इन महीनें/महिनों के दौरान अंशदान नही करवाया था तथा मामलें को समाप्त हुआ समझा जाएगा ।

6. स्थाई/अस्थाई अग्रिम का दिया गया प्रमाण पत्र सत्य तथा प्रमाणित माना गया है । किसी गलत सूचना के आधार पर अधिक अदायगी हो जाने पर उसका पूर्ण दायित्व

सम्बन्धित आहरण एवं संवितरण अधिकारी का होगा । यदि अभिदाता ने सामान्य भविष्य निधि से स्थाई या अस्थाई अग्रिम

माह से अब तक लिया हो तो इस प्राधिकार-पत्र

को रद्द समझा जाये तथा भुगतान न करने के प्रमाण-पत्र सहित इसे इस कार्यालय को वापिस भेज दिया जाये ताकि संशोधित प्राधिकार-पत्र जारी किया जा सके।

वरि0 लेखा अधिकारी

प्रतिलिपि निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रषित की जाती है:-

जिला कोषाधिकारी:

कृपया जब प्राधिकृत राशि का भुगतान हो जाए तो उसे मुख्य शीर्ष-8009-राज्य भविष्य निधि-01-सिविल-सा०भ०नि०-101/104 में डेविट कर दें ।

श्री/श्रीमती/क्0:

आप सा०भ०नि० लेखा संख्याः

में बकाया राशि के

भुगतान को प्राप्त करने हेतू उपरोक्त कार्यालय से संपर्क करें।

वरि0 लेखा अधिकारी



कार्यालय महालेखाकार (लेखा व हकदारी) हिमाचल प्रदेश शिमला-171003.

क्रमांक: निध

सेवा में

विषय:-

अभिदाता के भविष्य निथि की जमा राशि का बीमा के अन्तर्गत भुगतान ।

महोदय,

मै हिमाचल प्रदेश सरकार वित विभाग के पत्र संख्या 14-5/74-ए वित्त आर दिनांक 22 अप्रैल, 1975 के अनुसार आपको

खजाना से रूपये

/- म्हासे

केवल)

आहरण करने हेतु प्राधिकृत करता हूँ जोकि स्व0 अभिदाता श्री/श्रीमति

के सामान्य भविष्य

दिनांक:-

निधि खाता संख्या

की जमा राशि से सम्बन्धित बीमा योजना के अन्तर्गत दिया जाता है।

2. राशि का भुगतान श्री/श्रीमती

स्व0 श्री/श्रीमति

को किया जाये ।

3. जब राशि का भुगतान किया जाये तो इसका वर्गीकरण निम्न लेखा शीर्ष के अन्तर्गत किया जाये -

2235-

सामाजिक सुरक्षा व अन्य सामाजिक सुरक्षा एवं कल्याण ।

60-

अन्य नागरिक सामाजिक सुरक्षा तथा कल्याण कार्यक्रम ।

104-

जमा सम्बन्धी बीमा योजना-सरकारी भविष्य निधि ।

201

जमा से सम्बन्ध बीमा योजना के अन्तर्गत देय तिथि ।

20-

अन्य व्यय ।

यह प्राधिकार पत्र जारी होने की तारीख से छः महीने की अविधि तक मान्य है।

5. जमा सम्बन्धी योजना का लाभ उन कर्मचारियों के लिए ही स्वीकार्य है जिनकी सेवाकाल के दौरान मृत्यु हो जाती है और यह भी केवल इस स्थिति में उसकी सेवा अविध उसकी मृत्यु के समय 5 वर्ष पूरी हो गई हो। दावे को खजाना को प्रस्तुत करने से पहले कार्यालय अध्यक्ष अपने तारीख सिहत हस्ताक्षरों द्वारा बिल पर यह प्रमाणित करें कि श्री/श्रीमती

की मृत्यु सेवाकाल के दौरान समय हुई है और उसने मृत्यु के कम से कम पांच साल की सरकारी सेवा पूरी कर ली थी ।

वरि0 ले0 अधिकारी/ ले0 अधिकारी

प्रतिलिपि निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रपित की जाती है:-

जिला कोषाधिकारी

कृपया जब रकम का भुगतान किया जाए तो उसे उपरिलक्षित पैरा-3 के अनुसार वर्गीकृत किया जाये । राशि का भुगतान करने से पूर्व पैरा-5 की अनुपालना सुनिश्चित कर ली जाये।

श्री/श्रीमती/कु0:

आप स्वर्गीय श्री/श्रीमति सामान्य भविष्य निधि लेखा संख्याः में बकाया राशि के भुगतान प्राप्त करने हेतू उपरोक्त कार्यालय से सम्पर्क करें।

वरि0 ले0 अधिकारी/ले0 अधिकारी

भाग-VII PART-VII (संवितरण का रिकार्ड)(Record of Disbursement)

फरवरी February	जनवरी January	दिसम्बर December	नवम्बर November	अकतूबर October	सितम्बर September	अगस्त August	जुलाई July	্যুন June	ਸਤੰ May	अप्रैल April	माच March	बिस महाने के लिए पैथान देख हैं Month of which persion is due
						The second secon						पंश्न ह. Pension Rs.
							Andrews of Mark of Marko					सम्बंगार्ड सहत त्व Dear ness Relief Rs
	An almost Agricult Egiptimas methods consisted and the first of the fi		Alban in Carlos and Ca	and the control of th	And the second s	St. rugent to ruse to the same of the reservoir section of the same of the sam	de con se concuento con controlo de contro	And a constraint of the constr		and the state of t	THE WINDS AGAINST THE WASHINGTON TO THE WASHINGTON THE WASHING THE WASHINGTON THE WASHINGTON THE WASHINGTON THE WASHINGTON THE	ा जाह रू
			ALCOHOLD A TO			and the second		To the second se				अवस्यो को लारीक Date of Payment
												संवितरण अध्यक्त अध्यक्त अधिकार्य अधिकार अधिकार Disbursing Officers Initial
Construction of the control of the c				a. Casanian i in tende o va	ar Cantanani - Pri							टिप्पीमयां Remarks

Note: Dearness relief is payable with reference to the amount of pension before commutation. टिप्पणी : महंगाई राहत की अनायमी समंशीकरण से पूर्व पैशन की राशि के संदर्भ में की जाएगी।

OFFICE OF THE ACCOUNTANT GENERAL (A&E), H.P. SHIMLA-3 (PENSION PAYMENT ORDER)

acy

(PENSION PAYMENT ORDER) PART-I	
Application No.:	
P.P.O. No.	
Case No.	
Debitable to Govt. Of Himachal Pradesh Head of Accounts * 2071-Pension and Other Retirement Benefits in the case	

Bank Account No.

of A.I.S. Officers 8658 Suspense Account, 101-P.A.O. Suspense Account and

adjustable with CPAO New Delhi."

Pension

F. Pension-I

F. Pension-II

Employee Code

UNTIL FURTHUR NOTICE, and on the expiration of every month, be pleased to pay

the Pension/Family Pension as set out in part-II of this order

ð

plus the amount of dearness relief as admissible from time to time thereon after due identification of the pensioner.

The payment of pension should commence from

In the event of the death of

family pension of Rs.

per month may be paid to

the retiree from the day following the date of death of

till the expiry of 7 years or

the completion of 65 years of age and 67 years of age, in case of all India Service Members had the retiree survived, whichever is earlier and p.m. Subject to the condition overleaf.

thereafter at the rate of Rs.

The income Tax where deductable should be deducted at source.

5

The Distt. Treasury Officer,

Sub. Try

O/O Accountant General (A&E) H.P., Shimla- 171 003 Sr. AO / AO

Bank

RECEIVED INSTRUCTIONS

- 1. Deamess relief is payable with reterence to the amount of paration before commutation.
- 2. Relief on pension (family neusion is payable as per H.P. Govt order issued from time to time.
- 3. In the event of the material of a material governed by the Liberalised mension Rules within period of five years from the date manners the Disbusing Officer should take the following action:
- (ii) Infination respond to the confib of family pension and/of residuery gratuity admissible under Liberalized Production in the person to whom arrease of the confice and the payable under trule 370 of the Depart Tradesury Rule VoH and:
- (ii) Intimation about the present of the pensioner should be sent to the Head of the Office/ Deptit. With statement is personner. So far paid, in order to enable him to take furthur action regarding great or forth pension and pesiduary grafuity.
- (iii) (a) Parents who were "This, sepandent on the government servant when helshe was alive provided the deceased are sepanded that behind neither a widow nor a child. The parents whose total income from an expense was rise 3500s, pm plus dearness relief from time to time or more at the line of the of been plus an employee shall not be considered to be dependent.
- (b) Sor i Daugher including widowed/divorced daughter till he/she attains the age of 25 years or upto the date of his/her marriage/re-marriage or till he/she starts earning his/her livelihood & withousver is earlier. Son daughter including widowed/divorced daughter shall be deemed to be earning his/her livelihood if his/her income is Rs.3500/- per mensem or more. Addition as per para 8.4 of H.P. Govt. OM dated 14-10-2009 family pension to unmarried daughter/ winowed/ divorsed daughter will continue for lifetime only after the family pension ceased to the eligible family members.
- (iv) In case where the pensioner/family pensioner has died or has become ineligible for pension/family pension, both halves of PPO sould be returned to the office of AG (A&E), after recording last payment certificats for cancellation of updating the record of the office of the AG (A&E), H.P.Shimia-171003
- (v) In case of High Court judges the pension in the first instance is chargeable to the Consolidated Fund of India under Article 112(3)(d)(iii) of the constitution to India & thereafter recovered from the Govt. Of H.P. Under Article 290 of the constitution of India.
 - (vi) Enhanced family pension is to be paid under Rule 54(3)(a)(1) shall be payable to the family of the government servant who dies in service from the date of death of the government servant for the period of ten years without any upper age limit. These orders are applicable west, 01.01.2008.

भूग-VII PART-VII (संवितरण का रिकार्ड)(Record of Disbursement)

		THE AMOUNT	200	SPACE THIS		
दिसायकीय के स्यादेश Month of which pension is que	Pension Rs.	Relief Re.	ि क हा S	अस्तरकार की तारीक Date of Payment	Alles and	िव्यभियां Remarks
मन्द्र March				Color Colored Annual Colored	Zwiggie Litter ("reside run inferenția-rife) Mandenda	
अप्रैल April		A CONTRACTOR OF THE CONTRACTOR	Consequence for Statement Consequence for St			1
मई May						
बून June		Ass words: Book				
जुलाई July						
अगस्त August		and the second of	<i>S</i>			
सितम्बर September		donat is Secret sprove				
अक्तूबर October		CANCEL TO AL CORPORA				
नवम्बर November						
हिसम्बर December						
जनवरी January					de production de la constant de la c	
फरवरी February						

रिज्यपी ; महंगाई राइत की अदायती सर्ताशीकरण से यूर्व पेंशन की चाँश के संदर्भ में की जाएगी। Note : Dearness relief is payable with reference to the amount of pension before commutation.

भाग-VII PART-VII (मंबितरण का रिकार्ड)(Record of Disbursement)

फरवरी February	जनवरी January	दिसम्बर December	नवस्त्रर November	अक्तूबर October	सितम्बर September	अगस्त August	લુંલાર્ડ July	जून June	मई May	अप्रैल April	मार्च March	बिस महोते के लिए पैयान स्य है Month of which pension is due
								Add a Citization And STERRAL ST		advisional transport	national area, dispension to the second	र्थम प्रमान Pension Rs
						present of English repaid only of the co		whether at each pool	· ·			राशि Amount महंगाई यहत क. Dear ness Relief Rs.
											90 Nama	unt ভাল Total
					and the same of th	orac resource con		Marie CO 1002 2004			Same A and Tomb * Nov	अन्तयमी की नारक Date of Payment
												संविवस्य अवस्था अवस्था अभिकारो के आद्यक्षा Disbursing Officers initial
							OTEN PROCESSIA LABOR	- 1996 a digitaria				टिम्पणियां Remarks

टिप्पणी : महंगाई सहत की अदायगी सराशीकरण से पूर्व पैंगन की राशि के संदर्भ में की जारणी। Note : Dearness relief is payable with reference to the amount of pension before commutation.

PART-II

18/

	- <u>1</u> - C	1 12	=======================================	0	9	œ	.7	00	,Si	1	 4.	ώ	N	
15. EMOLUMENTS FOR F.P. 15(A) PATWAR CIRCLE		MOBILE NUMBER	NON Q.SERVICE	QUALIFYING SERVICE	CLASS OF PENSION	DATE OF DEATH	DATE OF RETIREMENT	DATE OF APPOINTMENT	DATE OF BIRTH		RESIDENTIAL ADDRESS	OFFICE	POSTHELD	NAME OF THE GOVT. SERVANT
(a) ENHANCED RATE FROM TO (b) NORMAL RATE FROM TO	25. AMOUNT OF FAMILY PENSION	23. PROVISIONAL PENSION PAID @ RS.	22. COMMUTED VALUE OF PENSION	21. NET PENSION	20. COMMUTED PENSION	19. AMOUNT OF PENSION	18. N.P.A.	17. LAST PAY DRAWN	16. EMOLUMENTS FOR DCRG					

DETAILS OF FAMILY/MEMBERS ELIGIBLE FOR FAMILY PENSION. NAME

RELATIONSHIP WITH GOVT. EMPLOYEE DATE OF BIRTH WHETHER HANDICAPPED

(IMPORTANT INSTRUCTIONS)

FAMILY PENSION IS TO BE PAID

In case of unmarried daughter/son: From the date following the date of death of the In case of Widow: From the date following the date of death of the deceased Govt Servant till remarriage of the death of the recipient whichever is earlier.

deceased Govt. servant till the age of 25 years, death or manage, or start earing livelihood

@Rs.3500p.m. whichever is earlier

In case of Parents: From the date following the date of death of the deceased Govt. Servant till No pension shall be liable to seizure, attachment or sequestration by process of any Court in India in the instance of Creditor it. any demand against the pensioner(Section II, Act XIII of 1871) in annual certificate to the effect that earning is not more than Rs. 3500 am or earning does not exceed Rs pur plus dearness relief They will have to produce

Payment under this order to be made only to the pensioner in person, with the following

To persons specially ovempted by Government.

To female unaccustomed to appear in public and to persons unable to appear on

(Payment in both cases (a) and (b) is made on the production of the Lite Certificate signed by a account of illness or bodily infirmity

ponsible officer of Govt. Or other well known and trustworthy person) Any person sending a Life Certificate signed by some person, exercising the powers of a Magistrate under the Criminal Procedure Code, or by any Registrar or Sub-Registrar appointed under the Indian Registration Act. 1908 or by any pensioned Officer who Munsiff or by a police officer not below rank of sub-inspecta-station or by Post M: ter, a department sub-post-master or an i a Village or by Bank included in the scond Schedule to the Reserve Bank of India Act, in village Panchayat. Gann or Gram Panchayat or by the head or an executive Committee of or by officers of Reserve Bank of India and Public Sector Banko: by a Head of a before retirement enancised the powers of a Magistrate or by ter, a department sub-post-master or an inspector of post offices, y Gazetted Officer or by incharge of the police

0 once a year require proof independent of the furnished by the life certificate of the In all cases referred to in continued existence of the pensioner. The pension shall not be paid on account of a respect of persons drawing pensun through that bank. any such pensioner and on receipt, shall promptly stop furthur payment. period more than a just after the date of Life Certificate last coceived and the Disbursing officer must be on the watch for authentic information of the decease of after the date of Life Certificate last 1838 (a), (b) a... (c) the Dispursing Officer must atleast coeived and the

Classification

(0) Pension is debitable to the head 2071- rension & ORB, u1 Civil

and in case of I.A.S. Office's 8658-suspense account 101-P.A.O. Suspense Account, Adjustable with CPAO New Delhi. Pension is debtable to the head 2071- Pension & ORB, 101 Superannuation and Neuroment Allowance

01 - Civil, 105 - Family Prinsinn and in case of I.A.S. Officers 8658-suspense Account 101- P.A.O. Suspense Account, Adjustable with CPAO New Delhi

संवितरण का रिकार्ड)(Record of Disbursement

फरवरी February	जनवरी January	दिसम्बर December	नवम्बर November	अक्तूबर October	सितम्बर September	अगस्त August	JUly	নূন June	нау Мау	अप्रैल April	भार्च March	जिस महीने के लिए पेक्षन देग हैं Month of which pension
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Note: Dearness relief is payable with reference to the amount of per

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चित्राको - पहुंगार्थ	कियाते - प्रहारि गहत की अवयंग	र मर्गणाक्रम	सर्राक्षकरण स्त पर्व पंजन की राजि के सदेश में का	왕 사는 다 다 왕	अपिका	

टियागी : महंगाई सहत को अवायगी सर्गणेकरण स पूर्व पैयन की राशि क सैटम में को जासी। Note : Dearness relief is pavable with reference to the amount of pension before commutation.

PART-III (For the Treasury Officer)

		6		5.	4.	Çs		in	parent
where being drawn.	other pension, if so, its particulars and source from	Whether the pensioner / family pensioner is in receipt of any	restored (subject to pensioner being alive on that date)	Date (in words) from which the	Date of commencement of reduced pension.	Commuted value and date of . its payment	(to be obtained at the time of first payment).	Signature / Thumb impression of	Personal marks of identification

SPECIAL REMARKS OF ACCOUNTS OFFICER

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भाग-VII PART-VII (संवितरण का रिकार्ड)(Record of Disbursement)

फरवरी February	जनवरी January	दिसम्बर December	नवम्बर November	अकतूबर October	सितम्बर September	अगस्त August	जुलाई July	June	May May	अप्रैल April	मार्च Warch	ালং প্ৰণ ব্যুপ্ত Month of which pension is due	जिस महीने क	Programme Application of the Programme Control
	· The state of the			AND THE RESERVE OF THE PARTY OF		The state of the s						Pension Rs.	TYPE	
CONTRACTOR			Commissioned Services				A COURSE TO SERVICE STATE OF THE SERVICE STATE OF T	AND DESCRIPTION OF THE PROPERTY OF THE PROPERT				Dear ness Relief	महनाई मार्ट	TITO Amount
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	A 100 100 100 100 100 100 100 100 100 10	and a few in a partition of the few in a few in						TO THE REAL PROPERTY OF THE PR			STREET, STREET	Date of Payment	क्षेत्र ध्राप्त स्त्र स्	g er -5.4 (W
												के आह्वभर Disbursing Officers initial	संवितरण अदायगी अधिकारो	
					CANADA SERVICIA ESTADOS		THE STREET STATE OF THE					Remarks	टिप्पणियां	

टिप्पणी : महंगाई राहत की अदायगी सरांशीकरण से पूर्व पेशन की राशि के संदर्भ में को जाएगा। Note : Dearness relief is payable with reference to the amount of pension before commutation.

भाग-VII PART-VII पीवनण का (कार्ड)(Record of Disbursement)

फरवरी February नवस्बर November सितम्बर September जिस महीने क लिए पंथान देय हैं Month of which pension is due दिसम्बर December अकत्बर October अगस्त August मार्च March जनवरी January अप्रैल April জুলার July June June ਸਤ, May Pension 의 설 राशि Amount Relief Dear M . 21 असयनो को तानेक Date of Payment संवित्तरण अदायणी अविकारी के आदाकर Disbursing Officers Initial Remarks टिप्पणियां

टिप्पणी : महंगाई राहते की अवायगी सराजांकरण सं पूर्व पैदान की राशि के संवर्ध में की जाएगी। Note : Dearness relief is payable with reference to the amount of pension before commutation.

PART-IV

		-			संबंध निवृति के समय पेंशन की राणि Amount of Pension at the time of Retirement Rs पत्र संख्या लागू होने की संजोधन पेंशन और तारीक तारीक की राणि Letter No. Date of Revised and date effect Pension Rs.
					य पेंशन की राशि_ sion at the time लागू होने की तारीक Date of effect
					of Retirement F संजोधन पेंजन की पाणि Amount of Revised Pension Rs.
and the second	TO THE COMMANDER PORTER				रूपये संवा निव श्र. संशोधन का कारण Reason for Revision
					सम्भे संबा निवृति के समय पहेगाई राहत की राशि Amount of Dearness Relie संशोधन का संशोधन महेगाई जुल मारि कारण सहत की राशि Reason for Amount of Revision Revised plus I Dearness Relief Rs.
					स्था सेवा निवृति के समय महंगाई राहत की ग्रीण्या Amount of Dearness Relief at the time of Retirement किया पैया संशोधन का संशोधन महंगाई कुल मानिक लेवन तथा दिप्पणियां की ग्रीप्र कारण सहत की ग्रांच अवद को जाने वाली कारण सहत की ग्रांच अवद को जाने वाली पहत की ग्रांच अवद को जाने वाली पहत की ग्रांच अवद को जाने वाली पहताई गहत रूपये Resison for Amount of Total Monthly Pension Remark Plus Dearness Plus Dearness Relief Rs.
					हetirement टिप्पणियां Remarks
					पदनामित अधिकारी Initials of designated officer

PART-V

एक पेंशन संवितरण अधिकारी से दूसरे प्राधिकारी को पेंशन अवायगी आदेश के अन्तरण का रिकार्ड,यदि कोई है। Record of transfer of PPO from one pension Disbursing authority to another, if any

						प्र.स. जिल्ला प्राचित्तरण पंजान अवा कर जिल्ला पाना है। पंजान संजितरण दी गई है प्राधिकरण से पंजान अवा कर अंतरित किया गाना है। हो जा रही है उसका पूर्ण ज्योरा Bate upto which of PDA at which pension is drawn before transfer
						के तारीक सहित हस्ताक्षर Date signature of authorised officer of transferring PDA

पेंशन प्राप्तकर्ता को समय-समाग पर पहचीन (बरि असायमी जान धनादेश द्वारा की जाती हैतो वर्ष में वो बार,अन्बथ वर्ष में एक बार)

	(To be done tw নাথ্যস্থ Date	pariodical iden
Officer	ice a year if payment is प्रद्यापित अधिकारी के आधाका Initials of designated	Pariodical identification of pensioner
(To be done twice a year if payment is by process in the safetant attains a safetant at a safetant a	to acetal money order, oth
	রামিল আমিক। নামিল ক আহামের Initials of designated	envise annually)
	पदनासित आभिकारी के आशासर Initials of designated officer	

								নারেল ক্লোমন রবিজনা ক সালালন Date Initials of designated officer
								प्रसामित अधिकारी के आद्याक्षर Initials of designated officer
		-			And Andrews Control Andrews			तारी ^र व Date
								पदनामत आधकात के आधाक्षर Initials of designated officer
market residen								Date
								ন্ধ সালাধ্য Initials of designated officer

Regd.

1Hc

10	OFFICE	OF THE ACCOUNTANT G	ENERAL (A&E), H ATION PAYMENT	IIMACHAL PRADESH, SI ORDER	HIMLA-3				
	No	Dealing Section :-			Dated				
abbin.	Application No. :	Pensioner File ID:							
0	CPO No. : To	Note : File ID mus	t be quoted by th	ne Deptt./Pensioner for f	uture reference				
0		The District Treasury Office (H.		Payable a	at				
	Subject : Commutation	n of Pension of	*	Under Rs					
do	I request you to make	arrangement for payment of c	ommuted value of p	ension amounting to Rs.	In respec	t			
0.0	of PPO mentioned by carrying out the modifications in both halves of PPOs as detailed below: (Subject to instruction recorded below)								
or %	(a) Basic Pension (Rs.)	(b)	Pension Commute	d(Rs.)					
-(-)-	(c) Reduced Pension (Rs.)		, one of commute	u(110.)					
O. C.	2. Reduced Pension @	Rs.	P.M. may be paid to	0	from the				
S C	date of receipt of commuted	date of receipt of commuted value of pension by the Pensioner or three months after the issue of authority whichever is earlier							
CENTURY PAPER P P P		nissible on the original pension		or and the loade of aut	monty whichever is earlier				
	4. The commuted portion		<i>5</i> 11.						
	from the month following the			may be restored after	start				
see t	nom the month following the	e month of payment.							
0									
						14.7			
	1. Copy to				Sr. AO / AO				
"Negative"									
etto.		act the District Treasury Offi	cer/ Treasury Offic	er / Bank to receive the pa	ayment.				
	2. Copy to					i,			
					- 10110				
		INSTRUCTION	S / OBSERVATIO	INS EOD TO	Sr. AO / AO				
	INSTRUCTIONS / OBSERVATIONS FOR T.O. 1. THE RECEIPT OF THIS LETTER MAY BE ACKNOWLEDGED AND IT MAY BE CERTIFIED THAT CHANGES SUGGESTED IN								
	THIS LETTER HAVE BE	EN CARRIED OUT IN BOTH	HALVES OF THE	PENSION PAYMENT ORD	FR				
7997	2. Separate bill should be prepared for the payment of the commuted money quoting No. date of this letter as authority and paid voucher should be forwarded to this office in a registered cover in a separate schedule.								
400	The charge is debitable	to the H.P. Govt. Under the	e head 2071 - Pens	sion and other retirement	benefits 01 Civil and in the				
	4. In case of High Court ju	rticle 112(3) d (iii) of cons	itation of pension i	in the first instance is char	h CPAO New Delhi. geable to the Consolidated from Govt. Of H.P. Under				

Read.

			rtogu.	
- attitis	OFF	CE OF THE ACCOUNTANT GENERAL (SHIMLA-3
		(Intimation Slip	of P.P.O.)	
	No	a a second of the second of th		Date
adots.	Application No.:			
	PPO No.:			
	То			
altifut.		The District Treasury Officer,		
0	Sir,		(H.P.)	
	OII,			
en la company	I AM FORV	VARDING HEREWITH P.P.O NO.	IN FAVOUR OF	
Com				
	FOR RS.	PER MONTH FOR ARRANG	GING PAYMENT SUBJECT TO THE I	NSTRUCTIONS GIVEN BELOW .
1				
Separate Sep	Dealing Section :-			

1. Copy forwarded for information to

Senior Accounts Officer

Yours faithfully,

He/She should appear before the D.T.O./T.O./Bank

Note: File ID must be quoted by the Deptt./Pensioner for future reference

to receive payment. (Please see instructions below)

2. Copy forwarded to

Pensioner File Id:-

Senior Accounts Officer

INSTRUCTIONS FOR THE D.T.O.

(a) The Pensioner's portion of the order may be made over to him after obtaining his signature on the disburser's portion after you have satisfied yourself of his identity and payments noted on both portions as they are made. The slip bearing the left hand thumb and finger impresssions of the pensioner is also enclosed.

If the pensioner wishes to draw his pension through an authorised agent, the pensioner's portion of the Pension Payment Order may, on the application by the pensioner, be sent to his authorised agent through registered post, provided the latter has executed a bond of idemnity to refund overpayments. A written acknowledgement of the receipt of the pensioner's Portion of the pension payment order should, however be obtained from the pensioner through the agent for record.

(b) If he/she has not mentioned Nationalised Bank branch and bank account number to draw his/her pension/family pension in the pension papers while forwarding to AG office, he/she should apply for the same to the concerned District Treasury Officer now under intimation of the office.

(c) In case pensioner/ family pensioner has expired or has ceased, pension/family pension both halves of PPO should be returned to AG (A&E) office after recording last payment certificate for cancellation and updating the record/data of AG office.

INSTRUCTIONS FOR THE PENSIONER

(a) If he/she wishes to be exempted from appearing in person to receive his portion of P.P.O. and to draw his pension through an authorised agent, he should apply to the effect to the Treasury Officer through the Agent, who should have executed a bond of idemnity to refund over payments. In the latter case, the Pension Payment Order will be sent to him through the Agent.

NoDealing Section:-
Application No.: Pensioner File Id:- GPO No.: Note: File ID must be quoted by the Deptt/Pensioner for future reference
[†] To
Subject :- Certificate and Report of the A.G. (A&E), H.P., Shimla, on the admissibility of Family Pension / Death Gratuity in respect of
Certified that (subject to the instructions recorded below) qualifying service of
has been duly approved for half-years and death gratuity not exceeding Rs.
in lump sum is admissible on the basis of last pay of Rs. Under C.C.S. (Pension) Rules 1972.
2. Family Pension @ Rs. P.M. w.e.f. to and
thereafter @ Rs. P.M. is admissible to Subject to
the conditions specified in the Pension Payment Order.
 THE DEATH GRATUITY MAY BE DRAWN AND DISBURSED AFTER ADJUSTING OUTSTANDING GOVT. DUES, IF ANY, SERVICE BOOK IS RETURNED HEREWITH.
DEATH GRATUITY TOTAL
AAG / Sr. AO / AO Copy forwarded for information and necessary action to
Observations
AAG / Sr. AO / AC
IMPORTANT INSTRUCTIONS / OBSERVATIONS
 The calculations have been duly verified. The amount of death gratuity reported in this C&R may be drawn and disbursed at your end after ensuring compliance of this C&F White drawing and disbursing the amount of death gratuity, the amount of provisional gratuity if any already authorised may be
adjusted.
 The service for the period
 R.I.P. is admissible as per H.P. Govt orders issued from time to time. List of family members / photograph / specimen signature / descriptive roll of the retiree may be sent(if not already furnished).
8. Pension papers have been retained in this office for the issue of P.P.O. 9. Please acknowledge receipt.

. IMPORTANT INSTRUCTIONS

- 1. Dearness relief is payable with reference to the amount of pension before commutation.
- 2. Relief on pension / family pension is payable as per H.P. Govt order issued from time to time.
- 3. In the event of the death of pensioner governed by the Liberalised Pension Rules within period of five years from the date retirement the Disbursing Officer should take the following action:-
 - (i) Intimation regarding the benefits of family pension and/of residuary gratuity admissible under Liberalised Pension Rules under certain circumstance should be sent to the person to whom arrears of the pension are paid or are payable under Rule 370 of the Central Treasury Rule
 - (ii) Intimation about the death of the pensioner should be sent to the Head of the Office/ Deptt. With statement of pension etc. So far paid, in order to enable him to take furthur action regarding grant of family pension and I residuary gratuity.
 - (iii) (a) Parents who were wholly dependent on the government servant when he/she was alive provided the deceased employee had left behind neither a widow nor a child. The parents whose total income from all sources was Rs. 3500/- pm plus dearness relief from time to time or more at the time of the of death of an employee shall not be considered to be dependent.
 - (b) Son / Daughter including widowed/divorced daughter till he/she attains the age of 25 years or upic the date of his/ner maniage/re-marriage or till he/she starts earning his/her livelihood & whichever is earlier. Son/ daughter including widowed/divorced daughter shall be deemed to be earning his/her livelihood if his/her income is Rs.3500/- per mensem or more. Addition as per para 8.4 of H.P. Govt. OM dated 14-10-2009 family pension to unmarried daughter/ wildowed/ divorsed daughter will continue for lifetime only after the family pension ceased to the eligible family members.
 - (iv) In case where the pensioner/family pensioner has died or has become ineligible for pension/ family pension both halves of PPO sould be returned to the office of AG (A&E), after recording last payment certificate, for cancellation of updating the record of the office of the AG (A&E).
 - (v) In case of High Court judges the pension in the first instance is chargeable to the Consolidated Fund of India under Article 112(3)(d)(iii) of the constitution to India & thereafter recovered from the Govt. Of H.P. Under Article 290 of the constitution of India.
 - (vi) Enhanced family pension is to be paid under Rule 54(3)(a)(1) shall be payable to the family of the government servant who dies in service from the date of death of the government servant for the period of ten years without any upper age limit. These orders are applicable w.e.f. 01.01.2006.

FAMILY PENSION IS YO BE PAID:

- In case of Widow: From the date following the date of death of the deceased Govt.
- Servant till remarriage of the death of the recipient whichever is earlier. In case of urmarried daughter/son: From the date following the date of death of the deceased Go /t. servant till the age of 25 years, death or mariage, or start earing livelihood @Rs.3500p.m. whichever is earlier.
- In case of Parents: From the date following the date of death of the deceased Govt. Servant till death or earning does not exceed Rs.3500 p.m. plus dearness relief. They will have to produce an annual certificate to the effect that earning is not more than Rs. 3500
- No pension shall be liable to seizure, attachment or sequestration by process of any Court in India in the instance of Creditor for any demand against the pensioner(Section II, Act Xiii of 1871)
- Payment under this order is to be made only to the pensioner in person, with the following exception:
 - To persons specially exempted by Government. (a)
 - To female unaccustomed to appear in public and to persons unable to appear on account of illness or bodily infirmity.

(Payment in both cases (a) and (b) is made on the production of the Life Certificate sened by a responsible officer of Govt. Or other well known and trustworthy person)

- Any person sending a Life Certificate signed by some persons exercising the powers of a Magistrate under the Criminal Procedure Code, or by any Registrar or Sub-Registrar appointed under the Indian Registration Act, 1908 or by any pursioned Officer who before retirement exercised the powers of a Magistrate or by any zetted Officer or by Munsiff or by a police officer not below rank of sub-inspector incharge of the police station or by Post Master, a department sub-post-master or an inspector of post offices, or by officers of Reserve Bank of India and Public Sector Bankor by a Head of a village Panchayat. Gaon or Gram Panchayat or by the head or an executive Committee of a Village or by Bank included in the second Schedule to the Reserve Bank of India Act, in respect of persons drawing pension through that bank.
- In all cases referred to in clause (a), (b) and (c) the Disbursin Officer must atleast once a year require proof independent of the furnished by the life certificate of the Disbursing officer must be on the watch for authentic information of the decease of any suce pensioner and on receipt, shall promptly stop furthur polyment.
- Classification
 - Pension is debitable to the head 2071- Pension & ORB, 01 Civil 101 Superannuation and Retirement Allowance and in case of LA.S. Officers 8658-suspense account 101-P.A.O. Suspense
 - Account, Adjustable with CPAO New Delhi. Family Pension is debitable to the head 2071- Pension & ORB, 01 Chil 105 - Family Pension and in case of I.A.S. Officers 8658-suspense Account 101- P.A.O. Suspense Account, Adjustable with CPAO New Delhi

		OF
	Regd.	SIC
OFFICE OF THE ACCOUNTANT GENERAL(A&E)	. HIMACHAL PRADESH, SHIMLA-3	

No Application No. : GPO No.:	Pensioner File Id :- Note : File ID must be quoted b	Dealing Section :- D by the Deptt./Pensioner for future reference	ete
То			
Subject :- Certificate in respect		Shimla, on the admissibility of Pension / D	CRG
Certified that (subject to t	he instructions recorded below)	qualifying service of	
has been duly approved for	Half-years and that	pension not exceeding Rs.	on th
basis of last pay of Rs.	and DCRG no	exceeding Rs. on the ba	asis of the last pa
of Rs.		in lump sum are admissible under the CC	CS(P) Rules 1972
The pension will commence fr	om		
2. After the death of the C	Govt. Servant, family pension not	exceeding Rs. per month	will be admissible
the case of All India Ser	vice had the Govt. employed per month subject to the	of age by the employee and 67 years are survived, whichever is earlier, are conditions specified in the P.P.O. FR ADJUSTING OUTSTANDING GOVT. DUES	nd thereafter
DCRG		Total	
Service Book is return Copy forwarded to	ed herewith		
			Sr. AO
for information and necessary	action and class IV employees v	vhose date of appointment is before 10.05	3.2001
			Sr. AO
	IMPORTANT INSTRUCT	ONS / OBSERVATIONS	
1. The calculations have been	duly verified.		

2. The amount of death cum retirement gratuity reported in this C&R may be drawn and disbursed at your end after ensuring compliance of this C&R.

3. While drawing and disbursing the amount of D.C.R.G, the amount of provisional gratuity if any already authorised may be adjusted,

4. The sanction of D.C.R.G, may be sent to this office quoting the file ID and application No. of this authority.

5. The service for the period to

may please be got verified under proper attestation.

6. The above report holds good provided he continues in service without interruption, EOL, or any other non qualifying service till the date of retirement. It may please be confirmed.

R.I.P. is admissible as per H.P. Govt orders issued from time to time.

8. Increment due on

raising pay to Rs

has been taken into account. Necessary

entry may please be recorded in the service book/character roll.

9. List of family member / photograph / specimen signature / descriptive roll of the retiree may be sent(if not already furnished).

10. The charge are debitable to the H.P. Govt. office of Account: 2071 - Pension & ORBS, 01 - Civil, 104 - Gratuity and in the case of A.I.S. officers 8658-suspense Account 101 -P.A.O. Suspense Account, Adjustable with CPAO New Dehli.

11. Exact date of birth in Christian era of pensioner/wife must be mentioned in the relevant columns of pension forms with proof/certificate of date of birth issued by the competent authority while forwarding each/every pension/family pension case to this office.