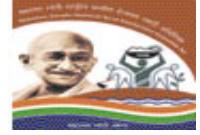


कार्यालय, मुख्य कार्यपालन अधिकारी, जिला पंचायत-जशपुर (छ.ग.)



@foKki u@@

Øekd@ 905@MGNREGA@y[kk@10

t'ki] fnukd 14-06-2010

vk; Ør] egkRek xkakh jk"Vh; xkeh.k jkstxkj xkjð/h ; kstuk izdkSB] jk; ij dk i= Øekd 1285 fnukd 25-05-10 ea fn; s x; s funðkkud kj egkRek xkakh jk"Vh; xkeh.k jkstxkj xkjð/h ; kstuk vlrðr t'ki] ftys ds leLr xke ipk; r] tuin ipk; r] vU; fØ; kUo; u , tð h , oa ftyk ipk; r dk foRrh; o"z 2009&10 dk vad\$ k.k pkVMZ , dkmlUVV iðy l s dj; k tkuk gð pkVMZ , dkmlUVV iðy fu/kkj .k grq iatðr pkVMZ , dkmlUVV@l ðFkk l s fnukd 30-06-2010 l e; 5%0 cts l k; a rd vkonu vkeð=r fd; s tkrs gð vad\$ k.k l s l ðð/kr tkudkjð rFkk 'krðftyk ipk; r t'ki] ds dk; k; ; ea ns[ks tk l drs gð , oa buVjuð/ oel kbV www. Jashpur.gov.in ij Hkh mi yC/k gð

eq; dk; ð kyu vf/kdkjh
ftyk ipk; r] t'ki] N-x-½
t'ki] fnukd 14-06-2010

i: Ø-@905@A @MGNREGA@y[kk@10
ifrifyi %&

- 1- vk; Ør] egkRek xkakh jk"Vh; xkeh.k jkstxkj xkjð/h ; kstuk izdkSB] fodkl Hkou fl foy ykbU N-x- jk; ij dh vkj l pukFkA
- 2- vk; Ør] l jxqt k l Hkkx vfEcdki] dh vkj l pukFkA
- 3- dyðVj] ftyk&t'ki] dh vkj l pukFkA
- 4- egkiçdkd] N-x- l ðkn] jk; ij dh vkj , d fnu LFkkuh; l ekpkj i= ea izdkf'kd djus grq l pukFkA
- 5- ftyk tul ð dz vf/kdkjh] ftyk&t'ki] dh vkj fu%kðd izdk'ku djkus grq l pukFkA

eq; dk; ð kyu vf/kdkjh
ftyk ipk; r] t'ki] N-x-½

MGNREGA ds vaxir ftyk t'ki g ds o"lz 2009&10 ds vadsk.k gsrq l h,- , - vadsk.k i sry ds xBu fuEufyf[kr 'krka ds v/khu gksxk %&

- 1- i sry xBu gsrq t'ki g ftys dh l h,- QeZ vFkok ftys vaxir dk; Z djus okyh l h,- QeZ dks i kFkfedrk nh tk, xhA ; fn ftys ds vUnj dh l h,- vkofnr ugha djrs gS rks fudVre ngh ij fLFkr l h,- QeZ dks i kFkfedrk nh tk, xhA
- 2- i sry dk xBu dyDVj t'ki g@ftyk dk; Døe l ello; d MGNREGA t'ki g ds vknkkuq kj fd; k tk, xhA bl l mHkz ea dyDVj t'ki g@ftyk dk; Døe l ello; d dk fu.kZ vfire o l oZkU; gksxkA
- 3- i sry xBu mijkr l cf/kr l h,- QeZ ds l kFk fu/kkZjr ik: i ^[k^ ea vuqaku fd; k tk, xhA l h,- i sry rFkk vuqaku , d o"lz gsrq oSk gksxkA
- 4- l h,- QeZ }kjk vadsk.k i 'pkr~l h,- Audit Report / Financial Statements ik: i ^d^ ea ftyk ipk; r t'ki g ea tek dh tk, xhA Audit Report / Financial Statement 3 ifr ea Lohdkj dh tk, xhA
- 5- i sry dks vuqak ds 30 fnuka ds Hkhrj dk; khs k fn; k tk, xhA dk; khs k ea vadsk.k dk; Z i wkZ djus gsrq l e; l hek nh tk, xhA mDr l e; l hek dk i kyu ugha djus dh fLFkr dyDVj t'ki g@ftyk dk; Døe l ello; d l h,- QeZ dks i sry l sfujLr dj l drk gA
- 6- vadsk.k gsrq l h,- dk ikfjJfed dk fu/kkZ.k eq; dk; i kyu vf/kdkjh] ftyk ipk; r t'ki g rFkk i sry }kjk ppkZ dj fu/kkZ.k fd; k tk, xhA xte ipk; rka ds vadsk.k gsrq ikfjJfed jkf'k U; ure : - 700@& l svf/kdre : - 1000@& gksxhA
- 7- i sry xBu gsrq vkonu i= fl y cIn fyQkQs ea Mkd@dij; j l s rFkk 0; fDrxr : i l s dk; kZy; eq; dk; i kyu vf/kdkjh] ftyk ipk; r t'ki g ea i klr dh tk, xhA
- 8- vfire frfFk i 'pkr~i klr vkonuka ij fopkj ugha fd; k tk, xhA
- 9- vkMMV i sry ea 2&4 l h,- QeZ dk uke j [kk tk, xk rFkk l eLr QeZ dks; Fkk l Hko l ekuq kr ea dk; Z fn; k tk, xhA
- 10- fd l h Hkh i zkj ds fookn ; k fu.kZ fd fLFkr ea dyDVj@ftyk dk; Døe l ello; d t'ki g dk fu.kZ vfire o l oZkU; gksxkA

Format for Financial Statement of Gram Panchayats under MGNREGA

Name of the Gram Panchayat :	Name of the Block :
Name of the District :	State : Chhattisgarh

Financial Year
Status of Receipt and Payment of Funds during the Year

<u>Sr.</u>	<u>Particulars</u>	<u>Sub-Total</u>	<u>Amount (in Rs.)</u>
1	Opening Balance Cash in Hand Balance in Bank	XXX XXX	XXX
2	Funds Received During the Year Funds Received During the Year under-MGNREGA Funds Received During the Year Under- NFFWP Funds Received During the Year under- SGRY	XXX XXX XXX	XXXX
3	Misc. Receipts- Interest Received from Bank Misc. Receipts- Others (Please Specify)		XXXX
4	Total Funds Available (1+2+3) During the Year under MGNREGA		XXXX
5	(a) Total Funds Utilised During the Year (b) Expenditure on administrative infrastructure (out of 5a) © Expenditure on unskilled labour component (out of 5a) Material cost including semi-skilled and skilled labour (d) (out of 5a)		XXXX
6	Closing balance of the previous financial year (4-5a) Cash in Hand Balance in Bank		
7	Percentage of utilisation to total funds available (5/6X100)		

Format for Financial Statement of Gram Panchayats under MGNREGA

Name of the Gram Panchayat :
Name of the District :

Name of the Block :
State : Chhattisgarh

Income and expenditure account for the year ended 31st March,

<u>Expenditure</u>	<u>(Amt in Rs.)</u>	<u>Income</u>	<u>(Amt in Rs.)</u>
To, Expenditure on administrative infrastructure		By, Misc, receipts- Bank Interest	
To, Expenditure on unskilled labour component		By, Misc, receipts- Others (Please Specify)	
To, Material Cost including semi-skilled and skilled labour			
To, excess of Income over expenditure			
Total		Total	

Format for Financial Statement of Gram Panchayats under MGNREGA

Name of the Gram Panchayat :
Name of the District :

Name of the Block :
State : Chhattisgarh

Balance Sheet as on 31st March,

<u>Capital & Liabilities</u>	<u>(Amt in Rs.)</u>	<u>Assets</u>	<u>(Amt in Rs.)</u>
<u>General Fund</u>	XXXX		XXXX
Opening Balance XXX		Cash & Bank Balances -	
Add:- Receipts During the Year XXX		Cash in Hand XXX	
Add/Less:- Amount transferred from income and expenditure account XXX		Bank Balances XXX	
Total	XXXX	Total	XXXX

Consulting Services
Contract for Audit of Gram Panchayats Accounts under Mahatma Gandhi National Rural Employment Guarantee Scheme (MGNREGA) to be Carried out by Consultants

Subject : Audit of the Gram Panchayats activities financed from MGNREGA

Consultant Name :-----

Address :-----

Firm Registration No :-----

Registration Year :-----

1. Set out below are the terms and conditions under which (Name of Consultant) has agreed to carry out under MGNREGA, JASHPUR District the above-mentioned assignment specified in the attached Terms of Reference and sample audit report format of Gram Panchayat and the terms and conditions set below.
2. For administrative purposes Chief Exevutive Officer, Zila Panchayat, JASHPUR, District has been assigned to administer the assignment and to provide the (Name of the Consultant) with all relevant information needed to carry out the assignment. The services will be required in JASHPUR District till 31 March 2011, starting from the date of this agreement.
3. The Commissioner, MGNREGA , Chhattisgarh may find it necessary to postpone or cancel the assignment and/ or shorten or extend its duration in consultation with the CEO, Zila Panchayat, However, every effort will be made to give the consultant, as early as possible, notice of any changes. In the event of termination the (Name of the Consultant) shall be paid for the services rendered for carrying out the assignment to the date of termination, and the (Name of the Consultant) will provide the JASHPUR, with any reports or parts thereof , or any other information and documentation gathered under this Contract prior to the date of termination.
4. This Contract, its meaning and interpretation and the relations between the parties shall be governed by the Laws of Union of India. The decision of the Collector/District Co-ordinator, JASHPUR, MGNREGA will be final and binding on all the parties in matters relating to meaning and interpretation of the terms of the Contract.
5. This Contract will become effective upon confirmation of this letter on behalf of (Name of the Consultant) and will terminate on (31 March 2011), or such other date as mutually agreed between the CEO Zila Panchayat and the (Name of the Consultant).
6. Payments for the services will not exceed a total amount of (Total no of GP audit done X Rs.---
-----). The consultant has to submit the Audit report within 60 days of issuance of the audit request letter by the District unit, failing which will be treated as breach of the TOR and

terms of the Contract and subsequently can lead to termination of the contract. The JASHPUR District unit of MGNREGA will pay (Name of the Consultant), within 30 days of receipt of invoice. The above remuneration includes all the costs related to carrying out the services, including overhead.

7. The (Name of the Consultant) will be responsible for appropriate insurance coverage. In this regard, the (Name of the Consultant) shall maintain workers compensation, employment liability insurance for their staff on the assignment. The (Name of the Consultant) shall also maintain comprehensive general liability insurance, including contractual liability coverage adequate to cover the indemnity of obligation against all damages, costs, and charges and expenses for injury to any person or damage to any property arising out of, or in connection with, the services which result from the fault of the (Name of the Consultant) or its staff. The (Name of the Consultant) shall provide the MGNREGA with certification thereof upon request.
8. The (Name of the Consultant) shall indemnify and hold harmless the MGNREGA including all its units against any and all claims, demands, and/ or judgements of any nature brought against the MGNREGA arising out of the services by the Consultant and its staff under this Contract. The obligation under this paragraph shall survive the termination of this Contract.
9. The Consultant agrees that, during the term of this Contract and after its termination, the Consultant and any entity affiliated with the Consultant, shall be disqualified from providing goods, works or services (other than the Services and any continuation thereof) for any project resulting from or closely related to the Services.
10. All final plans, drawings, specifications, designs, reports and other documents or software submitted by the (Name of the Consultant) in the performance of the Services shall become and remain the property of the Client. The Consultants may retain a copy of such documents but shall not use them for purposes unrelated to this Contract without the prior written approval of the Client.
11. The Consultant undertakes to carry out the assignment in accordance with the highest standard of professional and ethical competence and integrity, having due regard to the nature and purpose of the assignment, and to ensure that the staff assigned to perform the services under this Contract, will conduct themselves in a manner consistent herewith.
12. The Consultant will not assign this Contract or sub-contract or any portion of it without the Client's prior written consent. The consultant should also seek prior approval of the MGNREGA at the time of changing team members as proposed in the proposal.
13. The (Name of the Consultant) shall pay all the taxes, duties, levies and other impositions levied under the applicable law and the Client shall perform such duties, in regard to the deduction of such tax, as may be lawfully imposed.

14. The (Name of the Consultant) also agree that all knowledge and information not within the public domain which may be acquired during the carrying out of this Contract, shall be, for all time and for all purpose, regarded as strictly confidential and held in confidence, and shall not be directly or indirectly disclosed to any person whatsoever, expect with the MGNREGA written permission.
15. Any dispute arising out of the Contract, shall be referred to the Commissioner, MGNREGA if not amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with Arbitration & Concillation Act 1996.

Read and Agreed on behalf of the (Name of the Consultant) .

Place : JASHPUR

Date :

Signature with Seal

Authorized Reprusentative of Consultant

Name :

Designation :

Membership No.

Signature with Seal

Chief Executive Officer

Zila Panchayaft (Name of the District)

Chhattisgarh