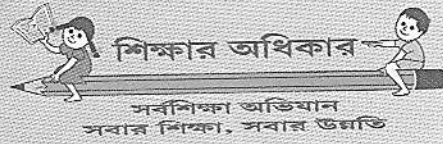


Government of West Bengal
Office of the District Magistrate



&
District Project Director
Sarva Shiksha Mission, Bardhaman

Ph. No. : (0342) 2551314/2663318 • FAX No. : (0342) 2568901 • E-mail : ssmbardhaman@gmail.com

Allotment Order

An amount of Rs.29,50,000/- (Rupees Twenty Nine Lakh Fifty Thousand) only is hereby sub-allotted to 59 nos. Circle Project Coordinators of the District for the purpose of Office Contingency, Monitoring and Supervision, Servicing and Maintenance of Existing Computers of SSM CLRC Office Management and Other allied purposes @Rs.50,000/- per CLRC (Including Expenses on Meeting in c/w SSM related matters and TA/DA of CLRC personnel, wherever applicable), **The allotment is made out of SSM fund 2016-17. Circle wise allotment of fund & Break up of contingency fund are shown in annexure -I & II respectively.**

The fund so allotted should be utilized observing SSM norms stipulated by the Govt. of India & financial rules of Govt. of west Bengal.

Necessary Utilization Certificate of the allotted fund should be furnished to this office immediately after incurring expenditure. Unutilized fund, if any, should be refunded to the District Project Officer, Sarva Shiksha Mission, Bardhaman immediately **by Demand Draft drawn in favour of SSM, Bardhaman, payable at Bardhaman.** No diversion of fund will be accepted. Original vouchers, bills should be kept and be produced before audit as and when asked for.

Punjab National Bank, Main Branch, Burdwan is being advised to remit the fund accordingly.


District Project Officer,
Sarva Shiksha Mission, Bardhaman.

Memo No.: - 373(69) /SSM/IV/4

Date: 29 / 03 / 2017

Copy forwarded for information and necessary action to the:-


01. Chairman, DPSC, Bardhaman.
02. Karmadhakshya, S.S.T.O.K.S.S, Zilla Parishad, Bardhaman.
- 03-61. CPC, All CLRC, Bardhaman.
62. C.A. to Sabhadhipati, Bardhaman Zilla Parishad.
63. C.A. to DM, Bardhaman.
64. C.A. to ADM(SSM), Bardhaman.
65. A/C. Section, SSM, Bardhaman.
66. Office File. SSM, Bardhaman
67. MIS Cell SSM, Bardhaman
68. Data Entry Operator-II for necessary updation in the data base & sending through email.
69. Notice Board. SSM, Bardhaman.


District Project Officer,
Sarva Shiksha Mission, Bardhaman.

CLRC WISE CONTINGENCY ETC. GRANT.

SL. NO.	Name of CLRC	Contingency Etc. Grant for CLRCs.	TOTAL
1	ASANSOL	50000	50000
2	AUSGRAM-I	50000	50000
3	AUSGRAM-II	50000	50000
4	BARABANI	50000	50000
5	BHATAR	50000	50000
6	BHATAR WEST	50000	50000
7	BUDBUD	50000	50000
8	CHITTARANJAN	50000	50000
9	DAINHAT	50000	50000
10	DURGAPUR	50000	50000
11	DURGAPUR I	50000	50000
12	DURGAPUR NORTH	50000	50000
13	GALSI	50000	50000
14	GALSI WEST	50000	50000
15	GUSHKARA-I	50000	50000
16	GUSHKARA-II	50000	50000
17	HIRAPUR	50000	50000
18	JAMALPUR	50000	50000
19	JAMALPUR EAST	50000	50000
20	JAMURIA-I	50000	50000
21	JAMURIA-II	50000	50000
22	KALANABARGAM	50000	50000
23	KALNA EAST	50000	50000
24	KALNA NORTH	50000	50000
25	KALNA III	50000	50000
26	KALNA IV	50000	50000
27	KANKSA-I	50000	50000
28	KANKSA-II	50000	50000
29	KATWA EAST	50000	50000
30	KATWA WEST	50000	50000
31	KETUGRAM	50000	50000
32	KETUGRAM WEST	50000	50000
33	KHANDOGHOSH-I	50000	50000
34	KHANDOGHOSH - II	50000	50000
35	KULTI	50000	50000
36	MEMARI	50000	50000
37	MONGALKOTE-I	50000	50000
38	MONGALKOTE-II	50000	50000
39	MONGALKOTE-III	50000	50000
40	MONTESWAR-I	50000	50000
41	MONTESWAR-II	50000	50000
42	MONTESWAR-III	50000	50000
43	PANDAVESWAR	50000	50000
44	PURBASTHALI	50000	50000
45	PURBASTHALI (N)	50000	50000
46	PURBASTHALI (S)	50000	50000
47	RAINA-I	50000	50000
48	RAINA-II	50000	50000
49	RAINA-III	50000	50000
50	RAINA-IV	50000	50000
51	RANIGANJ	50000	50000
52	SADAR EAST	50000	50000
53	SADAR NORTH	50000	50000
54	SADAR URBAN-I	50000	50000
55	SADAR URBAN-II	50000	50000
56	SADAR WEST	50000	50000
57	SATGACHIA	50000	50000
58	SATGACHIA (W)	50000	50000
59	UKHRA	50000	50000
	Total	2950000	2950000


Finance & Accounts Officer,
SSM, Bardhaman.


District Project Officer,
SSM, Bardhaman

Annexure-2

Break-up of CLRC Contingency Grant of Rs.50,000/-

SL	Break-up of Contingency Grant for CLRC	Allotted Amount.	Remarks
1.	Cost of Annual Maintenance Contract (AMC) for CLRC Computer, Procurement of Antivirus package for smooth operation of Computer, Toner cartridge for Computer & Xerox Machine, Blank CD/DVD, Procurement of external drive (Hard drive for data back up & Pen drive, if required), other requisite tools needed for smooth running of CLRC computer & Photocopier (Xerox) Machine	Rs.25000.00	Procurement of different computer related articles must be done on need basis and financial norms must be observed strictly.
2.	Payment for monthly charges for Internet facility through Broad Band / Data Card including Telephone Bill.		Allotment is subject to maximum Rs. 10800/- (Rs.900 pm x 12)
3.	Office Stationery Articles: Different Registers & Accounting Books including Cash Book, Printed Voucher, folder, pen, pencil, paper, Xerox Paper for computer printer, Envelope, Gum, Cello tape, Scale, Stamp Pad, Eraser, Stapler, Pin, Marker, Note Sheet, File, Cover File, Pad, Tape, Duster, Garter, Post-it, Punch machine, Glue stick, Marker Pen, Highlighter, Basket, Tag, Feston, Soap, Phenyl, Channel File, and other Office necessities.		Procurement of different things including stationery items must be done on need base and financial norms must be observed.
4.	Office Management & Office Electronic Devices: Payment to Office Electric Bill, Repairing of Office Equipments & Furniture, Payment to Sweeper and other Contingent menial engaged for executing office works on urgent basis, Hire charge of Equipments, Calculator, Cost of Xeroxing, payment of audit expenses related to CLRC / VEHC/WEHC accounts, payment of printing cost of essential documents, etc.	Rs.25000.00	Financial norms & regulations are to be followed strictly.
5.	Miscellaneous Office Expenditure including TA /DA for the CLRC Personnel, wherever applicable & as per rule		Expenditure should be need-based and exclusively for office purpose. Economy of the fund to be expended must be ensured in every times.
	TOTAL:	Rs.50000/-	



**District Project Officer
SSM, Burdwan.**