



सत्यमेव जयते

File No.- S-12012/DDW/69/2023-24/ER/ST
Government of India
Ministry of Textiles
Office of the Development Commissioner (Handicrafts)
(NHDP-Skill Development in Handicrafts Sector)

West Block-7, R.K. Purā n,
New Delhi 110066
Date: 30 August 2023

ORDER

Subject: Grant-in-aid of ₹ 4,27,192/- (Rupees Four Lacs Twenty Seven Thousand One Hundred Ninety Two Only) to M/s AGRICULTURAL CONSULTANCY AND RURAL DEVELOPMENT INSTITUTE for implementation of 1 Design and Technology Development Workshop (DDW) in Cane & Bamboo craft at District Ranchi (Jharkhand) for 30 Scheduled Tribes category artisans under National Handicrafts Development Program (NHDP)- Skill Development in Handicraft Sector (SDHS) in the financial year 2023-24- Regarding.

In exercise of financial powers delegated to the Development Commissioner (Handicrafts) vide MoT (IFW) OM No. 1/3/2021/ DCH/B&A/DFP dated 25.11.2021, as the Head of the Department; sanction of the President of India is hereby conveyed for payment of a grant-in-aid of ₹ 3,20,394/- (Rupees Three Lacs Twenty Thousand Three Hundred Ninety Four Only) as advance instalment out of the total sanctioned grant-in-aid of ₹ 4,27,192/- (Rupees Four Lacs Twenty Seven Thousand One Hundred Ninety Two Only) for incurring non-recurring expenditure to M/s AGRICULTURAL CONSULTANCY AND RURAL DEVELOPMENT INSTITUTE for implementation of 1 Design and Technology Development Workshop (DDW) in Cane & Bamboo craft at District Ranchi (Jharkhand) for 30 Scheduled Tribes category artisans under the Central Sector Scheme; "National Handicrafts Development Program (NHDP)- Skill Development in Handicraft Sector (SDHS)" in the financial year 2023-24.

2. Grant-in-aid shall be routed through the Central Nodal Agency (CNA), Central Cottage Industries Ltd. (CCIC) to the implementing agency for organizing the project detailed above, strictly according to the CNA Module norms approved by the Government & the provisions of the General Financial Rules (GFR) from time to time. The financial parameters and expenditure heads are as under:

S. No.	Expenditure Head	Sanctioned amt. (₹)	Release amt. (to CNA) (₹)
a.	Expenses for hiring the services of empanelled designer (@ Rs. 55,000/- per month (25 days/125 hours)	₹ 55,000.00	₹ 41,250.00
b.	Expenses for hiring services of Master Craftsperson	₹ 30,000.00	₹ 22,500.00

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c.	Market survey and intelligence gathering	₹ 35,000.00	₹ 26,250.00
d.	Compensation for the cost of raw materials for development of prototypes (1 set of 10 prototypes) @ Rs. 3000/ per month/25 days	₹ 30,000.00	₹ 22,500.00
e.	Cost of documentation report, biometric machine, videography etc.	₹ 20,000.00	₹ 15,000.00
f.	Wage compensation to the artisans @ Rs. 300 per day per artisan	₹ 2,25,000.00	₹ 1,68,750.00
g.	Miscellaneous expenditure (stationery, telephone, refreshments, publicity, repair of machinery etc.) @ 5% of a to f	₹ 19,750.00	₹ 14,813.00
f.	Administrative charges @ 3% of the total project cost	₹ 12,442.00	₹ 9,331.00
	Total	₹ 4,27,192.00	₹ 3,20,394.00

3. Duration & Participation of the Workshop:

- i. Duration of 25 days per month, subject to a minimum of 5 hours of per day.
- ii. A total of 30 participants/beneficiary artisans in the workshop.
- iii. Market survey & intelligence gathering should be completed before conducting the workshop.
- iv. One set of minimum 10 prototypes are to be developed per month of workshop.
- v. The Designer & Mastercraftsperson must be present during the entire workshop/training period.

4. Document Submission:

The Office of Development Commissioner (Handicrafts) is now fully functional on the e-office platform for streamlining the processing of proposals in a time-bound & transparent manner. The implementing agency has to submit the reimbursement proposal to the concerned HSC. The HSC will forward/recommend the reimbursement cases after due verification & certification, through official email ID. Same may be send along with all photos, videos in pen-drive/DVD along with financial documents (Hard Copy) to HQs Office, New Delhi for taking further necessary action. All communications from this section will be made through the official e-mail only. The reimbursement proposal must contain the following:

The concerned field office must forward the following documents **duly countersigned by AD(H)** along with the recommendation of reimbursement to the Hqrs. office exclusively in **soft copy (PDF format)**: (Hard copy will not be entertained).

- I. Checklist performa along with head-wise Gist of expenditure.
 - i. Details of beneficiary artisans having PAHCHAN Identity Card, in DBT Format, counter signed by the concerned AD(H).
 - ii. Biometric attendance of all participants twice a day, counter signed by the concerned AD(H).
 - iii. Group photographs (with time and date mode) and daily videography with all the participants along with engaged MCP & Designer, faces should be visible attached in digital form.

- iv. Individual signed receipt of wage compensation, designer fee & master craftsperson fee from the beneficiaries, empanelled designer & master craftsperson respectively, should counter signed by the concerned AD(H).
- v. Acknowledgement of field office for receipt of digitized prototypes on the letter head of concerned HSC, counter signed by AD(H).
- vi. Inspection Report countersigned by concerned AD(H).
- vii. Documentation report giving details of observed gaps, strategies to fill the gap, history of the craft, procedures & tools involved, design development & sketches (including market survey report).
- viii. Photographs of prototypes along with their technical details, videos of prototype development & other major events.
- ix. Performance-cum-Achievement Report detailing set targets and achievements against the targets.
- x. Copy of self-verified Resume & Empanelment Certificate of the designer and biodata of mastercraftsperson, countersigned by the concerned AD (H).
- xi. PFMS Print Payment Advice, duly signed & stamped by the bank for the payment made through PFMS.
- xii. Bank verified account statement for the payment made through RTGS/NEFT etc.

[AD(H) should ensure that the soft copy (PDF) of the report should be properly scanned in good resolution (200-300 ppi). The documents should be within the size limit of 20 MB except the daily photographs. In case, the size of the documents exceeds, the documents may be submitted in multiple PDFs within the 20 MB size].

Financial documents are to be submitted **in hard copy** on the letterhead of Chartered Accountant, signed and stamped by him/her, along with the Membership Number, UDIN & other relevant details, duly countersigned by authorized signatory of Implementing Agency and by the concerned AD (H).

- II. Documents to be submitted exclusively in Hard copy. (Soft copy will not be entertained).
 - i. Utilization Certificate in GFR-12 A format.
 - ii. Audited Statement of Accounts.
 - iii. Audited Statement of Expenditure giving detailed expenditure as per sanctioned Expenditure Heads along with PFMS transaction IDs and dates of transaction.

5. Terms and Conditions:

- i. **In case the grant is not released for any reason, the implementing agency (IA) should not start the project without explicit approval of DC(H).**
- ii. The IA should not submit pre-receipt if any of the particulars and terms & conditions of the sanction order are not acceptable to the IA.
- iii. In case the IA fails to complete the project as per sanction order, the department may initiate appropriate action including but not limited to, blacklisting the organization from future financial support.
- iv. The IA will intimate tentative date (in consultation with the field office) of the workshop/training for proper monitoring/inspection 10 days before commencement of scheduled activity to the concerned RD(H) and AD(H).
- v. All beneficiaries should be selected in a fair & transparent manner, giving equal opportunity to artisans of the concerned region under supervision of concerned AD(H).



- The artisans selected should be of category as mentioned in Sanction Order. The category certificate from the competent authority should be obtained wherever applicable.
- vi. The designer shall be engaged only from the empaneled list of designers of this office and the master craftsperson engaged should be a Shilp Guru/ National awardee/ National Merit Certificate holder /State awardee. If no master craftsperson is available in a particular craft, then the I/A shall approach the concerned Regional Director/ Assistant Director and she/he may select/finalize the master craftsperson by constituting a selection committee.
 - vii. The designer and master craftsperson who are engaged in the workshop should not be engaged in any other project until the assigned project is complete in all respects.
 - viii. **All the expenditure should be made through PFMS for the fund which received in PFMS only, no other payment mode/method will be accepted for the same.**
 - ix. Project completion report along with all the necessary documents for reimbursement should be sent to the concerned HSC **within 01 month** after completion of the project. A pro-rata cut in expenditure may be imposed in case of shortfall in achievements against the targets fixed during sanction. In case of any delay, the I/A should immediately inform concerned HSC, Regional Office and HQ office.
 - x. **The activity shall be completed till the closure of the financial year i.e. by 31st March of current FY.** The balance admissible amount shall be released as reimbursement subject to actual audited statement of expenditure whichever is less on completion of the programme in all respects.
 - xi. Grant-in-aid shall be utilized only for the aforesaid project and I/A should not have availed grant from any other Govt. organization for the same project.
 - xii. The grantee shall maintain subsidiary accounts of the grant-in-aid received from the Govt.
 - xiii. The grantee shall maintain the register of assets in the prescribed form GFR-40, the assets acquired wholly or substantially out Govt. except those declared as obsolete/unserviceable/ condemned as per procedure laid down in GFR shall not be disposed-off without prior approval of Govt.
 - xiv. The grantee agrees to make reservation for schedule castes/ schedule tribes in posts/services under its control on the lines indicated by Govt. of India (if applicable).
 - xv. The grantee should not be involved in corrupt practices.
 - xvi. The expenditure shall be incurred as per GFR provisions, Department of Expenditure guidelines.
 - xvii. Component-wise breakup of sanctioned amount represents the permissible upper limit of expenditure and admittance thereof shall be subject to the actuals.
 - xviii. The balance admissible shall be released as reimbursement subject to actual audited statement of expenditure, whichever is less.
 - xix. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms and conditions of the payment of the grant-in-aid before release of payment (for Non-Government Organizations).
 - xx. The amount so paid to the grantee shall be open to inspection by Office of DC(H)/internal audit party of Chief controller of accounts, Ministry of Commerce and Textiles, whenever the grantee is called upon to do so.
 - xxi. The account shall be audited by the internal auditor of the grantee and finally by the comptroller and auditor general of India, under section 14 of CAG of India (duties, power and conditions of service 1971) or if not applicable the grantee shall get its account audited from Chartered accountant.
 - xxii. The grant-in-aid shall be utilized solely for the purpose for which it was sanctioned as per guidelines contained in GFR-2017, terms & conditions of sanction order and instructions issued by the Government of India, as amended from time to time. No

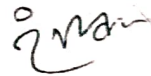
- changes in allocations or re-appropriations among different components / activities shall be made without the approval of the Development Commissioner (Handicrafts).
- xxiii. If the grantee fails to utilize the grant for the purpose for which the same was sanctioned, the drawing limit assigned for the respective programme shall become zero on the midnight of 31st march 2024.
- xxiv. The sanction order will become invalid (unless revalidated by Separate order), if the fund is not released in the same financial year in which the sanction order issued.
- xxv. The grantee shall not divert the grant and entrust execution of the scheme or work to another institution or organization and shall abide by all the terms and conditions of the grant. If the grantee fails to utilize the grant for the purpose for which it has been sanctioned, the grantee shall be required to refund the amount of the grant as per GFR Rule No. 231(2)(iv) along with a penal interest of 10% per annum or rates applicable from time to time in this regard (in case of Non-Government Organizations).
- xxvi. All guidelines under Central Nodal Agency (CNA) Module should be stringently followed.
6. The I/A should maintain a copy of all the reimbursement documents until the case is settled. In the instance that delay occurs due to non-receipt/incorrectness of document(s) /pendency of UC /Blocked NGO /Unspent balance etc. & leads to the case becoming time barred, the onus will lie solely on the IA for non-settlement of the claim.

7. Fund Release Pattern:

- a. Accounts Officer (HQ), Office of the Development Commissioner (Handicrafts), New Delhi is hereby authorized to draw and disburse the relevant amount.
- b. **The grant shall be routed through the Central Nodal Agency (CNA) of O/o Development Commissioner (Handicrafts) i.e., Central Cottage Industries Corporation of India Ltd. (CCIC) (A/c No: 135901001704 & IFSC Code – ICIC0001359).**

Further, it is certified that this is a continuation scheme and all the conditions laid down as per Rules 228 to 245 of GFR 2017 by the Ministry of Finance in this regard, are fulfilled. The expenditure is debitible from the budget head- '**2851.00.796.56.08.31 (GIA-G-ST)- NHDP**' for the financial year 2023-24.

This issues with the approval of DC (Handicrafts) **vide Dy. No. 55888 dated 28.03.2023**. Entry has been made in GFR-21 Register on **Page no. 62**, at **Sl. No. 21**.



(Ranjeet Kumar)
Assistant Director (Handicrafts)
SDHS Section

To,

Sr. Accounts Officer,
Central Pay & Accounts Office,
Office of the Development Commissioner (Handicrafts),

**West Block 7, R.K. Puram,
New Delhi- 110066**

Copy to:

1. **Managing Director, Central Cottage Industries Corporation of India Ltd. (CCIC)** with a request to release the fund to the implementing agency M/s AGRICULTURAL CONSULTANCY AND RURAL DEVELOPMENT INSTITUTE.
2. AO (HQ.), O/o DC (HC), New Delhi.
3. The Principal Director of Audit Economic & Services Ministries, AGCR Building, I.P. Estate, New Delhi.
4. AO (B&A), O/O DC (HC), New Delhi, may please, kindly note the expenditure.
5. **M/s AGRICULTURAL CONSULTANCY AND RURAL DEVELOPMENT INSTITUTE & Regd. Email address:** ngo.manojaccordi@gmail.com, with a request to submit the following documents to this office:
 - a. Pre-receipt in triplicate of each documents as per sanction, acceptance of terms & conditions & guidelines issued from the Government of India from time to time and submission of affidavit as per proforma enclosed.
 - b. Fresh sanction order.
 - c. Authorization letter to designated bank for receiving funds on behalf of I/A.
 - d. Designated Bank Mandate Form as per proforma attached.
 - e. ECS/ Agency Details
 - f. Acceptance of PFMS undertaking as per attached PFMS Performa.
 - g. No unspent/ first time grant taking undertaking on letter-head of concerned organization.
6. Regional Director (Handicrafts), ERO_Kolkata, O/o DC (Handicrafts) for kind information, please.
7. **Sr. Assistant Director (Handicrafts)/ Assistant Director (Handicrafts), Handicraft Service Centre, Ranchi, Jharkhand with a request to inspect the program and submit the Inspection Report within 7 days of its completion to this office.**
8. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
9. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.
10. Comptroller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.
11. Chief Controller of Accounts, Ministry of Textiles Udyog Bhavan, N. Delhi.
12. Computer Cell/Hindi Section/Guard File.
13. In-charge, NIC, Office of DC (HC) to upload on website.

Assistant Director (Handicrafts)



No. M-12014/12/2024-25/MD/GEN

भारत सरकार
वस्त्र मंत्रालय
कार्यालय विकास आयुक्त (हस्तशिल्प)

चेस्ट ब्लॉक-7, आर के पुग्ग,
नई दिल्ली -110066
दिनांक: 25/06/2024

आदेश

Subject: Payment of Grants-in-aid to the M/s AGRICULTURAL CONSULTANCY AND RURAL DEVELOPMENT INSTITUTE for organizing Gandhi Shilp Bazaar (District) at Dhanbad from 10/09/2024 to 16/09/2024-regarding

I am directed to convey the sanction of the President of India for payment of Grants in-aid Rs. 373472/- (Rupees Three Lakh Seventy Three Thousand Four Hundred Seventy Two Only) as 1st instalment being 50% out of total sanctioned grant-in-aid of Rs. 746945/- (Rupees Seven Lakh Forty Six Thousand Nine Hundred Forty Five Only) to M/s AGRICULTURAL CONSULTANCY AND RURAL DEVELOPMENT INSTITUTE for organizing Gandhi Shilp Bazaar (District) at Dhanbad, JHARKHAND 10/09/2024 to 16/09/2024 for the period of 7 days.

The funds will be routed through the notified Central Nodal Agency (CNA) i.e. Central Cottage Industries Corporation of India Ltd. (CCIC) (A/c No.: 135901001764, IFSC Code – ICIC0001359) of Office of Development Commissioner (Handicrafts) in respect of the above implementing agency. The detail of the sanctioned activity is as under:

Sl. No.	Particulars (for 35 Gen Artisans with Valid Pahchan Card for 7 days)	Sanctioned Amount (INR)
i.	Space rental & Infrastructure including services (@ Rs. 1200/- per day per stall)	294000
ii.	Publicity (@ Rs. 300/- per day per stall)	73500
iii.	TA (@ 4000/- per artisan)	140000
iv.	DA (@ 500/- per day per artisan)	122500
v.	Insurance (@ Rs. 30/- per day per stall)	7350
vi.	Freight (@ Rs. 2000/- per artisan)	7000
vii.	Misc. Expenses (5% of total of above sub-heads sl. no. (i) to (ii))	18375
viii.	Administrative Charges (3% of total of above sub-heads sl. no. (i) to (vi))	21220
ix.	Total	Rs. 746945/-

(*Note: Amount against each sub-head mentioned above is sanctioned either as per the scheme guidelines or as proposed by the IA, whichever is lesser.)

i.	Sanctioned amount	Rs. 746945/-
ii.	Advance to be released as 1 st instalment (50% of the sanctioned amount)	Rs. 373472/-

M. D.

Terms and Conditions:

1. In a reciprocal arrangement, upto 20% stalls shall be reserved for handicrafts artisans in domestic expos organized by O/o DC (Handloom) viz. National Handloom Expo (NHE) - "Gandhi Bunkar Mela"/State Handloom Expo (SHE) - "Hathkargha"/District Handloom Expo (DHE) - "Tana-Bana" and upto 20% stalls shall be reserved for handloom weavers in the domestic marketing events organised by the O/o DC (Handicrafts) viz Gandhi Shilp Bazaars (National/State/District).
2. For toy artisans, 5% of the stalls shall be reserved in all marketing events organised by the O/o DC (Handicrafts).
3. Out of sanctioned amount, 1st instalment as advance will be released to above said Organization for incurring of non-recurring expenditure towards organizing the above event during FY 2024-25.
4. 2nd and final instalment will be released after completion of the event and receiving the following documents and fulfilment of the other conditions. The following documents must be submitted to claim the reimbursement in soft copy:
 - a) Utilisation Certificate (GFR-12A)
 - b) Income and Expenditure Statement/Audited Reports
 - c) Statements of expenditure bill wise mentioning mode of payment i.e. cash/account payee cheque/bearer cheque/NEFT/RTGS/PFMS etc.
(Note: Documents mentioned against point a), b) and c) are requested to provide on the letter head of CA duly signed and stamped by CA along with membership Number, duly signed by authorised signatory of the concerned Implementing Agency and countersigned by concerned Sr. Assistant Director/Assistant Director. Countersigned of concerned Sr. Assistant Director/Assistant Director is relax-able in case of Government agency).
 - d) Performance cum Achievement Report, sales figures and exports if any, no of visitors during the event.
 - e) Rent Receipt countersigned by Concerned Sr. Assistant Director/Assistant Director.
 - f) Artisan wise payment details of TA, DA and Freight Charges by concerned Sr. Assistant Director/Assistant Director.
 - g) Publicity material like newspaper, print cards, brochures, catalogues etc.
 - h) Print Payment Advice (PPA) slip duly verified by bank against all the payment which has been made through PFMS.
5. Rent Receipt. The reimbursement on account of rent of the venue will be reimbursed on the basis of copy of the Rent bill of the concerned owner of the Land/Venue/Building.
6. The implementing agency will upload the details of participants along with video coverage of all the stalls and photographs of the events covering all the participants on their website and provide a soft copy to this office also.
7. The implementing agency has to fulfil all the conditions laid by the Department of Expenditure, MoF, GOI. in respect of release of funds to them through the Central Nodal Agency.
8. The Implementing agency must use PFMS for making all the payment.
9. Implementing agency shall organise the event at same venue and during the same financial year for which it has been sanctioned.
10. Any Marketing event with less than 50% participation or organised for less than 5 days will not be admissible, in such case implementing agency has to refund the grant-in-aid received as advance.
11. Insurance is mandatory for each marketing event. If not done, 50% of the administrative charge may be restricted after pro-rate application.
12. During processing of reimbursement claim pro-rata cut will be applicable to all sub heads except TA, DA, Freight charges and Insurance in following conditions:
 - a) If stalls erected are less than sanctioned stalls.
 - b) If the participation of artisans is less than 80% of the sanctioned strength.
 - c) If the event is organised for a lesser number of days than sanctioned.
 - d) If an event or part of event is sanctioned exclusively for SC/ST/NER from respective budget heads but the participation of SC/ST/NER artisans is less than 80% of the sanctioned strength.
13. Grants-in-aid shall be utilized for National Handicrafts development Programme Scheme for above Event during FY 2024-25 as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules.
14. The TA, DA & Freight charges will be paid to Panchayat holder participant as per norms.
 - a) A minimum amount of Rs. 1000/- will be paid to all eligible artisans as TA or subject to actual on production tickets up to the ceiling mentioned in scheme guidelines.
 - b) No TA/DA/Freight charges are allowed in case of artisans who left the event in midway.
 - c) Artisans from the same municipality area will be eligible for TA & Freight charges only.
 - d) All eligible artisans are entitled to travel in AC Tier-III and below classes.
 - e) TA, DA & Freight Charge may be given to the artisans as per existing scheme guidelines.

15. The grantee shall maintain subsidiary accounts of the grants-in-aid received from the Government.
16. Certified that this is a continuation scheme and all the conditions laid down as per GFR 2017 rule 228-245 Ministry of Finance in this regard have been duly fulfilled.
17. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms & conditions of the payments of Grant-in-aid before release of payment. The funds will be utilized during the current financial year.
18. The grantee shall maintain a register of assets in the prescribed form G.F.R.40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
19. The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, and New Delhi whenever the grantee is called upon to do so.
20. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant by **31st March 2025** for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest there on @ 10% per annum or issued rates applicable from time to time as per Govt. rules in this regard.
21. Publicity for the event will be done in accordance with DAVP guidelines & reimbursement for the same will be done as per DAVP rates. The Sr. Assistant Director/Assistant Director is requested to ensure that the Implementing Agencies made adequate space in their publicity material indicating the logo & name of Development Commissioner (Handicrafts) Ministry of Textiles, Government of India.
22. The IA have to submit 5 photographs of event being organized on daily basis failing to do so will attract a penalty of 5% cut in funds sanctioned under sub head publicity of issued sanctioned order.
23. In this marketing Events i.e. G.S.B (National/State/District) Photographs of each stall with stall number must be given along with the details of artisans and products on display.
24. A pen drive Covering all the stalls and participants in presence of Inspecting Officer, Photographs of the events covering all the participants, cutting of advertisement of the event in Newspapers, videos of the event must be submitted along with audited accounts at the time of claiming of reimbursement.
25. The Event should be held in consultation with the State Government and given due publicity well in time for getting best value for public money spent. Number of artisans primary Co-operative Societies participating and value of goods sold may also be monitored
26. The reimbursement for holding the event will be made on actual basis in accordance with relevant GFR provisions & induce pro-rate cut in case of low performance.
27. The IAs have not availed similar assistance for the event from any other Govt./Non-govt. organization.
28. The utilization certificate in respect of grants-in-aid already paid where due is enclosed duly countersigned by the sanctioning authority.
29. There is no reason to believe that the grantee is involved in corrupt practices.
30. The organization will provide proper civic amenities to the artisans and will not charge any commission or stall rent from the artisans.
31. The Concerned Sr. Assistant Director/Assistant Director shall ensure that the space rent including infrastructure is hired as per the prevailing market rates.
32. In the marketing events like Gandhi Shilp Bazaar (National/State/District), it is the responsibility of concern Handicrafts Service Centre, Regional Office as well as Implementing agency to achieve 100% participation. In case of low participation, pro-rata cut shall be applicable as per norms.
33. Any violation of the above terms & conditions will liable to forfeit of any reimbursement and recovery of the released amount.
34. There must be a gap of minimum 5 days between two successive marketing events especially Gandhi Shilp Bazaar (National/State/District) at the same venue except in Urban Haats.
35. For Implementation of the activity, the implementing agency may refer Internal Scheme Guidelines of Domestic Marketing events.
36. Any guidelines issued by this office from time to time or Ministry of Finance shall be applicable.
37. AO (HQs), Office of the DC (Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
38. This sanction order will become invalid (unless revalidated by Separate Order), if the fund is not released in the same financial year in which sanction order issued.
39. The expenditure is debit able to the budget head budget head - '2851.00.104'-Handicrafts Industries-38.13-National Handicrafts Development Programme, - '38.13.31'-GIA (General) for the financial year 2024-25.
40. This issues with the approval of HFW, MoT vide Dy. No. 61720 Dated- 24/06/2024.
41. Entry has been made in Grant-in-aid Register (General) in Page no. 07, Sl. No. 60.

(सहायक निदेशक (एम.एस.))
सहायक निदेशक (एम.एस.)

सवा में,

वरिष्ठ लेखा अधिकारी,
केंद्रीय वेतन एवं लेखा कार्यालय
कार्यालय विकास आयुक्त (हस्तशिल्प),
पश्चिम खण्ड -7, आर. के. पुरम,
नई दिल्ली - 110066

Copy to:

1. Managing Director, Central Cottage Industries corporation of India Ltd, (CCIC) with request to release the fund to the implementing agency i.e. M/s AGRICULTURAL CONSULTANCY AND RURAL DEVELOPMENT INSTITUTE, Ranchi
2. AO (HQs), O/O DC (HC), New Delhi.
3. The Principal Director of Audit Economic & Services Ministries, AGCR Building, I.P. Estate, New Delhi.
4. AO (B&A), O/O DC (HC), New Delhi, may please note the expenditure.
5. M/s AGRICULTURAL CONSULTANCY AND RURAL DEVELOPMENT INSTITUTE, -HI-279, NEAR KARTIK ORAON CHOWK, HARMU HOUSING COLONY, RANCHI-834002., HI-279, NEAR KARTIK ORAON CHOWK, HARMU COLONY, RANCHI-834002. JHARKHAND, RANCHI-834002. with the request to submit the following documents to this office:
 - i. Stamped Pre-receipt on the letter head of the organization for Rs. 373472/- for General in triplicate duly sealed and signed along with your/sub agency-ICICI bank Account Number and IFSC Code.
 - ii. An undertaking regarding compulsory use of PFMS (EAT Module).
 - iii. Acceptance of the terms & conditions of the sanction order and guidelines of the scheme & others issued from the Government of India from time to time
 - iv. Bond to be executed on the stamp paper of Rs. 10/- duly attested by Notary along with complete parentage of witnesses may be indicated.
 - v. An Affidavit on stamp paper of Rs 10/- duly attested by Notary public.
 - vi. Three copies of ECS/RTGS/Mandate form certified by authorized Bank (ICICI Bank).
 - vii. Authorization letter & Agency details in original letter head in triplicate.
 - viii. An undertaking regarding No Utilization Certificate (UC) is pending against any scheme of this office. **It is also requested to permit the commencement of the event for successful organization. informed date and venue before the commencement of the event.**
6. **The Regional Director (ER), O/o DC (Handicrafts), -for monitoring the event for successful organization. Report to this office immediately after completion of event.**
7. Asst. Director, HSC, concerned, with the request to inspect the programme and send the Inspection Report to this office immediately after completion of event.
8. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
9. IFW, Ministry of Textiles.
10. Udyog Bhavan, New Delhi.
11. Comptroller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.
12. Chief Controller of Accounts, Ministry of Textiles Udyog Bhavan, N. Delhi.
13. Computer Cell/Hindi Section/Guard file.
14. In-charge, NIC, Office of DC (HC) to upload in website.

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सहायक निदेशक (एम.एस.एस.)
