

Ref. No. KB/Cir/3/2017

OFFICE CIRCULAR (Amended)

SUBJECT: Uploading of "Store Initial Stock" in phase manner reg.

In continuation of office circular ref. No. KB/Cir/3/2017 dated 6/12/17 that Store Incharges will provide "Store initial Stock" in given format (in MS Excel) by evening as per the given below schedule:

2. The schedule for stores to provide "Store initial Stock" is given below .

Group "A"	Date on which store Incharges has to provide "Store initial Stock" to Accounts in MS EXCEL	As on weekly off day of the store – L) Sunday – 16:00 10/12/17 M) Tuesday – 16:00 12/12/17 N) Wednesday – 16:00 13/12/17
Group "B"	Date on which store Incharges has to provide "Store initial Stock" to Accounts in MS EXCEL	As on weekly off day of the store – O) Sunday – 16:00 17/12/17 P) Monday – 16:00 18/12/17 Q) Tuesday – 16:00 19/12/17 R) Wednesday – 16:00 20/12/17
Group "C"	Date on which store Incharges has to provide "Store initial Stock" to Accounts in MS EXCEL	As on weekly off day of the store – S) Sunday – 16:00 24/12/17 T) Monday – 16:00 25/12/17 U) Tuesday – 16:00 26/12/17 V) Wednesday – 16:00 27/12/17
Group "D"	Dates for rest of stores will be notified later for providing "Store initial Stock" in MS EXCEL	Date & Time Notified later

3. The Store Incharge will have to comply the following before sending the "Store initial Stock" to account section or the undersigned at info@kendriyabhandar.org:

- Internet connection should be working properly in their store.
- Share the Name & Contact Number of the person to the undersigned who will stay whole night in their store on aforesaid weekly off day.

4. This circular is issued with the approval of competent authority and applies with immediate effect.

(Ashwani Kumar)
System Analyst

011-65688854; 011-65391101
Mob. 9871948146; 9899764061

To: All store managers
All registered suppliers Direct Supply (Through respective Purchase Section)

Copy to:

- MD Office
- CAO/ AOs
- AGM (G)
- QCO/AGM (C)
- Incharge (G), Pushpa Bhawan
- Incharge (G), CWC Godown
- Incharge (C), Pushpa Bhawan
- Incharge (C), CWC Godown

096

Ref. No. KB/Cir/3/2017

OFFICE CIRCULAR

SUBJECT: Uploading of "Store Initial Stock" in phase manner reg.

In continuation of office circular ref. No. KB/Cir/2/2016 dated 04/12/17, it is requested to all concerned section/officials to convey the message in advance to all Store Incharges that be prepare to provide "Store initial Stock" in given below format/example (in Excel format) before uploading the same on RXL billing software at store.

	Table 'A' – Grocery			Table 'B' – Grocery		
	Item Code*	Grocery Stock*	SP (Optional)	Item Code*	Consumer Stock*	SP (Optional)
EXAMPLE 1 ->	20312S	23	41.00	20313	21	44.00
EXAMPLE 2 ->	20001**	21	22.00	20001 **	23	22.00

* Fields are mandatory

** If Item codes are same in grocery and consumer, fill it in one row as per EXAMPLE 2

2. The tentative date to complete the task of uploading "Store initial Stock" in all stores is 31/12/2017, this is to be done in phase manner. The IT Cell will provide the possible help to store incharges in creation of "Store initial Stock", if required.

3. The schedule for stores to provide "Store initial Stock" is given below .

Group "A"	Date on which store Incharges has to provide "Store initial Stock" to Accounts in MS EXCEL	15:00HRS, 11/12/2017
Group "B"	Date on which store Incharges has to provide "Store initial Stock" to Accounts in MS EXCEL	15:00HRS, 18/12/2017
Group "C"	Date on which store Incharges has to provide "Store initial Stock" to Accounts in MS EXCEL	15:00HRS, 26/12/2017
Group "D"	Dates for rest of stores will be notified later for providing "Store initial Stock" in MS EXCEL	Date & Time Notified later

4. This circular is issued with the approval of competent authority and applies with immediate effect.

(Ashwani Kumar)
System Analyst

To: All store managers (through Accounts & Purchase Section)
All registered suppliers Direct Supply (Through respective Purchase Section)

Copy to:

1. MD Office
2. CAO/ AOs
3. AGM (G)
4. QCO/AGM (C)
5. Incharge (G), Pushpa Bhawan
6. Incharge (G), CWC Godown
7. Incharge (C), Pushpa Bhawan
8. Incharge (C), CWC Godown

Group A - for Store Initial Stock for 15:00HRS 11/12/2017

S.No.	Store	Weekly off	Amount	Oct.2017
47	R.K PURAM WEST	Sunday	1,566,434.03	1
96	PUSHPA BHAWAN	Sunday	4,069,130.39	1
6	R.K. PURAM IV COSM.	Tuesday	275,345.42	1
20	MOTI BAGH NORTH WEST	Tuesday	718,647.71	1
23	R.K.PURAM II	Tuesday	852,438.48	1
24	R.K.PURAM VII	Tuesday	889,143.39	1
45	R.K.PURAM V	Tuesday	1,560,366.61	1
57	R.K.PURAM IX B	Tuesday	1,973,608.59	1
50	R.K.PURAM III	Tuesday	1,730,086.76	1
52	MOTI BAGH-II	Tuesday	1,784,636.84	1
61	MALVIYA NAGAR	Tuesday	2,051,844.70	1
74	A.V.NAGAR	Tuesday	2,393,746.73	1
76	R.K. PURAM IXA	Tuesday	2,463,659.79	1
79	IIT-II	Tuesday	2,530,707.37	1
83	R.K.PURAM I	Tuesday	2,788,750.30	1
88	I.A.L VASANT VIHAR	Tuesday	3,328,756.16	1
92	VASANT VIHAR	Tuesday	3,595,351.96	1
98	PUSHP VIHAR IV MKT.	Tuesday	4,701,909.79	1
104	R.K.PURAM VI	Tuesday	6,272,827.41	1
105	R.K.PURAM IV	Tuesday	6,404,552.14	1
32	SADIQ NAGAR	Wednesday	1,029,701.10	1
36	PUSHP VIHAR IV	Wednesday	1,118,690.48	1
65	KALKA JI	Wednesday	2,127,185.63	1
73	C.R.PARK	Wednesday	2,381,085.64	1
78	MOTI BAGH-I	Wednesday	2,498,949.76	1
86	EAST OF KAILASH	Wednesday	3,133,850.83	1
97	PUSHPA VIHAR I	Wednesday	4,196,125.33	1

Group B - for Store Initial Stock 15:00HRS 18/12/2017

S.No.	Store	Weekly off	Amount	Oct.2017
10	N.T.P.C	Wednesday	385,106.11	2
15	NEW ANDREWS GANJ	Wednesday	565,548.98	2
18	KIDWAI NAGAR WEST	Wednesday	677,682.72	2
41	A.I.I.M.S	Wednesday	1,287,948.19	2
42	SAROJINI P&T	Tuesday	1,342,870.17	2
55	SARITA VIHAR B-BLOCK	Wednesday	1,826,412.07	2
62	PRAGATI VIHAR	Wednesday	2,065,000.88	2
70	SAROJINI H BLOCK	Wednesday	2,246,307.65	2
75	LODHI ROAD COMPLEX	Tuesday	2,432,934.28	2
82	ASHOKA HOTEL	Wednesday	2,786,242.35	2
84	JAMIA MILIA	Wednesday	2,798,298.05	2
85	NEW MOTI BAGH	Wednesday	2,812,902.99	2
89	SARITA VIHAR DMRC	Wednesday	3,369,259.16	2
91	C.G.O. COMPLEX	Sunday	3,401,540.56	2
94	KASTURBA NAGAR	Wednesday	3,855,866.76	2
95	LAXMI BAI NAGAR	Wednesday	3,870,592.81	2
100	ANDREWS GANJ	Wednesday	5,098,504.47	2
101	NETAJINAGAR	Monday	5,105,307.25	2
102	INA	Wednesday	5,345,932.36	2
103	SAROJINI B- BLOCK	Wednesday	5,727,358.43	2
106	LODHI COLONY	Wednesday	8,109,810.27	2

Group C - for Store Initial Stock 15:00HRS 26/12/2017

S.No.	Store	Weekly off	Amount	Oct.2017
1	JAWAHAR MARKET	Wednesday	113,840.80	3
2	KRISHI BHAWAN	Sunday	142,930.80	3
7	SHALIMAR BAGH	Wednesday	307,047.79	3
12	DILSHAD COLONEY	Wednesday	437,527.75	3
17	METRO VIHAR S.PARK	Wednesday	629,286.07	3
22	DELHI SECRETRIAT	Sunday	764,128.00	3
25	TIMAR PUR II	Wednesday	902,477.67	3
26	GULABI BAGH	Wednesday	923,449.64	3
31	GEETA COLONY	Sunday	1,022,391.07	3
33	KALYAN VAS	Monday	1,047,352.42	3
39	TILAK LANE	Wednesday	1,201,754.03	3
46	PITAM PURA	Wednesday	1,564,449.15	3
49	PATPAR GANJ	Wednesday	1,712,512.98	3
54	MINTO ROAD	Wednesday	1,811,409.53	3
59	DELHI UNIVERSITY	Sunday	2,005,429.80	3
63	C.R.BUILDING	Sunday	2,100,837.54	3
64	MALL ROAD	Sunday	2,116,591.03	3
67	ASI STORE	Sunday	2,141,078.49	3
68	VIDYUT VIHAR	Wednesday	2,193,221.24	3
72	B.B.MARG	Wednesday	2,375,499.65	3
90	MAULANA AZAD M.C	Wednesday	3,382,947.36	3
93	TIMAR PUR-I	Wednesday	3,709,933.58	3

Group D- for Store Initial Stock will be notified later

S.No.	Store	Weekly off	Amount
3	RACE COURSE	Monday	233,483.81
4	JNU-I	Sunday	242,417.38
5	ROHNI SEC.35	Wednesday	248,831.60
8	KESHAVPURAM	Friday	307,691.55
9	PRESIDENT HOUSE-II	Sunday	359,388.67
11	DWARKA SEC 23 B		404,294.73
13	ARJAN VIHAR	Thursday	438,804.06
14	PRESIDENT HOUSE-I	Sunday	510,945.78
16	KIDWAI NAGAR	Wednesday	615,146.96
19	PANCHWATI	Wednesday	687,915.09
21	IIT-I		744,931.58
27	SHRINIWAS PURI	Wednesday	929,663.27
28	PAPPAN KALA		929,699.49
29	METRO VIHAR NAZAFGARH		930,974.19
30	NSIT DWARKA	Wednesday	1,015,684.99
34	I.P. UNIVERSITY	Wednesday	1,085,742.68
35	KRISHI KUNJ	Wednesday	1,115,701.66
37	JAL VIHAR	Wednesday	1,152,235.05
38	N.C.E.R.T	Wednesday	1,181,541.48
40	NORTH BLOCK	Sunday	1,286,546.79
43	UDYOG BHAWAN	Sunday	1,499,018.44
44	PATEL DHAM	Wednesday	1,538,501.87
48	KRISHI VIHAR	Wednesday	1,586,741.44
51	AARAM BAGH	Wednesday	1,768,747.52
53	PESHWA ROAD	Wednesday	1,790,412.67
56	DWARKA 7	Wednesday	1,924,433.05
58	KALI BADI	Wednesday	1,992,710.52
60	D.I.Z AREA	Wednesday	2,029,153.13
66	B.K.S.MARG	Wednesday	2,131,456.96
69	J.N.U-II	Sunday	2,220,388.50
71	CURZEN ROAD	Sunday	2,299,304.60
77	TIHAR JAIL	Wednesday	2,482,827.03
80	IARI PUSA	Wednesday	2,620,543.31
81	YOJNA BHAWAN	Sunday	2,677,260.36
87	HARI NAGAR	Wednesday	3,159,786.52
91	C.G.O. COMPLEX	Sunday	3,401,540.56
99	TAURAS CANTEEN	Thursday	4,900,499.05
107	MAHADEV ROAD	Sunday	10,179,261.38
108	PANDARA ROAD	Wednesday	12,072,347.89
109	ISU	Sunday	34,897,599.95