

**GOVERNMENT OF NAGALAND
FINANCE DEPARTMENT
(REVENUE BRANCH)**

No. FIN/REV-3/GST/1/08(Pt.I)(Vol.1)

Dated : 27th September 2019

OFFICE MEMORANDUM

It has been noticed that many of the contractors and suppliers to the Government departments and agencies are not paying GST after receiving payments. Therefore in order to ensure proper payment of GST by the contractors and Suppliers the following guidelines are hereby notified for strict compliance by all concerned.

1. No payment shall be released by the DDO unless the suppliers produce **TAX CLEARANCE CERTIFICATE** duly signed by the **Jurisdiction Officer** of the State Taxes Department upon the **Self Declaration Statement** in the Format appended as **Annexure I**.
2. Every DDO shall furnish such **Monthly Transaction Details in the Format appended as Annexure II** to the Commissioner of State Taxes on or before 10th of the following month through email cotgon@rediffmail.com

This OM supersedes previous OM NO.FIN/REV-3/GST/1/08/450 dated 11th September 2017; No.FIN/REV-3/GST/1/08(Pt.II)/126 dated 15th May 2018 and No.FIN/REV-3/GST/1/08/ (Pt.1)(Vol.1) dated 31st January 2019.

Office of the Commissioner of State Taxes
Receipt No. 2685
Date. 9.10.19

Sd/-

(Temjen Toy)

Chief Secretary & Finance Commissioner

No. FIN/REV-3/GST/1/08(Pt.I)(Vol.1)/225

Dated : 27th September 2019

Copy to:

1. All Administrative Heads of Department and Heads of Department for circulation to all DDOs under their charge.
2. Commissioner of State Taxes, Nagaland, Dimapur.
3. Guard file

Handwritten notes:
1. Circulate to all concerned for info. and vls
2. Upload in our website for
4/4/10/19
ICT II
for vls
4/10/19
Ref.

Signature:
27/09/19

(Temjen Toy)

Chief Secretary & Finance Commissioner

Annexure-I

SELF DECLARATION

1	Legal name of the Supplier/Contractor	
2	Trade Name of the Supplier/Contractor	
3	GSTN	
4	Mobile Number and email id of the Supplier/Contractor	
5	Name of the Commodities supplied or Nature of Works contract executed	
6	Name of the Govt. Department/Establishment under which Supply/Works Contract is executed	
7	Total sanctioned amount	
8	Amount already released (if any)	
9	GST Paid against the Amount already released, if any	
10	Amount to be released	
11	Invoice No & Date against which amount is to be released	
12	Rate of GST	

I hereby declare that the above mentioned statements are true and correct to the best of my knowledge and records. I therefore request your kind authority to issue Tax Clearance Certificate.

Date: _____ Name of the Taxpayer _____ :

Signature of the Taxpayer _____ :

TAX CLEARANCE CERTIFICATE

TCC Ref. No. _____ :

Dated of issue _____ :

This is to certify that the Taxpayer has filed GST Return(s) up to date and that the tax involved therein has been duly accounted in the said Return(s).

This Tax Clearance Certificate is issued with the approval of the Commissioner of Taxes
Vide NO. Dated This TCC is valid up to:

Office Round Seal _____ Name of the issuing Officer _____ :

Signature of the issuing Officer _____ :

Seal of the Issuing Officer _____ :

