

Guidelines for Technical Expertise (Consultancy) for 2008 – 09

The allotment of Technical Expertise (consultancy) fund for the year 2008-09 is enclosed. This fund can be utilised by the ULBs for the following:

1. For procurement of consultancy agency for technical consultancy
2. For conducting any survey, study or test
3. As support for remuneration of Technical Staff like Urban Planner (UP), Accounts & Finance Coordinator (AFC) engaged by ULBs for KUSP work.
4. The last date of submission of Terms of Reference (ToR) to CMU is **31.07.2008**.

Note :

- i. *The proposals along with ToR and estimate have to be sent to CMU for issue of Authority to engage (ATE). (Applicable for Sl. No. 1 & 2 only)*
- ii. *The enclosed **Format** should be filled-in by the ULB and the same will be submitted to CMU with ToR. (Applicable for Sl. No. 1 & 2 only)*
- iii. *The page no. of ADP (2008-09), where provision for implementing the work from Technical Expertise (Consultancy) fund and payment for remuneration of Technical staff like U.P. and A.F.C. has been kept, should be mentioned. (Applicable for Sl. No. 1 to 4)*
- iv. *The enclosed **Checklist** should be filled-in by the ULB and the same will be submitted to CMU with ToR. (Applicable for Sl. No. 1 to 4)*

Enclo : 1. Allotment (2008-09)

2. A Format
3. A Checklist

Format for getting ATE

1.	Name of Assignment	<i>(To be filled-in by ULB)</i>
2.	Objective	<i>(To be filled-in by ULB)</i>
3.	Duration	<i>(To be filled-in by ULB)</i>
4.	Expected Budget	<i>(To be filled-in by ULB)</i>
5.	Budget Code for the Assignment	Technical Expertise (Consultancy) for the year 2008-09
6.	Suggested Recruitment Process	Limited Tendering / Open Tendering

**Check List for getting ATE (2008-09) from CMU for procurement of
Consultancy, Survey, Study or Test**

1. Is there provision for payment of remuneration of Technical staff like Urban Planner (U.P.) and Accounts & Finance Coordinator (A.F.C.) from Technical Expertise (Consultancy) fund?

Please put (✓ mark)

Yes	No
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2. If yes, what is the expected sum during 2008-09 ?

i. For Urban Planner

Rs.....

(Please fill-in the box)

ii. For Accounts & Finance Coordinator

Rs.....

(Please fill-in the box)

3. The page no. of ADP (2008-09) where provision for implementing the work from Technical Expertise (Consultancy) fund has been kept is

(Please fill-in the box)

4. The page no. of ADP (2008-09) where provision for payment of remuneration of Technical staff like U.P. and A.F.C. has been kept is

(Please fill-in the box)

Signature of Engineer

Signature of Mayor / Chairperson