



गुजरात केन्द्रीय विश्वविद्यालय
(भारत की संसद के अधिनियम सं. 25, 2009 के तहत स्थापित)
CENTRAL UNIVERSITY OF GUJARAT
(Established by an Act of Parliament of India, No 25 of 2009)

Prof. Sanjay K. Jha
Finance Officer (Offg.)

By Hand/e-mail/ Speed Post

F No. 21-42/2019/Finance/42

Date: 12/07/2024

Circular No./F&A/04/2024-25

Sub: Uploading of bills in SAMARTH Portal. – Reg.

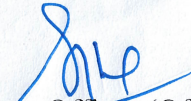
Ref : F&A department circular No./F&A/03/2024-25 Dated 12.06.2024

In continuation to the circular mentioned in reference, certain technical and other queries/issues are being raised for uploading employee/vendor bills on SAMARTH Portal. F&A department along with ICT team are in process of resolving these issues. Most of them have already been resolved. As per direction of the competent authority, hard copies of the bills are being accepted by F&A department for processing of payment as interim arrangement.

All are requested to create the bills on SAMARTH portal for which the issues have already been addressed. All those employees/department, who have submitted the hardcopies of the bills without uploading them on SAMARTH Portal are requested to upload the same on SAMARTH Portal mandatorily.

In case of any issues for uploading the bills, you may contact CUG ICT Team/F&A department.

This has approval of the competent authority.


Finance Officer (Offg.)

To,

1. Registrar
2. CoE
3. Librarian (Prof. I/c)
4. All Deans
5. All HoDs/Chairpersons/Nodal Officer
6. Director, RDC
7. Chairperson, ICT (For uploading on CUG Site)
8. Deputy Registrar, Admin
9. Deputy Registrar, A&A
10. IWD
11. All Assistant Registrars
12. All Purchase Officers
13. Purchase and Store Section
14. Rajbhasha Cell (For Hindi Version)
15. PS to Hon'ble VC (for kind information to Hon'ble VC)
16. All teaching and non-teaching staff