

Sri Mohan Bose

CHAIRMAN
JALPAIGURI MUNICIPALITY

Residential Address :

MOHURIPARA, JALPAIGURI.
PHONE : 231637 (RESI.)
231096 (CHAMBER)
230050 (OFFICE)
FAX-JALPAIGURI MUNICIPALITY
(03561) 231096

M. No. 1487/M

Date 31.8.2009

To, The Project Director,
CMU, ILGUS BHAVAN,
Kolkata - 106

Sub: Prayer for reallocation of order for Provision of Uniform, Umbrella, Kit bag without contents to Grass root level health functionaries i.e HHWs and FTS under Jalpaiguri ULB engaged under IPP-VIII (Extn) Project.

Sir/Madam,

I am to draw your kind attention that we were not able to Procure Uniforms, Umbrella, Kit Bag without contents for HHWs and FTS under Jalpaiguri ULB vide Your memo nos. 1) CMU-94/2003(Pt-V)/2737 (10) dt. 12/12/07, due to some unforeseen reason.

So, a new order is highly solicited from your end to expedite the above provisions to the grass -root level health functionaries of our ULB.

Thanking You,

D Encl: photocopy of previous order.

Your Faithfully

Copy to :- 1) Project Officer, Health, SUDA.

Mohan Bose
Chairman

Jalpaiguri Municipality.

QUT



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Health Officer for
necessary compliance @
13/12/07
22/12/07

Memo No. CMU-94/2003(Pt. V)/2737(10)

Dt. .. 12.12.2007

From : Arnab Roy

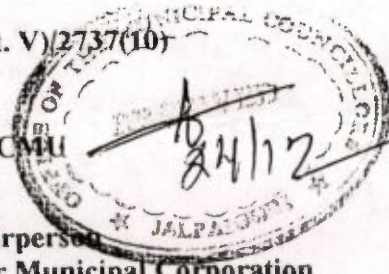
Project Director, CMU

To : The Mayor / Chairperson

Siliguri/Durgapur Municipal Corporation

Darjeeling/Jalpaiguri/Alipurduar/Raiganj/

Balurghat/Englishbazar/Kharagpur/Burdwan Municipality



Serial No.	6326
Department	H.O.
Collection No.	21/1
Date	24/12

Sub. : Provision of (a) Kit Bag without contents to grass root level Health functionaries i.e. HHWs and FTSs and (b) Umbrella to grass root level Health functionaries i.e. HHWs, FTSs and ANM of IPP-VIII (Extn.) in non-KMA ULBs.

Sir / Madam,

It has been decided that KUSP will support provision of kit bag and umbrella to grass-root level health functionaries as a capacity building exercise. AA & FS is hereby accorded for procurement of (a) Kit Bag without contents to HHWs and FTSs and (b) Umbrella to HHWs, FTSs and STSs as described below :

A) Provision of Kit bag without contents to HHWs and FTSs

- ◆ One-kit bag without contents is to be provided to each of the HHWs and FTSs.
- ◆ Cost of 1 kit bag shall not exceed Rs 180.00. (Rupees One hundred eighty) only including all taxes and delivery charges.
- ◆ The specification of kit bag without content is enclosed at Annexure - I.

B) Provision of umbrella to grassroot level health functionaries i.e. HHWs, FTSs and ANMs

- ◆ One umbrella is to be provided to each of the HHWs, FTSs and ANMs.
- ◆ Cost of 1 umbrella shall not exceed Rs 100.00 (Rupees One hundred) only including all taxes and delivery charges.

This is one time provision from CMU and fund for such procurement will be provided by CMU out of its Health component budget. The procurement is to be completed by February, 2008.

Contd. to P-2.



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Health Officer for
Necessary Compliance Pl.
13/12/07
22/12/07

Memo No. CMU-94/2003(Pt. V)/2730(10)

Dt. .. 12.12.2007

From : Arnab Roy
Project Director, CMU

To : The Mayor / Chairperson
Siliguri/Durgapur Municipal Corporation
Darjeeling/Jalpaiguri/Alipurduar/Raiganj/
Balurghat/Englishbazar/Kharagpur/Burdwan Municipality



6322	24/12
H.O.	
M.	
24/12	

Sub. : Provision of Uniform to grass root level Health functionaries i.e. HHWs, FTSs and ANM of IPP-VIII (Extn.) in non-KMA ULBs under Health Component of KUSP.

Sir / Madam,

It has been decided that KUSP will support provision of uniform to grass- root level health functionaries as a capacity building exercise. AA & FS is hereby accorded for procurement of Uniform for HHWs, FTSs and STSs as described below :

Provision of Uniform to HHWs, FTSs and ANM

- ◆ Two sets of Uniform are to be provided to each of HHWs, FTSs & ANM. Each set of Uniform for female consists of 1 saree & 1 blouse. For male STS, each set of Uniform consists of 1 trouser & 1 shirt.
- ◆ Cost of 1 saree and 1 blouse piece shall not exceed Rs 145.00 (Rupees One hundred forty five) only and Rs 40.00 (Rupees Forty) only respectively. The stitching charge of 1 blouse shall not exceed Rs 30.00 (Rupees Thirty) only.
- ◆ For male STS, 1 set of Uniform shall not exceed Rs 350.00 including stitching charges.
- ◆ The specification of Uniform will be as per sample provided you in previous occasion in the year 2005.

This is **one time provision** from CMU and fund for such procurement will be provided by CMU out of its Health component budget. The procurement is to be completed by February, 2008.

Contd. to P-2.

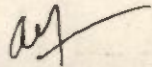
E:\Dr. Goswami\KUSP\Letter Head ULBs.doc



You are requested to procure the same following DFID procurement rules and the expenditure is to be incurred out of KUSP fund already available with you. The expenditure is to be booked under the A/C Head "SHS - Procurement of Uniform" and Statement of Expenditure is to be submitted through Accounting Support Agency

Thanking you.

Yours faithfully,

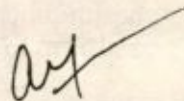

Project Director, CMU

Memo No. CMU-94/2003(Pt. V)/2730(10)/1(1)

Dt. .. 12.12.2007

Copy forwarded for kind information to :

✓ Health Officer, Jalpaiguri Municipal Corpn. / Municipality.

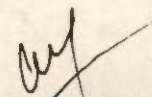

Project Director, CMU

Memo No. CMU-94/2003(Pt. V)/2730(10)/1(5)

Dt. .. 12.12.2007

Copy forwarded to :

- 1) Project Manager, CMU
- 2) Financial Advisor, CMU
- 3) Procurement Expert, CMU
- 4) Health Expert, CMU
- 5) Accounting Support Agency


Project Director, CMU



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. .. CMU-94/2003(Pt. VII)/1345

Dt. .. 03.09.2009

04

From : Dr. Kallol Kr. Mukherjee
Project Manager, CMU

To : The Chairman
Kalna Municipality
Dangapara Municipal Office Road,
P.O.- Kalna,
Dist.- Barddhaman,
PIN - 713 109.

Sub. : AA & FS for purchase of Uniform, Kit bag & Umbrella for 6 nos of newly engaged HHWs - Support from CMU.

Ref. : Your communication bearing no. 589/DFID dt. 21.08.2009.

Sir,

With reference to your communication mentioned above, AA & FS is hereby accorded for purchase of Uniform, Kit bag & Umbrella for 6 nos. of newly engaged HHW under HHW Scheme.

Guideline in this regard which was forwarded to you under this office earlier communication bearing nos. CMU-94/2003(Pt. V)/2737 & 2730(10) dt. 12.12.2008 shall be followed. Unit cost of each of the items is under:

Item	Unit Cost not exceeding (In Rs.)
Uniform (1 saree and 1 blouse) including stitching charge for blouse	215.00
Kit bag with content	340.00
Umbrella	100.00

Exepnditure for the purpose is to be incurred out of KUSP Fund already available with you. The purchase is to be completed by December, 2009.

You are requested to submit Statement of Expenditure through Accounting Support Agency accordingly.

Thanking you.

Yours faithfully,

[Signature] 03/09/09
Project Manager, CMU

Copy forwarded to :

1. Accounts Officer, CMU
2. Accounting Support Agency
3. AFC / AHO, Kalna Municipality

[Signature] 03/09/09
Project Manager, CMU



Memo No. CMU-94/2003(Pt. V)/2736(40)

Dt. .. 12.12.2007

From : Arnab Roy
Project Director, CMU

To : The Mayor / Chairperson

Chander Shekhar Municipal Corporation / Municipality

Sub. : Provision of (a) Kit Bag without contents to grass root level Health functionaries i.e. HHWs and FTSs and (b) Umbrella to grass root level Health functionaries i.e. HHWs, FTSs and STSs in KMA ULBs.

Sir / Madam,

It has been decided that KUSP will support provision of kit bag and umbrella to grass-root level health functionaries as a capacity building exercise. AA & FS is hereby accorded for procurement of (a) Kit Bag without contents to HHWs and FTSs and (b) Umbrella to HHWs, FTSs and STSs as described below :

- A) **Provision of Kit bag without contents to HHWs and FTSs**
- ◆ One kit bag without contents is to be provided to each of the HHWs and FTSs.
 - ◆ Cost of 1 kit bag shall not exceed Rs 180.00 (Rupees One hundred eighty) only including all taxes and delivery charges.
 - ◆ The specification of kit bag without content is enclosed at Annexure - I.
- B) **Provision of umbrella to grassroots level health functionaries i.e. HHWs, FTSs and STSs**
- ◆ One umbrella is to be provided to each of the HHWs, FTSs and STSs.
 - ◆ Cost of 1 umbrella shall not exceed Rs 100.00 (Rupees One hundred) only including all taxes and delivery charges.

This is **one time provision** from CMU in addition to the allotment of fund during this FY 2007-08 to your ULB. Additional fund for such procurement will be provided by CMU out of its Health component budget. The procurement is to be completed by February, 2008.

Contd. to P-2.



You are requested to procure the same following DFID procurement rules and the expenditure is to be incurred out of KUSP fund already available with you. The expenditure is to be booked under the A/C Head "SIIS - Procurement of kit bag / umbrella" and Statement of Expenditure is to be submitted through Accounting Support Agency.

Thanking you.

Encl: As stated

Yours faithfully,

Project Director, CMU

Memo No. CMU-94/2003(Pt. V)/2736(40)/1(1)

Dt. .. 12.12.2007

Copy forwarded for kind information to :

Health Officer, Municipal Corpn. / Municipality.

Project Director, CMU

Memo No. CMU-94/2003(Pt. V)/2736(40)/1(5)

Dt. .. 12.12.2007

Copy forwarded to :

- 1) Project Manager, CMU
- 2) Financial Advisor, CMU
- 3) Procurement Expert, CMU
- ✓ 4) Health Expert, CMU
- 5) Accounting Support Agency

Project Director, CMU

Specification of KIT BAG :

- Material : Foam Leather
- Colour : Brown
- Height : 12"
- Horizontal Length : 12.5"
- Width : 5.5"
- Inner hard board container size : 12" (L) x 7" (H) x 5" (W)
- Handle including shoulder strap, Width : 1" , round the bag with hanging position of 14" length .
- Bag is to be fitted with full chain, with good quality lining having inner box made of cloth pasted hard board with three partitions.
- On the outer side of the bag - two pockets, sizes of each : 6.5" (H) x 12" (B) for carrying booklets and exercise book, with velco fitted flap (width of flap 2.5"),
- " HHW KIT " in round shape is to be inscribed centrally on the outer front side of bag.

Goswami

H.F.

GOURANGA GOSWAMI
CHAIRMAN
KALNA MUNICIPALITY
KALNA, BURDWAN

KALNA MUNICIPALITY OFFICE
PHONE NO (☎): -255004(03454)
FAX NO: -256242(03454)

Memo.No. 582/DFIPDate: - 21/08/09

To
Arnab Roy,
Project Director, CMU

Sub: A request to support the procurement of different items for 06 nos. of newly appointed H.H.W.

Sir,

This is needless to say that several times our project (i.e. DFID assisted H.H.W Project of Kalna Municipality) have got monetary support from your end for procurement of different items (i.e. memo no.- CMU - 94/ 2003(Pt. V)/2732(10) Dt. 12.12.2007 for Uniform & memo no. - CMU - 94/ 2003(Pt. V) /2739(10) Dt. 12.12.2007 for Umbrella) for the benefit of the grass root level health functionaries.

Meanwhile 06 nos. of our newly appointed H.H.W have joined their work from 01-06-09. Therefore, you are requested to render your kind support as before for procurement of their different requirements.

Requirements:

Uniform : 06 x02 = 12 sets

Umbrella : 06 x01 = 06 nos.

HHW Kit Bag with necessary kits : 06 x01 = 06 nos.

Thanking you,

Sincerely yours,


Chairman
Kalna Municipality

Aug. 21 2009 04:20PM

YOUR LOGO : ADVISER(HEALTH)SUDA KOLKATA
YOUR FAX NO. : +91 3323347805

NO.	OTHER FACSIMILE	START TIME	USAGE TIME	MODE	PAGES	RESULT
01	<FAX # NOT AVAIL.>	Aug. 21 04:19PM	00'41	SND	00	OTHER FAX NOT RESPONDING

RESULT : OTHER FAX NOT RESPONDING
<< POSSIBLE REASON >>

- 1. RECEIVING FAX BUSY.
- 2. RECEIVING FAX OUT OF PAPER.
- 3. POWER FAILURE OR OTHERS.

INSERT DOCUMENT UNTIL YOU HEAR A BEEP
THEN PRESS 'START/SET']

AFTER CONFIRMING THE CONNECTING TONE OF RECEIVING.

TO TURN OFF REPORT, PRESS 'MENU' #04.
THEN SELECT OFF BY USING '+' OR '-'



KOLKATA URBAN SERVICES FOR THE POOR
C H A N G E M A N A G E M E N T U N I T

Memo No. CMU-94/2003(Pt. V)/2732(10)

Dt. .. 12.12.2007

From : Arnab Roy
Project Director, CMU

To : The Chairperson
Jangipur/Berhampore/Suri/Bolpur/Purulia/
Bankura/Bishnupur/Krishnagar/Kalna/Medinipur Municipality

Sub. : Provision of Uniform to grass root level Health functionaries i.e.
HHWs, FTSs and ANM of DFID assisted HHW Scheme
under Health Component of KUSP.

Sir,

It has been decided that KUSP will support provision of uniform to grass- root level health functionaries as a capacity building exercise. AA & FS is hereby accorded for procurement of Uniform for HHWs, FTSs and STSs as described below :

Provision of Uniform to HHWs, FTSs and ANM

- ◆ Two sets of Uniform are to be provided to each of HHWs, FTSs & ANM.
Each set of Uniform for female consists of 1 saree & 1 blouse.
For male STS, each set of Uniform consists of 1 trouser & 1 shirt.
- ◆ Cost of 1 saree and 1 blouse piece shall not exceed Rs 145.00 (Rupees One hundred forty five) only and Rs 40.00 (Rupees Forty) only respectively. The stitching charge of 1 blouse shall not exceed Rs 30.00 (Rupees Thirty) only.
- ◆ For male STS, 1 set of Uniform shall not exceed Rs 350.00 including stitching charges.
- ◆ The specification of Uniform will be as per sample provided you in previous occasion in the year 2005.

This is **one time provision** from CMU and fund for such procurement will be provided by CMU out of its Health component budget. The procurement is to be completed by February, 2008.

Contd. to P-2.

R:\Dr. Goswami\KUSP\Letter Head ULBs.doc

Sub. : Provision of Uniform and Umbrella for grass root level Health functionaries of 40 KMA and 85 Non-KMA ULBs under Health component of KUSP.

As per decision in the DFID Review Meeting held on 20.11.2007 at the Conference Hall, SUDA, it was decided that Uniform and Umbrella would be provided to grass root level Health functionaries i.e. HHWs, FTSSs, STSs / ANMs of 40 KMA and 85 Non-KMA ULBs, out of KUSP fund available with CMU. The Uniform for female will consist of one sari and one blouse. The Uniform for male STS will consist of one trouser and one shirt. Two sets of Uniform are to be provided to each of the grass root level Health functionaries. The estimated budget for one sari is Rs. 145/-, one blouse piece is Rs. 40/- and stitching charge for one blouse is Rs. 30/-; thus totaling Rs. 215/- per Uniform per female grass root level Health workers. The cost of male Uniform shall not exceed Rs. 350/- . Two sets of uniform are to be provided to each of the grass-root level health functionaries.

A) Required quantity of Uniform and estimated budget

Required Qty. of Uniform	Estimated Cost (Rs. in lakhs)	Remarks
A. For 40 KMA ULBs		ULBs for whom AA & FS was already accorded on Uniform on the basis of DPR, may be asked to submit further DPR for other health initiatives for the same value. As the sample of uniform already provided to the ULBs in last occasion, further sample need not to be provided. Only AA& FS is to be accorded.
6163 x2 sets= 12326	26.50	
B. For IPP VIII(Extn.) in 10 non-KMA ULBs		As the sample of uniform already provided to the ULBs in last occasion, further sample need not to be provided. Only AA& FS is to be accorded.
1410 x 2 = 2820	6.06	
C. For RCH Sub-Project Asansol		
410 x 2 = 820	1.76	Sample of uniform is to be provided to each of the 63 ULBs, so that uniformity could be maintained in all the ULBs.
D. For HHW scheme in 11 non-KMA ULBs		
342 x 2 = 684	1.47	
E. For CBPHC in 63 non-KMA ULBs		Sample of uniform is to be provided to each of the 63 ULBs, so that uniformity could be maintained in all the ULBs.
1528 x 2 = 3056	6.57	
Total	42.36	

To procure sample of Uniform for providing to 63 ULBs implementing CBPHC, work order for supply may be issued to the previous supplier M/S Bipra Traders, 12/1 Suren Sarkar Rd., Kolkata – 700 010 at the previous approved rate. Draft work order is placed herewith which may be issued, if approved.



B) Required quantity of Umbrella and estimated budget

As discussed, the Umbrella will be provided to each of the grass root level Health functionaries @ 1 each. The estimated cost for one Umbrella shall not exceed Rs. 100/-.

Required Qty. of Umbrella	Estimated Cost (Rs. in lakhs)
A. For 40 KMA ULBs	
6163 Nos.	6.16
C. For IPP VIII(Extn.) in 10 non-KMA ULBs	
1410 Nos.	1.41
C. For RCH Sub-Project Asansol	
410 Nos.	0.41
D. For HHW scheme in 11 non-KMA ULBs	
342 Nos.	0.34
E. For CBPHC in 63 non-KMA ULBs	
1528 Nos.	1.53
Total	9.85

AA & FS may be accorded to the ULBs for such procurement at their level through Procurement Committee.

Submitted.

CMU

Approved as proposed

30/11/2007

*For uniform
29.11.07*

For uniform

Draft letter on AA & FS bearing no. CMU-94/2003(AY)/2727 (37) dated 12.12.07 for 40 KMA ULBs, 1/2728 (3) dt. 12.12.07 for KMA ULBs i.e. UHarpara, Kotarua, Ulubaria & Pyali, 2/2730 dt. 12.12.07 to 10 non-KMA ULBs of IPA VIII Extn., 1/2731 dt. 12.12.07 to Asansol of RCH SP CMU/2732, 2/2733 dt. 12.12.07 to 11 non-KMA ULBs of



For umbrella.

Draft letter on AA2 FS bearing no CMU-94/2003/
(PT V) /2736 (40) dt. 12.12.07 to 40 KMA ULB,
/2737 (10) dt. 12.12.07 to 10 Non-KMA ULB,
of SPA-VII B2M, /2738 dt. 12.12.07 to
Asansol of RCTSP and /2739 dt. 12.12.07.
to 11 non-KMA ULB of HWT scheme
are enclosed for signature and issuance,
if approved.

Goswami
12.12.07

P.D / CMU

any
12/12



KOLKATA URBAN SERVICES FOR THE POOR
C H A N G E M A N A G E M E N T U N I T

Memo No. CMU-94/2003(Pt. II)/255(16)

Dt. .. 04.03.2005

From : Dr. Shibani Goswami
Health Expert, CMU

To : The Mayor / Chairperson

.....Municipal Corporation / Municipality

**Sub : Provision of Uniform to HHWs, FTSs & STSs and Kit bag to HHWs
under Health Component of KUSP.**

Sir,

I am directed to invite a reference to this office memo no. CMU-94/2003/532(40) dt. 17.01.2005 on the above subject and to state as follows :

a) Provision of Uniform to HHWs, FTSs & STSs.

- ◆ Two sets of Uniform are to be provided to each of HHW, FTS & STS.
Each set of Uniform for female consists of 1 saree & 1 blouse.
For male STS, each set of Uniform consists of 1 trouser & 1 shirt.
- ◆ The approved sample of 1 full length saree, 1 mtr. blouse piece and cut piece for trouser & shirt are ready for providing to your ULB to maintain the same quality in all the ULBs.
- ◆ Cost of 1 saree and 1 blouse piece shall not exceed Rs 142.00 (Rupees One hundred forty two) only and Rs 36.00 (Rupees Thirty six) only respectively. The stitching charge of 1 blouse shall not exceed Rs 30.00 (Rupees Thirty) only.
For male STS 1 set of Uniform shall not exceed Rs 350.00 including stitching charges.
- ◆ This office purchased the sample of saree and blouse piece from M/S Bipra Traders, 12/1, Suren Sarkar Road, Kolkata - 700 010, Tele. No. 2351 2006, as the lowest quotationer in recent tender process.

Copy of work order issued by this office bearing memo no. CMU-232/2005/678 dt. 19.02.2005 are enclosed.

Contd. to P-2.



- 2 -

b) Provision of Kit bag along with contents for HHWs.

- ◆ Each HHW will get 1 such Kit bag.
- ◆ The approved sample of Kit bag along with contents is ready for providing to your ULB to maintain the same quality in all the ULBs.
- ◆ The approved sample has been procured from M/S Electrical Measuring Instruments, 12/1, Suren Sarkar Road, Kolkata - 700 010, Tele. No. 2350 0878, as the lowest quotationer in recent tender process.
- ◆ Copy of work order of Kit bag with contents is enclosed along with specification.
- ◆ The cost of each Kit bag with contents shall not exceed Rs. 306.00 (Rupees Three hundred six) only.

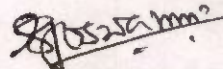
You are requested to send your authorised representative to collect the above mentioned approved samples from the office of CMU to undertake procurement from your end as per the procurement norms framed in the 1st meeting of Procurement Committee of CMU held on 17.05.2004 which was sent to you under memo no. CMU-43/2003/119 dt. 16.07.2004.

Expenses for such procurement may be incurred from the existing KUSP fund already placed to you. The expenditure is to be booked for procurement of Uniform and Kit bag under the head of - "Health Component - Procurement Uniform" and " Health Component - Procurement Kit bag" respectively.

The Statement of Expenditure and U.C. in this regard may please be submitted in due course.

Encl: 2

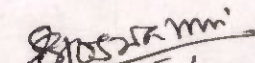
Yours faithfully,


Health Expert, CMU
Dt. .. 04.03.2005

Memo No. CMU-94/2003(Pl. II)/55/5

Copy forwarded for information and necessary action to :

1. Project Director, CMU
2. Project Manager, CMU
3. Financial Adviser, CMU
4. Accounts Officer, CMU
5. Procurement Expert, CMU


Health Expert, CMU



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. CMU-94/2003(Pt. III)/ 894(51)

Dt. .. 30.09.2005

From : Arnab Roy
Project Director, CMU

To : The Mayor / Chairperson

..... Municipal Corporation / Municipality

40 KMA ULBs
11 Non KMA ULBs

Sub. : Provision of Kit bag to First Tier Supervisors (FTSs) of your ULB under Health Component of KUSP.

Ref. : This office earlier communication under memo no. CMU-94/2003(Pt.II)/755(16) dt. 04/08.03.2005.

Sir / Madam,

I am to inform you that in addition to HHWs, each FTS will also be provided with the Kit bag as per the sample already provided to you in connection with procurement of Kit bag for HHWs.

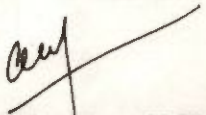
Procurement for such is to be done by the ULB observing the same norms followed in case of procurement of Kit bag for HHWs.

Expenses for such procurement may be incurred from the existing KUSP fund already placed to you. The expenditure is to be booked for procurement of Kit bag under the head of "Health Component – Procurement Kit bag".

The Statement of Expenditure and UC in this regard may please be submitted in due course.

Thanking you.

Yours faithfully,


Project Director, CMU

Contd. to P-2.



- 2 -

Memo No. CMU-94/2003(Pt. III)/894(51)|1(2)

Dt. .. 30.09.2005

Copy forwarded for information to :

- ✓ 1. Project Manager, CMU
2. Financial Adviser, CMU


Project Director, CMU



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. CMU-94/2003(Pt. III)/894(51)

Dt. .. 30.09.2005

From : Arnab Roy
Project Director, CMU

To : The Mayor / Chairperson

..... Municipal Corporation / Municipality

40 KMA ULBs

11 Non KMA ULBs

Sub. : Provision of Kit bag to First Tier Supervisors (FTSs) of your ULB under Health Component of KUSP.

Ref. : This office earlier communication under memo no. CMU-94/2003(Pt.II)/755(16) dt. 04/08.03.2005.

Sir / Madam,

I am to inform you that in addition to HHWs, each FTS will also be provided with the Kit bag as per the sample already provided to you in connection with procurement of Kit bag for HHWs.

Procurement for such is to be done by the ULB observing the same norms followed in case of procurement of Kit bag for HHWs.

Expenses for such procurement may be incurred from the existing KUSP fund already placed to you. The expenditure is to be booked for procurement of Kit bag under the head of "Health Component – Procurement Kit bag".

The Statement of Expenditure and UC in this regard may please be submitted in due course.

Thanking you.

Yours faithfully,

Project Director, CMU

Contd. to P-2.



- 2 -

Memo No. CMU-94/2003(Pt. III)/ 894(51)|1(2)

Dt. .. 30.09.2005

Copy forwarded for information to :

- ✓ 1. Project Manager, CMU
2. Financial Adviser, CMU


Project Director, CMU



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. CMU-94/2003(Pt. III)/ 1566

Dt. .. 09.11.2005

From : A.K. Matilal
Project Manager, CMU

To : The Mayor
Howrah Municipal Corporation

Sub. : Provision of Uniform to HHWs, FTSs & STSs and Kit bag to HHWs & FTSs under Health component of KUSP.

Ref. : This office earlier communication under memo no. CMU-94/2003(Pt. II)/755(16) dt. 04.03.2005 and CMU-94/2003(Pt. III)/894(51) dt. 30.09.2005.

Sir,

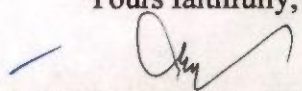
You may be aware that the procurement of Uniform for HHWs, FTSs & STSs and Kit bag to HHWs & FTSs was approved during the financial year 2004 – 05.

It has been learnt that the said procurement is still pending from your end. You are requested kindly to expedite the process of procurement so that it could be completed by November, 2005.

Expenses for such procurement may be incurred from the existing KUSP fund already placed to you. The expenditure is to be booked under the A/C head "Health Component – Procurement of Uniform" and "Health Component – Procurement of Kit bag" respectively.

The Statement of Expenditure and Utilisation Certificate in this regard is to be submitted through Support Accounting Agency at the earliest.

Yours faithfully,


Project Manager, CMU

Memo No. CMU-94/2003(Pt. III)/1066/1(1)

Dt. .. 09.11.2005

Copy forwarded for information and necessary action to :

1. Health Officer, Howrah Municipal Corporation.


Project Manager, CMU



17 MAY 2005

KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT



Dt. .. 11.05.2005
PO (Health)

Memo No. CMU-94/2003(Pt. II)/125 (9)

From : Arnab Roy
Project Director, CMU

To : The Mayor / Chairman

..... Municipal Corporation / Municipality

Sub. : Provision of uniform to HHWs, FTSs & STSs and Kit bag to HHWs in connection with IPP-VIII (Extn.) & RCH Sub-Project, Asansol under Health Component of KUSP.

Ref. : This office earlier communication bearing memo no. CMU-94/2003/532(40) dt. 17.01.2005.

Sir,

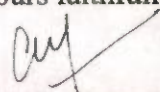
You may be aware that procurement of Uniform and Kit bag is one of the approved activities under health component of KUSP for strengthening of existing Honorary Health Worker Scheme at your ULB. Communication from your end is yet to receive with regard to completion of such procurement.

If procurement has not yet been completed at your ULB, you are requested to expedite the process so that the same could be completed by the end of May, 2005.

Fund for such procurement has already been provided to you through Demand Draft. The expenditure is to be booked under the A/C head – “Health component – procurement Uniform & - procurement Kit bag” respectively. Statement of Expenditure (SOE) along with Xerox copies of bills etc. in this regard may please be submitted at the earliest to the undersigned.

Thanking you.

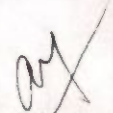
Yours faithfully,


Project Director, CMU
Dt. .. 11.05.2005

Memo No. CMU-94/2003(Pt. II)/125/1 (9)

Copy forwarded for information and necessary action to :

1. Health Officer &/or Asstt. Health Officer,
Municipal Corporation / Municipality.


Project Director, CMU



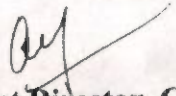
- 2 -

Memo No. CMU-94/2003(Pt. II)/125/2 (9)

Dt. .. 11 .05.2005

Copy forwarded for kind information to :

1. Secretary, MA Dept.
2. PS to MIC, MA & UD
3. ~~W/B~~ Director of Local Bodies
4. ~~✓~~ Director, SUDA
5. Project Manager, CMU
6. Technical Advisor, CMU
7. Financial Advisor, CMU
8. Accounts Officer, CMU
9. Health Expert, CMU


Project Director, CMU



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. CMU-94/2003(Pt. II)/105(19)

Dt. .. 04.05.2005

From : Arnab Roy
Project Director, CMU

To : The Chairman

..... Municipality

Sub. : Provision of uniform to HHWs, FTSS & STSs and Kit bag to HHWs under Health Component of KUSP

Ref. : This office earlier communication bearing memo no. CMU - 94 / 2003 (Pt. -II)/755 dt. March 04 / 08, 2005.

Sir,

You may be aware that procurement of Uniform and Kit bag is one of the approved activities under health component of KUSP for strengthening of existing Honorary Health Worker Scheme at your ULB. Communication from your end is yet to receive with regard to completion of such procurement.

If procurement has not yet been completed at your ULB, you are requested to expedite the process so that the same could be completed by the end of May, 2005.

Expenditure for this purpose is to be met from the existing KUSP fund already placed with you and Statement of Expenditure (SOE) be submitted under the A/C head – “Health component – procurement Uniform & - procurement Kit bag” respectively through the Accounting Support Agency by the following month.

If there is constraint with KUSP fund availability you may incur the expenditure from own fund and get it reimbursed when next installment of KUSP funds are released.

Thanking you.

Yours faithfully,

Project Director, CMU

Dt. .. 04.05.2005

Memo No. CMU-94/2003(Pt. II)/105/1(19)

Copy forwarded for information and necessary action to :

1. Health Officer &/or Asstt. Health Officer, Municipality.

Project Director, CMU



KOLKATA URBAN SERVICES FOR THE POOR
C H A N G E M A N A G E M E N T U N I T


- 2 -

Memo No. CMU-94/2003(Pt. II)/105/2 (9)

Dt. .. 04.05.2005

Copy forwarded for kind information to :

1. Secretary, MA Dept.
2. PS to MIC, MA & UD
3. Director of Local Bodies
4. Director, SUDA
5. Project Manager, CMU
6. Technical Advisor, CMU
7. Financial Advisor, CMU
8. Accounts Officer, CMU
- ✓ 9. Health Expert, CMU


Project Director, CMU



**Provision of uniform to HHWs, FTSs & STSs and Kit bag to HHWs
under Health Component of KUSP**

Letter dt. 04.05.2005 to be issued to the following ULBs :

1. Bhatpara
2. Barrackpore
3. Dum Dum
4. Garulia
5. Baranagar
6. New Barrackpore
7. North Barrackpore
8. North Dum Dum
9. Panihati
10. South Dum Dum
11. Titagarh
12. Baruipur
13. Budge Budge
14. Rajpur Sonarpur
15. Howrah MC
16. Kalyani
17. Baidyabati
18. Champdani
19. Hooghly Chinsurah

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING
"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**Ref No. **SUDA-Health/DFID/04/491**Date **21.03.2005****From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA**

o/c

**To : The Chairman
Cooch Behar / Jangipur / Beshampur / Swri
Kalyan / Kishorepur Municipality
Medinipur.****Sub. : Guideline for Selection of trainee - First Tier Supervisor for amongst the
regular HHWs working under DFID assisted Honorary Health Worker Scheme.**

Sir,

The regular HHWs working under DFID assisted Honorary Health Worker Scheme at your municipality are going to complete 6 months of acquired experience in field work.

It is now time for selection of FTS from amongst the HHWs per SHP basis where the FTS will be in charge of SHP.

While selecting the candidature for FTS following criteria may be taken into consideration.

A) Criteria for Selection :

- i) Age between 35 - 45 years.
- ii) Minimum educational qualification - Class VIII Passed and is able to read, write and do simple arithmetical calculation,

However, desirable qualification is school final and above,

- iii) She should have executed her duties properly while working as regular HHW. Preliminary assessment is to be done by HO / AHO (in their absence either CDO or PHN). Check list of which are as follows :

- Attendance and field activities / performance,
- Collection and compilation of base line survey data,

Contd. to P-2.

- Ability in filling up of Family Schedule,
- Maintaining records, registers,
- Conduction of immunisation and family planning service sessions,
- Level of capacity for motivational work,
- Possession of leadership quality.

Thus list of HHWs per SHP is to be prepared by the HO / AHO (in their absence CDO / PHN) indicating gradation of preliminary assessment as good / average / poor. The said list is to be placed before the Sub Selection Committee on the day of selection of FTS.

B) Selection Committee :

Municipal Level Health & FW Committee will constitute a Sub Selection Committee for the purpose of selection of FTS with the following members :

- 1) Councillor-in-Charge, Health of the ULB - Presiding Officer
- 2) Health Officer / Asstt. Health Officer of the ULB - Member Convenor
- 3) ACMOH of Sub Division, Dept. of Health & FW - Member
- 4) Representative from Health Wing, SUDA - Member

Written test for all the willing HHWs of each SHP will conducted by the Sub Committee as per the prescribed questionnaire from Health Wing, SUDA, followed by viva voce on the same day.

The Sub Committee will select the suitable candidates(FTS) per SHP and prepare SHP basis final list for placement before the Municipal Level Health & FW Committee for ratification.

The list of finally selected FTSs so ratified by the Municipal Level Health & FW Committee is to be forwarded by the Chairman of the ULB to the Project Officer, Health Wing, SUDA for office record and further necessary action towards their training.

Yours faithfully,

Project Officer
21.03.2005

SUDA-Health/DFID/04/491(1)
CC

The Project Director, HHW Scheme - DFID, Municipality - for kind information and necessary action.

Project Officer

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091

West Bengal

Ref No. **SUDA-Health/DFID/04/467**Date **09.03.2005**

From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA

To : The Chairman
Cooch Behar / Jangipur / Baharampur / Suri /
Bolpur / Purulia / Bankura / Kalna / Bishnupur /
Krishnagar / Medinipur Municipality

**Sub : Provision of Uniform to HHWs, FTSs & ANMs under
DFID assisted Honorary Health Worker Scheme.**

Sir,

DFID has accorded approval for provision of Uniform to HHWs, FTSs & ANMs under DFID assisted Honorary Health Worker Scheme during their last review meeting held on 1 - 3 December, 2004.

In connection with provision of Uniform to HHWs, FTSs & ANMs, I am directed to state as follows.

- ◆ Two sets of Uniform are to be provided to each of regular HHW, FTS & ANM.
Each set of Uniform consists of 1 saree & 1 blouse.
- ◆ The approved sample of 1 full length saree, 1 mtr. blouse piece are ready for providing to your ULB to maintain the same quality in all the ULBs.
- ◆ Cost of 1 saree and 1 blouse piece shall not exceed Rs 142.00 (Rupees One hundred forty two) only and Rs 36.00 (Rupees Thirty six) only respectively. The stitching charge of 1 blouse shall not exceed Rs 30.00 (Rupees Thirty) only.
- ◆ This office has procured the sample of saree and blouse piece from M/S Bipra Traders, 12/1, Suren Sarkar Road, Kolkata - 700 010, Tele. No. 2351 2006, as the lowest quotationer in recent tender process.

Copy of work order issued by this office bearing memo no. CMU-232/2005/678 dt. 19.02.2005 are enclosed.

Contd. to P-2.

You are requested to send your authorised representative to collect the above mentioned approved samples from the office of Health Wing, SUDA to undertake procurement from your end through Procurement Committee already constituted under the scheme.

Expenses for such procurement may be incurred from the existing DFID fund already placed to you. The expenditure for the purpose is to be booked under the head of - "Operation & Maintenance - Procurement of Uniform".

The Statement of Expenditure in this regard may please be submitted in due course.

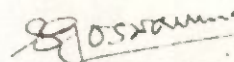
Encl. : As Stated. ~~4~~

SUDA-Health/DFID/04/467(1)

CC

The Project Director, HHW Scheme - DFID, Municipality - for kind information and necessary action.

Yours faithfully,



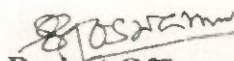
Project Officer

09.03.2005

SUDA-Health/DFID/04/467(2)

CC

The Project Director, CMU, KUSP - for kind information please.



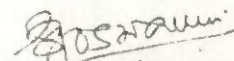
Project Officer

09.03.2005

SUDA-Health/DFID/04/467(3)

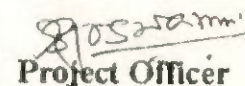
CC

Finance Officer, Health Wing, SUDA - for kind information and necessary action please.



Project Officer

09.03.2005



Project Officer



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. CMU-231/2005/CHP

Date: 18.02.2005

From : Procurement Expert
CMU, KUSP

To : M/S Bipra Traders
12/1, Suren Sarkar Road
Kolkata 700 010.

Sub : Work order for supply of Uniform under Health component of KUSP

Ref: This office NIQ No. CMU-32/2005/606 dt. 03.02.2005

Sirs,

I am directed to state that your quotation submitted under memo no. BT-42/Q/04-05 dt. 15.02.2005. has been accepted by the appropriate Authority.

You are now requested to supply the Uniform as per sample enclosed with your quotation to the office of the Change Management Unit, KUSP at ILGUS Bhavan, HC Block, Salt Lake, Kolkata - 700 106 by 7th March, 2005.

Sl. No.	Item	Quantity No.	Unit Rate Rs.	Total Amount Rs.
1.	Sky Blue Saree, 5.50 mtr. length and standard width not less than 108 cm., texture - mixed synthetic as per sample.	70	142.00	9,940.00
2.	Navy Blue Blouse Piece of 1 mtr. length and standard width 90 cm., texture 2/2 as per sample.	70	36.00	2,520.00
TOTAL				12,460.00
(Rupees Twelve thousand four hundred sixty) only				

Contd. to P-2.



KOLKATA URBAN SERVICES FOR THE POOR
C H A N G E M A N A G E M E N T U N I T

Terms and Conditions :

- 1) Security Deposit : @ 2% to be deducted from the bill refundable after warranty period of 2 (two) months is over.
- 2) Delivery : Within a period of 15 (Fifteen) days from the date of this order
- 3) Payment : After delivery and submission of the bill.
- 4) Taxes /Charges : The above rate is inclusive of all taxes / charges
- 5) Delivery : Free
- 6) Warranty : 2 (Two) months
- 7) I.T. Deduction at Source : As per rules.

The total value of the order is Rs. 12,460/- (Rupees Twelve thousand four hundred sixty) only inclusive of all charges, taxes and delivery charges.

After the supply is complete, the claim may be preferred through bill (in triplicate) raised in favour of Project Director, Change Management Unit, along with receipted copy of Challan. The payment will be made through account payee cheque.

This order issues with the approval of Project Director, CMU.

Yours faithfully,

[Handwritten Signature]
Procurement Expert
19.2.05

Memo No. CMU-231/2005/278-(3)

Date.. 19.02.2005

Copy forwarded for information and necessary action to :

1. Project Director, CMU
2. Financial Adviser, CMU
3. Health Expert, CMU

[Handwritten Signature]
Procurement Expert
19.2.05



Ref. No. 630/13/1x

Dated Rishra the 23/1/2005

From : Dillip Sarkar
Chairman
Rishra Municipality.

To
M/S Electrical Measuring Instruments.
12/1, Suren Sarkar Road.
Kolkata - 700 010.

Dr. Goswami
any
26/5

Sub : Work order for supply of Kit Bag with contents.

Sir,

In continuation to the previous work order of Health wing, SUDA bearing memo No. SUDA - Health / DFID / 04/225 Dt. 14-09-2004, you are requested to supply 130 nos of kit bags with contents as per enclosed specification to the office of ~~Charge Management Unit, KUSP~~ at II- GUS-Bhavan, HC Council Block, Salt Lake, Kolkata - 700 106 at a unit rate of Rs.305.76 (Rs.294.00 + 4% ST). While executing the order, the terms and conditions etc. as provided in the previous work order should be adhered to.

The total value of the order is Rs. 39,748.80 (Thirty Nine thousand Seven Hundred Forty Eight & Eighty Paise only) inclusive of all charges, taxes and delivery charges.

After the supply is complete, the claim may be preferred through bill (in triplicate) raised in favour of Chairman, Rishra Municipality, along with receipted copy of challan. The payment will be made through account payee cheque.

This order issues with the approval of project Director, CMU.

Terms and Conditions :

1. Security Deposit : @ 10% to be deducted from the bill refundable after warranty period of 3 (Three) months is over.
2. Delivery : Within a period of 30 (thirty) days from the date of the order, i.e. 03 - 02 - 2005.
3. Payment : After delivery and submission of the bill.

Terms and Conditions

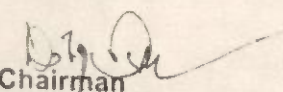
- (1) Security Deposit : @ 2 % to be deducted from the bill refundable after warranty period of 2 (Two) months is over.
- (2) Delivery : Within a Period of 15 (Fifteen) days from the date of this order.
- (3) Payment : After delivery and submission of the bill.
- (4) Taxes / charges : The above rate is inclusive of all taxes / charges.
- (5) Delivery : Free
- (6) Warranty : 2 (Two) months.
- (7) I.T. Deduction at source : As per rules.

The total value of the order is Rs. 55880.00 (Rupees Fifty Five Thousand Eight Hundred Eighty Only) inclusive of all charges taxes and delivery charges.

After the supply is completed the claim may be preferred through bill raised in favour of Chairman, Rishra Municipality along with receipt copy of challan. The payment will be made through account payee cheque.

The order is issued with the approval of Project Director, CMU.

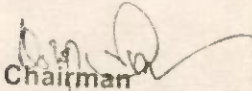
Yours faithfully


Chairman
Rishra Municipality

Memo No. 630/A/10 Dt. 23/4/2005

Copy forwarded for information and necessary action to :-

- (1) Project Director, CMU
- (2) Financial Adviser, CMU
- (3) Health expert, CMU


Chairman
Rishra Municipality

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING
"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**

Ref No. SUDA-Health/DFID/04/467

Date 09.03.2005

ok

**From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA****To : The Chairman
Cooch Behar / Jangipur / Baharampur / Suri /
Bolpur / Purulia / Bankura / Kalna / Bishnupur /
Krishnagar / Medinipur Municipality****Sub : Provision of Uniform to HHWs, FTSs & ANMs under
DFID assisted Honorary Health Worker Scheme.**

Sir,

DFID has accorded approval for provision of Uniform to HHWs, FTSs & ANMs under DFID assisted Honorary Health Worker Scheme during their last review meeting held on 1 - 3 December, 2004.

In connection with provision of Uniform to HHWs, FTSs & ANMs, I am directed to state as follows.

- ◆ Two sets of Uniform are to be provided to each of regular HHW, FTS & ANM. Each set of Uniform consists of 1 saree & 1 blouse.
- ◆ The approved sample of 1 full length saree, 1 mtr. blouse piece are ready for providing to your ULB to maintain the same quality in all the ULBs.
- ◆ Cost of 1 saree and 1 blouse piece shall not exceed Rs 142.00 (Rupees One hundred forty two) only and Rs 36.00 (Rupees Thirty six) only respectively. The stitching charge of 1 blouse shall not exceed Rs 30.00 (Rupees Thirty) only.
- ◆ This office has procured the sample of saree and blouse piece from M/S Bipra Traders, 12/1, Suren Sarkar Road, Kolkata - 700 010, Tele. No. 2351 2006, as the lowest quotationer in recent tender process.

Copy of work order issued by this office bearing memo no. CMU-232/2005/678 dt. 19.02.2005 are enclosed.

Contd. to P-2.

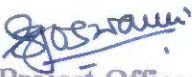
You are requested to send your authorised representative to collect the above mentioned approved samples from the office of Health Wing, SUDA to undertake procurement from your end through Procurement Committee already constituted under the scheme.

Expenses for such procurement may be incurred from the existing DFID fund already placed to you. The expenditure for the purpose is to be booked under the head of - "Operation & Maintenance - Procurement of Uniform".

The Statement of Expenditure in this regard may please be submitted in due course.

Encl. : As Stated. *

Yours faithfully,


Project Officer

09.03.2005

SUDA-Health/DFID/04/467(1)

CC

The Project Director, HHW Scheme - DFID, Municipality - for kind information and necessary action.


Project Officer

09.03.2005

SUDA-Health/DFID/04/467(2)

CC

The Project Director, CMU, KUSP - for kind information please.


Project Officer

09.03.2005

SUDA-Health/DFID/04/467(3)

CC

Finance Officer, Health Wing, SUDA - for kind information and necessary action please.


Project Officer



KOLKATA URBAN SERVICES FOR THE POOR
C H A N G E M A N A G E M E N T U N I T

Memo No. CMU-94/2003(Pt. II)/755(16)

Dt. ... 04.03.2005

CB

From : Dr. Shibani Goswami
Health Expert, CMU

To : The Mayor / Chairperson

.....Municipal Corporation / Municipality

**Sub : Provision of Uniform to HHWs, FTSS & STSs and Kit bag to HHWs
under Health Component of KUSP.**

Sir,

I am directed to invite a reference to this office memo no. CMU-94/2003/532(40) dt. 17.01.2005 on the above subject and to state as follows :

a) Provision of Uniform to HHWs, FTSS & STSs.

- ◆ Two sets of Uniform are to be provided to each of HHW, FTS & STS.
Each set of Uniform for female consists of 1 saree & 1 blouse.
For male STS, each set of Uniform consists of 1 trouser & 1 shirt.
- ◆ The approved sample of 1 full length saree, 1 mtr. blouse piece and cut piece for trouser & shirt are ready for providing to your ULB to maintain the same quality in all the ULBs.
- ◆ Cost of 1 saree and 1 blouse piece shall not exceed Rs 142.00 (Rupees One hundred forty two) only and Rs 36.00 (Rupees Thirty six) only respectively. The stitching charge of 1 blouse shall not exceed Rs 30.00 (Rupees Thirty) only.
For male STS 1 set of Uniform shall not exceed Rs 350.00 including stitching charges.
- ◆ This office purchased the sample of saree and blouse piece from M/S Bipra Traders, 121, Suren Sarkar Road, Kolkata - 700 010, Tele. No. 2351 2006, as the lowest quotationer in recent tender process.

Copy of work order issued by this office bearing memo no. CMU-232-2005/678 dt. 19.02.2005 are enclosed.

Contd. to P-2.



b) Provision of Kit bag along with contents for HHWs.

- ◆ Each HHW will get 1 such Kit bag.
- ◆ The approved sample of Kit bag along with contents is ready for providing to your ULB to maintain the same quality in all the ULBs.
- ◆ The approved sample has been procured from M/S Electrical Measuring Instruments, 12/1, Suren Sarkar Road, Kolkata - 700 010, Tele. No. 2350 0878, as the lowest quotationer in recent tender process.
- ◆ Copy of work order of Kit bag with contents is enclosed along with specification.
- ◆ The cost of each Kit bag with contents shall not exceed Rs. 306.00 (Rupees Three hundred six) only.

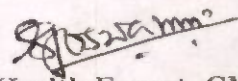
You are requested to send your authorised representative to collect the above mentioned approved samples from the office of CMU to undertake procurement from your end as per the procurement norms framed in the 1st meeting of Procurement Committee of CMU held on 17.05.2004 which was sent to you under memo no. CMU-43/2003/119 dt. 16.07.2004.

Expenses for such procurement may be incurred from the existing KUSP fund already placed to you. The expenditure is to be booked for procurement of Uniform and Kit bag under the head of - "Health Component - Procurement Uniform" and " Health Component - Procurement Kit bag" respectively.

The Statement of Expenditure and U.C. in this regard may please be submitted in due course.

Encl 0 : * 2 * * *

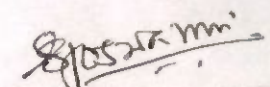
Yours faithfully,


Health Expert, CMU
Dt. .. 04.03.2005

Memo No. CMU-94/2003(Pl. II)/R55/5

Copy forwarded for information and necessary action to :

1. Project Director, CMU
2. Project Manager, CMU
3. Financial Adviser, CMU
4. Accounts Officer, CMU
5. Procurement Expert, CMU


Health Expert, CMU

30.6.05

Delivered	Sari	Blouse	Shirt/Pant	Kit-Bag
1.Halisahar =	242 Pcs.	242 Pcs	8 sets	100 Nos.
2.Kanchrapara=	218 Pcs	218 Pcs	4 sets	89 Nos.
3.Gayeshpur =	156 Pcs	156 Pcs	2 sets	65 Nos.
4.Rajarhat =	416 Pcs	416 Pcs		208 Nos.
5.Madhyamgram =	246 Pcs.	246 Pcs.		95 Nos
6.Kamarhati =	334 Pcs	334 Pcs	4 sets	134 Nos.
7.Uttarpara- =	320 Pcs	320 Pcs		160 Nos.
8.Bally =	298 Pcs	298 Pcs		149 Nos.
9.Pujali =	84 Pcs.	84 Pcs	1 Set	35 Nos.
10.Bhadreswar	284 Pcs	284 Pcs		116 Nos.
11.Bansberia	254 Pcs	254 Pcs	4 sets	99 Nos.
12.Konnagar	150 Pcs	150 Pcs		75 Nos.
13.Sreerampur	368 Pcs	368 Pcs	4 Sets	155 Nos.
14.Rishra	310 Pcs.	310 Pcs.	4 Sets	130 Nos.
15.Bidhanagar	82 Pcs.	82 Pcs.		34 Nos.
16.Kharagpur	300 Pcs	300 Pcs		112 Nos.
17.Burdwan	326 Pcs.			
18.Uluberia	302 Pcs.	302 Pcs.		131 Nos
19.Naihati	246 Pcs	246 Pcs	9 sets	100 Nos
20.Budge Budge	228 Pcs.	228 Pcs	3 Sets	114 Nos.
21.North Barrackpore	276 Pcs.	276 Pcs.		138 Nos.
22.Dum Dum	126 Pcs.	126 Pcs.		63 Nos.
23.Barasat	572 Pcs	572 Pcs		286 Nos.
24.Garulia	232 Pcs.	232 Pcs.		97 Nos.
25. Panihati	480 Pcs.	480 Pcs.	8 Sets.	200 Nos.
26. Bhatpara	462 Pcs.	462 Pcs.	6 Sets.	192 Nos.
27. Barrackpore				99 Nos.
Pending				
✓ 1. Chandarnagar	222 Pcs.	222 Pcs.		113 Nos.
✓ 2.Purulia	76 Pcs.	76 Pcs.		
✓ 3.Khardah	338 Pcs	338 Pcs	4 sets	173Nos.
✓ 4.Balurghat	154 Pcs	154 Pcs		77 Nos.

✓ Raigaij
 ✓ Bandyalshi
 Kalyani
 Bankura



Memo No. CMU-94/2003(Pt. III)/

Dt. .. 16.11.2005

**From : Arnab Roy
Project Director, CMU**

**To : The Chairman
Hooghly Chinsurah Municipality**

Sub. : Provision of Uniform to HHWs, FTSs & STSs and Kit bag to HHWs & FTSs under Health component of KUSP.

Ref. : This office earlier communication under memo no. CMU-94/2003(Pt. II)/ 755(16) dt. 04.03.2005 and CMU-94/2003(Pt. III)/894(51) dt. 30.09.2005.

Sir,

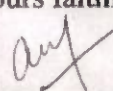
You may be aware that the procurement of Uniform for HHWs, FTSs & STSs and Kit bag to HHWs & FTSs was approved during the financial year 2004 – 05.

It has been learnt that the said procurement is still pending from your end. You are requested kindly to expedite the process of procurement so that it could be completed by November, 2005.

Expenses for such procurement may be incurred from the existing KUSP fund already placed to you. The expenditure is to be booked under the A/C head "Health Component – Procurement of Uniform" and "Health Component – Procurement of Kit bag" respectively.

The Statement of Expenditure and Utilisation Certificate in this regard is to be submitted through Support Accounting Agency at the earliest.

Yours faithfully,


Project Director, CMU

Memo No. CMU-94/2003(Pt. III)/

Dt. .. 16.11.2005

Copy forwarded for information and necessary action to :

1. Health Officer, Hooghly Chinsurah municipality.


Project Director, CMU



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. CMU-94/2003(Pt. III)/894(51)

Dt. .. 30.09.2005

From : Arnab Roy
Project Director, CMU

To : The Mayor / Chairperson

.....*SARULIA*..... Municipal Corporation / Municipality
40 KMA ULBs
11 Non KMA ULBs

Sub. : Provision of Kit bag to First Tier Supervisors (FTSs) of your ULB under Health Component of KUSP.

Ref. : This office earlier communication under memo no. CMU-94/2003(Pt.II)/755(16) dt. 04/08.03.2005.

Sir / Madam,

I am to inform you that in addition to HHWs, each FTS will also be provided with the Kit bag as per the sample already provided to you in connection with procurement of Kit bag for HHWs.

Procurement for such is to be done by the ULB observing the same norms followed in case of procurement of Kit bag for HHWs.

Expenses for such procurement may be incurred from the existing KUSP fund already placed to you. The expenditure is to be booked for procurement of Kit bag under the head of "Health Component – Procurement Kit bag".

The Statement of Expenditure and UC in this regard may please be submitted in due course.

Thanking you.

Yours faithfully,


Project Director, CMU

Contd. to P-2.



Memo No. CMU-94/2003(Pt. III)/994(51)/1(2)

Dt. .. 30.09.2005

Copy forwarded for information to :

1. Project Manager, CMU
2. Financial Adviser, CMU


Project Director, CMU

o/c



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. .. CMU-94/2003(Pt. III)/ 996

Dt. .. 27.10.2005

From : A.K. Matilal
Project Manager, CMU

To : The Chairperson
Uluberia Municipality

Sub. : Procurement of Kit bag for First Tier Supervisors (FTSs)
under Health component of KUSP.

Ref. : Your communication no. UM/2448 dt. 15.09.2005.

Sir,

Provision of Kit bag to First Tier Supervisors has been approved and already communicated to you under memo no. CMU-94/2003(Pt.III)/894(51) dt. 30.09.2005 (copy enclosed for ready reference).

You are requested to expedite the said procurement.

Thanking you.

Yours faithfully,

Arun K. Matilal

Project Manager, CMU

ULUBERIA MUNICIPALITY

ULUBERIA * HOWRAH

Ref. No. *um/2448*Date *15.9.05*

To
 The Project Manager,
 Change Management Unit,
 Kolkata Urban Service for the Poor,
 ILGUS BHAVAN, HC Block, Sector-3
 Bidhan Nagar, Kolkata-700106.



Sir,

As per your guide-line we had purchased Kit-Bag with contents for Health workers of C.U.D.P. & I.P.P.-8 Health Programme, and distributed to them . We could not purchase and distribute Kit-Bag to the Supervisors of C.U.D.P. & I.P.P.-8, (Total 20 candidates), - as because there was no indication for Supervisors. The Supervisors are to do different public Health Programmes, for which they have to carry different & important papers and registered books etc.,.

Would you kindly permit us to purchase Kit-Bags without contents from K.U.S.P. Fund.

- 20 Kit-Bags, costing approximately Rs. 3000 = 00 total .

Yours faithfully,

B.K. Das
13.9.05

(B.K.Das)

Chairman,

Uluberia Municipality.



o/c

KOLKATA URBAN SERVICES FOR THE POOR
C H A N G E M A N A G E M E N T U N I T

Memo No. CMU-94/2003(Pt. IV)/3094 (51)

Dt. .. 24.02.2006

From : Arnab Roy
Project Director, CMU

To : The Mayor / Chairman

..... Municipal Corporation / Municipality

o/c.

Sub. : Approval for enhanced unit rate of Kit Bag for First Tier Supervisors under Health component of KUSP.

Sir,

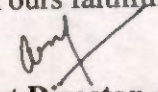
I am to refer to this office earlier communication bearing no. CMU-94/2003(Pt. III)/894(51) dt. 30.09.2005 with regard to provision of Kit bag to the First Tier Supervisors of your ULB as per the sample already provided to you.

Approval is accorded for enhancement of the unit rate to Rs. 330.75 (Rupees three hundred thirty and paise seventy five) only instead of previous unit rate Rs. 306/-. This will be applicable for those ULBs who have not yet procured the same due to increase of cost.

You are requested to complete such procurement (if not already done) and submit Statement of Expenditure in this regard through Accounting Support Agency by 31st March, 2006.

The expenditure is to be booked under the A/C head "Support to Health Sector - Procurement Kit bag".

Yours faithfully,


Project Director, CMU

Dt. .. 24.02.2006

Memo No. CMU-94/2003(Pt. IV)/3094-1 (51)

Copy forwarded for kind information to :

Health Officer / Asstt. Health Officer,

..... Municipal Corporation / Municipality.

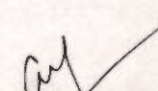

Project Director, CMU

Dt. .. 24.02.2006

Memo No. CMU-94/2003(Pt. IV)/3094-2 (3)

Copy forwarded for kind information to :

1. Directorate of Local Bodies
2. Finance Advisor, CMU
3. Accounting Support Agency


Project Director, CMU



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. .. CMU-94/2003(Pt. VII)/1323

Dt. .. 02.09.2009

From : Dr. Kallol Kr. Mukherjee
Project Manager, CMU

To : The Chairman
Jalpaiguri Municipality
1394, M.G. Road,
P.O.- Jalpaiguri,
Dist.- Jalpaiguri,
PIN - 735 101.

Sub. : AA & FS for extension of time period towards
purchase of Uniform, Kit bag & Umbrella.

Ref. : Your communication bearing no. 1487/M dt. 31.08.2009.

Sir,

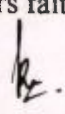
With reference to your communication mentioned above, AA & FS is hereby accorded for extension of time period towards purchase of Uniform, Kit bag & Umbrella to grass root level Health functionaries by December, 2009, as requested for.

Guideline in this regard which was forwarded to you under this office earlier communication bearing nos. CMU-94/2003(Pt. V)/2737 & 2730(10) dt. 12.12.2008 shall be followed.

You are requested to submit Statement of Expenditure through Accounting Support Agency accordingly.

Thanking you.

Yours faithfully,



Project Manager, CMU

Memo No. .. CMU-94/2003(Pt. VII)/1323/1(3)

Dt. .. 02.09.2009

Copy forwarded to :

1. Accounts Officer, CMU
2. Accounting Support Agency
3. AFC / HO, Jalpaiguri Municipality


Project Manager, CMU



OFFICE OF THE
ISLAMPUR MUNICIPALITY

S.T.D. : 03526
Ph. : 255153, 258071 (O)
255233 (R)

P.O. - ISLAMPUR :: DIST. - UTTAR DINAJPUR

Memo. No. 1107 / I.M. / 2009

Dated, Islampur the 15/07 / 2009

From : **Chairman**
Islampur Municipality,
Islampur Uttar Dinajpur.

To : **M/S Bipra Traders**
12/1, Suren Sarkar Road,
Kolkata:- 700010.



Dr. Grownami
ay
22/7

Sub:- Supply order for uniform & umbrella to gross root level health functionaries
i.e.HHWs & FTSS

Ref:- Memo No:- CMU-94/2003(Pt.V)/2816(63) Dt.:- 17-12-2007

Sir/Madam,

You are requested to supply the following articles for gross root level Health functionaries:-

- | | | |
|----|-------------|--------------|
| 1. | 42 Sarees | (Forty two) |
| 2. | 42 Blouses | (Forty two) |
| 3. | 21 Umbrella | (Twenty one) |

Therefore, request you to please supply the above mentioned articles as earlier as possible.

Thanking you.

Yours faithfully,

[Signature]
Chairman *15/07/09*
Islampur Municipality,
Islampur, Uttar Dinajpur.

Memo No.:- 1107/1(6)/I.M/09

Dated:- 15/7/09

Copy Forwarded to:-

1. Project Director, CMU
2. Project Manager, CMU
3. Financial Advisor, CMU
4. Accounts Officer, CMU
5. Health Expert, CMU
6. Accounting Support Agency

Chairman
Islampur Municipality,
Islampur, Uttar Dinajpur.



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. .. CMU-94/2003(Pt. VI)/875

Dt. .. 30.06.2008

From : Arnab Roy
Project Director, CMU

To : The Chairman
North Dum Dum Municipality
Madhusudan Banerjee Road,
P.O.- Birati,
Dist.- 24 Parganas (North,)
PIN - 700 051.

Sub. : Extension of time period for purchase of Kit Bag for grass-root level health functionaries .

Ref. : Your communication bearing no. NDDM/CMU/1664 dt. 20.06.2008.

Sir,

With reference to above, approval for extension of time period is hereby accorded upto June, 2008 for completion of purchase of Kit Bag, as requested for.

You are requested to submit Statement of Expenditure (SOE) through Accounting Support Agency by August, 2008.

Thanking you.

Yours faithfully,

Project Director, CMU

Memo No. .. CMU-94/2003(Pt. VI)/875/1(3)

Dt. .. 30.06.2008

Copy forwarded to :

- 1) Accounts Officer, CMU
- 2) Financial Adviser, CMU
- 3) Accounting Support Agency

Project Director, CMU



NORTH DUM DUM MUNICIPALITY

BIRATI, KOLKATA -700 051.

Office: 2514 2101 / 2990

Hospital: 25145418

IPP-VIII : 2514-1674

No. NDDM/CMU/1664...



Dated 20/6/2008

Dr. Goswami
27/6

To
Project Director
Change Management Unit/KUSP
Ilus Bhavan, H.C. Block, Sector-3
Bidhannagar, Kolkata-700 106.

Sub : Provision of Kit Bag, Umbrella etc. for grass root level Health Functionaries of North Dum Dum Municipality.

Ref : Your Memo No. CMU94/2003(pt V)/2736(40) dt. 12/12/2007.

Sir,

With reference to above this is to inform you that Umbrella for the for grass root level Health Functionaries has already been procured by the schedule time, but other items could not be procured by Feb, 08.

I, thus, request you to give extension of time for such procurement upto 30/6/08.

Your kind co-operation in this respect is solicited.

Thanking you.

Yours faithfully,

[Signature]
Chairman

North Dum Dum Municipality

Copy to Smt. Sibani Goswami, Health Expert, CMU, KUSP for information and necessary action.

[Signature]
Chairman

North Dum Dum Municipality



Memo No. .. CMU-94/2003(Pt. VID)/3681

Dt. .. 25.02.2009
26

From : Arnab Roy
Project Director, CMU

To : The Chairman
Barasat Municipality
73, Rishi Bankim Ch. Road,
P.O.- Barasat,
Dist.- 24 Parganas (South),
PIN - 743 201.

Sub. : Procurement of Kit Bag, Umbrella & Uniform - Approval for extension of time period.

Ref. : Your communication bearing no. 330-BM/61/2008-2009 dt. 09.02.09.

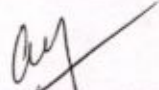
Sir,

Approval is hereby accorded towards extension of time period upto 31.03.09, in respect of procurement of Kit Bag, Umbrella and Uniform, as sort for.

You are requested to complete the above mentioned programme and submit Statement of Expenditure to Accounting Support Agency within seven days after procurement.

Thanking you.

Yours faithfully,


Project Director, CMU

Copy forwarded to :

- 1) Accounts Officer, CMU
- 2) Accounting Support Agency


Project Director, CMU

Office of the Municipal Councillors of Barasat

Rishi Bankim Chandra Chatterjee Street

Barasat, North 24 Parganas

Kolkata - 700 124

From : Sri Pradip Chakraborty,
Chairman, Barasat Municipality.

To : Project Director, CMU (HC-Block),
Sector - III, Salt Lake, Kol - 106

Dated, Barasat the, 9th February, 2009

Sir,

In response to your letters no. CMU-94/2003(Pt.V)/2736(40), dated-12/12/2007, CMU-94/2003(Pt.V)/2727(37), dated-12/12/2007, I would like to inform you that we could not be able use the AA & FSs issued from your end for procurement Kit Bag, Umbrella & Uniform etc.

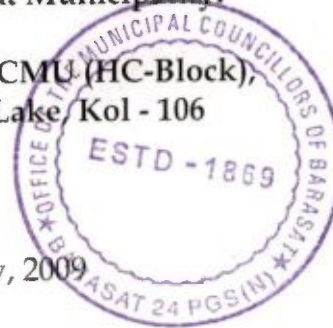
Now we would like to request you to extend the validity of above mentioned AA & FSs upto 31/03/09, so that our HHW, FTSs & STSs will get the benefit offered by CMU.

Expected a hopefull response from your end.

Thanks & regards.

P. Chandra
Chairman
Barasat Municipality

P. Chandra
Chairman
Barasat Municipality



Dr. Gramani
[Signature]
18/2



4.E

KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. .. CMU-94/2003(Pt. VI)/ 2484

Dt. .. 21.11.2008

**From : Arnab Roy
Project Director, CMU**

**To : The Chairman
Birnagar Municipality
151, Berhampur Road,
P.O.- Birnagar,
Dist.- Nadia,
PIN - 741 127**

Sub. : Purchase of Uniform for three newly engaged HHWs

Sir,

Approval is hereby accorded for purchase of uniform for three newly engaged HHWs , as requested for. Norms are to be followed as laid down in this office earlier communication under memo no. CMU-94/2003(Pt-V) 2816(63) dt. 17.12.2008.

Expenditure is to be met out of KUSP fund available with you and to be booked under the A/C head " SHS- purchase of Uniform". Statement of Expenditure is to be submitted through Accounting Support Agency by January, 2009.

Thanking you.

Yours faithfully,

Project Director, CMU

Memo No. .. CMU-94/2003(Pt. VI)/ 2484 (4)

Dt. .. 21.11.2008

- 1. Accounts Officer, CMU**
- 2. Accounting Support Agency, CMU**

Project Director, CMU

Office of the Councillors of Birnagar Municipality

P.O. : BIRNAGAR, DIST : NADIA, WEST BENGAL.

From :

Sri Nanda Dulal Roy
Chairman,

Sri Partha Kumar Chatterjee
Vice-Chairman

Memo No. ...1093...



Dated Birnagar the ...8-11-2008.....

To,
Mr. Arnab Roy,
Project Director,
Change Management Unit,
ILGUS Bhavan, HC Block, Sector-III,
Bidhannagar, Kolkata 700 106.

Dr. Groming
12/11

Your Ref. No. CMU-94/2003 (Pt-v) 2816(63) dated 17-12-2008.

Sir,

We like to let your know that out of the 14 HHWs 3 have been selected for the post of F.T.S. and they have taken their charges. In place of the vacant posts 3 HHWs have been appointed from the panel drawn earlier.

We would request you kindly to allow us to purchase the Uniforms for three new HHWs from the KUSP fund available with us.

Thanking you,

Yours faithfully,

[Signature]
05.11.08

Chairman
Birnagar Municipality



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. .. CMU-94/2003(Pt. VI)/ 2484

Dt. .. 21.11.2008

From : Arnab Roy
Project Director, CMU

To : The Chairman
Birnagar Municipality
151, Berhampur Road,
P.O.- Birnagar,
Dist.- Nadia,
PIN - 741 127

Sub. : Purchase of Uniform for three newly engaged HHWs


Sir,

Approval is hereby accorded for purchase of uniform for three newly engaged HHWs , as requested for. Norms are to be followed as laid down in this office earlier communication under memo no. CMU-94/2003(Pt-V) 2816(63) dt. 17.12.2008.

Expenditure is to be met out of KUSP fund available with you and to be booked under the A/C head " SHS- purchase of Uniform". Statement of Expenditure is to be submitted through Accounting Support Agency by January, 2009.

Thanking you.

Yours faithfully,


Project Director, CMU

Memo No. .. CMU-94/2003(Pt. VI)/ 2484 (4)

Dt. .. 21.11.2008

1. Accounts Officer, CMU
2. Accounting Support Agency, CMU


Project Director, CMU



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. .. CMU-94/2003(Pt. VI)/2191

Dt. .. 29.10.2008

From : Arnab Roy
Project Director, CMU

To : The Chairman
Bhatpara Municipality
1/1, West Ghoshpara Road,
P.O.- Kankinara,
Dist.- 24 Parganas (North),
PIN - 743 123.

Sub. : Extension of time period for purchase of Umbrella & Kit bag for HHWs
and FTSS under Health Component of KUSP.

Ref. : Your communication bearing no. BM/KUSP/782 dt. 15.10.2008.

Sir,

With reference to above, approval for extension of time period is hereby accorded upto February, 2009 for completion of purchase of Umbrella and Kit bags for HHWs and FTSS, as requested for. The expenditure is to be incurred out of the KUSP Fund available with you.

You are requested to submit Statement of Expenditure (SOE) through Accounting Support Agency by March, 2009.

Thanking you.

Yours faithfully,

Project Director, CMU

Memo No. .. CMU-94/2003(Pt. VI) /1(3)

Dt. .. 29.10.2008

Copy forwarded to :

- 1) Financial Adviser, CMU
- 2) Accounts Officer, CMU
- 3) Accounting Support Agency

Project Director, CMU

Memo No. BM/KUSP/782 dt. 15/10/2008.

Phone : { 2581-2082
2586-2580

**OFFICE OF THE MUNICIPAL COUNCILLORS
BHATPARA**

From : Dr. Pradip Kumar Bhattacharyya
Chairman,
Bhatpara Municipality
Bhatpara, North 24-Pgs

To : Sri Arnab Roy
Project Director
CMU.

Dr. Goswami
ay
27/10

Sub: Request for further extension of time
against memo CMU-94/2003(Pt.VI/1990
dt. 1/10/08

Sir,

In reference to above , it is requested to extend
the time up to 31/3/09 against the procurement of Um-
brella and kit Bags.

We solicit your favourable assent towards your
end.

Please do the needful.

Thanking you,

Yours faithfully,

Bhattacharyya
Chairman,
Bhatpara Municipality.

BM/KUSP/782, dt. 15/10/08

Phone : } 2581-2082
 } 2586-2580

OFFICE OF THE MUNICIPAL COUNCILLORS

BHATPARA



Dr. Gonsant
27/10

From : Dr. Pradip Kumar Bhattacharyya
Chairman,
Bhatpara Municipality
Bhatpara, North 24-Pgs

To : Sri Arnab Roy
Project Director

KUSP, CMU.

ILLGUS Bhawan.

Sector-3.

Hc Block.

~~Bh~~ Bidhanagar

Kolkata-106,

Sub: Request for further extension of time
against memo CMU-94/2003(Pt.VI/1990
dt. 1/10/08

Sir,

In referance to above , it is requested to extend the time up to 31/3/09 against the procurement of Umbrella and kit Bags.

We solicit your favourable assent towards your end.

Please do the needful.

Thanking you,

Yours faithfully,

Bhattacharyya

Chairman,
Bhatpara Municipality.



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. .. CMU-94/2003(Pt. VI)/2051

Dt. .. 15.10.2008

From : Arnab Roy
Project Director, CMU

To : The Chairman
Old Malda Municipality
Tutbari Lane, Old Malda,
P.O.- Old Malda,
Dist.- Malda,
PIN - 732 128.

Sub. : Release of payment to the supplier in respect of purchase of Uniform and Umbrella to the grass-root level health functionaries

Ref: Your communication bearing no.882 dt.11.09.2008

Sir,

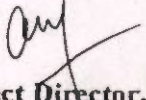
With reference to your communication under reference, you are requested to follow this office letter no.CMU-94/2003(Pt.V)/2816(63) dt. 17.12.2007 wherein in the last para of page-2 it was clearly mentioned to make the payment out of existing KUSP fund available with your ULB and to submit Statement of Expenditure through Accounting Support Agency. A copy of the said letter is enclosed for ready reference.

Original Bills forwarded by you are returned herewith for taking necessary steps towards release of payment by your end.

Thanking you.

Yours faithfully,

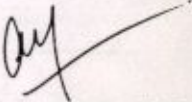
Encl: As stated


Project Director, CMU

Memo No. .. CMU-94/2003(Pt. VI)/ 2051/1(2)

Dt. .. 15.10.2008

1. AFC, Old Malda Municipality
2. Accounting Support Agency


Project Director, CMU

E:\Dr. Goswami\KUSP\Letter Head ULBs.doc



Office of the
Councillors Old Malda Municipality

P.O. Old Malda. Dist. Malda

STD: 03512
Chairman Off. : 260235
Resi.: 260253
Cell No. : 9434166085
Vice-Chairperson Off. : 260643
Resi. : 260207
Cell No. : 9434303460
Executive Officer: 260036
Fax : 260235
Fax : 260036

Sri.Biswanath Sukul
Chairman
OLD MALDA MUNICIPALITY

Smt. Tripti Pandey
Vice-Chairperson
OLD MALDA MUNICIPALITY

Memo No... 882

Date... 11.09.2008

To
The Project Director,
CMU
ILGUS Bhavan, HC Block, Sector-3,
Bidhannagar, Kolkata-700106.



Dr. Gnanawati
my
3/9

Sub: Forwardal of Bill of cost for supply of 48 Saree, 48 Blouse Pices & 24 Umbralla made by BIPRA TRADERS, 12/1, SUREN SARKAR ROAD, KOLKATA-700010. – Reg.

Ref: Your Office No- CMU-94/2003 Pt. V)/2816(63) Dated-17-12-2007

Sir,

Enclosed may kindly find the bill of cost in original Rs. 10,944/- (Rupees ten thousand nine hundred forty four) only for the items vide reference Col. Obtained from Bipra Traders , 12/1 Suren Sarkar Road, Kolkata-700010 against the supply.

Sl. No	Name of the Item	Qty	Rate	Amount	Remarks
1	Sky blue sarees 5.50 mtrs in length and standard width 06 not less than 108 cm texture mixed synthetic	48	142	6816=00	
2	Navy blue blouse pices in 1 mtr length and standard width of 90 cm texture	48	36	1728=00	
3	Umbrellas	24	100	2400=00	
Total Rs.				10944=00	

The order placed vide this office no- 2174 dtd-3-3-2008 & 772 dt-21-3-2008 (Photocopy enclosed) in consonance of your rate vide your office no- CMU-94/2003 Pt. V)/2816(63) Dated-17-12-2007.

As such, necessary payments may kindly be made to the said supplier after deducting taxes under intimation to this office for keeping the office records in proper.

Yours faithfully

Encl: as above

Prul 11.9.08
Chairman
Old Malda Municipality
dated ___/___/08

Memo No _____ /
Copy to:

1. The Executive Officer, Old Malda Municipality.
2. The Accountant, Old Malda Municipality
3. The Accounts Asstt, Health, Old Malda Municipality.
4. The Store Keeper cum Multipurpose Clerk (Health), Old Malda Municipality.
5. M/s Bipra Traders, 12/1 Suren Sarkar Road, Kolkata-700010. With the request to contact CMU for ensuring payment.

Chairman
Old Malda Municipality



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. .. CMU-94/2003(Pl. VI)/1330

Dt. .. 01.10.2008

From : Arnab Roy
Project Director, CMU

To : The Chairman
Bhatpara Municipality
1/1, West Ghoshpara Road,
P.O.- Kankinara,
Dist.- 24 Parganas (North),
PIN - 743 123.

Sub. : Request for further extension of time against memo no. CMU-94/2003(MV)/2816(63) dt. 17.12.07.

Sir,

With reference to your communication bearing no. BM/KUSP dt. 18.09.08, you are requested to mention the time period by which you would be able to complete the procurement of Umbrella and Kit Bags. On receipt of such date, approval will be accorded by this end.

Thanking you.

Yours faithfully,

Project Director, CMU

BM/Kuse/2003, dt: 18.09.2008

Phone : { 2581-2082
2586-2580

OFFICE OF THE MUNICIPAL COUNCILLORS
BHATPARA

From: Dr. Pradip Kumar Bhattacharyya
Chairman,
Bhatpara Municipality,
Bhatpara, North 24-Pgs

To: The Project Director, KUSP - CMU
ILGUS BHAWAN, B.C. Block, Sector-3
Salt Lake City, Bidhan Nagar
Kolkata - 106#

sub :- Extension of time against memo no.
CMU-94/2003(PtV)2816(63) dt. 17/12/07

Sir,
Due to some unavoidable circumstances the Bhatpara Municipality could not procure the Umbrellas and Kit bags for HHW & FTS & STS by August 2008, as the selected person by Tender Committee could not supply the materials by August 2008.

The Municipality pray for further extension time for the procurement of the same.

We solicit your favourable assent towards this end.

Thanking you,

Yours faithfully,

Bhattacharyya
Chairman,
Bhatpara Municipality.

EE [Signature]
19/08.
Dr. Goswami
19/9



HOOGHLY – CHINSURAH MUNICIPALITY

Pipulpati

P.O. & Dist. : Hooghly

Phone : 2680-2319/3166 , Fax No. 2680 - 6091

From : Sri Asit Kumar Chakraborty
Chairman
Hooghly-Chinsurah Municipality

Memo No. 3242/HD-HC/HCM
Date. 18/07/2008

To
The Project Director
Change Management Unit
KUSP (ILGUS Bhavan)
H.C.Block, Sector III
Kol - 106



Dr. Goswami
25/7

Sub: “Extention of Purchase of Kit Bag of H.H.W. and F.T.S. under Health Component of KUSP
Ref. : Your letter No. CMU- 94/2003(Pt VI)/4139 Dt. 10.03.2008

Sir,

With reference to above said letter dt. 10.03.08 the undersigned inform you that we already had arranged to issue work order to ^{the} M/s G.C. Enterprise, 4, Gobinda Pal lane , Kol-2, in view of supply of 168 numbers Kit Bags to Health personnel on 19.03.2008 vide memo no 1138/A/HD-PKB/HCM. But very sorry to inform that not yet the said company took any initiative to supply the said Kit Bags.

However, let us inform you that we intend to cancel the said work order to M/s G.C. Enterprise, 4, Gobinda Pal lane , Kol-2 and at the same time, we would like to purchase the said Kit Bags freshly after maintaining all formalities.

Hence, you are earnestly requested to Extend the times so that we would purchase the said materials as an urgent basis.

Thanking you,

Yours faithfully,

(Signature)
18.7.08

(Asit Kumar Chakraborty)

Chairman

(Signature)
Hooghly-Chinsurah Municipality

Memo No. 3242/HD-HC/HCM
Copy forwarded to The :

Dated : 18/07/2008

1. Health Expert, KUSP, ILGUS Bhavan, Bidhannagar, HC Block, Sector-III, Kol-106
 2. All C.I.C. Members, HCM,(P.W.D.)/Health/Water/Finance
 3. Finance Officer, Hooghly-Chinsurah Municipality
 4. Accountant, Hooghly-Chinsurah Municipality
 5. S.I., Hooghly-Chinsurah Municipality
- For information and taking necessary action please.

(Signature)
18.7.08

(Asit Kumar Chakraborty)

Chairman

Hooghly-Chinsurah Municipality

(Signature)
18/7/08



Hooghly-Chinsurah Municipality

Mahendra Mitra Road, Pipulpati, P.O. & Dist. - Hooghly, West Bengal, India
Tel.: -2680-2899/2319, TeleFax : - 2680-6091

From : Sri Asil Kumar Chakraborty
Chairman
Hooghly-Chinsurah Municipality

Memo No. 1138/A/HD-PKB/HCM
Date. 19/10/2008

To,
M/s. G.C. Enterprise
4, Gobinda Pal Lane
Kolkata -02

**Sub: Work order supply of Kit Bag as per KUSP specification
to HHWS, FTS under Health component of KUSP**

Sir,

This is to inform you that your quotation has been accepted.

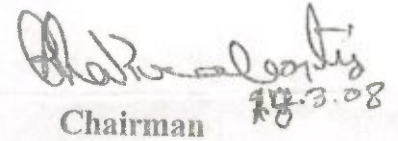
So you are requested to supply 168 Nos. of Kit Bag as per KUSP specification. The Kit Bag to be supplied to this office within 8 days from the date of receipt of this letter.

Sl. No.	Item	Unit/Rate	Qty	Total Amount
01	Kit Bag AS per KUSP Specification	Rs. 140/- each	168 Nos.	Rs. 23,520/-
			Total :-	Rs. 23,520/-

Terms & conditions :-

1. Security deposit - @ 10% to be deducted from the bill refundable after warranty period of three months.
2. Delivery - Free. Warranty - Three months.

Yours faithfully,


Chairman 18.3.08

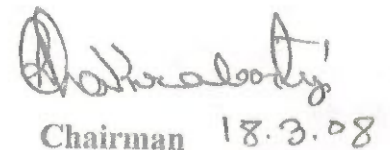
 Hooghly-Chinsurah Municipality

Dated : 19/10/2008

Memo No. :- 1138/A/(7)/HD-PKB/HCM

Copy forwarded for taking necessary action to the :-

1. Project Director, KUSP, ILGUS Bhawan, Bidhannagar, HC Block, Sector - III, Kol-700106
 2. Health Expert, KUSP, ILGUS Bhawan, Bidhannagar, HC Block, Sector - III, Kol-700106
 3. The all C.I.C. member, Hooghly-Chinsurah Municipality, (P.W.D.), /Health/Water/Finance
 4. Executive Officer, Hooghly-Chinsurah Municipality
 5. Finance Officer, Hooghly-Chinsurah Municipality
 6. The Accountant, Hooghly-Chinsurah Municipality.
 7. S.I., Hooghly-Chinsurah Municipality.
- for information & take Necessary Action.


Chairman 18.3.08

 Hooghly-Chinsurah Municipality



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Attn: Himangshu

Memo No. .. CMU-94/2003(Pt. VI)/1522

Dt. .. 29.08.2008

From : Arnab Roy
Project Director, CMU

To : The Chairman
Hooghly Chinsurah Municipality
Mahendra Mitra Road,
P.O. - Chinsurah,
Dist.- Hooghly,
PIN - 712 101.

Sub. : Extension of time period for purchase of Kit-bag for HHWs and FTSS
under health component of KUSP.

Ref. : Your communication bearing no. 3242/HD-HC/HCM dt. 18.07.08.


Sir,

With reference to your communication under reference, approval is hereby accorded for extension of time period upto October, 2008, as a special case as requested for.

On completion of the activities, Statement Of Expenditure is to be submitted by November, 2008 through Accounting Support Agency.

Thanking you.

Yours faithfully,

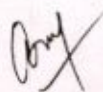

Project Director, CMU

Memo No. .. CMU-94/2003(Pt. VI)/1533/1(3)

Dt. .. 29.08.2008

Copy forwarded to :

1. Financial Advisor, CMU
2. Accounts Officer, CMU
3. Accounting Support Agency


Project Director, CMU

E:\Dr. Gowranu\KUSP\Letter Head ULBs.doc

Memo No. .. CMU-94/2003(Pt. VI)/1148

Dt. .. 25.07.2008

From : Arnab Roy
Project Director, CMU

To : The Chairman
Kanchrapara Municipality
42, Lenin Sarani (East),
P.O.- Kanchrapara,
Dist.- 24 Parganas (North),
PIN - 743 145.

Sub. : Extension of time period for payment of bill in respect of purchase of Kit Bag for grass-root level health functionaries .

Ref. : Your communication bearing no. 2386/A dt. 18.07.2008.

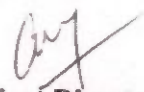
Sir,

With reference to above, approval for extension of time period is hereby accorded upto July, 2008 for making the payment in respect of purchase of Kit Bag, as requested for.

You are requested to submit Statement of Expenditure (SOE) through Accounting Support Agency by August, 2008.

Thanking you.

Yours faithfully,


Project Director, CMU

Dt. .. 25.07.2008

Memo No. .. CMU-94/2003(Pt. VI)/1148/1(3)

Copy forwarded to :

- 1) Financial Adviser, CMU
- 2) Accounts Officer, CMU
- 3) Accounting Support Agency


Project Director, CMU



KOLKATA URBAN SERVICES FOR THE POOR
C H A N G E M A N A G E M E N T U N I T

Memo No. .. CMU-94/2003(Pt. VI)/826

Dt. .. 20.06.2008

From : Arnab Roy
Project Director, CMU

To : The Chairman
Bally Municipality
384, G.T. Road,
P.O.- Bally, Dist.- Howrah,
PIN - 711 201.

Sub. : Extension of time period for purchase of Uniform for HHWs, FTSs & STSs and Kit bag & Umbrella for HHWs & FTSs under Health Component of KUSP.

Ref. : Your communication bearing no. 531/IX-8 dt. 10.06.2008.

Sir,

With reference to above, approval for extension of time period is hereby accorded upto August, 2008 for completion of purchase of Uniform, Kit bag & Umbrella, as requested for. The expenditure is to be incurred out of the KUSP Fund available with you.

You are requested to submit Statement of Expenditure (SOE) through Accounting Support Agency by September, 2008.

Thanking you.

Yours faithfully,

Project Director, CMU

Memo No. .. CMU-94/2003(Pt. VI)/826/I(3)

Dt. .. 20.06.2008

Copy forwarded to :

- 1) Financial Adviser, CMU
- 2) Accounts Officer, CMU
- 3) Accounting Support Agency

Project Director, CMU



BALLY MUNICIPALITY

384, G. T. ROAD, BALLY, HOWRAH - 711 201



Phone : 2654-2236/0079/7052
2654-1825 (Direct-Chairman)
2654-2491 (Direct)
Fax : (033) 2654-7052

From Shri. Arunabha Lahiri
..... Vice Chairman Bally Municipality
To Shri Arnab Roy, IAS
..... Project Director,
..... ILGUS Bhavan, HC Block, Sector - 3,
..... Bidhannagar, Kolkata - 700 106.

Ref. No. 531/TX-8

Date, Bally the 10.06.2008 8

Subject: Approval for the purchase of 2 Uniforms for each of the Health Workers, FTS and STS and 1 Kit Bag (without content) and 1 Umbrella for the Health Workers and FTS of the Municipality.

Reference: CMU Memo No. 94/2003(Pt.V)/2727(37), Dated 12.12.07 of the Project Director, CMU and CMU Memo No.94/2003(Pt.V)/2736(40), Dated 12.12.07 of the Project Director, CMU.

Sir,

Apropos of the above we had received the approval for the purchase of Two sets of Uniforms for each of the Health Workers, FTS and STS and One Kit Bag (without content) and One Umbrella each for the Health Workers and FTS of the Municipality.

But the procurements could not be made within the stipulated time period due to the misplacement of necessary documents and records.

In this regard I would like to state that the Municipality may procure the above mentioned items within August 2008 if only a fresh approval for the purpose is kindly sanctioned from the KUSP Fund.

Thanking You,

Dr. Goswami - we may extend any 20/8

Yours Faithfully
A. Lahiri
10.06.08
Arunabha Lahiri
Vice Chairman, Bally Municipality



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. .. CMU-94/2003(Pt. VI)/816

Dt. .. 20.06.2008

From : Dr. Kallol Kr. Mukherjee
Project Manager, CMU

To : The Chairman
Bhatpara Municipality
1/1, West Ghoshpara Road,
P.O.- Kankinara,
Dist.- 24 Parganas (North),
PIN - 743 123.

Sub. : Extension of time period for purchase of Kit bag for HHWs and FTSS
under Health Component of KUSP.

Ref. : Your communication bearing no. BM/KUSP/714 dt. 19.06.08.

Sir,

With reference to above, approval for extension of time period is hereby accorded upto August, 2008 for completion of purchase of Kit bag for HHWs and FTSS, as requested for. The expenditure is to be incurred out of the KUSP Fund available with you.

You are requested to submit Statement of Expenditure (SOE) through Accounting Support Agency by September, 2008.

Thanking you.

Yours faithfully,

[Signature]
20/06/08

Project Manager, CMU

Memo No. .. CMU-94/2003(Pt. VI)/816/1(3)

Dt. .. 20.06.2008

Copy forwarded to :

- 1) Financial Adviser, CMU
- 2) Accounts Officer, CMU
- 3) Accounting Support Agency

[Signature]
20/06/08

Project Manager, CMU

OFFICE OF THE MUNICIPAL COUNCILLORS, BHATPARA

Address : 1/1, West Ghoshpara Road, P.O. - Kankinara, Dist. - North 24 Parganas, Pin - 743126
 Phone No. : Resl.: 2581-0619, Office : 2581-2082, 2581-9515, Fax : 2581-1318

From :

Dr. Pradip Kumar Bhattacharyya
 Chairman,
 Bhatpara Municipality.

To :

The Project Director,
 KUSP- CMU,
 ILGUS BHAWAN, H.C. Block,
 Sector-3
 Salt Lake City, Bidhan Nagar,
 Kolkata-106 Date... 19/06/2008.....

Ref. No. BM/KUSP/714

Sub: Extension of time against Memo No. CMU-94/2003 (pt v)
 2816(63) dated 17/12/07.

ATTEN: Mr. Subir Bhattacharyya, MFA

Dr. Gossain
~~we may~~
 allow

Sir,

Due to some unavoidable circumstances the Bhatpara Municipality could not procure the kit bag for NMS & FTS.

The Municipality pray for Extension time for the procurement of the same.

We solicit your favourable assent towards this end.

Thanking you.

Encl: - Your Order dt. 12.12.07.

Yours faithfully.

Bhattacharyya
 Chairman.

Bhatpara Municipality.



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. CMU-94/2003(Pt. V)/2736(40)

DC. 12.12.2007

From : Arnab Roy
Project Director, CMU

To : The Mayor / Chairperson

..... *[Signature]* Municipal Corporation / Municipality
Bhatpara

Sub. : Provision of (a) Kit Bag without contents to grass root level Health functionaries i.e. HHWs and FTSS and (b) Umbrella to grass root level Health functionaries i.e. HHWs, FTSS and STSS in KMA ULBs.

Sir / Madam,

It has been decided that KUSP will support provision of kit bag and umbrella to grass-root level health functionaries as a capacity building exercise. AA & FS is hereby accorded for procurement of (a) Kit Bag without contents to HHWs and FTSS and (b) Umbrella to HHWs, FTSS and STSS as described below :

- A) Provision of Kit bag without contents to HHWs and FTSS
- ◆ One kit bag without contents is to be provided to each of the HHWs and FTSS.
 - ◆ Cost of 1 kit bag shall not exceed Rs 180.00 (Rupees One hundred eighty) only including all taxes and delivery charges.
 - ◆ The specification of kit bag without content is enclosed at Annexure - I.
- B) Provision of umbrella to grassroot-level health functionaries i.e. HHWs, FTSS and STSS
- ◆ One umbrella is to be provided to each of the HHWs, FTSS and STSS.
 - ◆ Cost of 1 umbrella shall not exceed Rs 100.00 (Rupees One hundred) only including all taxes and delivery charges.

This is one time provision from CMU in addition to the allotment of fund during this FY 2007-08 to your ULB. Additional fund for such procurement will be provided by CMU out of its Health component budget. The procurement is to be completed by February, 2008.

Contd. to P-2

FAX

Ann: M.O, Taki Mpl.



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. .. CMU-94/2003(Pt. VI)/697

Dt. .. 03.06.2008

From : Arnab Roy
Project Director, CMU

To : The Chairman
Taki Municipality
P.O.- Taki
Dist.- 24 Pgs. (North),
PIN - 743 429.

Sub. : Purchase of Uniform and umbrella for Grass-root level health functionaries - approval for extension of time period.

Ref. : Your communication bearing no. 225/T.M dt. 22.05.2008.

Sir,

Approval is hereby accorded towards extension of time period upto July, 2008 in respect of purchase of Uniform and Umbrella for grass root level health functionaries, as requested for.

You are requested to complete the above mentioned purchase and submit Statement of Expenditure through Accounting Support Agency accordingly.

Thanking you.

Yours faithfully,

Project Director, CMU

Dt. .. 03.06.2008

Memo No. .. CMU-94/2003(Pt. VI)/697/1(2)

Copy forwarded to :

- 1) Accounts Officer, CMU
- 2) Accounting Support Agency

Project Director, CMU

Fax & ①
Office : (953217) 234 481 / 233 324
Resl. : (953217) 233 285
Guest House : (953217) 233 328
Night Shelter : (953217) 234 007

OFFICE OF THE MUNICIPAL COUNCILLORS OF TAKI
P.O. : TAKI * DIST. : NORTH 24 PARGANAS

No. 225/T.M.,

Dated, Taki 22/5/..... 2008.

From : *Dilip K. Banerjee*
Chairman
Taki Municipality

To:
The Director, SUDA
H.C. BLOCK, SECTOR-III
ILGUS BHAVAN,
Bidhannagar,
Kolkata- 700091

Sub: - Approval for extension to purchase Uniform and Umbrella to grass-root level health functionaries for implementing CBPHC Programme.

Sir/Madam,

In reference to your letter no.-CMU-94/2003(Pt. V)/2816(63) dated-17.12.2007 in which it is stated on the above mentioned subject for the procurement of the provisions to be completed before February-2008, but it is not possible to purchase the said components in due time due to late receiving of letter and non-availability of AFC.

So, I am hereby appealing for the necessary extension to procure "Uniform & Umbrella" to run the health functionaries progressively in this ULB.

Thanking you,

(D.K. Banerjee)

Chairman
TAKI MUNICIPALITY



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. .. CMU-94/2003(Pt. VI)/704

Dt. .. 04.06.2008

From : Arnab Roy
Project Director, CMU

To : The Chairman
Naihati Municipality
P.O.- Naihati,
Dist.- 24 Parganas (North),
PIN - 743 165.

Sub. : Purchase of Uniform and umbrella for Grass-root level health functionaries - approval for extension of time period.

Ref. : Your communication bearing no. 318/MC-11 dt. 20.05.2008.

Sir,

Approval is hereby accorded towards extension of time period upto July, 2008 in respect of purchase of Uniform and Umbrella for grass root level health functionaries, as requested for.

You are requested to complete the above mentioned purchase and submit Statement of Expenditure through Accounting Support Agency accordingly.

Thanking you.

Yours faithfully,

Project Director, CMU

Memo No. .. CMU-94/2003(Pt. VI)/704/1(2)

Dt. .. 04.06.2008

Copy forwarded to :

- 1) Accounts Officer, CMU
- 2) Accounting Support Agency

Project Director, CMU

No. 318/me-11

Office of the Board of Councillors
NAIHATI

Phone No. 2581-2098

From: Sri Rabindra Bhattacharya
Chairman
Chairman / Vice-Chairman
NAIHATI MUNICIPALITY



Dated 20-05-2008
To: The Project Director, CMU
Ilgus Bhavan,
HC Block, Sector 3
Bidhannagar,
Kolkata - 700 106

Ref : Memo no. CMU-94/2003(Pt.V)2727(37) &
Memo No. CMU-94/2003(Pt.V)2736(40)
Dated : 12.12.2007.

Sir,

This is to inform you that due to certain difficulties we could not complete the procurement of Uniform & Kit bag without contents & Umbrella to grass-root level health workers under this Municipality. I would request you to revalidate the above orders so that procurement can now be made.

Thanking You.

Yours faithfully

Rabindra Bhattacharya
19.05.08
Chairman

Naihati Municipality
Chairman
NAIHATI MUNICIPALITY



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. .. CMU-94/2003(Pt. VI)/489

Dt. .. 14.05.2008

From : Arnab Roy
Project Director, CMU

To : The Chairman
Bhatpara Municipality
1/1, West Ghoshpara Road,
P.O.- Kankinara,
Dist.- 24 Parganas (North),
PIN - 743 123.

Sub. : Extension of time period for purchase of Umbrella for HHWs and FTSS
under Health Component of KUSP.

Ref. : Your communication bearing no. U-5/735 dt. 13.05.08.

Sir,

With reference to above, approval for extension of time period is hereby accorded upto July, 2008 for completion of purchase of Umbrella for HHWs and FTSS, as requested for. The expenditure is to be incurred out of the KUSP Fund available with you.

You are requested to submit Statement of Expenditure (SOE) through Accounting Support Agency by August, 2008.

Thanking you.

Yours faithfully,

Project Director, CMU

Memo No. .. CMU-94/2003(Pt. VI)/489/1(3)

Dt. .. 14.05.2008

Copy forwarded to :

- 1) Financial Adviser, CMU
- 2) Accounts Officer, CMU
- 3) Accounting Support Agency

Project Director, CMU

A.O.(H)
S.
15/05/08

Received 5/13/2008 1:29 PM

OFFICE OF THE MUNICIPAL COUNCILLORS, BHATPARA

Address : 1/1, West Ghoshpara Road, P.O.- Kankinara, Dist.- North 24 Parganas, Pin - 743126
Phone No. : Resl.: 2581-0619, Office : 2581-2082, 2581-9515, Fax : 2581-1318

From :

Dr. Pradip Kumar Bhattacharyya
Chairman,
Bhatpara Municipality.

To : The Project Director, KUSP-CMU,
ILGUS BHAWAN, H. C. Block, Sector-3,
Salt Lake City, Bidhan Nagar,
Kolkata-106.

Ref. No. U-5/735.....

Date 13.5.2008.....

Sub: Extension of time against Memo No. CMU-94/2003(Pt V)/
2816(63) dated 17/12/07.

ATTEN : Mr. Subir Ghattacharya, MFA

Sir,

Due to some unavoidable circumstances the Bhatpara Municipality could not procure the Umbrellas for HHW& FTSS.

The Municipality pray for extension time for the procurement of the same.

We solicit your favourable assent towards this end.

Thanking you,

Yours faithfully,

Bhattacharyya
Chairman,
Bhatpara Municipality.



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Attn: Sri S. Bakshi
CDO, Purulia Mpe,

Memo No. CMU-94/2003(Pt. V)/2816(63)

Dt. .. 17.12.2007

From : Arnab Roy
Project Director, CMU

To : The Chairperson

..... Municipality

Sub : Provision of Uniform and umbrella to grass-root level health functionaries i.e. HHWs & FTSs of the 63 non-KMA ULBs implementing CBPHC Programme.

Sir / Madam,

It has been decided that KUSP will support provision of uniform and umbrella to grass-root level health functionaries i.e. HHWs & FTSs as a capacity building exercise. AA&FS is hereby accorded for procurement of uniform and umbrella as described below:

a) Provision of Uniform to HHWs & FTSs.

- ◆ Two sets of Uniform are to be provided to each of the HHWs & FTSs.
Each set of Uniform will consist of 1 saree & 1 blouse.
- ◆ The approved sample of 1 full length saree and 1 mtr. blouse piece are ready for providing to your ULB to maintain the same quality in all the ULBs.
- ◆ Cost of 1 saree and 1 blouse piece shall not exceed Rs 145.00 (Rupees One hundred forty five) only and Rs 40.00 (Rupees Forty) only respectively. The stitching charge of 1 blouse shall not exceed Rs 30.00 (Rupees Thirty) only.
- ◆ This office purchased the sample of saree and blouse piece from M/S Bipra Traders, 12/1, Suren Sarkar Road, Kolkata - 700 010, Tele. No. ~~2351 2006~~, as the lowest quotationer in tender process.
2363-9136

Copy of work order issued by this office bearing memo no. CMU-94/2003(Pt.V)/2563 dt. 29.11.2007 are enclosed.

Contd. to P-2

Project Director, CMU



b) Provision of umbrella to HHWs & FTSs:

- ◆ 1 umbrella is to be provided to each of the HHWs and FTSs.
- ◆ Cost of 1 umbrella shall not exceed Rs.100.00 (Rupees One hundred) only including all taxes and delivery charges.

This is one time provision from CMU and fund for such procurement will be provided by CMU out of its health component budget. The procurement is to be completed by February, 2008.

You are requested to send your authorised representative to collect the above mentioned approved sample of uniform from Health Expert, CMU to undertake procurement from your end following DFID norms.

Expenses for such procurement may be incurred from the existing KUSP fund already placed to you. The expenditure is to be booked under the Account Head "SHS – Procurement of Uniform and Umbrella". The Statement of Expenditure in this regard may please be submitted through Accounting Support Agency.

Yours faithfully,



Project Director, CMU

Memo No.. CMU-94/2003(Pt. V)/2816(63)/1(2)

Dt. .. 17.12.2007

Copy forwarded to :

1. Finance Officer, Municipality.
2. AFC, Municipality.

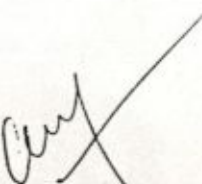

Project Director, CMU

Memo No.. CMU-94/2003(Pt. V)/2816(63)/2(5)

Dt. .. 17.12.2007

Copy forwarded to :

1. Project Manager, CMU
2. Financial Advisor, CMU
3. Accounts Officer, CMU
4. Health Expert, CMU
5. Accounting Support Agency


Project Director, CMU

b) Provision of umbrella to HHW's & FTSs:

- ♦ 1 umbrella is to be provided to each of the HHW's and FTSs.
- ♦ Cost of 1 umbrella shall not exceed Rs.100.00 (Rupees One hundred) only including all taxes and delivery charges.

This is one time provision from CMU and fund for such procurement will be provided by CMU out of its health component budget. The procurement is to be completed by February, 2008.

You are requested to send your authorised representative to collect the above mentioned approved sample of uniform from Health Expert, CMU to undertake procurement from your end following DFID norms.

Expenses for such procurement may be incurred from the existing KUSP fund already placed to you. The expenditure is to be booked under the Account Head "SHS - Procurement of Uniform and Umbrella". The Statement of Expenditure in this regard may please be submitted through Accounting Support Agency.

Yours faithfully,

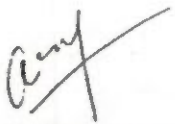

Project Director, CMU

Memo No.. CMU-94/2003(Pt. V)/2816(63)/1(2)

Copy forwarded to :

1. Finance Officer, Municipality.
2. AFC, Municipality.

Dt. .. 17.12.2007

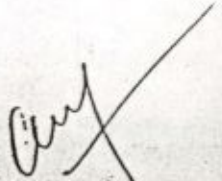

Project Director, CMU

Memo No.. CMU-94/2003(Pt. V)/2816(63)/2(5)

Copy forwarded to :

1. Project Manager, CMU
2. Financial Advisor, CMU
3. Accounts Officer, CMU
4. Health Expert, CMU
5. Accounting Support Agency

Dt. .. 17.12.2007


Project Director, CMU



KOLKATA URBAN SERVICES FOR THE POOR
C H A N G E M A N A G E M E N T U N I T

Memo No. .. CMU-94/2003(Pt. VI)/ 4204

Dt. .. 11.03.2008

From : Arnab Roy
Project Director, CMU

To : The Chairman
Midnapore Municipality
Municipal Office Road,
P.O.- Midnapore,
Dist.- Paschim Midnapore,
PIN - 721 101.

Sub. : Approval for extension of time period.

Ref. : Your communication bearing no. 7675/DFID dt. 04.03.2008.

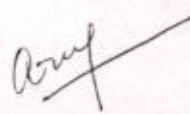
Sir,

With reference to above, approval for extension of time period is hereby accorded upto March, 2008 in respect of purchase of Uniform to the grass root level health workers, as sought for.

You are requested to submit SOE through Accounting Support Agency by April, 2008.

Thanking you.

Yours faithfully,


Project Director, CMU

Memo No. .. CMU-94/2003(Pt. VI)/4204/1(2)

Dt. .. 11.03.2008

Copy forwarded to :

- 1) Accounts Officer, CMU
- 2) Accounting Support Agency


Project Director, CMU

4204

Phone : 275384
266483

Office of the Councillors of
MIDNAPORE MUNICIPALITY
M I D N A P O R E

Ref No 7675/8F1D

Dated Midnapore the 4-03-08.



Dr: Gromani
ay
11/3

From: - Chairman
Midnapore Municipality

To: - Sri Arnab Roy
Project Director (CMU)

Sir,
As per your Memo No – CMU – 94 / 2003 (PTV) / 2732 (10) dated 12/12/2007. I am to inform you that due to change of our office premises and departmental work we could not purchase the uniform to grass root level Health workers in due time.

So please extend the time for purchase the uniform up to 31 March 2008.

Thanking you

n
4/3/08

Chairman
Midnapore Municipality

5/3/08

**Office of the
R. C. H. Sub Project
Asansol Municipal Corporation
Asansol**

Memo No :- 274/RCH/AMCDated : 27/2/08

From,
Sri. Yadab Mondal,
Project Director,
R.C.H. Sub Project,
Asansol.

To,
✓ Sr. Arnab Roy,
Project Director, CMU.
Kolkata.

Sub : Provision of Uniform, Umbrellas and Kit bags to grass root level workers of R.C.H. Sub Project, Asansol.

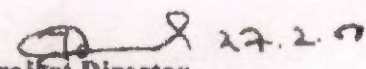
Sir,

With reference to the above, this is to inform you that, after observing necessary formalities, supply order has been issued for the above mentioned items.

A projected expenditure is given hereunder for placement of fund from your end.

Sl. No	Items	Quantity Required	Unit price	Total Amount
1.	Saree	850	Rs. 138.00	Rs. 1,17,300.00
2.	Blouse	850	Rs. 26.00	Rs. 22,100.00
3.	Umbrella	447	Rs. 98.00	Rs. 43,806.00
4.	Kit Bag	447	Rs. 130.00	Rs. 58,110.00
5.	Salwar Suit	22	Rs. 350.00	Rs. 7,700.00
6.	Stitching of blouse	850	Rs. 30.00	Rs. 25,500.00
Total Fund Required				Rs. 2,74,516.00

Thanking you.



Project Director,
R.C.H. Sub Project, Asansol.

Memo No :- _____

Dated : _____

Copy to:

1. Dr. Shibani Goswami, Project Officer, Health Wing, SUDA.


Project Director,
R.C.H. Sub Project, Asansol.



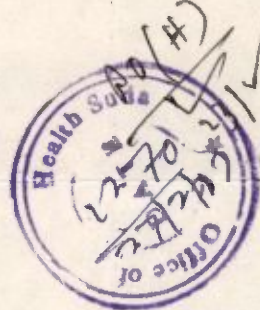
OFFICE OF THE BOARD OF COUNCILLOR'S
KALIYAGANJ MUNICIPALITY
KALIYAGANJ (733129): : DIST. UTTAR DINAJPUR



Memo No. 88/ Supply / Health / HHW/ 08

Date.. 15/2/08

From : Chairman
Klaiyaganj Municipality.
Kaliyaganj, Uttar Dinajpur



To : M / S Bipra Traders
12/1, Suren Sarkar Road
Kolkata-700010

Sub: Supply of Sky Blue Sarees, Navy Blue Blouse & Umbrella.

Sir,

As per decision of Board of Councillor's Kaliyaganj Municipality held on 22-01-2008 you are requested to supply the following items for HHW of Kaliyaganj Municipality.

Sl. No.	Name of the Item	Quantity	Unit Rate	Total Amount
1	Sky Blue Saree, 5.50mtr. length and standard width not less than 108 cm. texture mixed synthetic as per sample.	21x2 = 42 Nos.	Rs.142.00 per Saree	Rs.5,964.00
2	Navy Blue Blouse piece of 1 mtr. length and standard width 90cm., texture 2.2 as per sample.	21x2 = 42 Nos.	Rs.36.00 per Blouse	Rs.1,512.00
3	Umbrella	21 Nos.	Rs.100.00	Rs. 2100.00
			Total	Rs. 9576.00

(Rupees Nine thousand five hundred seventy six) only

TERMS AND CONDITIONS

1. The rate should be inclusive of all kind of Taxes, VAT and all other incidental charges.
2. The supply work is to be completed within 7 (Seven) days from the date of issue of this letter.
3. Payment will be made after satisfactory completion of the supply work.

(A.K.De Sarkar)

Chairman
Kaliyaganj Municipality
Date.....

Memo No. / Supply / Health / HHW/ 08

Copy forwarded for information and necessary action to:-

1. The Director, SUDA, SUDA Bhavan, H.C. Block , Sector – III, Salt Lake, Kolkata-106.
2. Sri Arnab Roy, Project Director, CMU, SUDA.
3. The Executive Officer, Kaliyaganj Municipality.
4. The President, Health Standing committee.
5. The Accountant, Kaliyaganj Municipality.
6. Sri Debesh Ch. Sarkar, S.I., Kaliyaganj Municipality.
7. Sri R. Modak, S.I. HHW, Kaliyaganj Municipality.
8. HHW Section, Kaliyaganj Municipality.

Sd/
(A.K./De Sarkar)
Chairman
Kaliyaganj Municipality

**Office of the
R C H Sub Project
Asansol Municipal Corporation
Asansol**

Memo No :- _____

Dated : _____

From,
Sri. Yadab Mondal,
Project Director,
R.C.H. Sub Project,
Asansol.



To,
Sr. Arnab Roy,
Project Director, CMU.
Kolkata.

Sub : Provision of Uniform, Umbrellas and Kit bags to grass root level workers of R.C.H. Sub Project, Asansol.

Sir,

With reference to the above, this is to inform you that, after observing necessary formalities, supply order has been issued for the above mentioned items.

A projected expenditure is given hereunder for placement of fund from your end.

Sl. No	Items	Quantity Required	Unit price	Total Amount
1.	Saree	850	Rs. 138.00	Rs. 1,17,300.00
2.	Blouse	850	Rs. 26.00	Rs. 22,100.00
3.	Umbrella	447	Rs. 98.00	Rs. 43,806.00
4.	Kit Bag	447	Rs. 130.00	Rs. 58,110.00
5.	Palwar Suit	22	Rs. 350.00	Rs. 7,700.00
6.	Stitching of blouse	850	Rs. 30.00	Rs. 25,500.00
Total Fund Required				Rs. 2,74,516.00

Thanking you.

Sd.
Project Director,
R.C.H. Sub Project, Asansol.

Memo No :- 274/1/RCH/AMCDated : 27/2/08

Copy to:

1. Dr. Shibani Goswami, Project Officer, Health Wing, SUDA.

Sd.
Project Director,
R.C.H. Sub Project, Asansol.

C&PHCS
Financial Status
As on till date

27.02.08

(Amount in Rs.)

Sl. No.	File No.	ULBs	Fund Released by SUDA	SOE Received by SUDA	Balance in hand by the ULBs	% of SOE admitted
1	22	Arambag	898000.00	255757.00	642243.00	28.48
2	50	Ashokenagar Kalyangarh	1147000.00	484248.00	662752.00	42.22
3	51	Baduria	938000.00	325111.00	612889.00	34.66
4	52	Bangaon	1237000.00	958770.00	278230.00	77.51
5	53	Bashhat	1066000.00	577163.00	488837.00	54.14
6	38	Beldanga	675000.00	184261.00	490739.00	27.30
7	43	Birnagar	2282000.00	1559004.00	722996.00	68.32
8	44	Chaddah	850000.00	647781.00	202219.00	76.21
9	32	Chandrakona	949000.00	323698.00	625302.00	34.11
10	27	Contai	1554500.00	1042377.00	512123.00	67.06
11	45	Coopers Camp	577000.00	213840.00	363160.00	37.06
12	6	Dainhat	510000.00	202802.00	307198.00	39.77
13	61	Dalkhola	213000.00	0.00	219000.00	0.00
14	39	Dhulian	258000.00	0.00	258000.00	0.00
15	24	Dhuppuri	227000.00	0.00	227000.00	0.00
16	59	Diamondharbour	227000.00	0.00	227000.00	0.00
17	13	Dinhata	219000.00	0.00	219000.00	0.00
18	2	Dubrajpur	600000.00	206232.00	393768.00	34.37
19	28	Egra	545000.00	0.00	545000.00	0.00
20	18	Gangarampur	1029000.00	460095.00	568905.00	44.71
21	33	Ghatal	431000.00	288798.00	142204.00	67.01
22	54	Gobardanga	230000.00	0.00	230000.00	0.00
23	7	Gushkara	557000.00	282322.00	274678.00	50.69
24	55	Habra	1307000.00	677691.00	629309.00	51.85
25	29	Haldia	1896000.00	856349.00	229654.00	78.85
26	14	Haldibari	552000.00	351882.00	159118.00	71.25
27	62	Islampur	233000.00	7532.00	225468.00	3.23
28	8	Jamuria	323000.00	191926.00	131074.00	59.42
29	60	Jaynagar Mazipur	742000.00	446309.00	295691.00	60.15
30	57	Jhalda	685000.00	348285.00	316715.00	52.37
31	34	Jhargram	1148000.00	453006.00	694994.00	39.46
32	40	Jiaganj- Azimganj	1071000.00	774811.00	296189.00	72.34
33	63	Kaliaganj	974000.00	454956.00	519194.00	46.69
34	19	Kalimpong	843000.00	384999.00	458001.00	45.61
35	41	Kandi	476000.00	202560.00	273440.00	42.55
36	9	Katwa	839000.00	631372.00	207628.00	75.25
37	35	Kharar	814000.00	204300.00	609700.00	25.10
38	36	Khirpai	594000.00	303144.00	290856.00	51.03
39	10	Kulti	373000.00	0.00	373000.00	0.00
40	20	Kurseong	569000.00	434149.00	134851.00	76.30
41	25	Mal	594000.00	276711.00	317089.00	46.62
42	15	Mathabhanga	484000.00	262370.00	201630.00	56.55
43	16	Mekhliganj	599000.00	390917.00	208083.00	65.26
44	11	Memari	695000.00	70170.00	524830.00	24.48
45	21	Mirik	310000.00	201137.00	108863.00	64.88
46	42	Murshidabad	227000.00	0.00	227000.00	0.00
47	46	Nabadwip	858000.00	571469.00	286531.00	66.60
48	3	Nalhati	611000.00	209958.00	401042.00	34.36
49	26	Old Malda	638000.00	463715.00	172285.00	72.91
50	30	Panskura	937000.00	317571.00	619429.00	33.89
51	58	Raghunathpur	216000.00	0.00	216000.00	0.00
52	37	Ramjibanpur	477000.00	211044.00	265956.00	44.24
53	4	Rampurhat	685000.00	399208.00	285792.00	58.28
54	47	Ranaghat	1004000.00	472353.50	531646.50	47.05
55	12	Raniganj	317000.00	0.00	317000.00	0.00
56	5	Sainthia	411000.00	215695.00	195305.00	52.48
57	48	Santipur	1156000.00	285269.00	870731.00	24.68
58	1	Sonamukhi	846000.00	220463.00	625537.00	26.06
59	49	Taherpur	521000.00	523735.00	297215.00	63.80
60	56	Taki	885000.00	668372.00	216398.00	75.55
61	31	Tamluk	785000.00	216330.00	568664.00	27.56
62	23	Tarakeshwar	781000.00	589187.00	191813.00	75.44
63	17	Tufanganj	213000.00	32768.00	180232.00	15.38
		Total	44360500.00	21473803.50	22886696.50	22886696.50
64		HQ (SUDA) (FY 06-07)		1534117.00		
		HQ (SUDA) upto till date (FY 07-08)		1341116.00		
		Total		2875233.00		
		Grand Total		24349036.50		
		ULB - SOE (FY 06-07)		80826.00		
		ULB - SOE upto till date (FY 07-08)		20613475.50		
		Total		20694301.50		

1086070
8561346
329654



Kind Attention
C.M.U.



OFFICE OF THE BOARD OF COUNCILLOR'S
KALIYAGANJ MUNICIPALITY
KALIYAGANJ (733129): : : DIST. UTTAR DINAJPUR

Memo No. / 88 / Supply / Health / HHW / 08

Date.. 15/2/08

From : Chairman
Klaiyaganj Municipality.
Kaliyaganj, Uttar Dinajpur

Dr. Grownant
ay
22/2

To : M / S Bipra Traders
12/1, Suren Sarkar Road
Kolkata-700010

Sub: Supply of Sky Blue Sarees, Navy Blue Blouse & Umbrella.

Sir,

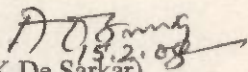
As per decision of Board of Councillor's Kaliyaganj Municipality held on 22-01-2008 you are requested to supply the following items for HHW of Kaliyaganj Municipality.

Sl. No.	Name of the Item	Quantity	Unit Rate	Total Amount
1	Sky Blue Saree, 5.50mtr. length and standard width not less than 108 cm. texture mixed synthetic as per sample.	21x2 = 42 Nos.	Rs.142.00 per Saree	Rs.5,964.00
2	Navy Blue Blouse piece of 1 mtr. length and standard width 90cm., texture 2.2 as per sample.	21x2 = 42 Nos.	Rs.36.00 per Blouse	Rs.1,512.00
3	Umbrella	21 Nos.	Rs.100.00	Rs. 2100.00
			Total	Rs. 9576.00

(Rupees Nine thousand five hundred seventy six) only

TERMS AND CONDITIONS

1. The rate should be inclusive of all kind of Taxes, VAT and all other incidental charges.
2. The supply work is to be completed within 7 (Seven) days from the date of issue of this letter.
3. Payment will be made after satisfactory completion of the supply work.


(A.K.De Sarkar)

Chairman
Kaliyaganj Municipality
Date.....

Memo No. / Supply / Health / HHW / 08

Copy forwarded for information and necessary action to:-

1. The Director, SUDA, SUDA Bhavan, H.C. Block , Sector - III, Salt Lake, Kolkata-106.
2. Sri Arnab Roy, Project Director, CMU, SUDA.
3. The Executive Officer, Kaliyaganj Municipality.
4. The President, Health Standing committee.
5. The Accountant, Kaliyaganj Municipality.
6. Sri Debesh Ch. Sarkar, S.I., Kaliyaganj Municipality.
7. Sri R. Modak, S.I. HHW, Kaliyaganj Municipality.
8. HHW Section, Kaliyaganj Municipality.

Sd/
(A.K.De Sarkar)
Chairman
Kaliyaganj Municipality



Memo No. .. CMU-94/2003(Pt. VI)/3842

Dt. .. 21.02.2008

From : Arnab Roy
Project Director, CMU

To : The Chairman
Kharagpur Municipality
Jhapalapur,
P.O.- Kharagpur,
Dist.- Paschim Dinajpur,
PIN - 721 301.

Sub. : Purchase of Uniform , Kit Bag and umbrella for Grass-root level health
functionaries - approval for extension of time period.

Ref. : Your communication bearing no. 32 IPP VIII (Extn.)-I-55/08 dt. 18.02.2008.

Sir,

Approval is hereby accorded towards extension of time period upto March, 2008 in respect of purchase of Uniform, Kit Bag and Umbrella for grass root level health functionaries, as requested for.

You are requested to complete the above mentioned purchase and submit Statement of Expenditure to Accounting Support Agency within March, 2008.

Thanking you.

Yours faithfully,

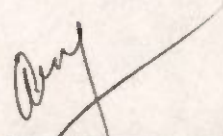

Project Director, CMU

Memo No. .. CMU-94/2003(Pt. VI)/3842/1(2)

Dt. .. 21.02.2008

Copy forwarded to :

- 1) Accounts Officer, CMU
- 2) Accounting Support Agency


Project Director, CMU

I. P. P - VIII (EXTN)

KHARAGPUR MUNICIPALITY

Memo No. : 32 I.P.P. VIII (Extn) -I-55/08

Date 18/2 /08.

To,

The Project Director,
K U S P
ILGUS Bhavan,
H-C Block, Sector-III,
Bidhannagar,
Kolkata-700106.

Dr. Goswami
ay
20/2



Sub: Provision of Uniform and Kit Bag and Umbrella to Grass root Level Health Functionaries in Non KMA ULBs under Health Component of K U S P.

Ref: Your order No.-CMU-94/2003(Pt-V)/2730(10) dt.12.12.07 and CMU-94/2003(Pt-V)/2737(10) dt.12.12.07.

Sir,

You were pleased to place fund for procurement of Uniform, Kit Bag and Umbrella to Grass root Level Health Functionaries in Non KMA ULBs under Health Component of KUSP under mention above. You also desired to complete Procurement by February, 2008.

I may mention here that procurement of the above articles will not be completed by February, 2008.

I would request you to kindly accord sanction to complete procurement of the above articles by March, 2008.

Thanking you,

yours faithfully,

(R. S. Pandey)
Chairman
Kharagpur Municipality

NO:- /1(1) IPP-VIII(Extn)-I-55/08 dt. .2.08.

Copy forwarded for favour of information and necessary action to:-

1. Dr. S. Goswami, Health Expert, K U S P. Kolkata.



Chairman
Kharagpur Municipality



**OFFICE OF THE BOARD OF COUNCILLOR'S
KALIYAGANJ MUNICIPALITY
KALIYAGANJ (733129) : : DIST. UTTAR DINAJPUR**

File
20-2-08

Memo No. *33* / Supply / Health / HHW / 08Date: *15/2/08*

From : Chairman
Kaliyaganj Municipality.
Kaliyaganj, Uttar Dinajpur

PO (H)
Admission
16/2



To : M / S Bipra Traders
12/1, Suren Sarkar Road
Kolkata-700010

Sub: Supply of Sky Blue Sarees, Navy Blue Blouse & Umbrella.

Sir,

As per decision of Board of Councillor's Kaliyaganj Municipality held on 22-01-2008 you are requested to supply the following items for HHW of Kaliyaganj Municipality.

Sl. No.	Name of the Item	Quantity	Unit Rate	Total Amount
1	Sky Blue Saree, 5.50mtr. length and standard width not less than 108 cm. texture mixed synthetic as per sample.	21x2 - 42 Nos.	Rs.142.00 per Saree	Rs.5,964.00
2	Navy Blue Blouse piece of 1 mtr. length and standard width 90cm., texture 2.2 as per sample.	21x2 - 42 Nos.	Rs.36.00 per Blouse	Rs.1,512.00
3	Umbrella	21 Nos.	Rs.100.00	Rs. 2100.00
			Total	Rs. 9576.00

(Rupees Nine thousand five hundred seventy six) only

TERMS AND CONDITIONS

1. The rate should be inclusive of all kind of Taxes, VAT and all other incidental charges.
2. The supply work is to be completed within 7 (Seven) days from the date of issue of this letter.
3. Payment will be made after satisfactory completion of the supply work.

A.K. De Sarkar
(A.K.De Sarkar)
Chairman
Kaliyaganj Municipality
Date.....

Memo No. / Supply / Health / HHW / 08

Copy forwarded for information and necessary action to:

1. The Director, SUDA, SUDA Bhavan, H.C. Block, Sector - III, Salt Lake, Kolkata-106.
2. Sri Arnab Roy, Project Director, CMU, SUDA.
3. The Executive Officer, Kaliyaganj Municipality.
4. The President, Health Standing committee.
5. The Accountant, Kaliyaganj Municipality.
6. Sr. Debesh Ch. Sarkar, S.I., Kaliyaganj Municipality.
7. Sr R. Modak, S.I. HHW, Kaliyaganj Municipality.
8. HHW Section, Kaliyaganj Municipality.

Sd/
(A.K.De Sarkar)
Chairman
Kaliyaganj Municipality

Kind Attention
C.M.U.



OFFICE OF THE BOARD OF COUNCILLORS
KALIYAGANJ MUNICIPALITY
KALIYAGANJ (733129) : : DIST. UTTAR DINAJPUR

Memo No. 53 / Supply / Health / HIW / 08

Date: 15/2/08

From : Chairman
Kaliyaganj Municipality,
Kaliyaganj, Uttar Dinajpur

To : M / S Dipra Traders
12/1, Suren Sarkar Road
Kolkata-700010

Sub: Supply of Sky Blue Sarees, Navy Blue Blouse & Umbrella.

Sir,

As per decision of Board of Councillor's Kaliyaganj Municipality held on 22-01-2008 you are requested to supply the following items for HIW of Kaliyaganj Municipality.

Sl. No.	Name of the Item	Quantity	Unit Rate	Total Amount
1	Sky Blue Saree, 5.50mtr. length and standard width not less than 108 cm. texture mixed synthetic as per sample.	21x2 = 42 Nos.	Rs.142.00 per Saree	Rs.5,964.00
2	Navy Blue Blouse piece of 1 mtr. length and standard width 90cm., texture 2.2 as per sample.	21x2 = 42 Nos.	Rs.36.00 per Blouse	Rs.1,512.00
3	Umbrella	21 Nos.	Rs.100.00	Rs. 2100.00
			Total	Rs. 9576.00

(Ninety Five thousand five hundred seventy six) only

TERMS AND CONDITIONS

1. The rate should be inclusive of all kind of taxes VAT and all other incidental charges.
2. The supply work is to be completed within 7 (Seven) days from the date of issue of this letter.
3. Payment will be made after satisfactory completion of the supply work.

(A.K.De Sarkar)

Chairman

Kaliyaganj Municipality

Date:

Memo No. / Supply / Health / HIW / 08

Copy forwarded for information and necessary action to:-

1. The Director, SUDA, SUDA Bhawan, H.C. Block, Sector III, Salt Lake, Kolkata-106.
2. Sri Arnab Roy, Project Director, CMU, SUDA.
3. The Executive Officer, Kaliyaganj Municipality.
4. The President, Health Standing committee.
5. The Accountant, Kaliyaganj Municipality.
6. Sri Debesh Ch. Sarkar, S.I., Kaliyaganj Municipality
7. Sri R. Modak, S.I. HIW, Kaliyaganj Municipality.
8. HIW Section, Kaliyaganj Municipality.

(A.K.De Sarkar)

Chairman

Kaliyaganj Municipality

PANSKURA MUNICIPALITY

STD : 03228

Phone : 252312

Fax : 252005

P.O.—PANSKURA

Dist.—PURBA MEDINIPUR, Pin-721139

পাঁশকুড়া পৌরসভা

পোঃ—পাঁশকুড়া :: জেলা—পূর্ব মেদিনীপুর



Memo No :- PM/KUSP/37/2006/6831.....

Date :-28/01/2008
30/1/08

To M/S Bipra Traders
12/1, Suren Sarkar Road
Kolkata 700010.

Dr. Gromwen
uy
5/2

Sub: Work order for supply of Uniform under Health component of KUSP.

Ref: NIQ No. CMU-32/2005/606 dt. 03.02.2005 of Change Management Unit. KUSP at ILGUS Bhavan. HC Block. Salt Lake, Kolkata - 700106

Sir,
You are requested to supply the Uniform as per approved sample supplied earlier to Change Management Unit. KUSP at ILGUS Bhavan. HC Block. Salt Lake, Kolkata - 700106, by you to the office of Panskura Municipality, Panskura, Purba Medinipur by 12th February, 2008.

SL No.	Item	Quantity	Unit Rate	Total
1.	Sky Blue Saree. 5.50 mtr. Length and standard width not less than 108 cm. texturemixed synthetic as per sample.	42	142.00	5964.00
2.	Navy Blue Bliuse price of 1 mt. length and standard width 90 cm. texture 22 as per sample.	42	36.00	1512.00
3.	Stitching	42	30.00	1260.00
TOTAL				8736.00
(Rupees Eight Thousand seven hundred thirty six only)				

Thanking you,

Yours faithfully,
Abdhan.
(Abdul Hakim Khan)
Chairman
Panskura Municipality

Memo No :- PM/KUSP/37/2006/6831..(2).

Date:-28/01/2008
30/1/08

Copy forwarded for information and necessary action-

1. Project Director, CMU, KUSP, ILGUS Bhavan. HC Block. Salt Lake, Kolkata -106.
2. Health Expert, CMU, KUSP, ILGUS Bhavan. HC Block. Salt Lake, Kolkata -106.
3. Sanitary Inspector, Panskura Municipality .
4. A & F C, Panskura Municipality.
5. Accountant, Panskura Municipality .

Abdhan.
Chairman
Panskura Municipality

PANSKURA MUNICIPALITY

STD : 03228
Phone : 252312
Fax : 252005



PANSKURA
Dist. PURBA MEDINIPUR, Pin-721139

পাঁশকুড়া পৌরসভা

পোঃ- পাঁশকুড়া :: জেলা-পূর্ব মেদিনীপুর

Memo No :- PM/KUSP/37/2006/6831.....

Date :- 28/01/2008
৩০/১/০৮

To M/S Bipra Traders
12/1, Suren Sarkar Road
Kolkata 700010.

Sub: Work order for supply of Uniform under Health component of KUSP.

Ref: NIQ No. CMU-32/2005/606 dt. 03.02.2005 of Change Management Unit. KUSP at ILGUS Bhavan. HC Block. Salt Lake, Kolkata - 700106

Sir,
You are requested to supply the Uniform as per approved sample supplied earlier to Change Management Unit. KUSP at ILGUS Bhavan. HC Block. Salt Lake, Kolkata - 700106, by you to the office of Panskura Municipality, Panskura, Purba Medinipur **by 12th February, 2008.**

SL No.	Item	Quantity	Unit Rate	Total
1.	Sky Blue Saree. 5.50 mtr. Length and standard width not less than 108 cm. texture mixed synthetic as per sample.	42	142.00	5964.00
2.	Navy Blue Bliuse price of 1 mt. length and standard width 90 cm. texture 22 as per sample.	42	36.00	1512.00
3.	Stitching	42	30.00	1260.00
TOTAL				8736.00
(Rupees Eight Thousand seven hundred thirty six only)				

Thanking you,

Yours faithfully,
Abd. Khan
(Abdul Hakim Khan)
Chairman
Panskura Municipality

Memo No :- PM/KUSP/37/2006/6831..(2).

Date:-28/01/2008
৩০/১/০৮

- Copy forwarded for information and necessary action-
1. Project Director, CMU, KUSP, ILGUS Bhavan. HC Block. Salt Lake, Kolkata -106.
 2. Health Expert, CMU, KUSP, ILGUS Bhavan. HC Block. Salt Lake, Kolkata -106.
 3. Sanitary Inspector, Panskura Municipality.
 4. A & FC, Panskura Municipality.
 5. Accountant, Panskura Municipality.

Abd. Khan
Chairman
Panskura Municipality



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. .. CMU-94/2003(Pt. VI)/3438

Dt. .. 30.01.2008

From : Arnab Roy
Project Director, CMU

To : The Chairman
Khirpai Municipality
P.O.- Khirpai,
Dist.- Paschim Midnapore,
PIN - 721 232.

Sub. : Administrative Approval and Financial Sanction (AA & FS) towards purchase of Uniform and Umbrella for grass-root level Health functionaries.

Ref. : Your communication bearing memo no. 15/CBPHCS/KM/08 dt. 18.01.2008.

Sir,

I am happy to accord AA & FS for an amount of Rs. 6,890/- (Rupees Six thousand eight hundred ninety) only towards purchase of Uniform and Umbrella for grass-root level Health functionaries under Health component of KUSP.

The expenditure is to be made out of existing KUSP fund available with you. The expenditure is to be booked under the A/C head "SHS – Uniform & Umbrella" and SOE is to be submitted through Accounting Support Agency.

Thanking you.

Yours faithfully,

Project Director, CMU

Memo No. .. CMU-94/2003(Pt. VI)/3438/1(2)

Dt. .. 30.01.2008

Copy forwarded to :

- 1) Accounts Officer, CMU
- 2) Accounting Support Agency

Project Director, CMU



Phone : (03225) 260 - 233

Office of the Councillors of the
KHIRPAI MUNICIPALITY
COMMUNITY BASED PRIMARY HEALTH CARE SERVICES
KHIRPAI :: PASCHIM MEDINIPUR

Memo. No. 15/CBP.H.C.S./Km/08
From:- Chairman, Khirpai Municipality.

Dated. 18.01.08.

To,
The Project Director (C.M.U.)
KUSP, ILGUS Bhavan,
HC Block, Salt Lake
Kolkata-106

Dr. Brown
18/1/08

Sub:- Approval for expense Rs. 6,890.00 towards cost of
Uniform and Umbrella for HHW's and F.T.S.

Ref:- Your memo No- CMU-94/2003(Pt.v)/2816(63) dt. 17.12.2007

Sir,

With reference to above this to inform you that we are going to purchase the Uniform and Umbrella for Thirteen Heads of HHW's and F.T.S. of this Municipality from M/S- Bipra Traders of 12/1 Suren Sarker Road Kolkata-700010 who has been accepted as the lowest questioner at your end. Total cost of Rs. 6,890.00 has been decided to be incurred out of the KUSP fund already with us in terms of the last Para of your memo under reference.

The action may kindly be approved and the fund may kindly be subsequently provided from your kind end.

Supply is being issued to the aforesaid M/S- Bipra Traders 12/1 Suren Sarker Road Kolkata-700010 in anticipation of your kind approval.

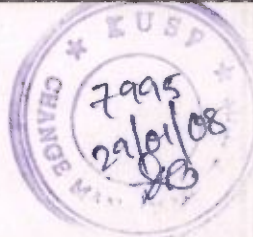


Yours faithfully,

[Signature]
18.01.08
CHAIRMAN
KHIRPAI MUNICIPALITY
Khirpai Municipality.

Office of the Councillors of the
KHIRPAI MUNICIPALITY
COMMUNITY BASED PRIMARY HEALTH CARE SERVICES
KHIRPAI :: PASCHIM MEDINIPUR

Memo. No. 1.6/C.B.P.H.C.S./Km/08
 From:- Chairman, Khirpai Municipality
 To,
 M/S- Bipra Traders
 12/1 Suren Sarker Road,
 Kolkata-700010



Dated... 18.01.08

Sub:- Supply of Uniform and Umbrella for HHW's
 and F.T.S. against Thirteen Heads.

Ref.- Memo No- CMU-94/2003(pt.v)/2816(63)
 dt. 17.12.2007 of KUSP and Telephonic discussion
 with you on 11.01.2008. Over the same matter.

Dr. Bhowan
30

Sir,

With reference to the above we are happy to inform you that you being accepted as the lowest bidder for supply of the subject Uniform and Umbrella to the KUSP, we here by asked you to supply the under noted Uniforms and Umbrellas for Thirteen Heads of HHW's and F.T.S. of this Municipality.

1. Saree - 13x2= 26 Pcs.
2. Blouse piece -13x2=26 Pcs.
3. Umbrella - 13x 1= 13 Pcs.

The quality of each item as supplied to KUSP may kindly be ensured.

Supply may kindly be made to this office with out charging any carrying and traveling cost.

Payment will be made on received of your supply and connected bill for the same.

Yours faithfully,

[Signature]
 Chairman 18/01/08

Khirpai Municipality.
 CHAIRMAN
 KHIRPAI MUNICIPALITY

Memo No-1.6/C.B.P.H.C.S./Km/08 Dt... 18.01.08

Copy forwarded for information and necessary action to:-

1. Project Director CMU
2. A.F.C. Khirpai Municipality.

[Signature]
 18/01/08

Chairman
 Khirpai Municipality.
 CHAIRMAN
 KHIRPAI MUNICIPALITY





KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. .. CMU-94/2003(Pt. V)/3089

Dt. .. 08.01.2008
69

From : Arnab Roy
Project Director, CMU

To : The Mayor
Asansol Municipal Corporation
217, G.T. Road,
P.O. - Asansol,
Dist. - Barddhaman,
PIN - 713 301.

Sub. : Provision of Uniform to grass root level Health functionaries.

Ref. : Your communication bearing no. 254/RCH/AMC dt. 02.01.2008.

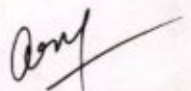
Sir,

With reference to above, AA & FS is hereby accorded for procurement of Uniform i.e. Salwar Suit in place of Sari & blouse for the 35 nos. of HHWs & FTSs, as sought for.

The Unit rate for one set of Salwar Suit shall not exceed Rs. 350/- (Rupees Three hundred fifty) only including stitching charges. Others terms & condition for procurement will remain unchanged.

Thanking you.

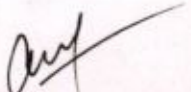
Yours faithfully,


Project Director, CMU

Memo No. .. CMU-94/2003(Pt. V)/3089 /1(1)

Dt. .. 08.01.2008
69

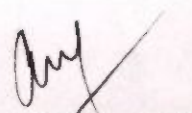
Copy forwarded to :
Health Officer, Asansol Municipal Corporation


Project Director, CMU

Memo No. .. CMU-94/2003(Pt. V)/3089 /2(4)

Dt. .. 08.01.2008
69

Copy forwarded to :
1) Project Manager, CMU
2) Financial Advisor, CMU
3) Accounts Officer, CMU
4) Accounting Support Agency


Project Director, CMU

**Office of the
R. C. H. Sub Project
Asansol Municipal Corporation
Asansol**

Memo No :- 254/RCH/AMC

Dated : 02.01.2008

From,
The Project Director,
R.C.H. Sub Project,
Asansol.

To,
The Project Director,
C. M. U.

Dr. Goswami
ay
4/1

Ref : Memo No. CMU - 94 / 2003 (Pt. V) 2731 dt. 12.12.2007.

Sir,

With reference to the above, this is to inform you that approximately 35 numbers of HHW(s) & FTS(s) wear Salwar Suit on regular basis instead of Sarees and blouse.

As such AA & FS may please be accorded to provide Salwar Suit to them.

Thanking you.


Project Director, 2.1.08
Asansol Municipal Corporation.

Memo No :- 254/RCH/AMC

Dated : 02.01.2008

Copy to :-

1. Dr. Sibani Goswami, Project Officer (Health).



Memo No. CMU-94/2003(Pt. V)/2728(3)

Dt. .. 12.12.2007

From : Arnab Roy
Project Director, CMU

To : The Chairman
Uttarpara-Kotrung/Uluberia/Pujali Municipality

Sub. : Provision of Uniform to grass root level Health functionaries i.e.
HHWs, FTSs and STSs in KMA ULBs.

Sir,

It has been decided that KUSP will support provision of uniform to grass- root level health functionaries as a capacity building exercise as **one time supply** in addition to the allotment of fund during this FY 2007-08 to your ULB.

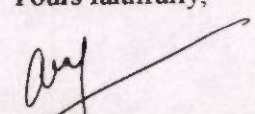
Provision of Uniform to HHWs, FTSs and STSs

- ◆ Two sets of Uniform are to be provided to each of HHWs, FTSs & STSs.
Each set of Uniform for female consists of 1 saree & 1 blouse.
For male STS, each set of Uniform consists of 1 trouser & 1 shirt.
- ◆ Cost of 1 saree and 1 blouse piece shall not exceed Rs 145.00 (Rupees One hundred forty five) only and Rs 40.00 (Rupees Forty) only respectively. The stitching charge of 1 blouse shall not exceed Rs 30.00 (Rupees Thirty) only.
- ◆ For male STS, 1 set of Uniform shall not exceed Rs 350.00 including stitching charges.
- ◆ The specification of Uniform will be as per sample provided you in previous occasion in the year 2005.

As AA&FS has already been accorded to you for purchase of uniform, you are requested to submit DPR on other Health Activities (provided the item is included in DDP and ADP) for the equivalent amount. This additional fund will be provided by CMU out of its Health component budget.

Thanking you.

Yours faithfully,


Project Director, CMU

Contd. to P-2.



57

Memo No. CMU-94/2003(Pt. V)/2728(3)/1(1)

Dt. .. 12.12.2007

Copy forwarded for kind information to :

Health Officer, Municipality.

Project Director, CMU

Memo No. CMU-94/2003(Pt. V)/2728(3)/1(5)

Dt. .. 12.12.2007

Copy forwarded to :

- 1) **Project Manager, CMU**
- 2) **Financial Advisor, CMU**
- 3) **Procurement Expert, CMU**
- ✓ 4) **Health Expert, CMU**
- 5) **Accounting Support Agency**

Project Director, CMU



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. CMU-94/2003(Pt. V)/2730(10)

Dt. .. 12.12.2007

From : Arnab Roy
Project Director, CMU

To : The Mayor / Chairperson
Siliguri/Durgapur Municipal Corporation
Darjeeling/Jalpaiguri/Alipurduar/Raiganj/
Balurghat/Englishbazar/Kharagpur/Burdwan Municipality

Sub. : Provision of Uniform to grass root level Health functionaries i.e.
HHWs, FTSs and ANM of IPP-VIII (Extn.) in non-KMA ULBs under
Health Component of KUSP.

Sir / Madam,

It has been decided that KUSP will support provision of uniform to grass- root level health functionaries as a capacity building exercise. AA & FS is hereby accorded for procurement of Uniform for HHWs, FTSs and STSs as described below :

Provision of Uniform to HHWs, FTSs and ANM

- ◆ Two sets of Uniform are to be provided to each of HHWs, FTSs & ANM.
Each set of Uniform for female consists of 1 saree & 1 blouse.
For male STS, each set of Uniform consists of 1 trouser & 1 shirt.
- ◆ Cost of 1 saree and 1 blouse piece shall not exceed Rs 145.00 (Rupees One hundred forty five) only and Rs 40.00 (Rupees Forty) only respectively. The stitching charge of 1 blouse shall not exceed Rs 30.00 (Rupees Thirty) only.
- ◆ For male STS, 1 set of Uniform shall not exceed Rs 350.00 including stitching charges.
- ◆ The specification of Uniform will be as per sample provided you in previous occasion in the year 2005.

This is **one time provision** from CMU and fund for such procurement will be provided by CMU out of its Health component budget. The procurement is to be completed by February, 2008.

Contd. to P-2.