

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

Guidelines for utilization of fund under GIA to ULBs (Financial Support)

Subject: Scheme for development and beautification of parks/ walking zone/ water bodies like ponds / beels/ stream etc. under GIA to ULBs (Financial Support) Non Salary.

An amount of Rs. 2000.00 lakhs has been provided in the Budget 2018-19 under Grant No. 34 as grants in aid (Non salary) to the ULBs in the General areas of Assam.

It has been decided in the review meeting held on 19.06.2018, in the office Chamber of the Hon'ble Minister, Urban Development Department (Independent Charge) that the fund provided in the Budget as GIA (Non Salary) to the ULBs will be distributed to the ULBs of General areas of Assam excluding the AMRUT and CIDF cities for development and beautification of parks/ walking zone/ water bodies like ponds/beels/ stream etc. within the jurisdiction of MBs/TCs on the basis of population as per census 2011.

The AMRUT and CIDF cities are:

1. Silchar,
2. Nagaon,
3. Dibrugarh,
4. Tinsukia,
5. Tezpur,
6. Jorhat,
7. Bongaigaon,
8. Goalpara,
9. Dhubri,
10. North Lakhimpur,
11. Karimganj,
12. Sivasagar,
13. Barpeta and
14. Golaghat

Administrative Approval : Administrative Approval (AA) will be accorded by the Government as per provision of the DFP Rules,1999 (updated) subject to receipt of proposals from ULBs through Directorate of Municipal Administration, Assam.

Schemes to be undertaken:

- i. The ULBs shall select the scheme in the respective Board's meeting by a resolution for development and beautification of the following:
 - a) Parks
 - b) Walking zone
 - c) Water Bodies like
 - 1) Ponds
 - 2) Beels
 - 3) Stream etc.
- ii. The ULBs shall have to prepare DPR/Plan & estimate within the allocated amount and submit it to the Director, Municipal Administration (scheme should be big size within the allocated amount) through ULB level Implementation & Monitoring Committee.
- iii. If any ULB submits the proposals with more than allocated amount, the proposal will not be taken into cognizance and thus the ULB may be deprived of the funds during that financial year.

- iv. An abstract sheet should also be attached alongwith the DPR/Plan & estimate mentioning
 - a. Name of parks/walking zone/Water bodies like ponds/beels/streams etc.
 - b. Location and Ward No.
 - c. Area
 - d. Length
 - e. Breadth
 - f. Amount proposed (as per allocation) alongwith the site allotment by the proper authority / ies.
- v. Non Duplicity Certificate duly countersigned by Chairperson & Executive Officer.
- vi. Scheme should be Geo tagged for proper monitoring.

ULB's Responsibility after receiving the Administrative Approval:

- i. Float Tenders in transparent manner with wide publicity observing all financial rules, procedures and follow due process to elicit proposal from the prospective bidders to finalize the bid within 15 days with a decision of Tender Committee.
- ii. The estimates & drawings are to accorded technical sanction from competent Authority (financial power vested with the Engineers) within 15 days from the date issue of AA.
- iii. Issue work orders to the successful bidders to execute the works immediately as per Rules & Procedures of the Govt.
- iv. Works should be executed within three months by the ULBs on receipt of Administrative approval of the scheme observing all rules & procedures.
- v. Geo tagging of the scheme is compulsory from the date of execution of the works for proper monitoring. Geo tagging will be done twice at the time of commencement and after completion.
- vi. Fund will not be sanctioned to such ULB which have failed to execute the works within three months from the date issue of Administration Approval.
- vii. Place a sign board at the starting point of the project clearly mentioning
 - a) Name of Scheme, b) Details of scheme, c) Estimated Amount, d) Date of commencement & Completion and e) Name of Contractor.

Sanction of Fund : Financial Sanction will be issued upon receipt of the following from the ULBs-

- i. Published N.I.T. with extract of full page of Newspaper daily both in English and vernacular and E-tendering records based on amount.
- ii. Comparative Statement(s) of NIT.
- iii. Copy of Work Order(s)
- iv. Contract Agreement(s)
- v. Progress Report of works with percentage for both physical & financial progress alongwith the photographic evidence with authentication.
- vi. Geo tagged Photographs before and after execution of works should be printed in A4 size paper mentioning the name of schemes, amount of the scheme, location, Ward No., Financial Year.

Utilization Certificates : The Chairperson / Executive Officer will ensure completion of work against the fund released and submit UC in GFR – 19 A format alongwith completion certificate and geo tagged photographs in A4 size paper mentioning the name of schemes, amount of the scheme, location, Ward No., Financial Year duly signed by Chairperson and Executive Officer.

ULB Level Implementation and Monitoring Committee of the scheme:

The following Implementation and Monitoring Committee may be constituted by the Govt.

- | | | |
|-------|--|--------------------|
| i. | Chairperson of ULB | - Chairman |
| ii. | DDC/ADC(Development) of the respective District | - Deputy Chairman |
| iii. | Local MLA | - Member |
| iv. | Vice Chairperson | - Member |
| v. | Executive Engineer, PWD (Roads) | - Member |
| vi. | Executive Engineer, PWD (Building) | - Member |
| vii. | Deputy Director/E.E/Asstt. Director, T&CP | - Member |
| viii. | Engineer of ULB | - Member |
| ix. | Executive Officer | - Member Secretary |
| x. | Any other two Official /
Non- official nominated by Chairperson | - Member (s) |

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

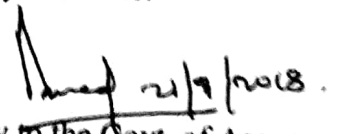
Memo No. UDD(M)138/2018/12-A

Dated Dispur the 21st September, 2018

Copy to :

1. The concerned Member of Legislative Assembly.
2. The Principal Accountant General, Assam, Beltola, Maidamgaon, Guwahati-6
3. The Deputy Commissioner/ DDC/ADC(Development), concerned District.
4. The Director, Municipal Administration, Assam, Dispur, Guwahati-6.
5. The Director, Town & Country Planning, Assam, Dispur, Guwahati-6.
6. The Chief Engineer, PWD(Roads)/PWD (Buld.), Chandmari, Guwahati-3.
7. The Chairperson/Executive Officer, concerned ULB.
8. The Deputy Director/E.E/Asstt. Director, T&CP, concerned District
9. P.S to Hon'ble Minister, Finance Department ,Dispur, Guwahati-6.
10. P.S to Hon'ble Minister, Urban Development Department (Independent Charge), Dispur, Guwahati-6.

By order etc.


Joint Secretary to the Govt. of Assam,
Urban Development Department