



**PUNJAB STATE TRANSMISSION CORPORATION LIMITED**

**(Regd. Office: PSEB Head Office, The Mall, Patiala-147001)**

**Corporate Identity Number: U40109PB2010SGC033814**

**O/o Accounts Officer/P&A and Cash, Shakti Sadan, Patiala**

**www.pstcl.org e-mail: ao-pay@pstcl.org**

To

**Urgent  
Time Bound**

All Addl. SEs/Sr. Xens/AOs (All Accounting Units/DDOs)  
under PSTCL

Memo No. 307-351/AOC/Tr. Gen. 124

Dated: 27.03.2019

**Subject: - Deposit of Punjab State Development Tax (PSDT) for the period April 2018 to February 2019 before the close of FY 2018-19 (i.e. upto 31<sup>st</sup> March 2019) – Procedure for deposit through Cyber Treasury Portal(CTP) Punjab**

**Reference:- This office memo no. 1190-1235/CFO/A&R dated:- 19.03.19 (available on PSTCL website).**

In reference to above, it is brought to the notice that in case any DDO is facing problem in depositing of PSDT(for the period Apr18 to Feb19), the following procedure for payment through Cyber Treasury Portal be followed:-

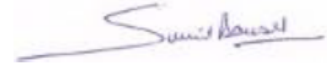
- 1.) Create Account (enter your office details) by visiting Cyber Treasury Portal website by clicking on the following link:  
<https://www.ctp.punjabgovt.gov.in/portal.htm>
- 2.) After logging in to the CTP portal, add service by clicking on the tab "**Manage Services for Payment**".
- 3.) Select head 0028 – Other Taxes on Income & Expenditure **relating to Department of Excise & Taxation**. (Please note that 0028 head appearing at the top out of the total three in the drop down menu relates to dept. of excise & taxation and hence shall be selected).
- 4.) Select "**Make Payment**" tab on the home page.
- 5.) Click on "**Department of Excise & Taxation**" tab.
- 6.) Click on **0028 – "Other Taxes on Income & Expenditure"** tab.
- 7.) Payment Form will open with your office details on the top. In the table containing challan details please make the selections as follows:-
  - a) Select the District as "**Patiala**" from the drop down menu.
  - b) The selection of Tehsil is NOT required.
  - c) Select the Authority as **Assistant Commissioner of Excise & Taxation Patiala** from the drop down menu.
  - d) Fill the amount of payment to be made and proceed for payment in online/offline mode.
- 8.) After deposit of challan in offline mode, go to My payment reports and ensure transaction status is appearing "**Success**".

This issue with the approval of CFO, PSTCL Patiala.

**Accounts Officer/Cash,  
PSTCL, Patiala.**

Copy of the above is forwarded to the following for information and further necessary action please.

1. Chief Engineer/TS PSTCL Patiala.
2. Chief Engineer/SLDC PSTCL Patiala.
3. Chief Engineer/P&M PSTCL Ludhiana.
4. CAO (F&A), PSTCL, Patiala.
5. Company Secretary, PSTCL, Patiala.
6. All Dy.CEs/SEs under PSTCL.
7. All Dy. CAOs / Dy. CAs / Dy. FAs under PSTCL.
8. AO/P&M Circles and AO/Grid Construction Circle Ludhiana under PSTCL for ensuring timely deposit of tax amount of the divisions under their circles.
9. All AOs under PSTCL (except DDOs, P&M Circles and Grid Construction Circle).
10. RAO, PSTCL, Patiala.
11. DGM/IT, PSTCL, Patiala for placing the circular on website of PSTCL.



**Accounts Officer/Cash,  
PSTCL, Patiala.**