



OFFICE OF THE COUNCILLORS

Haldibari Municipality

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Memo No: 1075 / SBM 2.0.

Date: 26.11.2025

To,
The Director,
State Urban Development Agency (SUDA),
Urban Development & Municipal Affairs Department
Kolkata, West Bengal, 700106.
Government of West Bengal

**Sub: Submission of Proposal for release of 1st. installment of fund for construction of toilet blocks
Sanctioned under CSAP-3A OF SBM 2.0**

Sir,

In reference to the CSAP-3A toilet block construction works sanction for Haldibari Municipality and in compliance with the advisory issued vide Memo No-SUDA-954/2021/8818(128) dated 25.11.2025, this ULB is hereby submitting the proposal for release of 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 Order issued is enclosed herewith.
3. As per guidelines, the ULB requests release 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 & M compliance, and utilization certificates, in due course as required for release of further installments.

Enclosures:

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

Yours faithfully,

DK7

Executive Officer
Haldibari Municipality
Haldibari Municipality.

[Signature]

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Copy forwarded for kind information to:

1. Chairman, Haldibari Municipality.
2. Finance Officer, Haldibari Municipality.

Date: 26.11.2025

[Signature]

Executive Officer,
Haldibari Municipality.

[Signature]

