



सत्यमेव जयते
Government Of India

MINISTRY OF INFORMATION & BROADCASTING
CENTRAL BUREAU OF COMMUNICATION
SOOCHNA BHAWAN, CGO COMPLEX, LODHI ROAD, NEW DELHI – 110003

No. 04/Misc/Disb.Cell/2024-25

Dated: 14.10.2024

Advisory for Vendors: Collection of Form 16A for FY 2023-24

Dear Vendors,

This advisory is to inform you about the process for collecting Form 16A for the Financial Year 2023-24, pertaining to the payments issued to you during this period. You can collect your Form 16A from the Facilitation Cell of CBC from 15.10.2024 to 05.11.2024.

Collection Details:

Location : CBC, Room No. 78, Facilitation Cell, Ground Floor, Soochna Bhawan.

Timings : [11 AM to 1 PM]


Documents Required:

- Valid ID proof (ID Card issued by your company/agency)
- Copy of your registration with CBC
- Any additional documents as specified in your vendor agreement

Steps for Collection:

1. Visit the Facilitation Cell during the office hours.
2. Present your ID and necessary documents to the staff at the counter.
3. Fill out the collection form available at the counter.
4. Receive your Form 16A and verify that all details are correct.

This issues with the approval of Competent Authority


(Tapan Sutradhar)
तपन सुत्रधर Tapan Sutradhar
आहरण एवं संचितरण अधिकारी / Drawing & Disbursing Officer
केन्द्रीय संचार ब्यूरो / Central Bureau of Communication
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