

राष्ट्रीय आदिवासी छत्र शिक्षा समिति  
(जनजातीय कार्य मंत्रालय के अंतर्गत  
एक स्वायत्त संस्थान, भारत सरकार)  
भू-तल, गेट नंबर-3ए, जीवन तारा बिल्डिंग,  
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**National Education Society for Tribal Students**

(An Autonomous Organization under  
Ministry of Tribal Affairs, Govt. of India)  
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No.F.18015/09/2020-NESTS

Date: 19.10.2023

To,  
CMD/MD/CEO  
B&R/EPIL/HSCL/NPCC/MTDC/MANIDCO/TCIL/WAPCOS

**Subject: Guidelines for submission of claim for deposit on the basis of deposit payment for construction of EMRSs- reg.**

**Ref. : Letter No. 18015/09/2020-NESTS dated 4<sup>th</sup> October, 2023.**

Sir/madam

This is regarding letter on under refence on the subject cited above. In this regard, all the construction agencies are requested to kindly submit their claims as per the following guidelines:

- i) CAs are directed to strictly ensure quality of works as per terms and conditions of the MoU.
- ii) CA shall ensure to conduct TQPA as per agreement and TPQA reports alongwith compliances should immediately be submitted to the Construction Quality Assurance Cell of the NESTS for evaluation by the Cell.
- iii) In case, CA receives any interest on such advance the same shall be credited to the NESTS. CA also ensure that there shall be no diversion of funds.
- iv) The following documents shall be submitted for the claim of deposit
  - a. Letter for demand of advance fund
  - b. Utilization Certificate cum Progress report similar like used in CPWD (Sample attached) (Annexure-I)
  - c. Detail of payments released to the contractors and copy of last cash voucher alongwith Component wise detail of work done for which payment released. (Annexure-II)
  - d. Undertaking for statutory compliances as submitted earlier. (Annexure-III)
  - e. Component wise sufficient number geo-tagged photographs, clear and from different angles with clearly mentioning name of the component on the photos. (Annexure-IV)
  - f. Copy of e-GST invoices issued for the works (Annexure-V)
  - g. Status of Extension of Time from NESTS (wherever applicable) (Annexure-VI)
  - h. Copies of deviation/variations approved (if any) (Annexure-VII)

This issues with the approval of the Competent Authority.

Yours faithfully

(K.C.Meena)

**Additional Commissioner, NESTS**

Copy for Information:

1. PS to Commissioner, NESTS
2. Joint Commissioner, (Civil) NESTS
3. Executive Engineer, (Civil) NESTS
4. Deputy Commissioner (Finance), NESTS
5. Concerned File (efile 16346)

(Annexure-I)

UTILIZATION, EXPENDITURE CUM PROGRESS STATEMENT OF EMRS UPTO \_\_\_\_\_

Name of State: \_\_\_\_\_

Construction Agency: \_\_\_\_\_

(Amount in ₹)

S.No.	Name of Work	A/A & E/S Amount	Tendered Amount	Upto date Deposit/funds received	Exp. Upto previous Month	Expenditure during the month	Total Expenditure	Balance	% of Physical Progress	% of Financial Progress	Remarks
1	2	3	4	5	6	7	8 (6+7)	9 (5-8)	10	11	12
1											
2											
3											
4											
5											
	Total:										

Seal & Signature  
(Finance (Head))  
Name :

Seal & Signature  
(Zonal Head)  
Name :

(Annexure-II)

**Statement showing detail of funds released to the contractors**

Name of the EMRS :

State:

Construction Agency :

Contractor Name :

Cash Voucher No.	Date	Funds released	Release Date	Remarks
Total :				

Copy of last Cash voucher attached :      Yes/No      No. \_\_\_\_\_

Seal & Signature  
(Finance (Head))  
Name :

Seal & Signature  
(Zonal Head)  
Name :



**UNDERTAKING/SELF DECLARATION****(To be submitted on PSU letter head)**

I, \_\_\_\_\_, (Name & Designation), of \_\_\_\_\_  
 (Name of PSU), \_\_\_\_\_(Place/State), do hereby solemnly affirm and  
 undertake the following in respect of work "Construction of Eklavya Model Residential School  
 (EMRS) at \_\_\_\_\_ Village - \_\_\_\_\_, District \_\_\_\_\_ in the state  
 of \_\_\_\_\_" being undertaken by \_\_\_\_\_ (PSU) that:-

1. The payment demand raised \_\_\_\_\_ (dated) on account of running payment in respect of deposit works of the above cited work is in accordance with the MOU signed between \_\_\_\_\_ (PSU) and NESTS.
2. We, (PSU) shall be fully responsible for the correctness of measurement of works, its Quality, technical/structural soundness and effective & efficient construction management and the authenticity of the Bill of the work executed/to be executed in r/o the above cited work on PMC basis. This is also as per para 3.6 of MoU signed between the Construction Agency(s) and NESTS.
3. As per Income Tax TDS rules, all applicable statutory due amount of Taxes viz Income Tax, GST etc, against the payment received from NESTS in respect of above cited work have been deducted and deposited with the concerned statutory authority.
4. There are no pending liabilities (as cited above) as on date in respect of above cited work. In this regard, we, \_\_\_\_\_(PSU), do hereby also undertake that statutory and/ or other mandatory liabilities (viz ESI & EPF), if any, arises in future shall be deemed payable by us.
5. We further undertake that in case any litigation arises pertaining to the above cited work, the same shall be duty and responsibility of TCIL to face/settle/pay satisfactorily.
6. We undertake that land of the EMRS \_\_\_\_\_ has been taken over by \_\_\_\_\_ (PSU) and there is no land issue pending as on date.

Thanking you,

Thanking you,

(signature of Finance Authority)

(Signature of Project Head)/

(Signature of ZM)

Place:

Date: