



**Jammu & Kashmir**  
**Infrastructure Development Finance Corporation Ltd.**  
(A Government of Jammu and Kashmir Undertaking)

**Subject: Generation of User ID and Password for SIMS Portal of JKIDFC.**

Circular No: 02 -JKIDFC of 2019

Dated: 19-03-2019

It has been observed that various Administrative Departments whose infrastructure projects stand cleared by the High Powered Committee of Languishing & Infrastructure Projects in Finance Department are now in the process of submitting bills to JKIDFC for respective payments.

2. It is brought to the notice of all the concerned Departments through the medium of this circular that the JKIDFC intends now to process payments for the approved projects. All payments of JKIDFC funded infrastructure projects will be only made through an online mechanism developed for the purpose and detailed in Government Order No: 495-FD of 2018, Dated 20-11-2018 and Government Order No: 217-F of 2019, Dated 15-03-2019. A Certificate needs to be attached with each Payment Form (copy of sample certificate is Annexed at "A")
3. For this purpose, all Administrative Departments have already been notified regarding information to be provided about their Project Implementing Agency (PIA) (preferably the Drawing & Disbursing Officer of the Department at Secretariat Level) and various Nodal Officers working at district levels in the State. Specialized Escrow Accounts for receiving payments under the JKIDFC funding need to be opened for both PIA (Secretariat Level) & all Nodal Officers (Field and District Level) by the concerned Administrative Departments.
4. For streamlining this process, an MIS Portal has been developed and will be the only means available for updating the status of the projects by the concerned Nodal Officers and subsequently preparing the payment format for submission to JKIDFC for payments. User ID and Passwords will be provided for the purpose by JKIDFC. The portal will be accessible only on



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NIC Network and concerned Officers need to ensure that while logging in to the Portal, they are connected on the NIC Network.

5. The Concerned Administrative Departments are hereby requested to ensure that information of all PIA's and Nodal Officers concerned of their respective Departments is provided at the earliest in the format given below:

S.No	Name of the Officer	Designation of the Officer	PIA and Nodal Officer/s	Email Id	Mobile Number	Escrow Account Details *

\*Escrow Account Details should include the following:

1. Account Number.
2. Bank Name.
3. Branch.
4. IFSC Code

**NOTE: ONLY NIC OR GOVERNMENT EMAIL ID's WILL BE ACCEPTED IN THE SYSTEM AND FORMS WILL BE REJECTED IF GOVERNMENT EMAIL ID IS NOT GIVEN. NO PRIVATE EMAILS TO BE GIVEN IN ANY FORMAT.**

6. The above information should be sent on the email address of JKIDFC i.e. [edir-jkidfc@jk.gov.in](mailto:edir-jkidfc@jk.gov.in) besides furnishing of Hard Copies.

Sd/  
(Dr. Arun Kumar Mehta), IAS  
Chairman & Managing Director  
JKIDFC

No:FD/2018-19/JKIDFC/Payments/01/

Dated: 19-03-2019

**Copy to:**

1. Advocate General J&K High Court Srinagar/ Jammu.
2. All Financial Commissioners.
3. Principal Accountant General, J&K Srinagar/Jammu.
4. All Principal Secretaries to Government.
5. Principal Secretary to Hon'ble Governor.
6. CMD, JKIDFC
7. Chief Electoral Officer, J&K, Jammu.

*Shafiq*  
19/3



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8. All Commissioner/Secretaries to Government.
9. Principal Resident Commissioner, 5 Prithvi Raj Road, New Delhi.
10. Divisional Commissioner Kashmir/Jammu.
11. Commissioner of Vigilance, J&K Srinagar/Jammu.
12. Principal Secretary to Chief Justice J&K High Court Srinagar/Jammu.
13. Registrar General, J&K High Court Srinagar/Jammu.
14. Director General Funds Organization J&K.
15. Director General Accounts & Treasuries, J&K.
16. Director General Local Fund, Audit & Pensions/Codes, J&K.
17. Director General North Zonal Accountancy Training Institute, Jammu.
18. Director General Audit & Inspections, J&K.
19. Director General Budget J&K.
20. Director Information J&K.
21. Director Archives, Archaeology and Museums, J&K.
22. SIO (NIC) with request to generate User ID's and Passwords for PIA's and Nodal Officers and when requested on email.
23. All Head of Departments /Managing Directors/Chief Executive Officers of State PSU's/Autonomous Bodies.
24. Secretary J&K Public Service Commission J&K.
25. All District Development Commissioners.
26. Secretary J&K Legislative Assembly/Legislative Council.
27. Director Accounts and Treasuries Srinagar/Jammu.
28. All Director Finance/Financial Advisors & CAOs.
29. Principal Accountancy Training Institute, Srinagar.
30. All Treasury Officers.
31. OSD to Advisor (S)/Advisory (G)/Advisor (K)/Advisor (S).
32. All Officers/Section Officers of the Finance Department.
33. Pvt. Secretary to Chief Secretary.
34. I/c Website, FD. ([www.jakfinance.nic.in](http://www.jakfinance.nic.in)).
35. I/c Website, GAD ([www.jkgad.nic.in](http://www.jkgad.nic.in)).
36. I/c Website, JKIDFC. ([www.jkidfc.in](http://www.jkidfc.in)).
37. Government orders file (wzscs).

  
(Shafaat Yehya) 19/3/19  
General Manager,  
JKIDFC

Payment Format for JKIDFC		
Department:		LUP CODE:
Date:		Invoice No:
Amount In Crore:		
S. No	Details	Value
<b>Pre-fetched from the Portal</b>		
01	Name of the Project	
	HPC Reference of Approval	
	HPC Reference Date	
02	Whether AA Scanned Copy uploaded on the Portal (Y/N)	
	AA Accord date	
03	Total Balance Cost Approved in HPC	
04	%age completion of project	
05	Payments Released so far	
06	Remaining Balance Cost of the Project	(Bal. Cost Approved in HPC - Payment Released so far)
07	Amount Raised for Payment Now	
08	Security Deposit Less	10% of the amount raised
09	Net Amount Raised for Payment Now	(Amount Raised-Security Deposit)
<b>Details of the Nodal Officer</b>		
11	Name of the PIA	
12	Designation of the Nodal Officer	
13	Contact Number	
14	Official Email Id	
<b>Escrow Account Details of the Nodal Officer</b>		
15	Account Number (16 Digit)	
16	Name of the Bank	
17	Branch	
18	IFSC Code	
<b>Details of the PIA</b>		
	Name of the PIA	
	Designation of the Nodal Officer	

	Contact Number	
	Official Email Id	
	Certificate of Completion/Utilization as Annexed	Attachment to be uploaded on the Portal by the Department Countersigned by Administrative Secretary with Stamp in PDF Format
<b>Escrow Account Details of the PIA</b>		
	Account Number (16 Digit)	
	Name of the Bank	
	Branch	
	IFSC Code	
	Balance Amount Approved to Released	to be filled by JKIDFC Ltd
	Date of Release	to be filled by JKIDFC Ltd.

Signature with Name & Designation of the PIA

Countersigned by the  
Administrative Secretary

**For official use by JKIDFC**

Amount Approved to be Released	to be filled by JKIDFC Ltd
Reference No. of Sanction	to be filled by JKIDFC Ltd
Date of Release	to be filled by JKIDFC Ltd

**Annexure to Payment Format of JKIDFC**  
**Certificate of completion/Utilization**

I, \_\_\_\_\_ presently designated as \_\_\_\_\_ in \_\_\_\_\_ Department acting as PIA for \_\_\_\_\_ Project having LUP/NUP Code \_\_\_\_\_ located at \_\_\_\_\_ do hereby certify that an amount of Rupees \_\_\_\_\_ stands utilized for completion of \_\_\_\_\_ %age of the Project.

The balance amount in order to complete remaining work of the Project is Rs. \_\_\_\_\_ . (Amount in Crore)

I, further certify the following statements are true to the best of my knowledge with regard to LUP/NUP Code \_\_\_\_\_ Project Titled \_\_\_\_\_

- a) The Project has been accorded Administrative Approval for Original Cost of Rs \_\_\_\_\_ and revised project cost (if any) of Rs \_\_\_\_\_ of the project.
- b) The cost of this project having been approved under the JKIDFC funding is the net balance required to complete the project and this cost is not being funded through any other source.
- c) That there is no land acquisition issue involved for the execution of work.
- d) That all necessary clearances pertaining to Forest, Environment etc have been obtained from the concerned quarters wherever required.
- e) Original copy of DPR along with technical sanction and cost benefit ratio has been vetted by the competent authority.
- f) Latitude and longitude coordinates of each location of the project have been cross-checked and geo-tagging of the project has been completed under this dispensation.
- g) The Photographs before initiation and after completion of the work funded under this dispensation, have been taken, uploaded on SIMS Portal of JKIDFC
- h) The Project Completion Certificate & Utilization certificate has been prepared and uploaded on the Portal of JKIDFC.

Signed  
(PIA)

(Countersigned)  
Administrative Secretary