

# विकास आयुक्त का कार्यालय

सूक्ष्म, लघु एवं मध्यम उद्यम)  
सूक्ष्म, लघु एवं मध्यम उद्यम मंत्रालय  
(भारत सरकार)

निर्माण भवन, सातवीं मंजिल, मौलाना आजाद रोड,  
नई दिल्ली-110 108



OFFICE OF THE DEVELOPMENT COMMISSIONER  
(MICRO, SMALL & MEDIUM ENTERPRISES)  
MINISTRY OF MICRO, SMALL & MEDIUM ENTERPRISES  
GOVERNMENT OF INDIA

Nirman Bhawan, 7<sup>th</sup> Floor, Maulana Azad Road,  
New Delhi-110 108

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F. No. 5(5)/2020 -21/MS/EC(E-17716)

Dated: 11.02.2021

To

The Accounts Officer  
Pay & Accounts Office  
Micro, Small and Medium Enterprises  
New Delhi

Subject : Sanction and release of Govt. Of India (GoI) grant (non recurring) of fund of Rs. 115.05 Lakhs (Rupees One Hundred Fifteen Lakhs and Five Thousand only) to Export Promotion Council for Handicrafts (EPCH) under Office of Development Commissioner (Handicraft), Ministry of Textile, for the expenditure under Scheme "Procurement & Marketing Support (Revised)" towards participation of 300 Micro and Small Enterprises (MSEs) in 1<sup>st</sup> National Toy Fair Virtual 2021 during the financial year 2020-21.

Sir,

I am directed to convey the sanction of competent authority for allocation of funds of amount Rs. 115.05 Lakhs (Rupees One Hundred Fifteen Lakhs and Five Thousand only) to Export Promotion Council for Handicrafts (EPCH) under Office of Development Commissioner (Handicraft), Ministry of Textile for the expenditure under Scheme "Procurement & Marketing Support (Revised)" towards participation of 300 Micro and Small Enterprises (MSEs) in 1<sup>st</sup> National Toy Fair Virtual 2021 during the financial year 2020-21.

2. Grant in aid will be regulated in accordance with the provisions contained in the guidelines of Procurement and Marketing Support (PMS) Scheme. The Grant in Aid is also subject to provisions contained in chapter 9 of General Finance Rules 2017, as amended from time to time, read with the Government of India's decisions incorporated there-under, and any other guidelines which may be issued in this regard and in particular to the following conditions :-

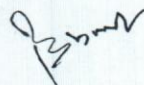
i) The grant will be utilized towards participation of 300 MSEs in 1<sup>st</sup> National Toy Fair Virtual 2021 and expenditure on participation charges, videography charges and website cost. Its utilization would result in achievement of the following:

(Rs. In lakhs)

S.No	Implementing Agency	Name of the Prog.	No. of MSEs	Item of the Expenditure	Per MSE allocation	Programme wise total allocation Object head Grant in Aid (2851.00.102.97.02.31)
1	Export Promotion Council for Handicraft (EPCH) under Office of Development Commissioner (Handicraft), Ministry of Textile	1 <sup>st</sup> National Toy Fair Virtual 2021	300	Participation Fee	0.14750	44.25
				Videography / Photography fee	0.236	70.80
				Website fee		
Total						115.05

*[Signature]*

- i) The grantee institution will maintain separate subsidiary bank accounts for the Government Grants received and utilized.
- ii) The Grant released will be utilized by grantee institution for the purpose indicated in para 2(i) above.
- iii) A comprehensive report covering all aspects of the event should be prepared and sent to this office within a month after the completion of the event.
- iv) Assets acquired wholly or substantially out of Government Grant shall not be disposed of without obtaining the prior approval of the sanctioning authority of Grant-in-aid.
- v) The accounts of grantee institution shall be open for inspection by the sanctioning authority and audit, both by the Comptroller & Auditor General of India under the provision of C&AG (DPC) Act, 1971 in accordance with the provisions laid down in Section 14 of the C&AG (DPC 1971) as amended from time to time and Internal Audit party of the Principal Accounts Office of the Ministry of Micro, Small & Medium Enterprises (MSME), whenever it is called upon to do so.
- vi) The grantee institution shall submit the Utilization Certificate in the prescribed form GFR-12C duly signed by the Head of the Institution/ Grantee. The utilization certificate in respect of grants should also disclose whether the specified targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefor. They should contain an output based performance assessment instead of input based performance assessment.
- vii) Grantee institution shall furnish an Audited Statement of Accounts of the financial year.
- viii) Grant-in-Aid shall be utilized subject to the Economy and other Instructions issued from time to time by the M/o Finance or by the Competent Authority.
- ix) The unspent balances available with grantee institution will be taken into account.
- x) Grantee institution shall certify that the Utilization Certificates (UCs) due for submission for the Grants-in-aid sanctioned in the previous year's containing all the relevant details required under GFR 212(1) have been submitted to the satisfaction of the Ministry of Micro, Small & Medium Enterprises (MSME).
- xi) Grantee institution shall certify that no grants-in-aid for this purpose or activities have been applied for or obtained from any other Ministry or Department of the Government of India or State Government.
- xii) Grantee institution shall adhere to all the relevant provisions of GFR and any other instructions/ guidelines issued by the Government from time to time, while making procurement/ purchases of goods and services. Including compliance to GFR provisions in case of out-sourcing of services and engagement of consultants/service providers, whichever applicable.
- xiii) Grantee institution should send pre-receipt bill (in triplicate) to this Ministry for payment of the amount drawn against this sanction.
- xiv) In no case the grant released under this sanction will be utilized for any purpose other than those indicated in the sanction. The grantee shall not divert the grants and entrust execution of the Scheme or work concerned to another Institution or Organization and shall abide by the terms & conditions of the grant and follow/ adhere to all the relevant provisions of GFR regarding Grants in aid. If the grantee fails to utilize the grant for the purpose for which the same has been sanctioned or does not adhere to the terms & conditions of Grant and GFR provisions, the grantee/ Institution shall be required to refund the grant with interest @ 10% per annum.
- xv) The grantee institution shall not utilize the interest earned on the recurring/non-recurring grants-in-aid released to the institution for any purpose. The accrued interest of the GoI grant should be mandatorily remitted to the consolidated funds of India in conformance to Rule 230 of GFR-2017.
- xvi) State Government / Implementing agency would adhere to the General Financial Rules (GFRs) / relevant guidelines issued by Central Vigilance Commission (CVC) while forwarding the proposal and implementing the scheme activities
- xvii) Grantee institution should implement the Expenditure Advance Transfer (EAT) Module on PFMS Platform.



- xviii) Noted at Serial No. 1 in the Register of Grants.
- xix) Drawing and Disbursing Officer of O/o DC (MSME), Ministry of Micro, Small & Medium Enterprises (MSME) will act as Drawing and Disbursing Officer for this sanction.
- xx) Grantee institution shall maintain a log book for the participants from this Ministry.
- xxi) Grantee institution shall submit the actual bill certified by the department / CA with detailed break up of cost of each item. Invoice of event may be produced.
- xxii) **For the transfer of fund, forward the requisite documents pre-receipt ( 03 nos original on letter head pad with revenue stamp and amount to be left blank; ECS / Mandate form(signed by bank);Original payment letter; report of unspent balance(PFMS) at the earliest.**

3. The expenditure shall be accommodated in demand No.67, Ministry of Micro, Small and Medium Enterprises for the year 2020-21 as follows:

(i) Major Head	2851.00.102.97	Village & Small Industries, Small Scale Industries
(ii) Object Head	97.02	Procurement and Marketing Support scheme
(ii) Sub Head	97.02.31	Grant in Aid
(iii) BE 2020-21	Rs.11.00 cr.	
(iv) RE 2020-21	2.00 Cr.	
(v) Amount of Present Allocation	1.1505 Cr.	1 <sup>st</sup> National Toy Fair Virtual 2021

4. The bank details of the Grantee institution for making payment are as below:-

Name of the beneficiary	Name of Bank where A/c of Org Held	Address/Code of Bank Branch	A/C NO.	IFSC Code
Export Promotion Council for Handicraft (EPCH)	Punjab National Bank	Punjab National Bank, Mata Chowk, Mahipal Pur, New Delhi - 110037	0029100100000016	PUNB0002910

5. No Utilization Certificate is pending against the grantee institution in respect of the scheme.

6. This issues with the concurrence of Integrated Finance Wing vide their Dy. No. 53/US(Fin-I) dated 22.01.2021.

*[Signature]*  
11.02.21  
(A.K. Verma)  
Joint Director

**Copy to:**

- The Development Commissioner, Handicraft, M/o Textile, Udyog Bhavan, New Delhi.
- Executive Director, EPCH House, Pocket 6&7, Sector 'C', LSC, Vasant Kunj, New Delhi, Delhi 110070
- Principal Accounts Office, M/o Industry, Udyog Bhawan, New Delhi.
- B& A Section, Deptt. of IP&P, Udyog Bhawan, New Delhi.
- The Principal Director of Audit, Economic & Service Ministry, AGCR Bldg., I.P. Estate, New Delhi.
- Planning Division, O/o DC (MSME), New Delhi.
- US, IFW, M/o MSME, Nirman Bhavan, New Delhi
- Guard file.

*[Signature]*  
11.02.21  
(A.K. Verma)  
Joint Director