

**Note No. #1****Loksanskriti Utsav O Mela - 2020..**

Smt Chaya Dolui , Member of West Bengal Legislative Assembly has requested ( Letter Attached ) to support Loka Sanskriti Utsav O Mela 2020 to promote through cultural heritage through utsav organized by Jara Paribar Janakollayan Society .

Loksanskriti Utsav O Mela - 2020 will be held at Jara from 4<sup>th</sup> January to 11<sup>th</sup> January 2020. ( Proposal Attached)

*They asked for the participation through 4 No.s of stall @ Rs. 25,000/- per stall.*

*The stall will be equipped with 2 Chairs, 1 Table and Tube lights. The stall will be erected with a measurement of 15' X 10' and it will have a wooden platform.*

To participate the mela we may request to participate below mentioned ULB:

1. Kharar
2. Khirpai
3. Ramjibanpur
4. Ghatal

The total fund ` 100000 ( 4 stalls X ` 25000) may be approved .

To participate , in this mela 4 stalls may be booked and 4 ULBs may be informed .

**Proposal Submitted for your kind consideration .**

02/01/2020 12:26 PM

SOMA PARUI DAS  
(SMM-WBSULM(NULM)(SUDA))

**Note No. #2**

Note#1 may be seen.

The Loksanskriti Utsav O Mela, 2020 will be held at Jara from 4th January to 11th January, 2020.

We have received a proposal from Smt. Chaya Dolui, Member of West Bengal Legislative Assembly with the request to participate at the mela.

The ULBs at Kharar, Khirpai, Ramjibanpore & Ghatal may be requested to participate at the mela and 1 stall each may be allotted @ Rs.25000 each. It may be considered to approve and amount of Rs. 1 lakh.

02/01/2020 1:45 PM

JOLY CHAUDHURI  
(AD DIR(SUDA))

**Note No. #3**

Proposal at note 2 may be considered.

02/01/2020 7:20 PM

DEBARATI DATTA GUPTA  
(DIR(SUDA))

**Note No. #4**

02/01/2020 9:19 PM

SUBRATA GUPTA  
(PRSECY(UDMA))

**Note No. #5**

Approved

06/01/2020 8:41 AM

FIRHAD HAKIM  
(MIC(UDMA))

**Note No. #6**

07/01/2020 11:22 AM

SUBRATA GUPTA  
(PRSECY(UDMA))

**Note No. #7**

07/01/2020 2:10 PM

DEBARATI DATTA GUPTA  
(DIR(SUDA))

**Note No. #8**

Please process urgently.

13/01/2020 3:12 PM

JOLY CHAUDHURI  
(AD DIR(SUDA))

**Note No. #9**

**Proposal for the Participation in the GCCBPS science Fair at College Square from 14<sup>th</sup> Feb to 16<sup>th</sup> Feb 2020**

We have received a letter from Sir Mala Chakraborty Bhattacharya , Secretary of the Organization Gopal Chandra Bhattacharjee Bigyan Prasar Samiti with an recommendation of Hon'ble Principal Secretary Sir , Urban development and municipal Affairs Department for the participation in the stated Mela . This Awareness programme are performing throughout the year from 1<sup>st</sup> August 2019 to , 1<sup>st</sup> August 2020 . A sceinece fair will be held at college Square from 14<sup>th</sup> February 2020 to 16<sup>th</sup> February 2020.

As per their sponsorship rates cost as belows :

1. Stall - 20' x 10' - Rs.100000 (Rs. 50,000/- per stall )
2. Gate - 2 x 25000 - Rs.50000/- (Rs. 25,000/- per Gate )

To introduce our branding , this year WBSULM are going present ourselves in different mode. WBSULM will participate in this GCCBPS science Fair as an organization . Various products from different SHGs for different municipalities will be introduced this year .

In this Fair we may introduce ourselves as same as State Sabala Mela and other melas .

The following assignments are entrusted to the WBSULM Cell.

1. Selection of 2 CSP team for Mela
2. Stall Installation with Swamsiddha branding ( if require)
3. Letter for selected members from State Level Mela Management Team for better performance at mela
4. Collection and manage of product Inventory for the mela
5. Provision of TA and DA to the CSP team @ `300 ( `200 for wage rate & `100 for @ 50

Tiffin cost ( Night ) & @ 50 Travelling Allowance per day for 2 CSP Team ) . Total cost `350 X 2 X 4 =2,800 (Two thousand & Eight hundred rupees for daily wage and tiffin cost for 2 CSP

6. Provision of @ 50 tiffin cost for other 4 officials & Others. Total cost `50 X 4 X 4=`800 (Eight hundred rupees for daily wage and tiffin cost for 4 other officials posted in the mela ground .
7. 500 tissue bags ( if require ) with the logo & brand to be made by a SHG for Mela . Approximate total cost for 300 paper bags 500X`10=5000
8. work order may be issued on installation of Stalls with branding , , paper bags , stickers , Bill Tags
9. Letter to the ULBs for GCBAPS science Fair
10. All expenditure may be booked at IEC component of NULM .

**Selected Members from State Level Mela Management Team :**

1. Soma Parui Das, SMM-SM&ID
2. Srijita Goswami, CMM-Barasat Municipality
3. Anindita Halder, CMM-Dum Dum Municipality

**Terms of reference of the Mission Manager Team in context of :**

1. Collection of Products
2. Prepare SHG wise Product Inventory
3. Tagging of Products ( Pricing / Raw material used/ SHG name / ULB Name)
4. Stall wise CSP Allocation
5. CSP wise product distribution
6. Day wise , Stall wise Sales Register maintain
7. Return the not - sold Items
8. Final Inventory Submission with Stall wise / SHG wise sale Report
9. Proper Documentation .

**Special Focus : IEC on Swachha Bharat Mission will be displayed and Hand Book will be distributed in this Mela if approved .**

Additional Require may if hire if required.

Proposal submitted for the **participating in this Fair at Collage Squire** .

If approved , stall booking and invitation letter of the ULB to be placed for the communication .

10/02/2020 2:21 PM

SOMA PARUI DAS  
(SMM-WBSULM(NULM)(SUDA))

**Note No. #10**

Note#9.

The stalls may be manned by SUDA. The proposal for 2 (two) stalls and 1 (one) gate may be approved.

11/02/2020 11:07 AM

JOLY CHAUDHURI  
(AD DIR(SUDA))

**Note No. #11**

Attach the initial proposal.

12/02/2020 2:25 PM

DEBARATI DATTA GUPTA  
(DIR(SUDA))

**Note No. #12**

Relevant copy related to this Fair is placed in the CP side.

submitted for your kind perusal .

12/02/2020 2:46 PM

SOMA PARUI DAS  
(SMM-WBSULM(NULM)(SUDA))

**Note No. #13**

In this science fair SHGs may participate with SWM publicity materials, promotional items and other handicraft items.

Proposal at note 10 may kindly be approved considering financial involvement of Rs 1.5 lakh that can be accommodated from NULM fund available with SUDA.

12/02/2020 6:34 PM

DEBARATI DATTA GUPTA  
(DIR(SUDA))

**Note No. #14**

12/02/2020 11:09 PM

SUBRATA GUPTA  
(PRSECY(UDMA))

**Note No. #15**

Approved

14/02/2020 12:04 PM

FIRHAD HAKIM  
(MIC(UDMA))

**Note No. #16**

14/02/2020 1:29 PM

SUBRATA GUPTA  
(PRSECY(UDMA))

**Note No. #17**

14/02/2020 5:11 PM

DEBARATI DATTA GUPTA  
(DIR(SUDA))

**Note No. #18**

Approval accorded to the organisers.

Upload a copy of the approval at the cp side.

16/02/2020 2:00 PM

JOLY CHAUDHURI  
(AD DIR(SUDA))

Two bill has been received from Gopal Chandra Bhattacharjee Bigyan Prasar Samiti regarding 2 stall booking charges in GCBBPS science Fair at College Square from 14<sup>th</sup> Feb to 16<sup>th</sup> Feb'2020 & Moonbeam Welfare Institute regarding 4 stall booking charges in" Loksanskriti Utsav Mela-2020. Work order and bill attached on CP side.

Rs. 150000/- has to be paid below mention A/C for 2 stall booking charges in GCBBPS science Fair at College Square from 14<sup>th</sup> Feb to 16<sup>th</sup> Feb'2020 .

Account Name: - GOPAL CHANDRA BHATTACHARJEE BIGYAN SAMITI  
Account No: - 0082012538552  
Bank Name: - UNITED BANK OF INDIA.  
Branch Name: - NEW MANICKTALA  
IFSC Code: - UTBI0NMT147

Rs. 100000/- has to be paid below mention A/C for 4 stall booking charges in" Loksanskriti Utsav Mela 2020

Account Name: - Moonbeam Welfare Institute  
Account No: - 920010003494295  
Bank Name: - Axis Bank Ltd.  
Branch Name: - Bentinck Street, Kolkata.  
IFSC Code: - UTIB0003206

Proposal submitted to make the payment of total Rs. 250000/- (Two lakh fifty thousand only) to Gopal Chandra Bhattacharjee Bigyan Samiti & Moonbeam Welfare Institute for your kind approval and signature.

*M. Siddhanta*  
28.02.2020

*Amo, NULM*

X

to

*to opia please*  
*Shankar*  
28-02-2020.

~~AND (NULM)~~

*Proposed amount may be released, from the UBC component of NULM.*

*Y. Hare*  
03.03.20.

*X- May be approval*

*Shankar*  
03-03-2020

*Director*  
*FO*  
*Acct (P)*

*Self 3/3/20*

*Please process 04/03/20.*



NOTE SHEET



As per notes and orders from E-File No. SUDA-14012(15)/  
8/2019-NULM SEC(SUDA)-SUDA (Computer No. 252391)

As approved by Pr. Secretary of UD & MA Dept & Director, SUDA, to transfer the fund in respect of IEC under NULM, two transfer Advice amounting to Rs. 2,45,000.00 (two lakh forty five thousand) only have been prepared and placed herewith for signature of Director, SUDA & Finance Officer, SUDA please for onward transmission to state Bank Of India, Salt lake Sec-1 Branch for electronic transfer of funds.

For SUDA  
Director, SUDA  
2  
FO (PAS)

M. S. Sharma.  
06.03.2020

Y. Hore.  
06.03.20.

6/3/20

6/3/20

FO



For release of fund

12/06/2020 9:52 AM

SHAON SEN  
(AD DIR(SUDA))

**Note No. #19**

Please process.

12/06/2020 2:14 PM

GOUTAM HORE  
(FO(ACCT)(SUDA))

**Note No. #20**

**As per notes and orders**

As approved, to enable accounts section for preparation of bank transfer advice and release of payments, we may request concerned State Mission Manager (WBSULM) to provide relevant physical file at the earliest.

13/06/2020 1:26 PM

NETAI GHORAI  
(CASHIER(ACCT)(SUDA))

**Note No. #21**

Please refer note above and take necessary action.

13/06/2020 2:34 PM

GOUTAM HORE  
(FO(ACCT)(SUDA))

As proposed in the Previous note #20  
Physical file provided to release payment.

S. Parui  
12.6.19

13/01/2020 3:13 PM

JOLY CHAUDHURI  
(AD DIR(SUDA))**Note No. #15**

Based on the approval of the Hoogly Chinsura Swanirvar mela-2020 a Bill from Hoogly Chinsura Municipality has been received for Hoogly Chinsura Swanirbhar Goshti Mela 2020 .

Particulars:

Sl No	ULB Name	Mela Name	Account Details	Approved Amount
	Hoogly Chinsura Municipality	Hoogly Chinsura Swanirbhar Goshti Mela 2020	NULM AC	Rs. 3,65,000

All documents has been attached in the CP side .

Proposal submitted to make the payment of total Rs/- 3,65,000/- ( Three lakh sixty five thousand to the NULM Account of the Hoogly Chinsura Municipality for your kind approval and signature .

09/06/2020 3:15 PM

SOMA PARUI DAS  
(SMM-WBSULM(NULM)(SUDA))**Note No. #16**

As per approval of HMIC in Note#11 the fund of Rs 3.65 lakhs may be released to Hooghly Chinsurah Municipality for organising Hooghly Chinsurah Swanirbhor Goshthi Mela 2020. These are long pending issues

11/06/2020 11:02 AM

SHAON SEN  
(AD DIR(SUDA))**Note No. #17**

As proposed.

11/06/2020 12:12 PM

SANTANU MUKHERJEE  
(DIR(SUDA))**Note No. #18**

02/01/2020 10:05 AM

JOLY CHAUDHURI  
(AD DIR(SUDA))

**Note No. #9**

Proposal at note 8 may be approved.

02/01/2020 7:10 PM

DEBARATI DATTA GUPTA  
(DIR(SUDA))

**Note No. #10**

There should be a strong component of awareness generation on SWM. May be approved.

02/01/2020 9:20 PM

SUBRATA GUPTA  
(PRSECY(UDMA))

**Note No. #11**

Approved

06/01/2020 8:41 AM

FIRHAD HAKIM  
(MIC(UDMA))

**Note No. #12**

07/01/2020 11:23 AM

SUBRATA GUPTA  
(PRSECY(UDMA))

**Note No. #13**

Observation of the Pr Secy at note 10 be followed pl.

07/01/2020 2:10 PM

DEBARATI DATTA GUPTA  
(DIR(SUDA))

**Note No. #14**

Please process urgently.

18/12/2019 4:07 PM

KRIKKA SHARMA  
(AD DIR(SUDA))

**Note No. #5**

proposal submitted for your kind approval and signature

30/12/2019 2:53 PM

SOMA PARUI DAS  
(SMM-WBSULM(NULM)(SUDA))

**Note No. #6**

What was the amount given last year or in any previous years?

30/12/2019 7:32 PM

JOLY CHAUDHURI  
(AD DIR(SUDA))

**Note No. #7**

We approved and released earlier 50% fund of fair expenditure , which comes , to 3,00,000 /- on actual expenditure , i.e Rs 6,61,990 to Hoogly Chinsura municipality

31/12/2019 5:10 PM

SOMA PARUI DAS  
(SMM-WBSULM(NULM)(SUDA))

**Note No. #8**

Note#1 may be seen.

Hooghly Chinsurah Municipality is organising Swanirbhar Gosthi Mela from 20.01.2020 to 26.01.2020 at the Chinsurah Maidan. ULB has requested for a fund support of Rs.7.31 lakh.

Last year we had released an amount of Rs.3,30,995 against an actual expenditure of Rs.6,61,990 for the same fair and the amount was charged out of the IEC component of NULM programme.

Along the same lines we may release an amount of Rs.3.65 lakh as 50% of the budget estimate for the mela. Rest 50% to be borne by the ULB. The expenditure may be charged out of IEC component of DAY-NULM.

**Note No. #1**

**Sub : Proposal for fund of `731000 for Hoogly Chinsura swanirbhar  
Gosthi Mela – 2020**

Hoogly Chinsura municipality under hoogly district has submitted a proposal for the fund for Chinsurah Swanirbhar Gosthi Mela , 2020 ( 7 days ) .

This Hoogly Chinsura swanirbhar Gosthi Mela will be held from 20.01.2020 to 26.01.2020 at Chinsura Maidan ( Middle Ground opposite of Lal Dighi ) .

To organize the Mela Hoogly Chinsura Municipality request a fund amounting of `731000 under WBSULM .

Hence , we approved and released earlier 50% fund of fair expenditure , which comes , to 3,30,995 /- on actual expenditure , i.e Rs 6,61,990 to hoogly Chinsura municipality on account of IEC promotion of NULM programme .

So , proposal submitted for your further instruction .

06/12/2019 4:28 PM

SOMA PARUI DAS  
(SMM-WBSULM(NULM)(SUDA))

**Note No. #2**

Pl. put up reference documents from last year.

10/12/2019 1:20 PM

KRIKA SHARMA  
(AD DIR(SUDA))

**Note No. #3**

As required , reference file put up .

12/12/2019 1:41 PM

SOMA PARUI DAS  
(SMM-WBSULM(NULM)(SUDA))

**Note No. #4**

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NOTE SHEET

SUDA

Copy of notes & orders extracted from SUDA-14012(15)/8/2019-NULM SEC(SUDA)-SUDA (Computer No.245355) may kindly be seen.

As approved, to release the fund towards IEC under NULM in favour of Hooghly Chinsurah Municipality, a transfer advice amounting to Rs.3,65,000/- (Rupees Three Lakh Sixty Five Thousand) only is prepared and placed herewith for signature of Finance Officers, SUDA please for transmission of the same to the State Bank of India, Salt Lake, Sector-I branch.

Finance Officer

(PAS)

*[Signature]*  
17-06-2020

*[Signature]*  
17.06.20

*[Signature]*  
17/6

FO, SUDA

memorandum regarding fund release to Hooghly chinsurah municipality in respect to create a platform for livelihood promotion of IEC under DAT-mum have been prepared and placed herewith for signature of FO SUDA person.

*[Signature]*  
30.06.2020

*[Signature]*  
02.07.20

SMM(S.P.D)