

Annexure - III

Format of request from Project Sponsoring Authority for release of funds to the PSA under IIPDF Scheme

Date

Name of PSA

Address

Dear Sir,

1. Kindly refer to your letter No. dt conveying the approval of Approval Committee in its meeting No... dated..... under the India Infrastructure Project Development Fund (IIPDF) Scheme, a Project Development Expenses of Rs. to (name of PSA) for the project located at (give details of the project such as sector, location, brief particulars such as area / capacity etc.)
2. I am writing this letter to request for the reimbursement/payment of the **TA/ Consultant Cost** incurred in the aforesaid project. The Transaction Advisor/ Consultant.....(name) who was appointed vide communication date with total TA Cost of Rs..... has achieved milestone for stageas approved by the Appraisal Committee. The milestone document duly authenticated is enclosed for your ready reference. We request releasing a sum of Rs.....(*amount in words*) as per the achieved milestone. (Details of Bank account of PSA to be provided)

Bank Account Details in which reimbursement is requested:

Name of account holder	Name of Bank with address	Account Number	RTGS/NEFT/IFSC Code
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**Signatures and Name of the Authorised signatory of the
Project Sponsoring Authority with stamp**

Date

List of documents to be submitted by PSA (as per the milestone for which funding is sought):

- a. Complete details of Pre-Feasibility need to be provided and documents enclosed. This should indicate if the pre-feasibility was done in-house or through an external consultant.
- b. Certificate from PSA stating the following particulars:-
 - that the particulars of cost claimed for Prefeasibility/TA Cost are True and Fair,
 - the costs have been actually incurred by the Project Sponsoring Authority on this project only.
 - the claimed cost is not incurred on own staff of Project Sponsoring Authority.
 - The mode of selection of TA is through a transparent system of procurement/ through the list of empaneled TAs of DEA/ through list of empaneled TAs of any other Central Ministry/Department/ State Government/ on nomination basis, in accordance with the applicable GFR Rules (strike off whichever is not applicable)
- c. Copy of TOR of appointment. Copy of agreement with the TA.
- d. Complete details of the milestones achieved.
- e. If RfQ/RfP/DCA are prepared then a copy of the same in soft copy and physical copy.
- f. Copy of signed Concession Agreement in case of payment is requested for the relevant milestone.
- g. Whether relevant details of onboarding of TA uploaded on DEA Portal
- h. Utilisation Certificate of the disbursements made earlier on the project under IIPDF Scheme till date, clearly specifying that all amounts disbursed under IIPDF Scheme have been transferred to the TA.
- i. In case of submission of proposal post onboarding of TAs, details of bids received may be provided in the following format: -

Sl. No.	Name of TA Bidder	Financial Quotes	Winning Bidder	Project Milestones
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		received		completed and remaining
1.				
2.				
3.				