

IMMEDIATE

No. NLP/2012-13/ Guide/Plg(Pt)
GOVERNMENT OF MANIPUR
SECRETARIAT: PLANNING DEPARTMENT

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Imphal, the <sup>23<sup>rd</sup></sup> November, 2012.

To

1. Addl Chief Secretary(TA & Hills), Govt of Manipur
2. All Principal Secretaries, Govt of Manipur
3. All Commissioners/Secretaries, Govt of Manipur
4. All Heads of Department, Manipur

Subject:- **NLCPR:** Ministry of DoNER's **Revised Formats** of Utilisation Certificate, Quarterly Progress Report and timeline for submission of DPR.

Sir/Madam,

I am directed to inform that M/o DoNER has conveyed the following recommendations made by the NLCPR Committee in its 110<sup>th</sup> meeting relating to strengthening of monitoring the NLCPR projects. (Copy encl.).

- i) To adopt revised formats of Utilisation Certificate and Quarterly Progress Report.**
  - ii) To submit DPR within 8 months from issue of letter conveying retention of project.**
  - iii) To issue tenders and award of works within 6 months from issue of administrative/financial approval of the project.**
2. All concerned Administrative Secretaries/Heads of Department are, therefore, requested to ensure strict compliance of the above mentioned guidelines **with immediate effect** for submission of UC, QPR and DPR of NLCPR projects to the Planning Department for onward submission to the M/o DoNER.

Encl: As stated

Yours faithfully,

  
(Ng. Roben Singh)

Deputy Secretary (Planning), Govt of Manipur

Copy to :-

1. SO to Chief Secretary, Govt. of Manipur.
2. Director(Planning), Govt of Manipur

**UTILISATION CERTIFICATE****PROJECTS UNDER NON-LAPSABLE CENTRAL POOL OF RESOURCES SCHEME**

1. Name of Project :  
 2. Location :  
     State..., Distt.... :  
 3. Approved Cost of Project (Rs. In lakh) :  
 4. Date of Approval of Project/scheme :  
 5. Approved Support from NLCPR (Central Share) ( Rs. In lakhs) :  
 6. State Share (Rs. In lakh) :

**Releases made till date (breakup in the following order):****A. Central Share**

| SI No. | Letter No & date        | Amount   |
|--------|-------------------------|----------|
| 1      | DNER/NLP/ / /2002 DATED | Rs. lakh |
| 2      |                         |          |
| 3.     |                         |          |

**B. Current release/releases for which the UC is being furnished (Central Share):**

| SI No. | Letter No & date        | Amount  |
|--------|-------------------------|---------|
| 1      | DNER/NLP/ / /2002 DATED | Rs lakh |

Certified that out of Rs..... lakh. (in words) released under Non- lapsable Central Pool of Resources by Ministry of Development of North Eastern Region during financial year ..... and Rs..... (in words ) on account of unspent balance of previous year/ years, a sum of Rs..... lakh (in words) has been utilized for the purpose funds were released:

Further certified that I have satisfied myself that conditions on which assistance from Non-lapsable Central Pool of Resources was released have been duly fulfilled/are being fulfilled and that I have exercised following checks to see that money was actually utilized for purpose funds were released.

Kinds of Checks exercised

1. Vouchers and Books of Accounts.
2. Measurement Books
3. Grant-in-aid/Loan Register
4. Expenditure Register.

The balance of Rs. \_\_\_\_ is remaining unutilised as on (date/month/year)

| <b>Signature by the Departmental Secretary:</b> | <b>Counter Signature by Planning Secretary:</b> |
|-------------------------------------------------|-------------------------------------------------|
| Name :                                          | Name :                                          |
| Date :                                          | Date :                                          |
| Place :                                         | Place                                           |
| Office Seal :                                   | Office Seal :                                   |

**QUARTERLY PROGRESS REPORT FOR QUARTER ENDING..... (DATE)  
PROJECTS UNDER NON-LAPSABLE CENTRAL POOL OF RESOURCES SCHEME**

**A. Identification Particulars**

1. Name of Project :
2. Location : State - :  
Distt - :
3. Approved Cost (Rs. In lakh) :
4. Date of Approval of Project/scheme :
5. Tendered Cost (Rs. In lakh) :
6. Date of award of Contract :  
[Copy of Work Order to be attached (only once for the quarter in which it was issued.  
Need not be submitted if submitted in earlier quarter)]
7. Whether Contract awarded on Turnkey basis :
8. Whether awarded work is being executed based on PERT/CPM :
9. Original Date of Completion of Project/scheme :
10. Re-scheduled Date of Completion of Project/ Scheme :
11. Executing Agency (State Govt./ PSU/ other agency (specify) :

**B. Over all Progress**

|    | Items                                                | Physical Progress (%) |                |                             | Total Expenditure Incurred (Rs in lakh) |
|----|------------------------------------------------------|-----------------------|----------------|-----------------------------|-----------------------------------------|
|    |                                                      | Beginning of Quarter  | During Quarter | End of Quarter (Cumulative) |                                         |
| 1. |                                                      |                       |                |                             |                                         |
| 2. |                                                      |                       |                |                             |                                         |
| 3. |                                                      |                       |                |                             |                                         |
| 4. |                                                      |                       |                |                             |                                         |
|    | <b>Over all Physical Progress /Total Expenditure</b> |                       |                |                             |                                         |

**A. Progress of Release of State Share**

| S. No. | Release of Funds/Payments   | Date | Amount (Rs. In Lakh) |
|--------|-----------------------------|------|----------------------|
| a.     |                             |      |                      |
| b.     |                             |      |                      |
|        | <b>Total State Released</b> |      |                      |

**D. No of Photographs attached : .....(Numbers)**

(Minimum 2 photographs of 4`` x 6``size, of major component executed / under execution, from different angle, properly pasted on A4 size paper should be submitted. On each A4 size paper only 2 photographs may be pasted. Photographs should be dated and signed by Nodal officer. In case of Road projects photographs at a distance of every 1 Km may of road completed may be submitted.)

|                                        |  |
|----------------------------------------|--|
| <b>Signature by the Nodal Officer:</b> |  |
| Name :                                 |  |
| Designation:                           |  |
| Date :                                 |  |
| Place :                                |  |
| Office Seal :                          |  |

|                                                                |  |
|----------------------------------------------------------------|--|
| <b>Signature by Chief Engineer of Implementing Department:</b> |  |
| Name :                                                         |  |
| Designation:                                                   |  |
| Date :                                                         |  |
| Place :                                                        |  |
| Office Seal :                                                  |  |