



# पावर फाइनेंस कॉर्पोरेशन लिमिटेड POWER FINANCE CORPORATION LTD.

(भारत सरकार का उपक्रम)

(A Govt. of India Undertaking)

(आई.एस.ओ. 9001:2015 प्रमाणित)

(ISO 9001:2015 Certified)  
26 Dec, 2017

No. 02:10: IPDS: III: 2017: Utilities /53160

To  
All MDs'/CMDs' of Discoms/ Heads of Power Deptts.  
(As per list enclosed)

Sub: **IPDS/ R-APDRP: Submission of Utilization Certificates through PFMS portal – regd.**

Ref.: MoP letter no. CCA-Power/Loan/Bill/Return Memo/2017-18/951-953 dated 20.12.2017 (copy enclosed)

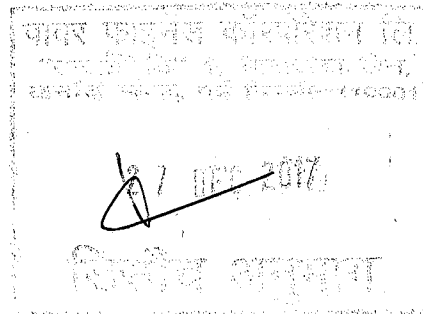
Madam/ Sir,

As you are kindly aware that PFC is releasing funds to beneficiary Utilities under IPDS/ R-APDRP through PFMS as per IPDS guidelines and Utilities are required to ensure that all payments upto Vendor level are released through PFMS only and file expenditure details in the PFMS under IPDS/ R-APDRP. So far, beneficiary Utilities are submitting Utilization Certificates, against the fund released to them, in GFR-12A (for IPDS) or 12B (for R-APDRP) in hard copies as per GFR rules. Now, Pay & Accounts Office, Ministry of Power (MoP) has informed that the module for submission of Utilization Certificates (UCs) by beneficiary Utilities through PFMS has been enabled. PAO, MoP vide its letter dated 20.12.2017 has also informed that no funds shall be disbursed to beneficiary Utilities in future without uploading the UCs/ unspent balances in PFMS portal.

In view of the above, you are requested to ensure submission of year-wise UCs/ unspent balances through module enabled on PFMS portal, on priority, under intimation to PFC. Utilities are also requested to continue submitting original hard copies of UCs, as well. The process flow for uploading the UCs in PFMS portal is attached at **Annexure-I**.

Moreover, you may also contact the PFMS help desk located at Pay & Accounts Office, Ministry of Power on [power.itcell@gmail.com](mailto:power.itcell@gmail.com), which is a dedicated IT cell to facilitate users in day-to-day troubleshooting wrt PFMS implementation in addition to Central help desk of PFMS on [helpdesk-pfms@gov.in](mailto:helpdesk-pfms@gov.in).

Thanking you,



Yours faithfully,

o/c

(Subir Saha)  
GM (IPDS)

**Encl.: As above**

**Copy for information to:**

1. **Controller of Accounts, Office of CCA (Power)**  
IT Cell, 9th Floor, Sewa Bhawan, RK Puram, New Delhi-110066
2. **Shri G. Swan Za Lian, Under Secretary to Govt**  
Ministry of Power, Shram Shakti Bhavan, Rafi Marg, New Delhi-110001

Government of India  
Pay & Accounts Office (Sectt.)  
Ministry of Power  
8th Floor, Sewa Bhawan  
R.K.Puram, New Delhi - 110066

No. CCA-Power/Loan/Bill/Return Memo/2017-18/951-953

20.12.2017

To

DDO (Cash)  
M/o Power  
Shram Shakti Bhawan  
New Delhi

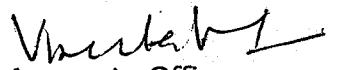
Sub: Uploading the Utilization Certificate (UCs) and Unspent Balances in PFMS Portal (EAT Module)- Reg.

Sir

1. It is stated that this office is passing the Bill No. A-79, dated 21.11.2017 amounting to Rs. 29,16,00,000/- on account of "Loans & Advances" as a special case to avoid delay. However, bills presented in future without Uploading the Utilization Certificate/ Unspent Balances in PFMS Portal (EAT Module) shall not be entertained and will be returned. In this connection, the Competent Authority stated that "It may be seen there is no mention about the unspent balances lying with Discom released by Power Finance Corporation (PFC). PFC may be instructed to check it up with Discom and reconcile with PFMS report."
2. Further, the amount of unspent balance, if any available with DISCOM/Lower agencies and sub agencies may be intimated along with the bill(s) to this office for passing the bill.
3. The above instruction point no. 2 may also be noted for further compliance to avoid unnecessary delay in payment.

This issues with the approval of Chief Controller of Accounts, Ministry of Power.

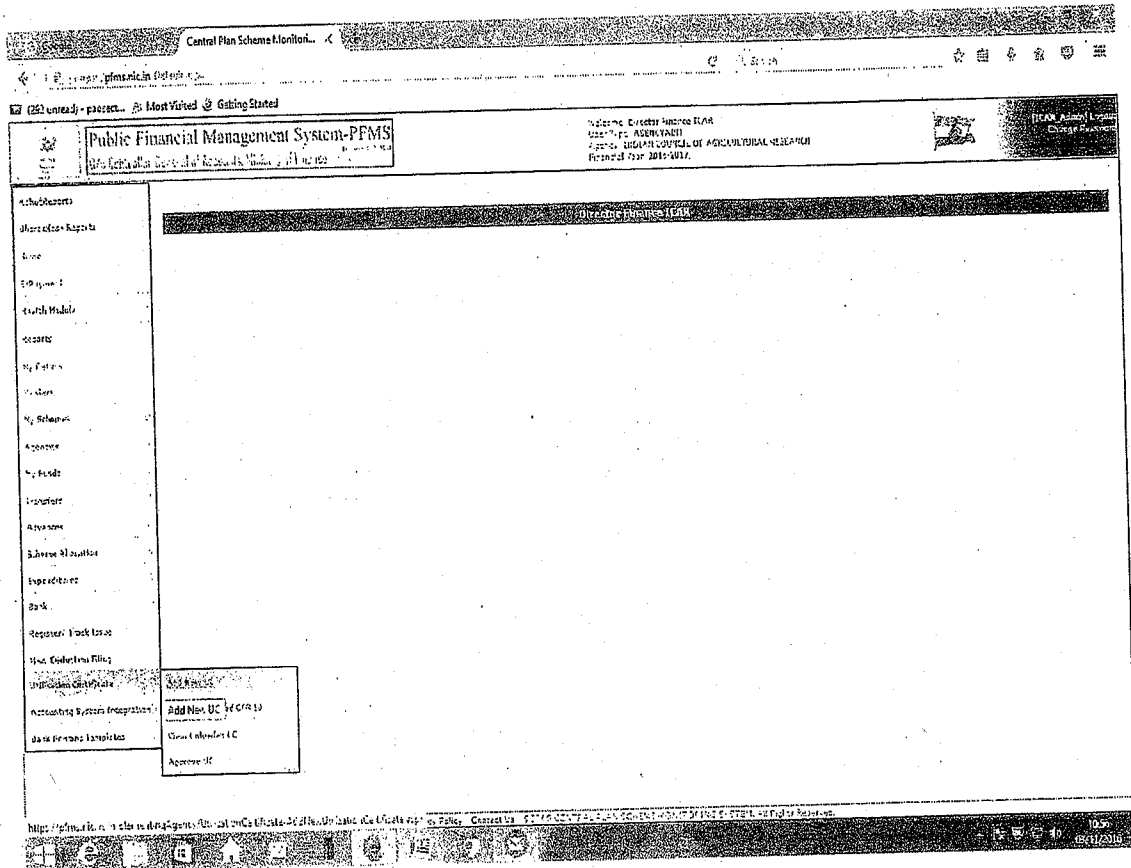
Encls: As above

  
Sr. Accounts Officer

Copy to

1. Mr. G. Swan Za Lian, Under Secretary (IPDS/APRDP), Ministry of Power, Shram Shakti Bhawan, New Delhi for compliance.
2. Mr Subir Shah, General Manager (IPDS), Power Finance Corporation Limited. "Urjanidhi", 1, Barakhamba Lane, Cannought Place, New Delhi-110 001 for compliance.

1. Login by the Implementing Agency/Autonomous Body



Step-I

Click 'Add New UC'. Select; Scheme and Financial Year. Then search. The due UC will appear sanction wise below in the grid. Tick the box and then fill the relevant fields. Then Click Add button on extreme right end. The information will appear in the respective field below. If every field has been filled properly then click 'Submit button'

Step-II

Go to Utilization Certificate > Generate/Upload GFR 19. Check Generate Form GFR 19. Then select Number of Signatory from drop down menu. Check relevant field given there under. Finally click Generate GFR 19 button. The UC will be generated in pdf format. Take a print out and put signature of competent authority. If number of signatory has been selected as more than one i.e. 2 or 3 then that number of officers has to put signature on the UC (pdf

format). Thereafter the user needs to scan that signed copy of UCs and upload the same. The steps for uploading UCs are as below:

Go to Utilization Certificate > Generate/Upload GFR 19. Check upload signed GFR 19. Browse for uploading scanned copy of signed GFR-19 (pdf format). Finally click 'upload' button.

Note: the pdf file upto 500 KB is allowed in the system for uploading GFR Form 19. The user must take care of this aspect while scanning the signed GFR 19. It is suggested that user may use customize facilities for scanning and drag the button to cover only printed area of signed GFR-19.

#### Step-III

The GFR Form-19 is uploaded as explained above will appear for approve. The steps for approving the uploaded GFR Form 19 are as below:

Go to Utilization Certificate > Approve. The uploaded signed GFR 19 will appear there. Click on the (+) sign. The data will appear below. Tick the box on the left side. Finally click approve button given below.

The UCs submitted as explained above will appear the Programme Division level in the Ministry.

— x — x —

S.No.	Utility & Address
1	Chairman & Managing Director AP Southern Power Dist. Co. Ltd. Srinivasa Kalyana Mandampam Backside, Tiruchanoor Road, Kesvayana Gunta, Thirupathi – 517 501
2	Chairman & Managing Director AP East Power Dist. Co. Ltd. P&T Colony, Near Gurudwara Junction, Seethammadhara Vishakapatnam – 530013
3	Chairman & Managing Director, Northern Power Dist.Co.of Telangana Ltd. House No. 2-5-31/2 Vidyut Bhawan, Nakkalgutta, Hanamkonda Warangal – 506 001
4	Chairman & Managing Director Southern Power Dist.Co. of Telangana Ltd. 6-1-50 Mint Compound, Hyderabad-500063.
5	Managing Director Assam Power Distribution Co. Ltd. Bijuli Bhawan IV Floor, Paltan Bazar Guwahati-781 001.
6	Managing Director, North Bihar Power Distribution Company Ltd. Vidyut Bhawan, Bailey Road Patna-800 021
7	Managing Director, South Bihar Power Distribution Company Ltd. Vidyut Bhawan, Bailey Road Patna-800 021
8	Managing Director Chhattisgarh State Power Distribution Co. Ltd. Danganiya ,P.O. Sunder Nagar, Raipur-492013
9	Managing Director Paschim Gujarat Vij Co. Ltd. Nana Mava Main Road, Laxminagar, Rajkot-360004.
10	Managing Director, Uttar Gujarat Vij Company Ltd. Visnagar Road, Mehsana-384001.(Gujarat)
11	Managing Director, Madhya Gujarat Vij Co. Ltd. Vidyut Bhawan, Race Course Road Vadodara – 390 007
12	Managing Director Dakshin Gujarat Vij Company Ltd. Nana Varachha Road, Near Gajjar Petrol Pump, Kapodara, Surat-395006.
13	Chairman & Managing Director Dakshin Haryana Bijli Vitran Nigam Ltd. Vidyut Sadan, Vidyut Nagar Hissar-125 005

14	Chairman & Managing Director Uttar Haryana Bijli Vitran Nigam Ltd. C-16, Vidyut Sadan, Sec.-6 Panchkula – 134 109.
15	Managing Director Himachal Pradesh State Elec Board Ltd., Vidyut Bhawan, Shimla-171004.
16	Secretary (Power) Power Development Deptt. Government of J&K Civil Secretariat, Jammu-180001.
17	Managing Director Jharkhand Bijli Vitran Nigam Ltd., HEC Engineering Building, P.O. DHURWA, Ranchi Jharkhand – 834 004.
18	Managing Director Bangalore Elec. Supply Co. Ltd. Corporate Office, K.R. Circle Dr. Ambedkar Veedi Bangalore – 560 001.
19	Managing Director Mangalore Electricity Supply Corp., Corporate Office, Paradigm Plaza, 5th floor, AB Shetty Circle, Mangalore-575 001
20	Managing Director Hubli Electricity Supply Co. Ltd. (HESCOM), Corporate Office, P.B. Road, Navnagar, Hubli, Hubli – 580 025.
21	Managing Director Gulbarga Electricity Supply Co. Ltd., Corporate Office, Main Road Gulbarga-585 102. (Karnataka)
22	Managing Director Chamudeshwari Electric Supply Corp. Ltd. No. 927, LJ Avenue Commercial Complex New Kantharaja Road, Saraswanthipuram Mysore-570 009.
23	Chairman and Mg. Director Kerala State Electricity Board Ltd., Vaidyuthi Bhavanam P.B. No. 5048 Pattom Thiruvananthapuram – 695 004
24	Deputy Chairman, Cochin Port Trust Willingdon Island Cochin-682009
25	Managing Director M.P. Purvi Kshetra Vidyut Vitran Co. Ltd., Shakti Bhawan, Vidyut Nagar, Jabalpur – 482 008.
26	Managing Director M.P. Paschim Kshetra Vitran Co. Ltd., Polo Grounds, Indore – 452 003.

27	Managing Director M.P. Madhya Kshetra Vidyut Vitran Co. Ltd., Bijli Nagar Colony, Govindpura, Bhopal – 462 023.
28	Chairman & Managing Director Maharashtra State Electricity Dist. Co. Ltd. 6th floor, Prakashgadh, Plot No. G9 Station Road, Bandra (E) Mumbai-400 051.
29	General Manager, Brihan Mumbai Electric Supply & Transport Undertaking [ BEST ] BEST Bhavan, BEST Marg, Colaba, Mumbai - 400 001
30	CMD Punjab State Power Corporation Limited PSEB Head Office, The Mall, Patiala-147001
31	Managing Director Jaipur Vidyut Vitran Nigam Ltd. Vidyut Bhawan, Janpath, Jyoti Nagar, Jyoti Marg, Jaipur - 302 005.
32	Managing Director, Jodhpur Vidyut Vitran Nigam Ltd., New Power House, Industrial Area Jodhpur – 342 003.
33	Managing Director Ajmer Vidyut Vitran Nigam Ltd. Vidyut Bhawan, Panchel, Makarwali Road, Ajmer
34	PCE cum Secretary Energy & Power Department Govt. of Sikkim, Power Secretariat Building, Kazi Road Gangtok-737101.
35	Chairman & Managing Director Tamil Nadu Generation & Distribution Corporation (TANGEDCO) N.P.K.R.R, Maaligai 800 Electricity Avenue, Anna Salai, Chennai – 600 002.
36	Chairman cum Managing Director, Tripura State Elecy Corporation Ltd. Vidyut Bhawan, North Banamalipur, Agartala-799001. Tripura
37	Managing Director Paschimanchal Vidyut Vitran Nigam Ltd. Victoria Park Meerut – 250 001.
38	Managing Director Madhyanchal Vidyut Vitran Nigam Ltd. 4-A, Gokhle Marg, Lucknow – 226 001.
39	Managing Director Kanpur Electric Supply Co. (KESCO) 14/71, Civil Lines Kanpur
40	Managing Director Purvanchal Vidyut Vitran Nigam Ltd. Hydel Colony, Bhikhari Pur, Post DLW, Varanasi-221 004.

41	Managing Director Dakshinanchal Vidyut Vitran Nigam Ltd. 220 K.V. Vidyut Sub Station Mathura Agra By Pass Road, Sikandra, AGRA-282 007.
42	Managing Director Uttarakhand Power Corporation Nigam, Urja Bhawan, Kanwali Road, Dehradun- 248 001.
43	Chairman and Managing Director, West Bengal State Elec Dstbn. Co. Ltd. Vidyut Bhavan 7th Floor, A-Block, Salt Lake City, Kolkata-700091.
44	Managing Director Durgapur Projects Ltd. Administrative Building Durgapur-713 201 District- Burdwan West Bengal
45	Secretary (Power) Power & Electricity Deptt. Govt. of Mizoram, New Secretariat, Aizwal, Mizoram-796001
46	Commissioner & Secretary (Power) Govt. of Arunachal Pradesh Jal Vidyut Bhawan, Dist. Papumpare Itanagar-791111
47	Chairman and Managing Director Meghalaya Power Distribution Corporation Ltd. (MePDCL) Lum Jingshal, Short Round Road, Shillong – 793 001.
48	Executive Director (Tech), Manipur State Power Dist. Co. Ltd. 3rd Floor, New Directorate Building (Near Hotel Imphal), North AOC, Distt. Imphal-East, Manipur-795 001
49	Commissioner & Secretary (Power) Govt. of Nagaland, Deptt. of Power, Kohima-797 004.
50	Secretary (Power) Govt. of Goa, Secretariat, Porvorim, Goa-403 521.
51	Secretary (Power), Chief Secretariat, Govt. of Puducherry Goubert Avenue, Puducherry-605001
52	CMD, Odisha Power Transmission Power Corpn. Ltd. Janpath, Bhubaneshwar, Odisha-751001
53	Superintending Engineer Andaman & Nicobar Administration Office of the Superintending Engineer Electricity Department Port Blair – 744 101