

- 01 -

## NOTE SHEET

**SUDA**

As decided by the competent authority, a book may be prepared and printed as the Vision Document: Road Map for Shelter for Urban Homeless, under NULM for submitting before the Hon'ble Supreme Court. The book may tentatively contain the following details as provided below :

1. An Introductory Chapter
2. Overview on NULM and its components
3. Major achievements under different components since inception
4. Fund Utilization status
5. Shelter for Urban Homeless and its backdrop
6. Objectives and salient features of SUH
7. A summary on homeless population in West Bengal
8. Status of Construction of SUH in different ULBs
9. Photo Gallery of SUHs
10. Timeline for Completion of Shelters under NULM
11. Model Plan vis-a-vis designs of Shelter Construction
12. Action Plan of Kolkata Municipal Corporation
13. Other initiatives of the Govt. of West Bengal to provide shelters to urban homeless
14. Photo gallery of shelters provided other Go. WB departments
15. Summary of Road Map
16. Third Party Survey for Identification of Survey

Other chapters, sub chapters may be included while developing the book. The specifications of the book that may be printed are as follows:

- i. Pages- 60-70
- ii. Colour- Four Colour, Glossy
- iii. Binding- Book Binding
- iv. Cover Pages- 4 Pages in 300 GSM art board
- v. Inside Pages- Approx. 70 in 280 GSM art paper
- vi. Quantity- 250 (Approx. 2 per ULB)

Necessary arrangements may kindly be made to procure agencies for printing of the book so that we may obtain the books for submitting before the Hon'ble Supreme Court by 10.01.2018.

Submitted for kind perusal and approval.

Deputy Director  
SUH

Abanish  
DD

Mr. Komenath Das  
DD

15/12/2017

DD

22/12/17



A, letter D.O. No. H 11021/0 /2017 -LSG, dated 09.02.18 has received by the undersigned. This letter is addressed to Secretary, UD Department regarding the PR accommodation of various Urban local Bodies. It may be mention that this <sup>matter</sup> is not related to Shelter for Urban Homeless. Therefore the matter is placed herewith for your kind consideration & further course of action.

Deputy  
Director  
SUDA

M. put up with specific proposal

S.P.  
06.02.18

S.M. 599

56/3/18

As the ~~not~~ letter is addressed to the Secretary UD & MA Dept. and the matter is regarding the PR accommodation of all ULB in the state. Therefore the matter may be forwarded to the UD & MA Department for necessary action kind consideration & necessary action. If approved a communication may be made with all ULB regarding this matter. Submitted.

S.P.  
07.03.18

Deputy  
Director  
SUDA

The Correspondence, at CP Side may kindly be perused at Blog A.M.



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NOTE SHEET

SUDA

Notice Inviting Quotations placed for kind  
Signatures.

D.D. SUDA

22/12/17

22/12/17

22/12/17

Director  
DD



Sub. : Design, lay out & Printing of "Booklet of Vision Document on A Road Map for Shelter for Urban Homeless under NULM in West Bengal"

NIQ No. : SUDA-23/2014 (MPR - 3)/1177(A) dated 22.12.2017

In response to NIQ No. SUDA-23/2014 (MPR - 3)/1177(A) dated : 22.12.2017, 4 (four) nos. Agencies submitted their bids Comparative Statement prepared as per the bids submitted.

In the Comparative Statement was observed that **M/S. Continental Advertising Services**, 56D, Mirza Ghalib Street, Kolkata - 700016 is the lowest bidders. We may accepted the lowest bid.

A Comparative Statement is in the file placed for kind perusal, if approved, work order may be issued to **M/S. Continental Advertising Services**.

Deputy Director, SUDA

28/12/17

29/12/17  
Sd/-  
29/12/17

DD

After distribution of Booklet of Vision Document on A Road map for shelter for Urban Homeless and submission in before the court on 10.01.18 in the matter of W.P (C) 55 of 2003 of Honble Supreme Court further 125 copies of booklet is required to distribute in 125 ULBs. These said number of copies may be further process for the above purpose.

Submitted for your kind perusal.

Deputy  
Director  
SUDA

DD

DD

Sd/-  
18.12

19/12/17  
Sd/-  
19/12/17



02Nos bills have been received vide Bill No SUDA/18-19/ 001 dated 02.04.2018 & Bill No and SUDA/18-19/ 001 dated 02.04.2018 towards from M/ S M/S Continental Advertising Services, 56D, Mirza Galib Street, Kolkata 700016 by our office regarding cost of supply **Booklet of Vision Document on a Road Map for Shelter for Urban Homeless** to highlighting the achievement of state Government in implementation of **SUH** Projects in Municipal Towns.

Bill Details are as follow

Bill No o & Date	Details	Number of Books	Amount
SUDA/18-19/ 001 02.04.2018	Booklet of Vision Document on a Road Map for Shelter for Urban Homeless	125nos with Clour Cover	99000.00
SUDA/18-19/ 002 02.04.2018	Booklet of Vision Document on a Road Map for Shelter for Urban Homeless	125nos with Clour Cover	99000.00

Toptal Rs 198000.00

In this connection 'N' page No 01-04 in this file may kindly be recalled. Accordingly one of the empanelled agency of SUDA has been selected by our office for designing the Booklet and printing works and rate.

After complete the printing works Booklet of Vision Document on a Road Map for Shelter for Urban Homeless scheme, said agency has submitted above maintained 02(Two)nos bills amounting Rs. **198000.00 ( 99000.00+99000.00)** (Rupees One lakhs Ninety Eight Thousand) only.

Bills have been checked and verified according to our office order enter in to our office Stock Register at Page No 286 S.L No 02.

In view of above the said bills amount Rs. 198000.00 ( Rupees One Lakhs Ninety Eight thousand) Only may be release, in favour of M/S Continental Advertising Services, may be requested.

Director/Hf

Submitted

*Lalu Pathak*  
11-04-18

LALU PATHAK

*Payment may be approved.*

*11/04/2018*

*11/4/18*

*Pl. provide the ~~copies~~ N/A.*

*Certify. Ret. When G.O. No - 5400 F(Y) was*

*11.04.18*

*Work orders were issued on two different dates following G.O. No. 5400(F(Y). for above procurements*

*FO. SUDA*

*13.04.18*

*13.04.18*

*FO. OSD, NUM 8*  
*Shamshad*  
*exp. NUM*



**As per notes and orders at prepage**

As approved by Director, SUDA at prepage, to release the payments in favour of “**Continental Advertising Services**”, 01 (One) no. of Transfer Advice amounting to Rs.1,96,020/- (Rupees One Lakh Ninety Six Thousand Twenty only) drawn on SBI, Salt Lake Sector-I branch as detailed below, has been prepared and placed herewith for signature of Director, SUDA and Finance Officer, SUDA please.

Pay orders endorsed on the body of the bills are for signature of Director, SUDA please.

Name of the Payee	Purpose of Payment	Gross Amt.	TDS Amt.	Net Amt.
Continental Advertising Services	Release of payment towards charges for printing 125 nos. Booklets in 4 colours on art paper as per specifications on a road map for Shelter for Urban Homeless under NULM in West Bengal vide Invoice no.SUDA/18-19/001, dated 02.04.2018 against this office order no.SUDA-23/2014(MPR-3)/1187/1, dated 28.12.2017.	99,000/-	990/-	98,010/-
	Release of payment towards charges for printing 125 nos. Booklets in 4 colours on art paper as per specifications on a road map for Shelter for Urban Homeless under NULM in West Bengal vide Invoice no.SUDA/18-19/001, dated 02.04.2018 against this office order no.SUDA-23/2014(MPR-3)/1187/1, dated 28.12.2017.	99,000/-	990/-	98,010/-
Total		1,98,000/-	1,980/-	1,96,020/-
(Rupees One Lakh Ninety Six Thousand Twenty only)				

Finance Officer, SUDA  
AND  
Director, SUDA

*[Signature]*  
16/04/18

*Signal*

*16.04.18*

*[Signature]*  
16/04/18



As directed by Director, SUDA the undersigned, has visited midnapore municipality on 22.06.2018 to attend the inauguration ceremony of shelter for Urban Homeless. The journey was conducted (up-down) by the undersigned on his own cost. Now a details of expenditure is placed in C.P. side of file. An amount of Rs. 200 (Rupees two hundred only) <sup>has</sup> incurred for purpose. Now submitted it for reimbursement to the undersigned & for your kind perusal.

Deputy  
Director  
SUDA

*[Signature]*

*[Signature]*

*[Signature]*  
11.07/18

*[Signature]*  
11/7/18

*[Signature]*  
26/7/18

File put up today

*[Signature]*  
27/7/18

*[Signature]*  
FO

F.O. Pl.  
3.07.18.

CCA

Pl. proca.  
20.07.18



**Sub: NIQ for design, lay out & printing of Bengali Booklet of Shelter for Urban Homeless (SUH) under DAY-NULM**

As decided by the competent authority a Bengali Booklet for Shelter for Urban Homeless (SUH) may be distributed to the concerned ULBs where SUHs have been planned for IEC activities as per guidelines of SUH. In this regard a NIQ may be floated to select the eligible bidder for book printing, design & lay out. As per decision of competent authority 500 copies of booklets are required in this purpose.

Now a draft copy of the Notice Inviting Quotation is placed in the C.P. side as per Finance Dept. norms.

Submitted for your kind perusal.

**Sub: Request for release of fund to the tune of Rs. 50 Lakh facilitating Kolkata Municipal Corporation to run the urban street vendor scheme under NULM.**

It may be mentioned that, as per State West Bengal Urban Street Vendors Rules, 2018 Kolkata Municipal Corporation has already constituted on 30.10.2018. It is pertinent to mention that under DAY-NULM guidelines a component i.e. Support to Urban Street Vendors also covered under the Street Vendors Act, 2014. As per this component different benefits i.e. social benefits, financial assistance, skill training may be provided to the urban street vendors.

Now this office has received a letter vide no. **335/SW&UPA/2018-19** dated: **11.12.2018** from Kolkata Municipal Corporation regarding release of fund to the tune of Rs. 50 Lakh to run the 'Support to Urban Street Vendor, scheme (copy enclosed as 'X').

In this connection it may be recalled that, this office had already released an amount of Rs. 2.50 Crore in favour KMC on 27.08.2015 for IEC activities, digitalization of applications, providing model stalls/kiosks, issuance of registration certificate to the identified hawkers etc. As per report available at this office till now no such activities have been taken by KMC on aforesaid areas. As per the aforementioned letter KMC has already remitted an amount of Rs. **2,41,83,202.00** to the finance Department, Govt. of West Bengal on 03.01.2018 out of sanctioned amount Rs. 25,50,00,000.00. It



As per notes and orders at prepage

As approved by Director, SUDA at prepage, 01 (One) no. of Bill of **Mr. Soumen De**, SMM- S & SI, WBSULM amounting to Rs.200/- (Rupees Two Hundred only) has been received by this office for cash payment towards travel & Conveyance expenses in connection with his official tour to Midnapore Municipality to attend the inauguration programme of Shelter for Urban Homeless. Pay order endorsed on the body of the bill is for signature of Finance Officer, SUDA please.

Finance Officer,  
State Urban Development Agency

31/07/18

Signed.

27.07.18



Sub: NIQ for design, lay out & printing of Bengali Booklet of Shelter for Urban Homeless (SUH) under DAY-NULM

With reference to the file no. SUDA-23/2014(MPR-1) it may be mentioned that as decided by the competent authority a Bengali Booklet for Shelter for Urban Homeless (SUH) may be distributed to the concerned ULBs where SUHs have been planned for IEC activities as per guidelines of SUH. In this regard a NIQ may be floated to select the eligible bidder for book printing, design & lay out. As per decision of competent authority 500 copies of booklets are required in this purpose.

Now a draft copy of the Notice Inviting Quotation is placed in the C.P. side as per Finance Dept. norms.

Submitted for your kind perusal.

Joint  
Director  
SUDA

Dis/fin  
JD

Signu

SB  
07.02.19

SB

SB 7/2/19

SB

Sub: Bid opening for Design, Lay out & printing of "Bengali Booklet of Shelter for Urban Homeless (SUH) under DAY-NULM

NIQ NO. 23/2014(MPR-III)/1878 dated: 07.02.2019

In response to the NIQ NO. 23/2014(MPR-III)/1878 dated: 07.02.2019, 4 (FOUR) agencies submitted bids. Based on these bids a comparative statement prepared & placed in the C.P. side.

As per the Comparative Statement it has been observed that M/S. Continental Advertising Services is the lowest bidder. Now the proposal of the lowest bidder may be accepted.

Submitted for your kind consideration & necessary approval. If approved, work order may be issued to M/S. Continental Advertising Services

Joint  
Director  
SUDA

Dis/fin  
JD

JD

SB  
14.02.2019

SB 14/2

Work order may be issued. Draft is placed in the C.P. side.

SB  
11.02.2019



**Subject : Payment of the bill amount of Rs.63000/- in favour of M/S. Continental Advertising Services**

Triplicate copies of 1 No. of Bill vide No.SUDA-18-19/289 dated 08.03.2019 have been received from M/S. Continental Advertising Services, 56D, Mirza Galib Street, Kolkata-700016 by this office regarding design, layout and printing cost including supply of Bengali Booklet of Shelter for Urban Homeless (SUH) under DAY-NULM.

Bill details are as follow

Bill No. & Date	Details	Number of Books	Amount (Rs.)
SUDA-18-19/289 Dt. 08.03.2019	Bengali Booklet of Shelter for Urban Homeless (SUH) under DAY-NULM	500 nos. Booklet in A4 Size, 12 pages printed by 170 GSM Art Board in multi colour	60000.00 Add, CGST @ 2.5% 1500.00 Add. SGST @ 2.5% 1500.00 <b>Total : 63000.00</b>

In this connection nsp No.10 in this file may kindly be recalled. Aforesaid vendor have been selected by this office for design, layout and printing of Bengali Booklet of Shelter for Urban Homeless (SUH) under DAY-NULM.

After completion of the printing works of 500 nos. of Booklet in A4 Size, 12 pages printed by 170 GSM Art Board in multi colour of Shelter for Urban Homeless (SUH) under DAY-NULM, the said vendor has been submitted above maintained 1 no. of bill in triplicate amounting to Rs.63000/- (Rupees sixty three thousand) only including CGST & SGST. It may be noted that this office has received all 500 copies of Booklets and printing booklets have been entered into this office stock Register No.6 at Page No. 21 Sl. No.01.

Bill has been checked and verified by this office as per work order No. SUDA-23/2014(MPR-III)/1935 dated 15.02.2019.

In view of above, the said bill amounting to Rs.63000/- (Rupees sixty three thousand) only including CGST & SGST may be release in favour of M/S. Continental Advertising Services for settlement of the bill.

Submitted for your kind perusal.

Joint  
Director  
SUDA

for. put up with

S.D.  
25/3/19

25/3/19

FD

Acct. Prog.

Pl. examine & put up.

26.3.19



## NOTE SHEET

SUDA

As per notes and orders at NSP-10 and prepage

No mutually agreeable contract amount found in the Work Order No.SUDA-23/2014 (MPR-II)/1935 dated 15.02.2019 which is to be verified with the amount claimed (i.e. Rs.60,000 plus GST of Rs.3,000) by the Continental Advertising Services in their Tax Invoice No.SUDA/18-19/289 dated 08.03.2019.

However, we may consider for release of payment on the basis of lowest accepted rate of Comparative Statement among 04 (four) nos. of participating agencies subject to statutory deduction, as applicable.

Placed for consideration please.

Finance Officer

26-03-19

Corrected revised work order has been submitted by SMM.

Joint-Director, SUDA

26.3.19

Proposal "A" page-11 may be released

26/3/19

Director.

26/3/19

28/3/19

28/3/19

Acctt, P & Acctt, NULM

M. pran.

28-03-19



**As per notes and orders at prepage**

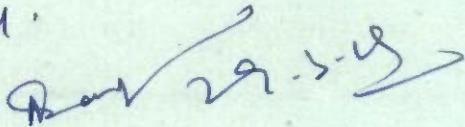
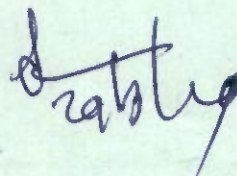
As approved by Director, SUDA at prepage, to release the payment in favour of “Continental Advertising Services”, 01 (One) no. of Transfer Advice from SBI, Salt Lake, Sector-I branch as detailed below, has been prepared and placed herewith for signature of both Finance Officers, SUDA please.

Pay order endorsed on the body of the bill is for signature of Finance Officer, SUDA please.

Name of the Payee	Purpose of Payment	Gross Amt.	TDS Amt.	Net Amt.
Continental Advertising Services	Release of payment for cost of digital printing of 500 nos. Booklet in A4 size, 12 pages printed by 170 GSM Art Board in multicolour under 'SUH (NULM) Vide Invoice No. SUDA/18-19/289 dated 08.03.2019 against this office order no. SUDA-23/2014 (MPR-III)/1935 dated 15.02.2019.	63,000/-	600/-	62,400/-
(Rupees Sixty Two Thousand Four Hundred only) .				

Finance Officer, SUDA  
AND  
Finance Officer, SUDA

29/03/19

Signed:   
Date: 29.3.19  




## NOTE SHEET

SUDA

It may be mentioned that <sup>So far</sup> 62 shelters were sanctioned in different ULBs under the scheme shelter for Urban Homeless. Out of which 14 shelters are functional and further 6 shelters are ready to functional in different ULBs i.e. Chandernagar, Maheshtala, Tarakeswar, Jagannj-Azimganj, Balurghat & Berhampore. As per report available in this office that construction work of these shelters are completed in all respect and also shelter management committee has been constituted.

Under these circumstances a letters may be sent to these ULBs to request to functional the shelter unit by the end of this month, and to submit U.C. against the allotted fund. Draft letters for the same are placed in the C.P. side for your kind perusal.

Joint Director  
Adl. m.O.  
ADULM

S.R.  
06.06/19

Notes above.

The infrastructure of seven SUHs at Chandernagore Municipal Corporation, Maheshtala Municipality, Tarakeswar Municipality, Jagannj-Azimganj Municipality, Balurghat Municipality, Berhampore Municipality and Tamralipta Municipality has been completed. The Shelter Management Committees have also been constituted.

We may now write to the Chairperson / Commissioner of the ULB to operationalise the SUH by the 15<sup>th</sup> of July, 2019 and ensure submission of complete Utilisation Certificate of the fund allotted for the construction of the shelters within 30<sup>th</sup> of June, 2019.

Seven separate draft letters placed on the cp side may kindly be approved and signed.

Director, SUDA

draft signed.

AMD  
12/06/19

AMD (NULM)

LDP 17/6



Sub: Regarding regular monthly Health Check up camp for the inmates of the shelter under the scheme Shelter for Urban Homeless (SUH) under DAY-NULM

It may be mentioned that at present 19 shelters are functional in different ULBs within the State. In these shelters homeless people of different age groups are staying. For their regular health check up in every SUH a Health Check Up Camp is conducted in every month. This health check up service is provided from nearby Urban Primary Health Centre (UPHC) under NUHM. In some cases it is evident that the health check up camp is not conducted by UPHC in a regular manner. Also necessary medicine as prescribed may be provided from this UPHC.

In this regard a letter may be sent to Health & Family Welfare Department, Govt. of West Bengal to provide the support from the nearby UPHC to the functional shelters & to conduct a Health Check up Camp for the inmates once in every month. This letter may be sent to ACS, H& FW from the Principal Secretary, UD & MA Dept.

A draft letter is placed in the C.P. side for your kind perusal.

*Adl mission  
Director, NULM*

*SP  
19-08-19*

We have 19 (nineteen) operational SUHs in the State where inmates are presently staying. Aged people and children are also staying at the shelters as inmates. A regular health check up of the inmates once every month is required. We may be considered to write to the Health & Family Welfare Department to assign a nearby UPHC for conducting a health check up camp once every month. Required medicines may be dispensed and diagnostics if required have also been carried out for the inmates.

A draft DO letter to Additional Chief Secretary, Health & Family Welfare Department is placed in the cp side for kind perusal and approval of Principal Secretary.

Director

*Principal Secy  
AMD 19-08-19*

*Chairman of the respective municipalities may organize health camp at their own cost and initiative. We may write to them.*

*Self 20/8/19*

*S De-SNM*

*Principal Secy  
20-08-19*

*First time we should approach*



Discussed to Director.

We may now write to the Mission Director, National Health Mission & Secretary, Health & Family Welfare Department, requesting for appropriate directions to be given to the CMOH to the Districts. A draft letter placed on the cp side may kindly be approved and signed. A copy may be marked to the Director of the Health Services, Health & Family Welfare Department and Addl. Mission Director, NHM, Health & Family Welfare Department.

Director

*Handwritten signature*  
AMD 22.08.19

We should approach ULBs first  
for taking necessary initiatives locally.

AMD

Self 30/8/19



As per notes and orders at pre page

As approved by AMD, NULM & Director, SUDA at page-17, to transfer the fund in respect of SUH under NULM, a transfer Advice amounting to Rs. 20,000.00 (Twenty thousand) 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

2  
FO (PAS)

M. K. Hossain.  
20.09.2019.

Y. Hossain  
20.09.19.

30/9/19

30/9/19

FO

Acct (NULM)

Y. Hossain  
16/10.19.



**Sub: Payment for preparation of 3D Rendering for construction of 25/50 bedded SUH under Shelter for Urban Homeless (SUH) under DAY-NULM**

As per approval (copy of NSP- 41 placed in the C.P. side) of this office, a work order were issued to on 04.07.2019 & 05.07.2019 APTECH (copy placed in the C.P. side mark as 'A' & 'B') to prepare a layout plan with detail design & drawing and 3D rendering for model 25 & 50 bedded SUH based on the quotations submitted on 28.05.2019. As per the work order, concerned firm has prepared the layout plan, detailed design & drawing and 3D rendering of 25 & 50 bedded SUH buildings and submitted to this office. Accordingly the model plan with 3D rendering accepted and approved by the Principal Secretary, UD & MA Dept.

Now the concerned firm i.e. APTECH has submitted the bills (copy placed in the C.P. side) for the aforesaid work in two parts (one part for preparation of layout plan with detailed design & drawing another for 3 D rendering). It may be mentioned that concerned firm has prepared the layout plan, detailed design & drawing and 3D rendering for the proposed model 25 & 50 bedded SUH as per work order satisfactorily. Copy of 3D rendering front view, layout plan, detailed design & drawing are placed in the C.P. side for ready reference

Now necessary payment may be given to APTECH for the aforesaid work.

Submitted for your kind perusal & necessary approval.

SB  
23.09.19

Approval for preparation of 3D rendering of revised architectural model of SUH (flagged-X) may kindly be seen. Two Separate work orders were issued to M/S. APTECH for layout plan with detailed design & drawing and 3 D rendering.

Payment amounting to ₹ 20000.00 (Rupees Twenty thousand only) may kindly be approved.

Shankar  
24.09.19

AMD

27/5/19

Director

FO  
Acct (NULM)

Y. Hare  
27.09.19