



GOVERNMENT OF RAJASTHAN
FINANCE DEPARTMENT
(G&T Division)

No. F.1(4)FD/GF&AR/2006

Jaipur, dated : 10.08.2020

ORDER

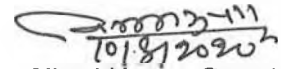
Subject : Amedment in General Financial & Accounts Rules - Volume-II.

The Governor of Rajasthan is pleased to order that the following amendments may be made in the Volume-II of General Financial and Accounts Rules, namely :-

- I. After the existing New Form No. GA 119, the following New Form No. GA 120 to 120F and 121 to 121C shall be added (as enclosed) :
 - (i) New Form No. G.A. 120 : e-kuber adjustment challan for rejected/failed transactions (Initiated by Treasury/sub-Treasury)
 - (ii) New Form No. G.A. 120A : request for payment of e-kuber unsuccessful/failed transaction (Initiated by DDO)
 - (iii) New Form No. G.A. 120B : e-Advice for payment of e-kuber unsuccessful/failed transaction (Initiated by TO/STO)
 - (iv) New Form No. G.A. 120C : Adjustment bill for e-kuber uncredited items (Initiated by DDO)
 - (v) New Form No. G.A. 120D : Miscellaneous Bill for e-kuber uncredited items (Initiated by Treasury/sub Treasury)
 - (vi) New Form No. G.A. 120E : e-Kuber Miscellaneous Bill for rejected and unpaid payments.
 - (vii) New Form No. G.A. 120F : Control Register of Transactions Rejected by RBI
 - (viii) New Form No. G.A. 121 : Schedule of amount booked under Suspense Head 8658-00-139-00-00
 - (ix) New Form No. G.A. 121A : Schedule for NEFT/ RTGS to RBI
 - (x) New Form No. G.A. 121B : Register to be maintained by DDO for Filing of GSTR-7
 - (xi) New Form No. G.A. 121C : Bill for GST TDS

Encl.: As above Formats of New GA Forms.

By Order


10/8/2020
(Vimal Kumar Gupta)

Joint Secretary to the Government
Finance (G&T) Department

Copy forwarded for information and necessary action to:

1. P.S. to Hon'ble Governor/C.M. All Ministers/State Ministers.
2. P.S. to Chief Secretary/All Addl.Chief Secretaries.
3. P.S. to All Principal Secretaries/Secretaries/Special Secretaries.
4. Secretary, Rajasthan Legislative Assembly, Jaipur.
5. Secretary, Lokayukta Sachivalaya, Jaipur.
6. Secretary, Rajasthan Public Service Commission, Ajmer.
7. Registrar, Rajasthan High Court, Jodhpur/Jaipur.
8. Principal Accountant General (Accounts/ Entitlement/ Civil & Accett./ Audit) Rajasthan, Jaipur.
9. All Joint Secretaries /Deputy Secretaries/ Sections of the Secretariat.
10. All Heads of the Departments/ All Divisional Commissioners/ Collectors.
11. Registrar, Rajasthan Civil Service Appellate Tribunal, Jaipur.
12. Director, Treasuries and Accounts, Rajasthan, Jaipur.
13. All FAs/CAOs/Treasury Officers
14. Technical Director, Finance Department to upload this order on FD website.
15. Guard File.


(Gargi Singh)
Chief Accounts Officer

(GF&AR - 10 /2020)

Government of Rajasthan

Reference No.: **e-kuberAdjustment Challan for rejected/Failed Transactions** (Initiated by Treasury/Sub Treasury) Month/Year :

Treasury/Sub Treasury Name: Office ID: DDO Code: TAN No. :

Budget Head: 8670-00-113-01-00

Demand No.:

State Fund: NA

Central Assistance: NA

S.No.	Employee Name Employee ID Nominee Name(s) Date of Death (only where Payment is made to Nominee) Third Party Name PAN No. DDO Code	FROM Budget Head8670 (minus credit)	TO Budget Head 8658-00- 102-15-00 (credit)	Rejection ID/ Number of RBI e-kuber/Scroll	Original Bill No	Original Bill Date	Original Bill Reference ID	Original Token No	Net Amount	Remarks/ Reason of Rejection
1.										
2.										

Amount:

Amount in Words:

Sign of Clerk

Sign of Jr. ACTT./AAO-I/II

Sign (With Seal)/ e-Sign/

Digital Sign of Treasury officer

For the Purpose of RBIRejection ID/ Number of RBI e-kuber/Scroll –
Challan No. and Date of Treasury/Sub Treasury -

Note: Daily generation (working days and as per the rejection details provided in scroll by RBI e-kuber) of e-kuber adjustment challan is mandatory in the system for Treasury/Sub treasury.

Government of Rajasthan									
Request for Payment of e-kuber/Unsuccessful/Failed Transactions (Initiated by DDO) Month/Year :									
Office Name: _____ Office ID: _____ DDO Code: TAN No. : _____									
Budget Head: 8658-00-102-15-00 / NA / NA / NA									
To, The Treasury Officer, (Concerning Treasury) Please Order to pay Rs..... as per claim contained in this advice.									
Sign of Clerk Sign of Jr. ACTT./AAO-I/II/Div. ACTT. Sign (With Seal)/ e-Sign/ Digital Sign of DDO/Administrator(s)									
S.No.	Employee Name Employee ID Nominee Name(s) Date of Death (only where Payment is made to Nominee) Third Party Name PAN No./TIN No./GSTN No.	Correct Bank Details (To be filled by DDO) Name of Bank(Previous Bank Name) Name of Branch (Previous Branch Name) Bank Account No. (Previous Bank Account No)	Original Bill No	Original Bill Date	Original Bill Reference ID/ Original Budget Head	Original Token No	Challan No	Net Amount	Remarks/Rejection Reason
1.									
2.									
Amount: Amount in Words: Certificates : 1. Amount claimed in the Advice has not earlier been drawn. 2. Certified that I have personally examined and satisfied myself about the genuineness of claim that the e-kuber rejected/failed transactions of the Individual/ Third Party included in this advice are strictly in accordance with rules and that the said Individual/ Third Party are entitled to such e-kuber rejected/failed transactions advice. It is further certified that I have personally ensured observance of all formalities regarding necessary entries. 3. It is certified that the Net claim of this advice will be transferred electronically into bank account of beneficiaries and Suspense Head in case unsuccessful payment(s) also that the correct bank detail(s) of the beneficiaries have been furnished in advice after due verification. 4. It is certify that I have carefully examined & verified the master data of the said claim.									
Sign of Clerk Sign of Jr. ACTT. /AAO-I/II/Div. ACTT. Sign (With Seal)/ e-Sign/ Digital Sign of DDO/Administrator(s)									
I Certify that the Compliance of Directions/ Instructions under the provisions of GF & AR has been ensured.					Treasury Voucher				
Sign (With Seal)/ e-Sign/ Digital Sign of DDO/Administrator(s) _____ For Accountant General Office					No. _____ Date : _____				
					For Treasury Use				
Admitted (RS.) _____ Objected (RS.) _____					Pay Rs. : _____ (In words) : _____ (In Cash) : _____ (In words) : _____				
Auditor _____ Supdt. _____ Gaz. officer _____					Total Credit Rs. _____ Auditor _____ AAO-I/II _____ Treasury Officer _____				
Disclaimer: All contents related to this bill are provided by Head of Office/DDO and he/she is solely responsible for it.Group Name : _____ Print Date & Time : _____									

Reference No.:

GA No.: 120B

Government of Rajasthan
e-Advice for Payment of e-kuber Unsuccessful/Failed Transactins (Initiated by TO/STO) **Month/Year :**

Treasury/Sub Treasury Name:

Office ID:

DDO Code:

Budget Head: 8658-00-102-15-00

Demand No.: NA

State Fund: NA

Central Assistance: NA

S.No.	e-Advice No. with attached Details DDO Code Office ID	Original Bill No./Date Original Bill Reference ID Original Token No. Budget Head (<i>Original Drawn</i>) PD Account No.	Budget Head 8658 Challan No./Date	Net Amount	Remarks
1.					
2.					

Amount:

Amount in Words:

Certificate :

- It is certified that this consolidated miscellaneous bill for un-credited amount for beneficiaries is generated as per e-advice submitted by the concerned DDO after due verifications, the required correction(s) in bank details of beneficiaries.

Sign of Clerk

Sign of Jr.ACTT/AAO-I/II

Sign (With Seal)/ e-Sign/

Digital Sign of TO/STO (DDO)

I Certify that the Compliance of Directions/ Instructions under the provisions of Treasury Manual and GF & AR has been ensured.

Sign (With Seal)/ e-Sign/ Digital Sign of TO/STO (DDO)

For Accountant General Office

Admitted (RS.)

Objected (RS.)

Auditor

Supdt.

Gaz. officer

Treasury Voucher

No.

Date :

For Treasury Use

Pay Rs. :

(In words) :

(In Cash) :

(In words) :

Total Credit Rs.

Auditor

AAO-I/II

Treasury Officer

Disclaimer: All contents related to this bill are provided by Head of Office/DDO and he/she is solely responsible for it.Group Name :

Print Date & Time :

Government of Rajasthan										
Adjustment Bill for e-kuber Un-Credited items (Initiated by DDO)					Month/Year :					
Advice No.:		Office ID:			DDO Code: TAN No. :					
Office Name:		Demand No.: NA			State Fund: NA			Central Assistance: NA		
Budget Head: 8658-00-102-15-00										
S.No.	Employee Name Employee ID Nominee Name(s) Date of Death <i>(only where Payment is made to Nominee)</i> Third Party Name PAN No.	FROM Budget Head 8658 (minus credit)	TO Budget Head (Revenue/Capital Expenditure (minus debit))/Receipt Head PD Account BH/PD Account No. (credit)	Original Bill No	Original Bill Date	Original Bill Reference ID	Original Token No	Net Amount	Remarks	
1.										
2.										
Amount: Amount in Words: Certificates : <ol style="list-style-type: none"> 1. It is certified that bills for drawal of un-credited e-payment from the Suspense Head has been checked and verified. 2. Amount of this bill has been recorded in minus credit in suspense head and minus debit in respective Expenditure Head. 3. Amount of this bill has been recorded in minus credit in suspense head and credit in respective PD Account/Receipt Head. 										
Sign of Clerk Digital Sign of Treasury officer				Sign of Jr. ACTT./AAO-I/II			Sign (With Seal)/ e-Sign/			
I Certify that the Compliance of Directions/ Instructions under the provisions of Treasury Manual and GF & AR has been ensured.					<u>Treasury Voucher</u> No. _____ Date : _____ <u>For Treasury Use</u>					
Sign (With Seal)/ e-Sign/ Digital Sign of Treasury Officer <hr/> <u>For Accountant General Office</u>					Pay Rs. : (In words) : (In Cash) : (In words) : Total Credit Rs.					
Admitted (RS.)		Objected (RS.)								
Auditor	Supdt.	Gaz. officer			Auditor	AAO-I/II	Treasury Officer			

Reference No.

GA No.: 120D

Government of Rajasthan

Miscellaneous Bill for e-kuber Un-credited items (Initiated by Treasury/Sub Treasury) **Month/Year :**

Treasury/Sub Treasury Name:

Office ID:

DDO Code:

Budget Head: 8658-00-102-15-00

Demand No.: NA

State Fund: NA

Central Assistance: NA

S.No.	e-Advice No. with attached Details DDO Code Office ID	Original Bill No./Date Original Bill Reference ID Original Token No. Budget Head (<i>Original Drawn</i>) PD Account No.	Budget Head 8658 Challan No./Date	Credited to Budget Head(Revenue/Capital Expenditure (minus debit))/ Receipt Head PD Account BH/PD Account No.	Net Amount	Remarks
1.						
2.						

Amount:

Amount in Words:

Certificate :

- It is certified that bills for drawal of un-credited e-payment from the Suspense Head has been checked and verified.
- Transactions includes in this bill has not been cleared by concerning DDO in prescribed period (60 days) (60 days calculation for transactions after 5thFebruary will be completed up to 5th April to 10th April).
- Amount of this bill has been recorded in minus credit in suspense head and minus debit in respective Expenditure Head.
- Amount of this bill has been recorded in minus credit in suspense head and credit in respective PD Account/Receipt Head.

Sign of Clerk

Sign of Jr.ACTT/AAO-I/II

Sign (With Seal)/ e-Sign/

Digital Sign of TO/STO (DDO)

I Certify that the Compliance of Directions/ Instructions under the provisions of Treasury Manual and GF & AR has been ensured.		Treasury Voucher	
		No.	Date :
Sign (With Seal)/ e-Sign/ Digital Sign of TO/STO (DDO)		For Treasury Use	
For Accountant General Office		Pay Rs. :	
		(In words) :	
		(In Cash) :	
		(In words) :	
		Total Credit Rs.	
Admitted (RS.)	Objected (RS.)	Auditor	AAO-I/II
Auditor	Supdt.	Gaz. officer	Treasury Officer

Disclaimer: All contents related to this bill are provided by Head of Office/DDO and he/she is solely responsible for it.Group Name :

Print Date & Time :

Government of Rajasthan
e-Kuber Miscellaneous Bill for Rejected & Unpaid Payments

Reference No.:	Bill No./ Date:	Month/Year:		
Office Name:	DDO Code:	Office ID:		
Budget Head:	Object Head:	Demand No.:	State Fund:	Central Assistance:

To,
The Treasury Officer, (Concerning Treasury)
Please Order to pay Rs..... as per claim contained in this bill.

Sign of Clerk

Sign of Jr.ACC/AAO-I/II

**Sign (With Seal)/ e-Sign/
Digital Sign of DDO/Administrator(s)/Divisional Officer**

Certificates:

1. Amount claimed in the bill has not earlier been drawn.
2. Certified that I have personally examined and satisfied myself about the genuineness of claim that the e-kuber rejected/failed transactions of the Individual included in this bill are strictly in accordance with rules and that the said Individual is/are entitled to such claim.
3. It is certified that the Net claim of this bill will be transferred electronically into bank account of individual(s) and suspense head in case of unsuccessful payment. Also, that the correct bank detail(s) of the individual(s) have been furnished in bill after due verification.
4. It is certified that I have carefully examined & verified the master data of the said claim.
5. Copy of bill (in which originally claimed & rejected/failed transaction(s) were included) is attached with this bill.

Sign (With Seal)/ e-Sign/ Digital Sign of DDO/Administrator(s)/Divisional Officer

S.No.	Name Bank Account No. Bank Name	Original Bill No./Date Original Bill Reference No. Original TV No./Date	Challan No./ Date Bill Type	Original Pay Month/ Pay Year	Amount
1.					

Amount:

Amount in words:

I certify that the compliance of Directions/ Instructions under the provisions of GF & AR has been ensured.			<u>Treasurv Voucher</u>
Sign (With Seal)/ e-Sign/ Digital Sign of DDO/Administrator(s) Divisional Officer			No. _____ Date: _____
<u>For Accountant General Office</u>			For Treasurv Use
Admitted (RS.)	Objected (RS.)		Pay Rs. : _____ (In words) :
Auditor	Supdt.	Gaz. officer	(In Cash) : _____ (In words) :
			Total Credit Rs.
			Auditor AAO-I/II Treasury Officer

Disclaimer: All contents related to this bill are provided by Head of Office/DDO and he/she is solely responsible for it.

Group Name :

Print Date & Time :

Government of Rajasthan										G.A. : 120 F
Control Register of Transactions Rejected by RBI										
DDO Code/Name :					Office ID/Name :					
From Date :					To Date :					
S . N .	DDO Code	Name of Beneficiary/Vendor/ Employee	Details of Original Bill			Date of Rejection	Payment details after correction		M.E. Details	
		Original Bank Details	Bill no./date Referenc e no.	Token No.	Budget Head	Reason of rejection	Correction e-advice no. date Correct bank details	Treasury bill no. / date TV No./date	M.E. advice no. date	Try. bill no./dated TV no./date Budget Head in which adjusted PD A/c no. scheme code

- Note :-
1. This Report will be available office ID wise and DDO Code wise at DDO Login.
 2. This Report will be available office ID wise and DDO Code wise at HoD Login.
 3. This Report will be available office ID wise and DDO Code wise at Treasury Login.
 4. This Report will be available Treasury wise, office wise, DDO code wise at DTA Login.

Government of Rajasthan

Schedule of 8658 - Suspense; _____ Suspense; xx – GST TDS

Office Name : _____ DDO code: _____ Division Code: _____ DDO GSTIN no: _____

PD Account No.: _____

Service Head: _____ Bill No. & Bill Date: _____ Month & Year: _____

S.No	Name of the firm	Invoice no / Date	Firm GSTIN No	Deduction Amount	Remarks
Total Amount:					

Amount in words: _____

Digital Sign of DDO/Administrator(s)/ Divisional officers

**Government of Rajasthan
Schedule For NEFT/RTGS to RBI**

Office Name :		DDO code:	Division Code:	DDO GSTIN no:	
PD Account No.:					
Service Head:		Bill No. & Bill Date:		Month & Year:	
CPIN No of the Challan:		RBI Bank Account No.:		RBI Account IFSC Code:	
S.No	Name of the firm	Invoice no / Date	Firm GSTIN No	Deduction Amount	Remarks
Total Amount:					

Amount in words: _____

Digital Sign of DDO/Administrator(s)/ Divisional officers

Record to be maintained by the DDO for filing of GSTR7

Sl. No.	GSTIN of the Deductee	Trade Name	Amount paid to the Deductee on which tax is deducted	Integrated Tax	Central Tax	State/UT Tax	Total

Government of Rajasthan <small>.(Original Bill type)</small> Bill for GST TDS Month/Year :					
Office Name:		Office ID:	DDO Code:	Division Code:	TAN No. :
PD Account No.:		CPIN No of GST Challan.:		Mode of payment:	Bill No.
Budget Head: 8658 - Suspense;		Suspense; xx – GST TDS		Date:	
To, The Treasury Officer, (Concerning Treasury) Please Order to pay Rs..... as per claim contained in this advice.					
Sign of Clerk		Sign of Jr.ACC/AAO-I/II/Div. ACC.		Sign (With Seal)/ e-Sign/ Digital Sign of DDO/Administrator(s)/ Divisional officers	
Certificates :					
<ol style="list-style-type: none"> 1. Amount claimed in the Advice has not earlier been drawn. 2. Certified that I have personally examined and satisfied myself about the genuineness of claim that the GST TDS transactions of the Third Party included in this advice are strictly in accordance with rules. It is further certified that I have personally ensured observance of all formalities regarding necessary entries. 3. It is certified that the Net claim of this advice will be transferred electronically into RBI account though agency banks and the correct bank detail(s) of the RBI Account have been furnished in advice after due verification. 4. It is certify that I have carefully examined & verified the master data of the said claim. 					
Sign (With Seal)/ e-Sign/					
Digital Sign of DDO/Administrator(s)/ DivisionalOfficers					
S.No.	Third Party Name GSTN No.	Details of the Bill from which TDS was deducted Reference No./Bill No/ TV No./Date	RBI Bank Detail Account no./ IFSC code/ CPIN number	GST TDS Amount	Remarks
1.					
2.					
Amount:					
Amount in Words:					
Sign (With Seal)/ e-Sign/					
Digital Sign of DDO/Administrator(s)/ Divisional officers					
I Certify that the Compliance of Directions/ Instructions under the provisions of GF & AR has been ensured. Sign (With Seal)/ e-Sign/ Digital Sign of DDO/Administrator(s)/ Divisional Officers <u>For Accountant General Office</u>			Treasury Voucher No. _____ Date : _____ For Treasury Use		
Admitted (RS.) _____ Objected (RS.) _____ Auditor _____ Supdt. _____ Gaz. Officer _____			Pay Rs. : _____ (In words) : _____ (In Cash) : _____ (In words) : _____ Total Credit Rs. _____ Auditor _____ AAO-I/II _____ Treasury Officer _____		
Disclaimer: All contents related to this bill are provided by Head of Office/DDO and he/she is solely responsible for it.Group Name :Print Date & Time :					

Note:

1. In case of PD Account Budget Head, the PD Account No. should be displayed along with Budget Head.
2. All fields are captured automatically from previous bill and challan generated by treasury except correction in Bank details
3. CPIN shall be validated through the system from the data of CPIN provided by GSTN .GSTIN of DDO shall also be validated through the CPIN data.
4. All entries will be properly linked in the system with pervious bills for generation of advice for TDS payments under bunching process. This is linked with TV numbers of previous bills. WAM ,paymanager and Rajkosh, e-GRAS shall be very well linked with this process.