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**CONTROLLER GENERAL OF DEFENCE ACCOUNTS**  
ULAN BATAR ROAD, PALAM, DELHI CANTT - 110010.  
(IFA Wing)

No. IFA/37/PC

Dated 16.09.2014

To

All A/c. IFAs / IFAs  
(Dedicated / Nominated)

Sub: Restructuring of AON/CNC/FC Register.

Ref: This Hqrs. letter of even No. dated 30.07.2014

Taking into consideration, the views/comments, feeds back received from PIFAs/Command IFAs, the new format of the register has been approved by the competent authority and is enclosed herewith.

2. The consolidated register for recording financial proposals at each stage of procurement is now named as "REGISTER OF FINANCIAL PROPOSALS".
3. The register will be operative w.e.f. 1.10.2014 and all fresh financial proposals (at AON stage) received w.e.f. 1.10.2014 will be recorded therein. The financial proposals already in progress will continue to be maintained in previous registers till their finality.
4. It is requested that the register may be kept updated simultaneously at each stage of the proposal.

This Issues with the approval of Addl. CGDA

  
SAO (IFA WING)

## Register of Financial Proposals

Part-I										Part-II								Part-III					
AON/Qty Vetting										CNC/PNC								EAC/SOs/U.O.No.					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Sl. No	Date of Receipt	Unit/Min/ Die	IFA File No.	Subject(Brief Particular of proposal)	Amt. Proposed	Amt. Concurred	Saving	Date of Clearance	Mode of Tender	Date of CNC/PNC	Amt. of Proposal (Lowest Amt. as per C.S.T.)	No. of Vendors	Benchmarked Price	Detailed outcome of CNC/PNC including Amt negotiated	Savings, if any	Date of receipt	EAC Amount	Minor Head/ Code Head	U O No. & date	Sanction No./Date & level of CFA	Supply order No. & Date	Name of the Firm	Remarks

### Fly Leaf Instructions

1. To record details of AON/Qty Vetting/FC/U.O. No./SOs.
2. The Serial No./FC/U.O.No. will remain continuous though out the financial year.
3. Purchases exceeding Rs 5 lakhs are necessarily on the advise of TPC/CNC/PNC to be constituted by the CFA.
4. TPC/CNC/PNC will include IFA or his rep as a member.
5. Price negotiation with L-1 firm can be considered when the offers received are at wide variation with the estimated cost or when the price quoted are unreasonable. In such cases Price Negotiation is conducted by the CNC/PNC.
6. The cases concurred for AON and not received for subsequent stages will be taken up with the Executives.
7. The cases in which Financial concurrence has been accorded by IFA offices and sanction not issued by CFA or copy of SO not received should be taken up with the executives.
8. The register will be submitted to Dy. IFA/IFA/PIFA on monthly basis.