

NO. G. 17018/1/02-FEC/Pt
GOVERNMENT OF MIZORAM
FINANCE DEPARTMENT
(Expenditure Control Branch)

Dated Aizawl, the 11th June, 2025

OFFICE MEMORANDUM

Subject : Deduction of 10% Contractor's Profit for works to be executed departmentally – reg.

It has come to the notice of the Government that some departments while proposing for Administrative Approval and Expenditure Sanction for works to be executed departmentally as departmental work, detailed estimates are prepared over and above the Budgetary allocation so as to make the sanctioned amount remains within the allocated amount even after deduction of 10% contractor's profit. There are also instances while Administrative Approval are accorded separately and detailed estimates are prepared more than the A/A amount to accommodate the 10% deduction to be made for departmental works. These practices are highly irregular and viewed seriously.

Therefore, from now on, attention is hereby drawn to all departments under Government of Mizoram that for works proposed to be executed departmentally as departmental work, estimate should be prepared within the allocated amount for the work or within the A/A amount (if one A/A is accorded separately) and 10% contractor's profit should be deducted from that estimate which should be surrendered to Government. Provisional Surrender Statement of 10% contractor profits should accompany the proposal for Administrative Approval and/ or Expenditure Sanction.

Sd/- RAMCHUANA

Secretary to the Govt. of Mizoram
Finance Department.

Memo No. G. 17018/1/02 – FEC : Dated Aizawl, the 11th June, 2025

Copy to :-

- 1) Secretary to Governor, Mizoram
- 2) P.S. to Chief Minister of Mizoram.
- 3) P.S. to Speaker/Minister/Leader of Opposition/Deputy Speaker/Minister of State, Vice-Chairman, State Planning Board/ Deputy Chief Whip, Mizoram.
- 4) Sr. P.P.S. to Chief Secretary, Govt. of Mizoram
- 5) All Administrative Departments, Govt. of Mizoram
- 6) All Heads of Department, Government of Mizoram
- 7) All Officers under Finance Department
- 8) Website Manager, Finance Department.
- 9) Guard File.

(CHAWNGZIKPUH)

Under Secretary to the Govt. of Mizoram
Finance Department(EC)

NO. G. 17018/1/02-FEC
GOVERNMENT OF MIZORAM
FINANCE DEPARTMENT
(Expenditure Control Branch)

Dated Aizawl, the 1st July, 2025

OFFICE MEMORANDUM

In continuation of this Department's OM vide No. G. 17018/1/02-FEC dt.11.06.2025, provisional surrender statement of 10% Contractor's Profit to the Government Account must be submitted along with the proposal, for which prescribed forms for statement showing the surrender and re-appropriation of fund issued by Finance Budget may be used with countersignature of Budgetary Controlling Authority inserting the word '**Provisional**' in the statement. Reason for provisional surrender should be stated in column 8 of the proforma.

Encl : As stated.

Sd/- RAMCHUANA
Secretary to the Govt. of Mizoram
Finance Department.

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(CHAWNGZIKPUIA)

Under Secretary to the Govt. of Mizoram
Finance Department(EC)



PROFORMA

**PROVISIONAL STATEMENT
SHOWING THE SURRENDER AND RE-APPROPRIATION OF FUND DURING THE YEAR 2025-26**

Demand No : _____
REVENUE/CAPITAL
STATE/CSS/NEA/NLCPR

Head of Account	Total Grant (Original + Supplementary)	Surrender Amount accepted by Govt.	Available Budget Grant	Re-Appropriation		Final Grant/ Appropriation Amount that will stand after Re- Appropriation	Reasons/ Justification
				Saving (-)	Excess (+)		

Budget Controlling Authority