

# APPLICATION SCRUTINY FORMAT ANNEXURE-B

Location of the UPHC applied for : ANGUL TOWN Name of the District : ANGUL

## NAME OF THE AGENCY

Sl No	Details of the submissions of key documents	KARUNA TRUST		VIKASH		BIKALPA BIKASH		ARUN INSTITUTE OF RURAL AFFAIRES		NEW INDIA		THE MEDICS	
		Whether Submitted (Yes/No)	Detail Remarks	Whether Submitted (Yes/No)	Detail Remarks	Whether Submitted (Yes/No)	Detail Remarks	Whether Submitted (Yes/No)	Detail Remarks	Whether Submitted (Yes/No)	Detail Remarks	Whether Submitted (Yes/No)	Detail Remarks
<b>Compulsory Documents</b>													
1	Whether application is received on/by due date and by registered post/speed post/courier services?	Yes		Yes		Yes		Yes		Yes		Yes	
2	Whether all pages of proposal & documents are signed by Chief Functionary of the Agency?	Yes		Yes		Yes		Yes		Yes		Yes	
3	Whether the Agency has submitted EMD in the mode of valid Demand Draft / Banker Cheque with required amount?	Yes		Yes		Yes		Yes		Yes		Yes	
4	Whether copy of the appropriate Registration Certificate of the Agency (under Society/Trust/Companies Act) submitted?	Yes		Yes		Yes		Yes		Yes		Yes	
5	Whether the organization completed 5 years of registration by 30 <sup>th</sup> Sept' 2020?	Yes		Yes		Yes		Yes		Yes		Yes	
6	Whether copy of the Unique ID under NITI Aayog NGO Darpan submitted (only in case of NGO and Trust)?	Yes		Yes		Yes		Yes		Yes		No	Only number mentioned in a paper
7	Whether copy of the Memorandum of Association / By-Law of the Agency submitted?	Yes	TRUST	Yes		Yes		Yes		Yes		Yes	
8	Whether copy of the Contract / Mou documents pertaining to the Agency work experience to meet the eligibility criteria submitted ?	Yes		Yes		Yes		Yes		Yes		Yes	
9	Whether Annual Financial Statements of the last 3years duly audited by a qualified CA (AsperForm-T3) submitted?	Yes		Yes		Yes		Yes		Yes		Yes	

SKS  
 06/10/2020  
 06/10/2021  
 06/10/2021  
 06/11/2021  
 06/11/21

10	Whether the agency is having an annual turnover per each year in the last three financial years as per eligibility criteria?	Yes		Yes		Yes		Yes		Yes		Yes	
11	Whether Fixed Asset Statement of last Financial Year duly audited by a qualified CA (As per Form-T4) submitted?	Yes		Yes		Yes		Yes		Yes		Yes	
12	Whether the Agency is having the fixed assets in the form of infrastructure / land / building / asset as per eligibility criteria?	Yes		Yes		Yes		Yes		Yes		Yes	
13	Whether copy of the 12A Registration certificate submitted?	Yes		Yes		Yes		Yes		Yes		Yes	
14	Whether copy of PAN Card submitted?	Yes		Yes		Yes		Yes		Yes		Yes	
15	Whether copy of Bank Pass Book submitted?	Yes		Yes		Yes		Yes		Yes		Yes	
16	Whether an undertaking in the form of original Affidavit that the office bearer of the Agency has not been convicted by any court of law for any. Criminal offence (As per Form-T6) submitted?	No	Photocopy submitted	Yes		Yes		Yes		Yes		Yes	
17	Whether an undertaking in the form of original Affidavit certifying that Agency is not blacklisted (As per Form-T7) submitted by the Agency?	No	Photocopy submitted	Yes		Yes		Yes		Yes		Yes	

**Optional Documents**

18	Whether an undertaking that the Agency Is willing to sign the service level agreement (As per Form-T8) submitted?	Yes		Yes		Yes		Yes		Yes		Yes	
19	Whether copy of the 80G Registration certificate submitted?	Yes		Yes		Yes	Validity expired	Yes		Yes		Yes	
20	Whether names of the Office Bearers along with their address statement submitted?	Yes		Yes		Yes		Yes		Yes		Yes	
21	Whether copy of the meeting minutes of the Executive Committee / Governing body / any other body meeting based on by-law / Memorandum of the Society / registration document of last three financial years till date submitted?	Yes	Submitted for only 2 years @ 1 each	Yes	Submitted for only 1 years	Yes		Yes		Yes	Submitted for only 1 years	Yes	Submitted for only 1 years

SKS for 06/10/2020  
 (PPMCS)  
 06/10/2020  
 (APM-CH)  
 06/11/21  
 (CMRCMS)  
 06/11/2021  
 (DWD)  
 06/11/21  
 (DWD)

22	Whether details statement of the manpower engaged by the Agency other than Funding Project Staff (Name, Designation, Qualification, years of experience etc) submitted?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Statement submitted without experience	Yes	Statement submitted without experience
23	Whether copy of the document relating to the presence of Agency in the State of Odisha either land & building record issued in the name of Agency / lease agreement in affidavit mode submitted?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
24	Whether copy of the award certificate (National / State / Dist) received from any Govt. / Govt. Institutions only submitted?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

**N.B:** The supporting documents / requirements from the Sl. No. 1 to 18

**Findings of the Scrutiny:** Whether Accepted or Rejected?, If Rejected, reasons to be specified at below :

**Name & Signature of the Committee members:**

Name of the committee member	Designation	Full Signature
Dr. Abhay Kumar Dash	CDM & PHD	Dr. Abhay Kumar Dash
Charalata Maluse	DMO	Charalata Maluse
BISWARANJAN RATH	RFM	Biswanjan Rath
SAPAN KUMAR PATRA	RAM	Sapan Kumar Patra
SUKYA PRATAP MAHAMANINGH	DMRCH	Sunya Prasad Mahamaningh
SONIL KUMAR SAHU	PPP Coord.	Sonil Kumar Sahu
BHAGIRATHI PANIGRAHI	APM-UH	Bhagirathi Panigrahi