

APS RTC

No SA(HO) 1/Misc/95-96/AW

O/o the VC & MD Audit Wing
Mushirabad Hyderabad
Dated 29 Nov 96

To

All the Dy CAOs/AOs
A P S R T Corporation

Sub PAYMENTS - Stores Payments Availment of Cash Discount Reg

Prompt Payment/Cash Discounts are available in case of Stores purchases where payments are made promptly and/or within the stipulated Credit period

Instances have come to notice of the undersigned that Cash Discount/Prompt Payment Discount is being availed even when the payments are made beyond the designated period and many suppliers have represented this matter to the ED(E)/COS Every care shall, therefore, be taken to make payments on the due date, duly availing the Cash Discount/Prompt Payment Discount offered However when payments are arranged after the time stipulated for availing Discount deductions towards Discounts need not be made except in case of delay due to failure on the part of suppliers in fulfilling the required conditions on time like non submission of bills etc

Please ensure that no complaints are made by the suppliers in this respect in future However, when there is provision for availing Cash Discount/Prompt Payment Discount and it could not be availed a detailed note shall be processed by the Accounts to the ED explaining the reasons

Sd/ (K V Subba Rao)
CHIEF ACCOUNTS OFFICER