

NOTE SHEET

সূডা

SUDA

Sub: Release of fund (2 nd instalment) for construction of Shelter for Urbane Homeless (SUH) under DAY-NULM in favour of Midnapore Municipality.

A 50 bedded shelter unit under the scheme Shelter for Urban Homeless (SUH) under DAY-NULM at Municipality Rs. 98.73 Lakh (excluding DPR preparation cost) was approved by Project Sanction Committee (PSC) in its 8 th meeting in favour of Midnapore Municipality.

As per DAY-NULM guidelines the funding pattern of Central & State shares is 60:40. The Central share is Rs. 59.24 Lakh & State share is Rs. 39.49 Lakh. So far to the tune of Rs. 39.5 Lakh (1 st instalment) was released in favour of the Midnapore Municipality.

Now, the progress of construction work is 95% as per report available at this office. Utilization Certificate of 1 st instalment of Rs. 39.5 Lakh submitted to this office in GFR 19A duly signed by the Chairman, Midnapore Municipality and authenticated by Executive Engineer, West Midnapore Division, MED as per prevailing norms.

Now it is proposed to release an amount of **Rs. 39.50 Lakh** (Central Rs. 23.70 Lakh and Sate Share Rs. 15.80 Lakh) as **2 nd instalment** in favour of the Midnapore Municipality for the settlement of the bills.

Submitted for your kind perusal.

'A'

~~Deputy Director SUDA~~

~~Asst. Director~~

~~Director SUDA~~

~~Secretary WDA Dept~~

SR
06/04/18

10/4/18

'A' may be approved

8/9/18
9/4/18

May be approved.

~~HANIC MALEUD~~

09.04.2018

10/4/18

16/4/18

DD
10/4/18

STATE URBAN DEVELOPMENT AGENCY
Higus Bhaban, H.C. Block, Sector-III
Salt Lake City, Kolkata - 700

U. O. No. SUDA: 262/18


Dated: 09/04/18

Urban Development Dept.

U/O No. 784
9/4/18

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18/04/18

FD

CCA

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Bank ৩৭৫/১৪

As per notes and orders at pre page

As approved by Secretaty UD&MA Dept. & Director, SUDA at page-01, to release the fund in respect of 2nd installment under SUH of DAY-NULM, a transfer Advice amounting to Rs. 39,50,000.00 (Thirty nine lakh fifty thousand) only have been prepared and placed herewith for signature of Director, SUDA and Finance Officer, SUDA please for onward transmission to state Bank Of India, Salt lake Sec-1 Branch for electronic transfer of funds.

~~Fo SUDA~~

M. Siddiqui
29.04.2018

Signed:
29.04.18

Director

~~29/4/18~~

~~Fo SUDA~~

মমোরান্ডাম পরে ৬০ লিটার

M. Siddiqui
23.04.2018

Signed:
23.04.18

Sub: Release of fund 1 st instalment (1 st Year) for Operation & Maintenance of Shelter under the scheme Shelter for Urban Homeless (SUH) under Midnapur Municipality

It may be mentioned that a shelter unit was constructed at ^{Midnapur SP} ~~Cochbhar~~ Municipality under the scheme Shelter for Urban Homeless (SUH) under DAY-NULM. This unit is functional since June, 2018 and operation & maintenance is providing by the concerned ULB. At present number of inmates in the shelter unit is 16 nos.

It may be further mentioned that a letter vide memo No. 1663/NULM dated: 31.07.2018 has been received from Chairman, Midnapur Municipality regarding Operation & Maintenance cost of SUH, Midnapur (JANAKALYAN BHAWAN). A fund requisition for 3 months (JUNE, 2018 to AUGUST, 2018) is submitted by the ULB as following.

Claim of fund for operationalization of the shelter for Urban Homeless of Midnapur Municipality for 3 Months

Sl. No	Item	Quantity	Unit	Rate in Rs.	Amount In Rs.
1.	Quarterly Maintenance cost of Shelter				
(i)	Electricity Charges	3	Months	5000.00	15000.00
(ii)	Maintenance of plumbing & Electrical work	3	Months	500.00	1500.00
2.	Quarterly Servicing Cost				
(i)	Sweeping Charges	3	Months	3000.00	9000.00
3.	Cost of Providing free food for 10% of inmates	100	-	100	10000.00
4	Staff salary (Manager, Caregiver, Night Guard)	3	Months		75000.00
Total=					Rs.110500.00

It has been observed that the requisition of an amount of **Rs.110500.00** (for 3 months) is submitted for O & M cost of shelter. Now based on the Operational & Maintenance guidelines of SUH an amount **Rs.110500.00 (Rupees One Lakh ten thousand five hundred only)** may be released as 1 st instalment) in favour of Midnapur Municipality as Operation and Maintenance cost for the period (June, 2018 to August, 2018) of shelter.

Submitted for your kind perusal and approval.

Deputy
Director
SUDA

SP
03/08/18

Proposal "X" may be approved, operational & maintenance cost may be released.

Director
D.D
FO

CCO
M.

process
Date 06.08.18

03/08/18

As per notes and orders at pre page

As approved by Director, SUDA & Dy. Director, SUDA at page-04, to release the fund in respect of O&M cost of SUH under NULM, a transfer Advice amounting to Rs. 1,10,500.00 (One lakh ten thousand five hundred) only have been prepared and placed herewith for signature of Finance Officer, SUDA and Finance Officer, SUDA please for onward transmission to state Bank Of India, Salt lake Sec-1 Branch for electronic transfer of funds.

~~FO SUDA~~

Signature
06.08.2018.

~~FO (PAS)~~
Pl.

Signed:

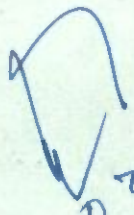
06.08.18 [Signature]
06/18

Sub: Field visit report of SUH at midrapone Municipality
 The undersigned visited Shelter for Urban Homeless (SUH) at midrapone municipality along with Joint Director, SUDA & Smm. FIBME on 30.11.2018. During this visit physical & document verification was made, A checklist is placed in the c.p. side for compliance report of guidelines of SUH. Details of this shelter unit & its inmates is given in the checklist. At present 15 inmates are present in the shelter. Foods are providing from outside daily two times as per decision of municipal Authority & additional cost of food for all inmates is provided by URB itself.

Submitted for your kind perusal.

~~Joint Director
SUDA~~

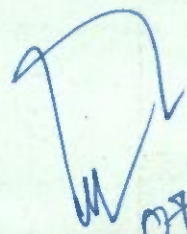
SR
03.12/18


02/12/18

~~Director~~

Seen.

SR 6/12


07/12/18

~~(AS)
Secretary~~

Sub: Release of fund (2 nd instalment of 1 st Year) for Operation & Maintenance of Shelter unit under the scheme Shelter for Urban Homeless (SUH) under Midnapore Municipality

It may be mentioned that a shelter unit is functional at Midnapore Municipality under the scheme Shelter for Urban Homeless (SUH) under DAY-NULM. This unit is functional since June, 2018 and operation & maintenance is providing by the concerned ULB. At present number of inmates in the shelter unit is 15 nos as per report submitted by ULB.

It may be further mentioned that a letter vide memo No. 3325/NULM dated: 05.12.2018 has been received from Chairman, Midnapore Municipality regarding Operation & Maintenance cost of SUH, Midnapore (JANA KALYAN BHAWAN). Concerned ULB has submitted the Utilization Certificate of O& M cost of 1 st instalment to the tune of Rs. 108803.00 (copy enclosed). Also a fund requisition for 3 months (Sep 2018 to Nov, 2018) has received by this office as following.

Claim of fund for operationalization of the shelter for Urban Homeless of Midnapore Municipality for 3 Months

Sl. No	Item	Quantity	Unit	Rate in Rs.	Amount In Rs.
1.	Quarterly Maintenance cost of Shelter				
(i)	Electricity Charges	3	Months	5000.00	15000.00
(ii)	Maintenance of plumbing & Electrical work	3	Months	500.00	1500.00
2.	Quarterly Servicing Cost				
(i)	Sweeping Charges	3	Months	3000.00	9000.00
3	Cost of Providing free food for 10% of inmates	135	Heads	100.00	13500.00
4	Staff salary (Manager, Caregivers)	3	Months		75000.00
Total= Rs.114000.00					

It has been observed that the requisition of an amount of Rs.114000.00 (for 3 months) is submitted for O & M cost of shelter (copy enclosed in C.P. side). As more than 70% of O & M cost utilized now based on the Operational & Maintenance guidelines of SUH an amount Rs.114000.00 (Rupees One Lakh fourteen thousand only) may be released as 2 nd instalment) in favour of Midnapore Municipality as Operation and Maintenance cost for the period (Sep, 2018 to Nov, 2018) of shelter.

Submitted for your kind perusal and approval.

put up today u proposal A

may be approved

Fund may be released in the manner as proposed above.

10/12/2018
07/12/18
13/11/2018

Joint Director SUDA

Asst. Director NULM (S. Dal) Director SUDA

U.O. No. SUDA: 778

Date: 10/12/2018

Pr. Secretary UD & MA Deptt.

Director, SUDA

সূডা

U.O.No. SUDA: 790
Dated: 13/12/2018

FB

~~FB~~

Approval at pre page.

It do the needful.

Self 14/12/18

~~Acct, MUM~~

M. Pooen

17.12.18

As per notes and orders at pre page

As approved by. pr. secretary of UD and MA Dept. and Director, SUDA at page 07, to transfer the fund in respect of O and M cost of SUT under MUM, a transfer Adv. amounting to Rs. 1,14,000.00 (one lakh fourteen thousand) only have been prepared and placed herewith for signature of FO, SUDA and FO, SUDA please for onward transmission to State Bank of India Salt Lake Sec-1 Branch for electronic transfer of funds.

~~FO/SUDA~~

M. Sathuphan
17.12.2018.

Signed.

18/12/18

18/12/18

~~FO(PAS)~~

Sub: Release of fund (3 rd instalment of 1 st Year) for Operation & Maintenance of Shelter unit under the scheme Shelter for Urban Homeless (SUH) under Midnapore Municipality

It may be mentioned that a shelter unit is functional at Midnapore Municipality under the scheme Shelter for Urban Homeless (SUH) under DAY-NULM. This unit is functional since June, 2018 and operation & maintenance is providing by the concerned ULB. At present number of inmates in the shelter unit is 15 nos as per report submitted by ULB.

It may be further mentioned that a letter vide memo No. 4653/NULM dated: 07.02.2019 has been received from Executive Officer, Midnapore Municipality regarding Operation & Maintenance cost of SUH, Midnapore (JANA KALYAN BHAWAN). Concerned ULB has submitted the Utilization Certificate of O& M cost of 2 nd instalment to the tune of Rs. 114000.00 (copy enclosed). Also a fund requisition for 3 months (Dec 2018 to Feb, 2019) has received by this office as following.

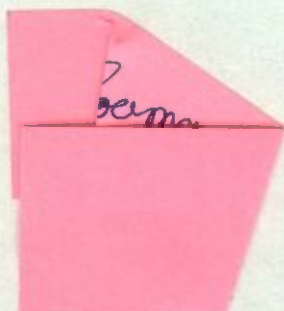
Claim of fund for operation & maintenance of the shelter for Urban Homeless of Midnapore Municipality for 3 Months

Sl. No	Item	Quantity	Unit	Rate in Rs.	Amount In Rs.
1.	Quarterly Maintenance cost of Shelter				
(i)	Electricity Charges	3	Months	5000.00	15000.00
(ii)	Maintenance of plumbing & Electrical work	3	Months	500.00	1500.00
2.	Quarterly Servicing Cost				
(i)	Sweeping Charges	3	Months	3000.00	9000.00
3	Cost of Providing free food for 10% of inmates	135	Heads	100.00	13500.00
4	Staff salary (Manager, Caregivers)	3	Months		75000.00
					Total= Rs.114000.00

It has been observed that the requisition of an amount of **Rs.114000.00** (for 3 months) is submitted for O & M cost of shelter (copy enclosed in C.P. side). As more than 70% of O & M cost utilized now based on the Operational & Maintenance guidelines of SUH an amount **Rs.114000.00 (Rupees One Lakh fourteen thousand only)** may be released as 3 rd instalment in favour of Midnapore Municipality as Operation and Maintenance cost for the period (Dec, 2018 to Feb, 2019) of shelter.

Submitted for your kind perusal and approval.

*John A
Director
SUDA*



*S.P
08.02/19*

Sub: Release of fund (3 rd & 4 th instalment of 1 st year) for Operation & Maintenance of Shelter under the scheme Shelter for Urban Homeless (SUH) under Midnapore Municipality

It may be mentioned that a shelter unit was constructed at Midnapore Municipality under the scheme Shelter for Urban Homeless (SUH) under DAY-NULM. This unit is functional since 01.06.2018 and the ULB itself functioning the shelter unit. At present 14 inmates are present in the shelter as per report submitted by the ULB

It may be further mentioned that letters vide memo No. 110 & 111/NULM dated: 09.04.2019 have been received from Executive Officer Midnapore Municipality regarding requisition of cost of O & M of SUH, Midnapore. Utilization certificate of 1 st & 2 nd instalment is received in full (copy enclosed in C.P. side). Also a report in prescribed format has been submitted along with this letter and fund requisitions for 6 months (Dec, 2018 to Feb, 2019 & March, 2019 to May, 2019) has been submitted by the concerned ULB.

It has been observed that the requisition of total amount of (Rs. 114000.00 + Rs. 114000.00 =Rs. 2,28,000.00) for 6 months has been submitted to this end. As per approved DPR of SUH annual O & M cost is Rs. 600000.00. Based on the provision of O & M cost, an amount Rs. 2,28,000.00 (Rupees Two lakh twenty eight thousand only) may be released in favour of Midnapore Municipality as Operation and Maintenance cost (Dec, 2018 to Feb, 2019 & March, 2019 to May, 2019) of shelter.

Submitted for your kind perusal.

Joint Director SUDA

"A" may be considered

SR 10.04.19

10/4/19

AMD, NULM

Notes above may kindly be seen.

O&M charges for the SUH under Midnapore Municipality amounting to Rs.2,28,000/- (Rupees Two lakh twenty eight thousand) only as a third & fourth installment for the first year may be approved.

Payment up to May, 2019 ~~may be~~ disbursed to Midnapore Municipality.

Director, SUDA

Pr. Secretary UD & MA Dept.

U.O. No. SUDA 226

Dated 18.04.19

File No. 48/2017

16/04/19 AMD

17/4/19

Director SUDA

18/4/19

18/IV/2019

Approval pre-page

PO

28/4/18

~~ACH/MLM~~

Pl. process.

24.4.18

As per notes and orders at pre page

As approved by Pr. Secretary of UD&MA Dept. & Director, SUDA at page-10, to transfer the fund in respect O&M cost of SUH under NULM, a transfer Advice amounting to Rs. 2,28,000.00 (Two lakh twenty eight thousand) only have been prepared and placed herewith for signature of Finance Officer, SUDA and Finance Officer, SUDA please for onward transmission to state Bank Of India, Salt lake Sec-1 Branch for electronic transfer of funds.

~~FO, SUDA~~

~~Pr. Secretary.~~

~~24.04.2019.~~

~~Signature~~

~~Pr. Secy. 24.4.19~~

~~FO (PAS)~~
~~A.~~

~~24/4/19~~

Sub: Release of fund (1 st instalment of 2 nd Year) for Operation & Maintenance of Shelter unit under the scheme Shelter for Urban Homeless (SUH) under Midnapore Municipality

It may be mentioned that a shelter unit is functional at Midnapore Municipality under the scheme Shelter for Urban Homeless (SUH) under DAY-NULM. This unit is functional since 22.06.2018 and operation & maintenance is providing by the concerned ULB. At present number of inmates in the shelter unit is 19 nos as per report (April,2019) submitted by ULB (copy enclosed in C.P. side).

It may be further mentioned that a letter vide memo No. 815/NULM dated: 05.07.2019 has been received from Executive Officer, Midnapore Municipality regarding Operation & Maintenance cost of SUH, Midnapore. Concerned ULB has submitted the Utilization Certificate of O& M cost of 3 rd & 4 th instalment of 1 st year to the tune of Rs. 208674.00 (copy enclosed). Also a fund requisition for 3 months (June 2019 to August, 2019) has received by this office as following.

Claim of fund for operation & maintenance of the shelter for Urban Homeless of Krishnanagr Municipality for 3 Months

Sl. No	Item	Quantity	Unit	Rate in Rs.	Amount In Rs.
1.	Quarterly Maintenance cost of Shelter				
(i)	Electricity Charges	3	Months	5000.00	15000.00
(ii)	Maintenance of plumbing & Electrical work	3	Months	500.00	1500.00
2.	Quarterly Servicing Cost				
(i)	Sweeping Charges	3	Months	3000.00	9000.00
3	Cost of Providing free food for 10% of inmates	171	Unit	100.00	17100.00
4	Staff salary (Manager, Caregivers)	3	Months		75000.00
Total=					Rs.117600.00

It has been observed that the requisition of an amount of **Rs.117600.00** (for 3 months) is submitted for O & M cost of shelter (copy enclosed in C.P. side). As per operational guidelines annual O & M cost is Rs. 600000.00 for 50 bedded shelter. Now based on the Operational & Maintenance guidelines of SUH an amount **Rs. 117600.00 (Rupees One lakh seventeen thousand six hundred only)** may be released as 1 st instalment of 2 nd year in favour of Midnapore Municipality as Operation and Maintenance cost for the period (June,2019 to Aug, 2019) of shelter.

Submitted for your kind perusal and approval.

*IT- Director
SUDA*

AND, NULM

AND (NULM)

To. for comments phase

*Fund as proposed may be released
7/107/19
4/107/19*

*S.D
11-07-19*

Notes page-13/N may kindly be seen.

O&M charges for the SUH at Midnapore Municipality amounting to ₹ 117600/- (rupees one lakh seventeen thousand six hundred) only may be released as 1st installment for the 2nd year may be approved.

Payment upto May, 2019 has been disbursed by Midnapore Municipality. Utilisation of the fund released as 3rd & 4th installment of the 1st year has been submitted by the ULB.

Chandhan
12/07/19
AMD

Director, SUDA

X - may kindly be released approved.

Self 12/7/19

Pr. Secretary
UD & M/Dept.

U.O. No. SUDA 357

Dated 15.07.19

File No. SUDA-48/2017

Self
15/11/2019

Director, SUDA

Self 17/7/19

AMD
FO
Acct

Y Hore
18/07/19

Chandhan
18/07/19

As per notes and orders at pre page

As approved by Pr. Secretary of UD&MA Dept. And Director, SUDA at page-14, to transfer the fund in respect of O&M cost under SUH of NULM, a transfer Advice amounting to Rs. 1,17,600.00 (one lakh seventeen thousand six hundred) 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.

Pr. Secy. UD&MA.
29.07.2019.

[Signature]
31/7/19

[Signature]
29/7/19

Director
SUDA

FO, SUDA

Sub: Release of fund (2 nd instalment of 2 nd year) for Operation & Maintenance of Shelter unit under the scheme Shelter for Urban Homeless (SUH) under Midnapore Municipality

It may be mentioned that a shelter unit is functional at Midnapore Municipality under the scheme Shelter for Urban Homeless (SUH) under DAY-NULM. This unit is functional since 22.06.2018 and operation & maintenance is provided by ULB itself. At present number of inmates in the shelter unit is 24 nos as per report submitted by ULB.

It may be further mentioned that a letter vide memo No. 1813/NULM dated: 17.10.2019 has been received from Executive Officer, Midnapore Municipality regarding Operation & Maintenance cost of SUH, Midnapore (Jana Kalyan Bhawan) Concerned ULB has submitted the Utilization Certificate of O& M cost of 1 st instalment of 2 nd year (copy enclosed). Also a fund requisition for 3 months (September, 2019 to November, 2019) has received by this office as following.

Claim of fund for operation & maintenance of the shelter for Urban Homeless of Midnapore Municipality for 3 Months

Sl. No	Item	Quantity	Unit	Rate in Rs.	Amount In Rs.
1.	Quarterly maintenance cost				
(i)	Electricity Charges	3	months	5000.00	15000.00
	Maintenance of plumbing & electrical work	3		500.00	1500.00
2.	Quarterly Servicing Cost				
(i)	Sweeping Charges	3	Months	3000.00	9000.00
3.	Cost providing free food for 10% of inmates	3	Months	100.00	21600.00
4.	Staff Salary				
(i)	Manager (full time)	3	Months	10000.00	30000.00
(ii)	Caregivers & Security : 3 nos.	3 X 3 nos	Months	5000.00	45000.00
Total=					Rs.122100.00

It has been observed that the requisition of an amount of Rs.122100.00 (for 3 months) is submitted for O & M cost of shelter (copy enclosed in C.P. side). As O & M cost of earlier instalments have been utilized 90%, now based on the Operational & Maintenance guidelines of SUH an amount **Rs. 122100.00 (Rupees One Lakh twenty two thousand one hundred only)** may be released as 2 nd instalment of 2 nd year in favour of Jiaganj-Azimganj Municipality as Operation and Maintenance cost for the period (September, 2019 to November, 2019) of shelter.

Submitted for your kind perusal and approval.

*Adm. Mission
Director, NULM*

*SP
22-10-19*

NOTE SHEET



Notes above may kindly be seen.

O&M charges for the SUH at Midnapore Municipality amounting to ₹ 1,22,100 (rupees One lakh Twenty Two thousand One hundred) only may be released as 2nd installment for the 2nd year (September to November, 2019) may be approved.

Payment upto August, 2019 (1st installment of the 2nd year) has been disbursed by Midnapore Municipality. Utilisation of the fund released has been submitted for 1st installment of the 2nd year (upto July, 2019) by the ULB.

Director, SUDA

Randhawa
23/10/19
AMD

X - Above may be approved.

AMD 23/10/19

[Signature]
25/10/2019

AMD 25/10/19

Director, SUDA

U.O. No. SUDA...528

Dated...24.10.19

File No. SUDA-48/2017

FO
Aect (copy)

Pl. process.
Yitore
11.11.19.

As per notes and orders at pre page

As approved by Pr. Secretary of UD&MA Dept. & Director, SUDA at page-16, to transfer the fund in respect of O&M cost of SUH under NULM, a transfer Advice amounting to Rs. 1,22,100.00 (one lakh twenty two thousand one hundred) 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.

Fo SUDA
Director, SUDA
&
FO (PAS)

Dr. Siddhanta
11.11.2019.

13/11/19

Y. Home
11/11/19

13/11/19

FO

As per notes and orders from E-File No. SUDA-14012(14)/5/2020-NULM SEC(SUDA)-SUDA (Computer No. 260524)

As approved by Director, SUDA & Finance Officer, SUDA, to transfer the fund in respect of SUH under NULM, a transfer Advice amounting to Rs. 12,26,594.00 (Twelve lakh twenty six thousand five hundred ninety four) only have been prepared and placed herewith for signature of Finance Officer's, SUDA please for onward transmission to state Bank Of India, Salt lake Sec-1 Branch for electronic transfer of funds.

Fo, SUDA
(PAS)

[Signature]
07.07.20

[Signature]
08.07.20

[Signature]

Copy of notes & orders extracted from E-File No.SUDA-14012(14)/5/2020-NULM SEC(SUDA)-SUDA (Computer No.260524) may kindly be seen.

As approved, to release the fund towards Construction of SUH under NULM in favour of Midnapore Municipality, a transfer advice amounting to Rs.5,51,073/- (Rupees Five Lakh Fifty One Thousand Seventy Three) 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]
27.07.2020

[Signature]
27.07.20

[Signature]

Copy of notes & orders extracted from E-File No.SUDA-14012(14)/6/2020-NULM SEC(SUDA)-SUDA (Computer No.261423) may kindly be seen.

As approved, to release the fund in favour of 11 nos. of ULBs towards Operation & Maintenance of Shelter for Urban Homeless (SUH) – NULM, a transfer advice amounting to Rs.7,94,900/- (Rupees Seven Lakh Ninety Four Thousand Nine Hundred) 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)

07-08-2020

07/08/20

07/08/20