

Office of the Bongaon Municipality

BONGAON, NORTH 24 PARGANAS.

Sri Sankar Addhya

Chairman

BONGAON MUNICIPALITY

M. : 9002004688



Ref. No. : *Memorandum B.M. 771*

Dated : *27.03.18*

TO

The Director of SUDA

(Health Wing)

ILLGUS Bhawan, Bidhannagar

Kolkata – 700091

**Sub :- Requisition for the fund of Sharee, Blouse, Medicine Carring bags & Umbrella for
The HHW & FTS in CBPHCS Programme.**

Respected Sir,

With due respect, I would like to draw your kind attention that, please arrange for the fund for purchasing the 120 Pcs Sharee & Blouse, 40 Pcs of Medicine Carring Bag and Umbrella for 33 of HHW and 7 FTS in the CBPHCS Programme for the Year 2017-2018.

Hope you will take necessary action and oblige thereby.

Thanking you,



Chairman
Bongaon Municipality



**OFFICE OF THE MUNICIPAL COUNCILLORS
SERAMPORE MUNICIPALITY**

1, N.S. Avenue, Serampore, Dist. Hooghly, West Bengal, Pin-712201

Memo No.: *Sm/UPHC-1/11/18*
From :
Chairman,
Serampore Municipality.

Date: 01.02.18

To,
The Director,
SUDA, ILGUS Bhavan, HC Block,
Sector-III, Bidhannagar, Kolkata 700106.

Sub: Request for Dress allotment for the Health Department in Serampore Municipality.

Sir,

It has been observed in Pulse Polio Immunization and Vector Control Programme appropriate dress for the existing health staffs are found necessary.

In consequence of the above following information are hereby given in table format for your kind perusal.

The details:-

Sl.	Category of Post	No. of Manpower
1	AHO	1
2	HHW	133
3	FTS	28
4	STS (Female)	1
5	STS (Male)	1
6	ATTENDANT	10

You are requested to sanction and obliged.

Yours Faithfully,


Chairman,
Serampore Municipality





**OFFICE OF THE MUNICIPALITY
OF TUFANGANJ**

P.O. TUFANGANJ DIST. COOCHBEHAR WEST BENGAL PIN 736159

Contact : Ph-03582 244256 Fax- 03582 244659

Email- ulb.tufanganj@gmail.com

Memo No. T.M./HW/003/28 1774/2017-18 Date: 03.07.2017.....

From : The Chairman,
Tufanganj Municipality
P.O. Tufanganj, Dist. Coochbehar

To : The Director,
State Urban Development Agency
Health Wing, ILGUS Bhavan,
H-C Block, Sector-III, Bidhannagar,
Kolkata- 700106



Sub: Requisition for Uniform, Umbrella & Kit Bag for
Health functionaries of Tufanganj Municipality
Ref : Memo No. CMU-94/2003(Pt.VIII)/1004 dt.06.09.2010
of the Project Director, CMU

Sir,

In reference to the above I am to inform you that under CBPHCS, there are 12(twelve) HHWs and 03(three) FTSs in our municipality who have been rendering services till date with satisfaction as assigned to them. Now, they are badly in need of uniforms, umbrellas and kit bags to tender the aforesaid field services from door to door .

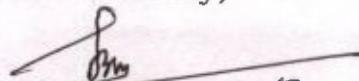
So, you are requested kindly to provide for the necessary fund in favour of our municipality to supply the aforesaid materials as per provision laid down in the memo under reference (copy enclosed) at your earliest convenience.

Thanking you,

Encl: As stated.

Yours faithfully,



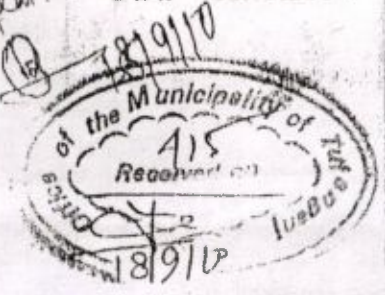

Chairman, 3.7.17
Tufanganj Municipality

Memo No. CMU-94/2003(Pt. VIII)/1009

To : The Chairman
Tufanganj Municipality
122, Tufanganj Dhalpal Road,
Dist.- Kooch Behar,
PIN - 736 159.

Dt. .. 06.09.2010

Seen. Health



*1005
18/9/2010*

Sub. : Provision of (A) Uniform, (B) Umbrella (C) Kit Bag for grass-root level health functionaries.

Sir / Madam,

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

A) Provision of Uniform to HHWs, FTSs, 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 including stitching charges shall not exceed Rs 300.00 (Rupees Three hundred) only.
- ◆ For male STS, 1 set of Uniform shall not exceed Rs 350.00 including stitching charges.
- ◆ The colour and texture of Uniform in case of female will be as per sample (saree - sky blue and blouse - navy blue) as was provided earlier.
- ◆ In case of male STSs the colour and texture of uniform will be as per sample (trouser - navy blue and shirt - sky blue) as was provided earlier.

B) 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 200.00 (Rupees Two hundred) only including all taxes and delivery charges.

Contd. to P-2.

- ◆ The specification of kit bag without content is enclosed at Annexure -- I.
- C) **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 150.00 (Rupees One hundred fifty) only including all taxes and delivery charges.

This is one time provision from CMU in addition to the allotment of fund during this FY 2010-11 to your ULB. Additional fund for such procurement will be provided by CMU.

As the KUSP is going to close in March 2011, all the expenditure are to be booked at the earliest.

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 kit bag / uniform / umbrella" and Statement of Expenditure is to be submitted through Accounting Support Agency.

Thanking you.

Yours faithfully,

Encl: As stated


Project Director, CMU

Memo No. CMU-94/2003(Pt. VIII)/1004/1(i)

Dt. .. 06.09.2010


Copy forwarded for kind information to :

HO/Asstt. HO, Municipal Corpn. / Municipality.

Project Director, CMU

Copy forwarded to :

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


Project Director, CMU

HHW KIT BAG

Specification of KIT BAG:

- Material : Foam Leather
- Height : 14"
- Horizontal Length : 13"
- Width : 4"
- Handle including shoulder strap, Width : 1" round the bag with hanging position of 13" length .
- Bag is to be fitted with full chain, with good quality lining.
- One (1) inside pocket with full chain - size : 9" (L) x 11" (B) in one side of bag, two (2) small inside pockets with bellow system , -size 2½" (B) x 6" (L) (approx.) in other inner side of the bag .
- Inside the bag, one pocket on both the lateral sides, utilising maximum length to carry smaller articles and properly secured.
- On the backside of the bag -one outer pocket, size : 10" (L) x 7" (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 on the outer front side of bag :

Z. Strauss