

APPLICATION FORM FOR TEMPORARY LOAN FROM CENTRAL OFFICE

CPC, MHA:

- 1 Name and full address of the unit . Also indicate previous Name/Designation if re-designated
2. Details of Central Police Canteen associated with M/Canteen.
3. The purpose(s) for which loan is to be used should be clearly mentioned
4. Amount of canteen fund available in the Unit/ Master Canteen/ Subsidiary Canteens. Rs
5. Amount of CPC profit fund available in the Master Canteen/ Subsidiary Canteens. Rs
6. Indicate date, month and year when M/C came into existence.....
7. Details of CPC canteen beneficiaries:-
 - a) Officers
 - b) JCOs
 - c) OR
 - d) Families and attached personnel, if any
 - e) EX- ServicemenTotal
8. Estimated monthly demand received from Subsidiaries canteen. Rs
9. Estimated monthly sales to Subsidiaries Canteen. Rs
10. Estimated monthly purchase of products (Gen. Stores) from firms with their full address.
 - a) Details of outstanding loan of the firms as on date (furnish firm wise details) Rs
 - b) Total amount required to be paid to the firms (furnish firm wise details) Rs
 - c) Total amount of loan required from Central Office, CPC. Rs
- 11 Details of loan if taken earlier from Central Office, CPC/any fund for canteen purpose. Rs

(Officer Commanding)

PROMISSORY NOTE

Date:.....

Rs.....On demand, I

No.....Rank.....

Name..... of(Name of unit) promise to
pay to CPC on order, the sum of Rs.

.....with interest thereon at the rate of.....per annum with half yearly rests
until payment for value received.

Signature of Commanding Officer

Accepted

.....

For and on behalf of the Central Police Canteen

UNDERTAKING

CENTRAL POLICE CANTEEN

Whereas on theday of20.. ,the CPC under the MHA, Govt. Of India, (hereinafter referred to as “ the said Department”) agreed to pay loan in favour ofof the sum of Rs.....(Rupees.....only) and on the further conditions agreed on between the(Name of unit) and the said department representing the CPC as are herein contained AND WHEREAS in consideration of the said advance on theday.....of..... I,

No.....Rank.....Name.....
... (Name of the unit)duly signed and delivered to the said Department (acting for and on behalf of the CPC my own Demand Promissory Note dated theday of20..., for the sum of Rs.(Rupees.....only) in favour of the CPC , I hereby personally agree and undertake that the said promissory note for Rs.....(Rupees.....only) is to stand and be regarded as a continuing security and shall be enforceable for all money which now are or which may at any time hereafter become due and owing to the said Department representing the CPC on the said account and on any account whatsoever and whether or not from time to time there be nothing owing on the advance account or any account or the same respectively be at credit.

AND I HEREBY FURTHER AGREE AND UNDERTAKE :

a) That the aforesaid loan will until payment bear interest at% per annum with half yearly rests and will be recoverable in the form of DDs/Cheques.

b) That the liability hereunder and under the said Promissory Note shall be liability of unit concerned.

c) The entire amount of the said loan will be repaid if the CPC so desires within the maximum period..... years in fixed instalments of Rs.....(Rupees.....only) each and at the interval ofmonths commencing fromprovided , however , that nothing in this clause shall prejudice the right of the CPC to receive on demand the moneys payable hereunder and the said Promissory Note.

d) The said promissory note dated the day of20.... for Rs.....and executed by me shall remain in full force and effect and my liability there under and under this letter shall not be revoked by me without the consent of the CPC in writing.

(THIS AGREEMENT FORM IS TO BE EXECUTED BY THE INCOMING AND OUT
GOING OFFICERS COMMANDING)

PROMISSORY NOTE

Rs.....

Date:.....

On demand, I No.....

.Rank..... .Name

Unit.....promise to pay to CPC on order, the sum of Rs.

.....with interest thereon at the rate of% per

annum with half yearly rests until payment for value received.

Signature of Commanding Officer

Accepted

.....

for and on behalf of the CPC

AGREEMENT

AN AGREEMENT made thisday of20... between the erstwhile Officer Commanding.....(Name of the unit) hereinafter called the outgoing officer(which expression shall unless repugnant to the context and meaning thereof mean and include his heirs, executors and administrators) of the first part andthe Present Officer Commanding shall unless repugnant to the context and meaning thereof mean and include his heirs, executors (which expression shall unless repugnant to the context and meaning thereof mean and include his successors and assigns) of the Third Part:

WHEREAS on theday of20... the Government represented by Master Canteen/ Subsidiaries Canteen under the Ministry of Home of the Government of India(hereinafter referred to as the : “said Department”) paid an advance to Unit/Bn amounting to RS.....(also in words) upon the Outgoing Officer executing in favour of the CPC a demand promissory note dated theday of20.. for the sum of Rs. (also in words) and upon the further conditions agreed on between the Outgoing Officer and the Government as contained in the letter of Guarantee executed by him dated theday of20..... .

AND WHEREAS a sum of Rs.....(also in words) is due and owing to the Government on account of the said advance made by the Government toas aforesaid and on other accounts.

AND WHEREAS the said outgoing officer desires to be released and discharged from his liability under the said letter of guarantee and the said promissory note and at the request of the outgoing officer the Government has agreed to release and discharge the Outgoing Officer there from upon the substituted officer at the request of the outgoing officer agreeing to execute a promissory note from the sum of Rsand to fulfill perform and observe all the conditions as are hereinafter contained:

AND WHEREAS a promissory note dated theday of20... for the sum of Rs.....(also in words) was duly executed by the substituted officer in favour of the CPC and delivered to the Government.

NOW IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES HERETO as follows:-

1. That the said promissory note dated theday of20... for Rs.(also in words) shall remain in full force and effect until the Government agrees to its revocation or cancellation by the substituted officer and shall be regarded as a continuing security and be liable to be enforced for the recovery of all money which now are or which may at any time hereafter become due and owing to the said department representing the CPC on account of the said advance/loan or any account whatsoever and whether or not from time to time there be nothing owing on account of the said advance account or on any account whatsoever or the same respectively be at credit:

2. That the aforesaid sum of Rs.(also in words) shall until payment bear interest at.....% per annum with half yearly rests and shall be recoverable in the form of DDs/Cheques.

3. That the Government accepts the liability of the substituted officer to pay all moneys which now or which may at any time hereafter become due and owing to the said Department representing the CPC on account of the said advance to the said Unit/Bn of the canteen to which money has been advanced) or on any account whatsoever and the Government hereby releases and discharges the Outgoing Officer from all claims and demands whatsoever in respect of the said promissory note dated theday of20...and in respect of the said letter of guarantee executed by him and the liability of the Outgoing Officer there under:

4. That the liability of the substituted officer hereunder shall not be impaired or discharged by reason of time being granted or by any forbearance shown to the said(state the name of the unit of the canteen to which money has been advanced) or by any act or omission on the part of the Government or any person authorized by it whether with or without knowledge or consent of the surety nor shall it be necessary for the Government to sue or take steps or proceedings against the said(unit of the canteen to which money has been advanced) before taking any steps or proceedings against the surety.

5. The said sum of Rs(in words also) will be repaid within a period ofyears in fixed instalments of Rs,(in words also) each and at the interval ofmonths commencing fromprovided , however, that nothing in this clause shall prejudice the right of the President of India to receive on demand the moneys payable hereunder and under the said promissory note executed by the substituted officer.

6. That the liability hereunder and under the said Promissory Note dated theday.....executed by the substituted officer shall be his personal liability.

Signed and delivered by the Said.....

Signed and delivered by the Said.....

In the presence of (outgoing officer) In the presence of (incoming officer)

Witness:

Witness:

1)
2)

1)
2)

(.....)
CHAIRMAN, CPC(WITH STAMP)

