



OFFICE OF THE BOARD OF ADMINISTRATORS'

RAIGANJ MUNICIPALITY

P.O. RAIGANJ, DIST. UTTAR DINAJPUR, PIN.733134 (W.B.)

E.MAIL - raiganjmunicipality@gmail.com

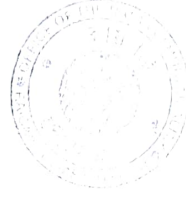
Office Enquiry No. 03523 242503
Office Ph no. - Morning Section 03523 24357
Office Fax: 03523 242542
Chairman: 03523 242542

Memo No : 476 /PWD-III/RM/25-26

Date: 13.03.26

From:- The Administrator,
Raiganj Municipality

To:- The Director,
State Urban Development Agency (SUDA)
SUDA ILGUS Bhavan, H.C Block, Sector-III
Bidhannagar, Kolkata-700106.



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

Respected Sir,

In reference to the CSAP-3A toilet block construction works sanctioned for Raiganj 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 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://csapthreecodydeasoftech.in>).
2. A detailed synopsis of the work orders issued is enclosed herewith (as per the prescribed format).
3. As per guideline, 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 report, 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. 33, 19,644.00 (Rupees thirty three lakhs nineteen thousand six hundred forty four only) as the 1st installment at the earliest timely execution of the sanctioned toilet block construction works.

With regards,

Enclosures:

1. Synopsis of work orders (as per prescribe format).
2. Copies of Work orders.

Yours faithfully,

Sandip

Administrator
Raiganj Municipality
Raiganj Municipality

Date:-

Memo no:- (2) /PWD-III/RM/2025-26

Copy forwarded for favour of information

1. The Executive Officer, Raiganj Municipality.
2. The Finance Officer, Raiganj Municipality.

Administrator
Raiganj Municipality