

GOVERNMENT OF ASSAM
URBAN DEVELOPMENT DEPARTMENT
DISPUR : : : : GUWAHATI-6

ORDERS BY THE GOVERNOR

NOTIFICATION

Dated Dispur, 4th June, 2018.

No. UDD(T)66/2017/85 :In supersession of earlier CIDF Guidelines, the Governor of Assam is pleased to notify the following guidelines of the City Infra Development Fund (CIDF) to be implemented in cities of the State, by the Govt. of Assam. Each City will be allocated funds as per budget announcement of Hon'ble Finance Minister of Assam, for implementation of projects under CIDF. Illustrative / indicative list of projects which may be considered under this scheme is enclosed as ANNEXURE – I.

OBJECTIVE OF CIDF SCHEME :

1. To identify the critical city infrastructure deficiencies in the cities with active public participation.
2. To invest the CIDF in signature projects to address some major such critical deficiencies in a time bound manner, preferably from 18-30 months.
3. To invest the funds in such a way that the assets so created would provide maximum benefit to a large proportion of the citizens of the cities rather than helping a particular street/ward.
4. To make an effort to synergise with the existing resource of funds such as Central schemes, MP/MLA funds if any.

PROCEDURE FOR SELECTION OF PROJECTS:

1. Deputy Commissioner (DC) of the concerned district shall plan and conduct a series of town hall meetings extensively with the citizens of the town to explain the CIDF scheme announced by the State Government.
2. All key stakeholders of the city development including the ULBs, Development Authorities, relevant line departments, elected public representatives, members of civil society, NGOs etc. may be invited for such consultation.
3. DC concerned will compile such felt needs and shortlist the same looking at the tentative financial involvement and also the objectives of the scheme.
4. Petty projects and projects of low visibility and lesser incremental utility shall be avoided.
5. After that, DC shall conduct a meeting with local MLA, MP, ULBs, etc. and recommend the list of projects to be taken up under CIDF with a tentative financial implication. Such proposal shall be submitted to the senior most Secretary, Urban Development Department, Govt. of Assam to accord in principle approval.
6. It may be ensured that the estimated cost of the total projects proposed shall not exceed the allocated amount as per budget announcement under CIDF against each town. This should include maximum 2% of allocated amount towards preparatory works/consultancy charges and mainly towards the cost of DPR preparation and other contingency cost, if the same exceeds, a clear commitment in writing for the excess amount from the sourcing entities such as MLAAD/MPAD etc. may be provided.
7. If any DC submits the proposal with more than allocated amount, the proposal will NOT be taken into cognizance and thus that city may be deprived of the funds during that financial year.

PROCEDURE FOR PREPARATION OF PLAN & ESTIMATE / DPRS / DESIGNS / SANCTION /
RELEASE OF FUNDS

1. After receipt of the proposal, Urban Development Department (UDD) after satisfying that the basic criteria are fulfilled, will convey "in-principle" approval to the DCs within a period not exceeding 1½ months from the date of receipt of such proposals.
2. (a) Concern DC will take the help of technical officers from the line department in the district like PWD, Water Resources etc. while preparing the P&E/DPRs. DC may engage consultants/ architects/ firm for the projects where line departments have no technical manpower of those fields.
 - (b) In case of engagement of consultants/ architects/ firms, DC will float the EO/RFP and select the consultants/ architects/ firm following CVC guidelines and all financial norm, rules and regulation etc. and will engage the consultants/ architects/ firm for preparation of DPR(s).
 - (c) After engagement of Consultant/ Architect/ Firms, UDD will sanction fund for preparatory works, mainly for DPR preparation & contingency and release sanctioned amount to DC on demand. Whereas maximum 2% of total project cost is allowed to be expended towards preparation of DPRs and contingencies; any savings out of this 2% due to non-engagement of consultants/ architects/ firms, may be expended to execute projects/ new projects beyond the 'in principle approval' with due approval of Urban Development Department, Government of Assam.
 - (d) The DCs may draw the amount for preparatory works (contingency cost and / or DPR preparation) and deposit in any separate Bank Account being operated at the district level by the Deputy Commissioner in any nationalised bank.
3. D.C will get the DPRs prepared through line departments or by engaging consultants within a period of not exceeding 2½ months from the date of issue of in principle approval.
4. (a) Concern DC will forward (a) the DPR(s) along with design, drawings and all other required data / document / information to Director, Town and Country Planning, Assam. Director, Town and Country Planning, Assam will scrutinize the DPRs and countersign those and submit to the Urban Development Department for according Administrative Approval. Whole process of according Administrative Approval shall be completed within 1½ months from the date of submission of A.A proposal to the Director, Town & Country Planning, Assam.
 - (b) After obtaining AA, Line Departments will accord Technical Sanction within 1 (one) month from the date of issue of AA and submit a copy of technically sanctioned detailed plan and estimate to – (i) Concern DC, (ii) Director, Town and Country Planning, Assam. In case of projects taken up by DC through ULBs / Development Authorities, ULBs / Development Authorities will submit the TS proposal to Director, Town and Country Planning, Assam and Director will accord the Technical sanction. After that the ULB / Development Authority will submit a copy of such technically sanctioned plan and estimate to the concerned D.C.
5. After receipt of A.A and T.S, concerned line department (selected as executing/ implementing agency by the CCIMC) will float the tenders in consultation with concerned DC and follow due process to evaluate proposals from the prospective bidders and finalize the same and issue work order with intimation to the Director, Town & Country Planning and UDD.
6. DCs will submit proposal for requirement of fund along with physical progress, photographs, copy of work allotment order of the approved project, during the financial year on the basis of which the Director, Town & Country Planning will submit proposal for financial sanction to Urban Development Department, Govt. of Assam.
7. The line department will raise bills including running bills based on actual works done at site as per Measurement book records following financial rules, O.M and Govt. instruction etc. issued from time to time and submit to DC.

8. The DCs will pass the bills and submit the FOC proposal along with a copy of the passed bill to Director, Town & Country Planning for drawal and transfer of the fund.
9. The Member-Secretary of City Level CIDF implementation and monitoring Committee (CCIMC) shall assist Deputy Commissioner (Chairman) with all paper works as required above.

CITY LEVEL IMPLEMENTATION STRUCTURE

The following City Level CIDF Implementation and Monitoring Committee (CCIMC) may be constituted by the D.C as follows :-

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|----------------------------------------------------------------------------------|------------------|
| 1. D.C. of respective District | Chairman |
| 2. D.D.C./A.D.C.(Development) of respective District
(as decided by Chairman) | Vice-Chairman |
| 3. Local M.P. | Member |
| 4. Local M.L.A. | Member |
| 5. Chairman, Municipal Board / Town Committee | Member |
| 6. Chairman, Development Authority | Member |
| 7. Executive Officer, Municipal Board/ Town Committee | Member |
| 8. Executive Engineer, PWD (R) | Member |
| 9. Executive Engineer, PWD (B) | Member |
| 10. Housing Officer, Assam State Housing Board, | Member |
| 11. Executive Engineer, AUWS&SB. | Member |
| 12. Deputy Director / Executive Engineer / Assistant Director, T&CP | Member Secretary |
| 13. Two members from Civil society as decided by CCIMC | |
| 14. Any other Departmental Officer as co-opted by CCIMC | |

The committee may also co-opt the Departmental officers not below the rank of district head as per the type of project and nature of work.

The CCIMC is responsible for recommendation of the project, execution and monitoring of the works and the overall responsibility of the scheme lies with the DC of the concerned district. Also, CCIMC is responsible for selection of line department in the district which will prepare the DPRs for the selected projects and execute / implement those. The above guidelines may be strictly followed by all concerned.

Sd/(Ajay Tewari, IAS)
Principal Secretary to the Govt. of Assam
Urban Development Department

Dated Dispur, the 4th June, 2018.

Memo No. UDD(T)66/2017/85-A

1. The Concerned Member of Parliament/Member of Legislative Assembly, Assam.
2. The P.S. to the Hon'ble Minister, Urban Development Department, Dispur, Guwahati-3
3. The P.S. to the Hon'ble Minister, Finance Department, Dispur, Guwahati-6.
4. The Staff Officer to Chief Secretary, Assam, Dispur, Guwahati-6.
5. The P.S. to Principal Secretary to Chief Minister, Assam, Dispur, Guwahati-6.
6. The P.S. to Principal Secretary to the Govt. of Assam, Urban Development Department, Dispur, Guwahati-6.
7. The P.S. to Commissioner & Secretary to the Govt. of Assam, Urban Development Department, Dispur, Guwahati-6.
8. The Director, Town & Country Planning, Assam, Dispur, Guwahati-6.
9. The Director, Municipal Administration, Assam, Dispur, Guwahati-6.
10. The Managing Director, Assam Urban Water Supply & Sewerage Board, R.G. Baruah Road, Guwahati-5.
11. The Commissioner, Assam State Housing Board, R.G. Baruah Road, Guwahati-5.
12. The Deputy Commissioner, Bongaigaon/Dhubri/North Lakhimpur/Karimganj/Goalpara/Sivasagar/Barpeta/ Golaghat/ Cachar/ Dibrugarh/ Tinsukia/ Jorhat/ Nagaon and Sonitpur, Assam
13. The Chief Engineer, PWD(R)/PWD(B), Chandmari, Guwahati-3
14. The Deputy Director/Asstt. Director, Town & Country Planning, Dist office: Bongaigaon/Dhubri/North Lakhimpur/Karimganj/Goalpara/ Sivasagar/ Barpeta/ Golaghat/ Silchar/ Dibrugarh/ Jorhat/ Nagaon and Tezpur, Assam
15. The Executive Engineer, Drainage & Sewerage Division, Town & Country Planning, Tinsukia.
16. The Chairman/Executive Officer, Bongaigaon Municipal Board, Assam /Dhubri Municipal Board, Assam /North Lakhimpur Municipal Board, Assam/Karimganj Municipal Board, Assam/Sivasagar Municipal Board/Goalpara Municipal Board/Golaghat Municipal Board/Barpeta Municipal Board/ Silchar Municipal Board/Dibrugarh Municipal Board/Tinsukia Municipal Board/ Jorhat Municipal Board/ Nagaon Municipal Board/ Tezpur Municipal Board,
17. The Chairman/ Administrator- Silchar Development Authority/Dibrugarh Development Authority/ Tinsukia Development Authority/ Jorhat Development Authority/ Nagaon Development Authority/ Tezpur Development Authority/ Bongaigaon Development Authority/ Dhubri Gauripur Development Authority/ North Lakhimpur Development Authority/Karimganj Development Authority/ Goalpara Development Authority/ Sivasagar Development Authority/ Barpeta Development Authority and Golaghat Development Authority
18. The Director, Assam Govt. Press, Assam, Bamunimaidam, Guwahati-21, with a request to publish the above notification in the next issue of the Assam Gazette.

By Order etc.

Deputy Secretary to the Govt. of Assam
Urban Development Department.

ANNEXURE – I.

Illustrative / indicative list of projects which may be considered under CIDF:-

1. Traffic light/ CCTV / High- Mast /LED lights in market place / City Signage.
2. Road widening / Cycle – track / Under pass / F.O.B. with lift / Walking Zone / Street Furniture / Road divider.
3. Park/ garden/River-front Development/ Fountain / City Beautification / Wall paintings / Pond.
4. Auditorium improvement/ New Auditorium / Library up-gradation / Heritage Building / Monuments preservation / Statue.
5. Bazaar/ Haat Complex / Fish /Meat/ Vegetable Market / Pedestrian Zones in market / Public Toilets.
6. Drain network / Cross-drains / Drain- cum – Footpath.
7. Bus stand / logistic hub/ car- parking.
8. Open air gym / open air theatre / open basketball- volleyball court- tennis court.
9. Cremation Ground Development / Electric crematorium.

Note: The list is not exhaustive but indicative only.