

**Government of West Bengal**  
**Department of Higher Education**  
**C.G. Branch, Bikash Bhavan, 6<sup>th</sup> Floor**  
**Salt Lake, Kolkata -91.**

No. 23 Edn/EH/CG/4C-27/2015 .

Date: 07/04/2015.

MEMORANDUM

**Subject: -Submission of schemes / Proposals for release of fund during 2015-16**

For expeditious release / utilization of Budget Grants for financial assistance to Govt. Colleges / institution, the state Govt. in the Higher education Department has decided to prescribe the following guidelines for submission of proposals for financial assistance relating to construction / maintenance of building and other infrastructures, purchase furniture /computers, development grant etc under Plan budget provisions.

1. Proposals must be submitted to this Department (C.G Branch) with the endorsement of the Director of Public Instructions, Govt. of West Bengal **not later than 30.6.2015**.
2. Utilization certificate, in original, in prescribed format (Rule S.R.330 A of WBTR- vol I) during the FY 2014-15, must be submitted along with the proposal.
3. Estimate & Plan in original must be vetted by the competent authority (Assistant Engineer- up to 3.00 Lakhs, .Executive/ District Engineer – up to 45.00Lakhs, Superintending Engineer- up to 2.00 Crores, Chief Engineer- more than 2.00 Crores)- as prescribed under Finance Department (Audit) G. O. NO. 5458- F(Y) dt.27.06.2012. No-rough estimate & plan shall be entertained other than original-copy.
4. A report in the enclosed format for all the ongoing schemes, for which administrative approval have been accorded and funds released must also be submitted **within 30.06.2015**.

This order issues with the approval of the Principal Secretary of this Department.

  
Joint Secretary to the Government of West Bengal

No. 23/1(7) Edn/EH/CG/4C-27/2015 .

Date: 07/04/2015.

Copy forwarded for Information and necessary action to:

1. The Chief Engineer, PWD ,.....
2. The Executive Engineer, .....
3. The Director of Public Instruction, West Bengal, **with a request to kindly take necessary action for circulation of the Memorandum to all Govt. Colleges in this state.**
4. The A.O & E.O. Joint Secretary. (Budget Branch) of this Department.
5. The N.G.C. Branch of this Department.
6. The Principal.....
7. Office copy.

  
Joint Secretary to the Government of West Bengal

