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OFFICE OF THE ADMINISTRATOR

Chakdaha Municipality

P.O-Chakdaha, PIN-741222, Dist. - Nadia.
(West Bengal)

Memo No. - 4653/CM

Date- 27-03-2026

From: Tilak Kumar Ganguly
Executive Officer
Chakdaha Municipality

To
The Director,
State Urban Development Agency (SUDA)
Urban Development & Municipal Affairs Department
Government of West Bengal

Sub: Submission of proposal for release of 1st installment of funds for construction of toilet blocks sanctioned under CSAP-3A of SBM-U 2.0.

Ref: Letter issued vide no.SUDA/954/2021/7668 dated 20.09.2025

Sir,

In reference to the CSAP-3A toilet block construction works sanctioned for **Chakdaha Municipality**, and in compliance with the advisory issued vide Memo No. SUDA-954/2021/7688 dated 20.09.2025, this ULB is hereby submitting the proposal for release of the **1st installment towards the construction of new toilet blocks sanctioned under CSAP-3A of SBM 2.0.**

We would like to state the following:

1. **All Work Orders issued for the sanctioned toilet blocks have been uploaded to the CSAP-3A Portal (<https://csapthreea.codydeasoftech.in>)**
2. **A detailed synopsis of the Work Orders issued is enclosed herewith (as per the prescribed format).**
3. **As per guidelines, the ULB requests release of 30% of the aggregated Work Order amount as the 1st installment for commencement of construction activities.**
4. **The ULB shall submit all subsequent compliance documents—work progress reports, completion certificates, O&M compliance, and utilization certificates—in due course as required for release of further installments.**

You are therefore requested to kindly process and release Rs. **2205944.65/-** (Twenty Two Lakh Five Thousand Nine Hundred Forty Four point Sixty Five Only) as the **1st installment** at the earliest to enable timely execution of the sanctioned toilet block construction works

Enclosures:

1. Synopsis of Work Orders (as per prescribed format)
2. Copies of Work Orders

Yours faithfully

ME
27-03-2026

Executive Officer
Chakdaha Municipality

Executive Officer
Chakdaha Municipality

Memo No.: 4653/(2)CM

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Copy forwarded for kind information to:

1. Finance Officer, SUDA.
3. Finance Officer, Chakdaha Municipality

ME
27-03-2026

Executive Officer
Chakdaha Municipality

Executive Officer
Chakdaha Municipality