

PFMSમાં CNA ACCOUNT માં આવેલ ગ્રાન્ટનો ખર્ચ કરવા માટેની માર્ગદર્શિકા

- સૌ પ્રથમ <https://pfms.nic.in> વેબસાઇટ ઓપન કરી ઓપરેટરની યુઝર આઇ.ડી. અને પાસવર્ડ વડે લોગીન કરવું.
- જેમાં નીચે મુજબ expenditures માં add new માં ક્લિક કરતાં નીચે મુજબ સ્ક્રિન દેખાશે.

The screenshot displays the PFMS web portal interface for creating a new expenditure entry. The form is titled 'Create Expenditure Details' and is part of the 'Expenditure Header' section. The form includes the following fields and options:

- Scheme:** 9230 - National Service Scheme (dropdown menu)
- Project:** Select (dropdown menu)
- Agency Account Choice:** Self (dropdown menu)
- Bank Account:** 41577551230 - grand child account nos - STATE BANK OF INDIA (dropdown menu)
- Expenditure Done For:** Select (dropdown menu)
- Letter/Office Order No.:** (text input field)
- Office Order Letter Attachment (if any):** Choose File / No file chosen (button) Upload (button)
- Uploaded Sanction Letter:** Sanction Date: (text input field)
- Actual Transaction Date:** 13/03/2023 (text input field)
- Total Available Amount:** 35500.00 (text input field)
- Total Amount:** (text input field)
- Narration:** (text input field)
- Voucher Number:** (text input field)

Below the form, there are buttons for 'Add New', 'Manage', 'Add New Expenditure Entry', 'TSA New Expenditure Entry', 'Manage Bulk Fund Expenditure', 'Voucher Printing Expenditure', and 'E-Payment Print Advice'. The interface is in English and shows the user is logged in as 'GJAN00002504'.

- Expenditures done for પર ક્લિક કરતાં vendor સિલેક્ટ કરવું.
- Vendor add કરવા માટે નીચે મુજબની લિન્ક નો વિડીઓ જોઇ શકાશે.
<https://youtu.be/oVjka5vZxxQ>
- લેટર નંબર તથા તારીખ એન્ટર કરવા.
- ત્યારબાદ total available amount ની નીચે total amount માં vendor ને જેટલા ચુકવણાં કરવાના થતાં હોય તેટલી રકમ એન્ટર કરવી.
- Narration માં ચુકવણાં ની વિગત એન્ટર કરવી.
- ત્યારબાદ select schome component પર ક્લિક કરતા નીચે મુજબ ડાયલોગ બોક્સ ખુલશે. જેમાંથી આપે ખર્ચનો લગત હેતું સિલેક્ટ કરવાનો રહેશે.

Public Financial Management System-PFMS
D/o Controller General of Accounts, Ministry of Finance

Welcome: Jayeshbhai Anchariya
User Type: AGENCYCDO
Agency: SHREE ANURUBA VIDHYALAY
Agency Unique Code: GJAM00002504
Financial Year: 2022-2023

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Create Expenditure Details

Expenditure Header:
Scheme: 9230 - National Service Scheme
Project: -Select-
Agency Account Choice: Self
Bank Account: 4157751230 - grand child account nss - STATE BANK OF INDIA

Linked Sanctions:
Expenditure Done For: Vendors
Vendor Name: 163019145MYURBHAI
Letter/Office Order No.: nss/22-23
Office Order Letter Attachment (if any): Choose File No file chosen
Upload
Note: Only files of type jpg, png, and pdf of size not more than 4MB are allowed.

Uploaded Sanction Letter:
Sanction Date: 13/03/2023
Actual Transaction Date: 13/03/2023
Total Available Amount: 35500.00
Total Amount: 35500
Narration: nss payment
Voucher Number:

Scheme Component Details:
Scheme Components: 12072569 | A.02JOTA
Expense Type: Revenue
Percentage: Amount: Add

Total Amount: 35500.00
Component Amount: 35500.00
Balance Amount: 0.00

Expenditure details saved successfully.
Do you want to proceed with payee details?
Yes No

Scheme Component	Amount	Component Tax Amount	Balance Amount	Expense Type
12072569 A.02JOTA	35500.00	0.00	0.00	Revenue
Total Amount:	35500.00			
Component Amount:	35500.00			
Balance Amount:	0.00			

- Expense type માં revenue select કરવું, percentage માં 100% ત્યારબાદ ફરીવાર જે રકમનું ચુકવણું કરવાનું છે તે એન્ટર કરવી.
- ત્યારબાદ ADD પર ક્લિક કરવું તથા SAVE બટન પર ક્લિક કરતા ઉપર મુજબ expenditure saved successfully નો મેસેજ મળશે ત્યારબાદ yes બટન પર ક્લિક કરતાં નીચે મુજબ સ્ક્રિન ખુલશે.

Agency Funds Expenditure Payee Details

Sanction Number: nss/22-23
Voucher Number: BP-2022-23-2
Account Number: 41577551230
Plan Scheme: 9230-National Service Scheme
Status: PendingPayeeDetails
Amount: 35500.00
Created By: AMHT0002
Modified By:
Narration: nss payment

Sanction Date: 13/03/2023
Agency Name In Bank: GRAND CHILD ACCOUNT NSS
Project:
Bank name: STATE BANK OF INDIA
Remarks:
Created On: 13/03/2023
Modified On:
Uploaded Sanction Letter:

Scheme Component Details:

Component Name	Amount	Tax Amount for Global Component	Balance Amount
[A.02] OTA	35500.00	N/A	35500.00

Vendor/Beneficiary Details:

Account No.	Name	Amount
38358813178 - M MAYURBHAI DIPAK	myurbhai(VAGIAM0028752)	35500.00

Instrument Type

Instrument Type: EPaymentUsingPostAdvice

E-Payment Details

Party Name	IFSC Code	Party Account No	Amount	NarrationForPassBook	Delete
M MAYUREBHAI DIPAKBHAI PANDYA	SBIN0000043	38358813178	35500.00		X

Do you want to add the deduction details ?
☐ Yes ☒ No

- ત્યારબાદ instrument type માં epaymentusingadvice option સિલેક્ટ કરવાનો રહેશે. ત્યારબાદ ADD બટન પર ક્લિક કરતાં ઉપર મુજબ e-payment details ખુલશે, જેમાં આપને vendor પાસેથી કોઈ કપાત કરવા અંગે પુછવામાં આવશે ત્યારબાદ save બટન ક્લિક કર્યાબાદ confirm પર ક્લિક કરવાનું રહેશે.
- જો epaymentusingadvice option ડીસેલે ના કરે તો નીચે મુજબની લિંક ક્લિક કરી એડમિનની આઇડી માંથી એ મુજબની કાર્યવાહી કરવાની રહેશે.

<https://youtu.be/zCtt7vWo3NO>

Agency Funds Expenditure Payee Details

Voucher Number: BP-2022-23-2
Account Number: 41577551230
Plan Scheme: 9230-National Service Scheme
Status: PendingPayeeDetails
Amount: 35500.00
Created By: AMHT0002
Modified By:
Narration: nss payment

Agency Name In Bank: GRAND CHILD ACCOUNT NSS
Project:
Bank name: STATE BANK OF INDIA
Remarks:
Created On: 13/03/2023
Modified On:
Uploaded Sanction Letter:

Scheme Component Details:

Component Name	Amount	Tax Amount for Global Component	Balance Amount
[A.02] OTA	35500.00	N/A	35500.00

Vendor/Beneficiary Details:

Account No.	Name	Amount
38358813178 - M MAYURBHAI DIPAK	myurbhai(VAGIAM0028752)	35500.00

Instrument Type

Instrument Type: EPaymentUsingPostAdvice

E-Payment Details

Party Name	IFSC Code	Party Account No	Amount	NarrationForPassBook	Delete
M MAYUREBHAI DIPAKBHAI PANDYA	SBIN0000043	38358813178	35500.00	nss payment	X

Do you want to add the deduction details ?
☐ Yes ☒ No

- Confirm કર્યા બાદ નીચે મુજબ pay details has been confirmed successfully નો મેસેજ આવશે.

Agency Funds Expenditure Details

Account Number: 41577551230

Plan Scheme: 9230-National Service Scheme

Status: Created

Amount: 35500.00

Created By: AMT0002

Modified By: AMT0002

Narration: no payment

Agency Name In Bank: GRAND CHILD ACCOUNT NSS

Project: STATE BANK OF INDIA

Bank name: STATE BANK OF INDIA

Remarks:

Created On: 13/03/2023

Modified On: 13/03/2023

Uploaded Sanction Letter:

Payment Details:

Favouring	Cheque/Account No.	Amount	IFSC/MICR Code	Instrument Type	Instrument Date	Narration/ForPassbook
MR MAYURBHAI DIPAKBHAI PANDYA	38358813178	35500.00	SBIN0060843	EPaymentUsingPhoneAdvice	3/13/2023 12:00:00 AM	no payment

Scheme Component Details:

Component Name	Amount	Tax Amount for Global Component	Balance Amount
[4.52] OTA	35500.00	N/A	35500.00

Vendor/Beneficiary Details:

Account No.	Name	Amount
38358813178 - MR MAYURBHAI DIPAK	myurbhai(VAGIAM0029752)	35500.00

Payee details has been confirmed successfully

Submit For Approval Back

- ત્યારબાદ submit for approval કરતાં approver પાસે સબમીટ થઇ જશે ત્યારબાદ એપ્રુવલ માટે approver ની ID ખોલવાની રહેશે.
- approver ની ID માં નીચે મુજબ expenditures માં manage પર ક્લિક કરતા નીચે મુજબ સ્ક્રિન ખુલશે.

Manage Expenditures

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Manage Expenditures

Scheme : --Select--

Agency Account Choices: --Select--

Bank Account : --Select--

Project: --Select--

Sanction Number : --Select--

Status : --All--

Amount From : --Select--

Amount To : --Select--

Search Reset

No record found.....!!!

Export To Excel

Agency Fund Advance Settled Expenditure

No record found

Approve Manage Fund Expenditures

Print Vendor PPA

Manage Bulk Fund Expenditure

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- ઉપર મુજબની સ્ક્રિનમાં સ્કિમ તથા એકાઉન્ટ select કરી search બટન ક્લિક કરતાં નીચે મુજબ સ્ક્રિન દેખાશે.

Public Financial Management System-PFMS
 (U/s Controller General of Accounts, Ministry of Finance)

Welcome: Hasmukh Karad
 User Type: AGENCYCDA
 Agency: SHREE ANURUPA VIDHYALAY
 Agency Unique Code: GJAH00002504
 Financial Year: 2022-2023

Manage Expenditures

Scheme: 9230 - National Service Scheme
 Agency Account: 41577551230 - grand child account nss - 81
 Bank Account: --Select--
 Project: --Select--
 Sanction Number: --Select--
 Status: --Select--
 Amount From: --Select--
 Amount To: --Select--

Search Reset

Letter/Office Order No.	Debit Batch No.	Sanction Date	Actual Transaction Date	Amount	Scheme Code - Scheme Name	Project Name	Status
186/22-23	C032327786492	13/03/2023	13/03/2023	35500.00	National Service Scheme		Submitted
HKM/22-23	C023355964298	28/02/2023	28/02/2023	37500.00	National Service Scheme		Approved

Export To Excel

Agency Fund Advance Settled Expenditure

No record found

- જેમાં પ્રથમ કોલમના order no. પર ક્લિક કરતા payment details ખુલશે જેમાં નીચે approve/reject બટન દેખાશે જે ક્લિક કરતા નીચે મુજબ ડાયલોગ બોક્સ ખુલશે જેમાં રીમાર્ક્સ એન્ટર કરી approve કરવાનું રહેશે.

Agency Funds Expenditure Detail

Created By: AN070002
 Modified By: AN070002
 Narration: nss payment
 Created On: 13/03/2023
 Modified On: 13/03/2023
 Uploaded Sanction Letter:

Payment Details:

Favouring	Cheque/Account No.	Amount	IFSC/MICR Code	Instrument Type	Instrument Date	Narration or Passbook
MR MAYURBHAI DIPNATH PANDYA	3835812178	35500.00	5800000043	PaymentUsingPreAdvice	3/13/2023 12:00:00 AM	nss payment

Scheme Component Details:

Component Name	Amount	Tax Amount for Global Component	Balance Amount
[A-03] OPA	35500.00	16%	35500.00

Vendor/Beneficiary Details:

Account	Remarks	Name	Amount
3835812178 - MR MAYURBHAI DIPNATH PANDYA	Please Enter Remark		35500.00

Approve/Reject Back

Approve Reject Cancel

- એપ્રુવ કરતા નીચે મુજબ print payment advice બટન દેખાશે,

Agency Funds Expenditure Details

Created By: AM70002 Created On: 13/03/2023
Modified By: AM70002 Modified On: 13/03/2023
Narration: nss payment Uploaded Sanction Letter:

Payment Details:

Favouring	Cheque/Account No.	Amount	IFSC/MICR Code	Instrument Type	Instrument Date	NarrationForPassBook
Mr MAYUREBHAI DIPAKDHAI PANDYA	38358813178	35500.00	SBIN0060043	EPaymentUsingPrintAdvice	3/13/2023 12:00:00 AM	nss payment

Scheme Component Details:

Component Name	Amount	Tax Amount for Global Component	Balance Amount
[A.02] OTA	35500.00	N/A	35500.00

Vendor/Beneficiary Details:

Account No.	Name	Amount
38358813178 - Mr MAYUREBHAI DIPAK	myurBhai(VAGMAR0029732)	35500.00

Successfully Saved For Approval
PPA Expiry Date : 23/03/2023

Print Payment Advice
Back

- print payment advice બટન ક્લિક કરતા નીચે મુજબ એડવાઇઝ જનરેટ થશે. જે save અથવા તો પ્રિન્ટ કરી શકાશે.
- payment advice ૧૦ દિવસ સુધી માન્ય ગણાશે, જે સમય મર્યાદામાં સહિ સિક્કા કરી CNA ACCOUNT જે શાખામાં છે તે શાખામાં જમા કરાવવાની રહેશે.

about:blank - Google Chrome

Print

1 sheet of paper

Destination: HP LaserJet 1020

Pages: All

Copies: 1

More settings

Print Cancel

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Misc. Deduction Filing

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PPA Expiry Date : 23/03/2023

Print Payment Advice

Waiting for pfms.nic.in...

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OLD UC

PPA Expiry Date : 23/03/2023

Print Payment Advice

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