



भारतीय राष्ट्रीय राजमार्ग प्राधिकरण
(पोत परिवहन, सड़क परिवहन और राजमार्ग मंत्रालय)
National Highways Authority of India

(Ministry of Shipping, Road Transport and Highways)

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No. NHA/F&A/Office Order/2007-08/ III-39

Dated 07.03.2008

OFFICE ORDER
(Release of fund to PIU/CMUs.)

The guidelines for release of funds to PIU/CMU and its utilization by the Project Director of concerned PIU has been issued vide Circular No. NHA/F&A/Proj.Exp. Review / 2001/161 dated 7.05.2002. In modification of the above circular, following guidelines are hereby prescribed for release for fund to PIU/CMU:-

1. PIU/CMU will submit the proposal for release of funds on quarterly basis, in the enclosed format, duly indicating the details of payment under various heads e.g. Civil Contract, Supervision Consultancy, Utility Shifting, Land Acquisition, Establishment Expenses, O & M Expenses etc. In the case of Land Acquisition & Utility Shifting, reference of the approval of NHA(HQ) may also be indicated, in absence of which, funds will not be released.
2. Based on the requisition, funds will be released to PIU in installments and PIU shall ensure that there is no idling of fund for more than 2-3 weeks of expenditure and ensure placing the idle fund in short term deposits as per the guidelines of Headquarter.
3. Mere placing of the fund at the disposal of the PIU/CMU shall not be taken as approval for the payment by the PIUs. It will be responsibility of the Project Director to ensure that the actual expenditure is incurred only against the approval of the Competent Authority and shall be as per the prescribed norms and financial powers delegated to the Project Director concerned.

The expenditure incurred by the PIUs/CMUs are subject to 100% transaction Audit by the Government Audit Party and Internal Auditor.

This issue with the approval of the Competent Authority.


(T.K. Chattopadhyay)
General Manager (A & A)

To

Project Directors, All PIUs/ CMUs

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Quarterly Fund Requisition

Name of the PIU/CMU.....

Name of the Bank, Branch and A/c no.

RTGS Code of the branch:.....

Project under implementation	Awarded Cost / Estimated Cost
1	
2	
3	

Fund Requirement for the quarter ending.....

Heads	Fund Requirement on Month wise (Rs. in lakhs)			Total Requirement
	Month- I	Month- II	Month- III	
Administrative Expenses				
Supervision				
Consultancy				
Civil Works				
O & M				
Land Acquisition*				
Utility Shifting *				
Other if Any				
Total Requirement				
Closing Balance with PIU as on ---- (current account and FDR account excluding LA account and Toll FDR account) Other if Any				
Net fund requirement				

* Ref.No. and date of approval may be indicated

Manager (F)/Sr. AO/AO

Project Director