

The Kolkata Municipal Corporation
Municipal Commissioner's Office
Central Municipal Office Buildings
5, S.N. Banerjee Road
Kolkata – 700 013

Municipal Commissioner's Circular No. 29 of 2018-19

Dated: 16/05/2018

Sub: Expenditure Planning of Fund received from the Govt. of West Bengal.

During last few years, KMC has received substantial amount of fund from the State Government in the form of grant-in-aid towards development/improvement/strengthening etc. of various infrastructure assets in the city of Kolkata. Grant-in-aid was also received for beautification as well as betterment of civic services. This trend is expected to be continued in the coming year also.

In order to make efficient and effective utilization of Govt. fund, it has been decided by the KMC authority to work out a planning mechanism for timely utilization of the Govt. grants for the purposes for which it is received.

In view of the above, all the Controlling Officers are directed to submit a report stating expenditure to be incurred within a specific time period in the enclosed format (Annexure – A).

In respect of new project, for which DPR is needed, the expenditure planning in the aforesaid manner stating expenditure to be incurred in each quarter may be indicated to facilitate drawal of fund in a planned manner in the interest of execution of the project.

All Controlling Officers will follow extant rules and procedures as circulated from time to time in framing estimate as well as its execution. In respect of works of above Rs.50.00 lakh arrangement of pre-tender meeting with the bidders, who are willing to participate, may also be organized through notifications. This will help us to explore the possibilities to attract more participants in the tender subject to fulfillment of eligibility criteria as per rules. All publication of tender must be made in widely published newspapers and other mode of publication i.e. web-site etc. as per rules.

The report as per format should be submitted to Shri Saubhik Bhattacharyya, Dy. Manager, OSD to Municipal Commissioner, by 31st May, 2018.

This circular is issued with the approval of the Hon'ble Mayor vide dated. 16/05/2018.


MUNICIPAL COMMISSIONER

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16/5/18