

Bond in non-judicial stamp paper of Rs. 100/- as per Performa below

Bond Performa

KNOW ALL MEN BY THESE PRESENTS THAT we the
.....
..... (name of the organization an in Registration certificate) an association registered under the Societies Registration Act, 1860 having been registered by the office of.....(Name full address of Registering Authority), vide Registration Number.....dated.....office at in the State of(herein after called the obligors) are held and firmly bound to the President of India (hereinafter called the Government) in the sum of Rs. (in words Rs.....only) well and truly to be paid to the President on demand and without demur, for which payment we bind ourselves and our successors and assigns by these presents.

2. SIGNED this.....day ofin the year Two thousand and

3. WHEREAS the obligors has sent a request proposal to Government, through the Ministry of Earth Sciences for Grants of Rs. Vide Letter numberDatedThe obligors has agreed to execute this bond in advance, in favour of Ministry of Earth Sciencesfor entire amount of Rs.as requested in the proposal sent to the Government. The obligor is willing to accept the proposed amount or any other amount approved/ sanctioned by the Government. The obligor is willingly executing this bond of higher proposed amount to accept the actual amount approved/ sanctioned by the Government. The obligor is also willing to accept all terms and conditions mentioned in the “Letter of Sanction” to be issued by the Government.

4. Now the condition of the above written obligation is such that if the obligors duly fulfill and comply with all the conditions mentioned in the letter of sanction, then above written bond or obligation shall be void and of no effect. But otherwise it shall remain in full force and virtue. If a part of the grant is left unspent after the expiry of the period within which it is required to be spent, the obligors agree to refund the unspent balance along with interest at the rate of 10% (ten percent) per annum unless it is agreed by the sanctioning authority to be carried over to the next financial year. The amount of grant shall be refunded alongwith interest earned thereon.

5. The Society/ Trust agrees and undertake to surrender/ pay to Government the monetary value of all such pecuniary or other benefits which it may receive or derive/ have received or derived through/ upon unauthorized use (such as letting out premises for adequate or less than adequate consideration or use of the premises for any purpose other than that for which the grant was

intended of the property / building of other assets created / acquired/ constructed largely from out of Government grant. The decision of the Secretary to the Government of India in the Ministry ofDepartment ofor the administrative Head of Department concerned shall be final and binding on the society/ Trust, in respect of all matter relating to the monetary value mentioned above to be surrendered paid to the Government.

6. The member of the executive committee of the grantee shall:

- (a) abide by the conditions of the grants in aid by the target dates, specified in the letter of sanction and
- (b) not divert the grants of entrust execution of the scheme or work concerned to other institution (s) or organization (s) and
- (c) abide by any other conditions specified in the agreement governing the grants in aid.

In the events of grantee failing to comply with the conditions or committing breach of the conditions of the bonds, the signatories to the bonds shall be jointly and severally liable to refund to the President of India, the whole or a part amount of the grant with interest @10% per annum thereon.

7. AND THESE PRESENTS ALSO WITNESS THAT

(i) The decision of the secretary to the Government of India in the Ministry of.....on the question whether there has been breach or violation of any of the terms and conditions mentioned in the sanction letter shall be final and binding on the obligors; and

(ii) The Government shall bear the stamp duty payable on these present.

In witness where of these presents have been executed as under on behalf of the obligors and day herein above written in pursuance of the Resolution No. -----Dated-----passed by the Governing Body of the obligors, a copy whereof is annexed hereto as **Annexure B.**

Signed for and on behalf of

Signature of the grantee.

(Name of the Obligor Association, as registered)

Full Mailing Address -----

Telephone Number / Mobile No.-----

E Mail address (if available)

Fax number

(in the presence of) Witness name and address

(i)

(ii)

Accepted for and on behalf of the President of India

Date

_____ Designation
(Name and address)

::Authorisation Letter for sending Grants-in-aid directly into the Bank Accounts of the organisation::

I/WE(name of the entity/
Society / organization) Would like to receive the grants in aid disbursed by the , Ministry of
.....directly into the bank Account of the society / institution /
organization etc. through electronic mode of transfer. The particular are as under

Name of the payee (as in the bank accounts)

Name of the Bank

Bank Branch (Full address)State.....District.....Pin

Bank Account Number.....(in
words.....)

Type of bank Account.....Saving/ Current

MICR Code of the Bank

Mode of Electronic transfer Available in the Bank – ECS/RTGS/CBS.....

Place: New Delhi

Date:.....

Signature of grantee
Name of Grantee
Designation / Rubber stamp

Full Address (village / sub division / district/ Pin / State)

Telephone number / Mobile number.....

Email (if any)

ACQUAINTANCE/ PRE- STAMPED RECEIPT (PSR)/PRE-RECEIPT/ ADVANCE RECEIPT

(form of Acquittance for grant-in-aid to be received through cheques/ D.D.'s)

Received a sum of Rs(Rupees only) by
Cheque/ Bank Draft from Pay and Accounts Office, Ministry of
.....New Delhi on account of the grant-in-aid sanctioned by the
Ministry of,Govt. of India, New Delhi vide letter
No.....dated

Place: New Delhi
Date:.....

Signature of grantee
Name of Grantee:
Designation

Rubber Stamp of the Organisation:

Annexure-I

::Terms and conditions attaching to Grant-in-aid to Voluntary Organizations / Individuals::

1. The grantee will execute a bond in favor of the President of India in the prescribed form. The bond shall be supported by two sureties if the grantee is not a legal entity
2. The accounts of the project shall be maintained separately. Reports on progress of expenditure will be sent as and when asked for by Grantor. The accounts may be audited by the C&AD, at his discretion, in addition to audit by Registered Chartered Accountant. The account books on the implementation of the project shall be open to check by an officer of the government, deputed by the Grantor. The audited accounts shall be sent to the Grantor annually.
3. The grant shall be utilized for the purpose for which it is sanctioned and in the stipulated time schedule. The grantee shall not divert any portion of the grant received by him for any other purpose or organization or individual.
4. The grantee shall furnish, every quarter, progress of expenditure on the grants received up to the end of the previous quarter, alongwith a progress report on the implementation of the project. Release of further installments of grant will be made only on receipt of such reports. The reports will clearly indicate the targets fixed in the project and achievements there against. Lack of clarity in the report may lead to delay in release of further installments of grant. Further amounts may also not be released if the progress in implementation of the project is not clear from the report, or the achievement of project's not given.
5. The grantee shall furnish a utilization certificate in the enclosed proforma and the grants received every year within 6 months of the close of the financial year.
6. Any portion of the grant that remains unutilized for the purpose granted shall be refunded to the Govt. by the grantee with interest except where it is adjusted against subsequent releases.
7. The grantee shall maintain a record of assets and other items of permanent value having a life of not less than five years and costing Rs. 10,000/- and above, acquired wholly or substantially out of the grants. Such assets should not be disposed off, encumbered or diverted for purposes other than for which the grant is sanctioned without the prior approval of the Government of India. Should the grantee organization cease to exist at any time, such assets etc. shall be surrendered to the Government of India.
8. When the Government of India/ State Government have reasons to believe that the grant is not being utilized for the purpose for which it sanctioned, the amount paid to the grantee are liable to be refunded to the Government of India.

9. The Government reserves the right to dominate a representative in the management of any grantee institution which receives grant-in-aid from Government of India amounting to more than 50% of its annual recurring expenditure.

10. Government may direct a grantee institution, to make suitable changes in the Byelaws and Articles of Association of the institutions concerned before release of grant-in-aid, if the purpose of the grant required.

11. Ownership of any building, or immovable property constructed wholly or partly out of to grant-in-aid, may vest with the grantee so long as it is utilized for the purpose for which the grant has been sanctioned. The responsibility for the maintenance of such buildings, etc. will also be that of the grantee institution concerned. If the organization ceases to exist, or the breach of the terms and conditions of the grant or the building is not utilized for the purpose for which the grant was given, the ownership of the building which shall vest wholly or partly with the Govt.

12. Where the grantee institution-

i) Employee more than 20 persons on a regular basis and at least 50% of its recurring expenditure is not out of grant-in-aid from Central Govt.

ii) Is a registered society or a co-operative and as in receipt of a general purpose annual grant-in-aid of Rs. 2 lakhs and more out of the Consolidated fund of India, the grantee should provide for reservation for scheduled ceises and tribes in recruitment to the posts and services under it, as contained in orders issued by the Government form time to time for recruitment to posts and services under it.