

Office of the Board of Councillors of
Ranaghat Municipality

(Estd. - 1864)

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Sri Koshaldev Bandyopadhyay
Chairman, Ranaghat Municipality

Courtpara, Ranaghat, Nadia, 741201,

Memo. No 2065 /R.M

Date: 27/11/2025

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.

Sir,

In reference to the CSAP-3A toilet block construction works sanctioned for [Name of ULB], and in
Compliance with the advisory issued vide Memo No. SUDA-954/2021/ dated 25.11.2025, 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. **9,466,793.70** (*Rupees Nine Four lakh Sixty Six
Thousand seven Hundred and Ninety Three 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,


Chairman
Ranaghat Municipality
Ranaghat Municipality

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