

**Proceedings of the Executive Director, Kudumbashree and Mission
Director, National Urban Livelihoods Mission, Kerala**

Present: S. Harikishore IAS

Sub: NULM- EST&P – Training in Accounts assistant using Tally– AP 384–
Ponnani–Animator –AP 411– Kochi –Release of First Instalment of training fee to M/s
Kites Softwares Pvt. Ltd:-reg

No 5599/P/2018/KSHO(i)- NULM007

Date.20.12.2018

- Read:** 1) Proceedings No. 3711/P/2016/KSHO dated 06.04.2018(Work order)
2) MoU between Kudumbashree and Kites Softwares Pvt. Ltd made on
25.04.2018
3) Letter from M/s Kites Softwares Pvt. Ltd for release of first instalment of
training fee recommended and forwarded by City Mission Manager, Ponnani
& Kochi.

Order

Kudumbashree has issued a work order vide reference cited to the Skill Training Provider (STP), Kites softwares Pvt. Ltd for conducting placement linked skill training in various trades including in the job role Accounts assistant using Tally, Animator. Now the agency has enrolled candidates for the course Accounts assistant using Tally, Animator in their training centre located at Ponnani & Kochi and has requested for first instalment of training fee as per ref. 3. The details of the work order and candidates enrolled are given below.

No	Centre Location & Course	Type of training	Total Work order	Rate per candidate	Candidates enrolled earlier	TCO No (Present Batch)	Candidates enrolled in present batch	Candidates after batch freezing
1	Ponnani - Accounts assistant using Tally	NR	60	(530*36.44) 19313	19	AP-384	21	21
2	Kochi - Animator	NR	50	(360*42.42) 15271	25	AP-411	25	25

As per section 6.1 of the MoU, the skill training provider is eligible to get the first instalment of training fee (30% of the training cost less the amount of refundable security deposit collected from the trainees) on completing the training for a period of first seven days and submitting the batch freeze report. The City Mission Managers of the concerned cities have verified attendance of the above mentioned batches at the training centre and has certified the batch freeze reports and recommended for

payment. Therefore the agency is eligible to get the first instalment of training fee for the batches as calculated below.

No	Centre Location	TCO No	First instalment	Amount due to STP	Less TDS 2%	Amount released to STP
1	2	3	4	6	7	8
1	Ponnani - Accounts assistant using Tally	AP-384	121672	121672	2433	119239
2	Kochi - Animator	AP-411	114532	114532	2291	112241
Total				236204	4724	231480

In these circumstances, sanction is hereby accorded to release an amount of **Rs.2,31,480/- (Rupees Two lakh Thirty One thousand Four Hundred and Eighty only)** to M/s Kites softwares Pvt. Ltd by way of **RTGS** transfer to the bank account of the agency as detailed below.

Beneficiary Name	Kites softwares Pvt. Ltd
Bank account No.	2339201001012
Bank	Canara Bank
Branch	Palarivattom
IFSC Code	CNRB0002339

TDS amount **Rs.4,724/-** Shall be remitted in the PAN **AADCK1350P**

The expenses may be met from the sub head 2.1 Skill Development Training of NULM budget. City Mission Management Units of the concerned cities should affect necessary entry in the MIS for the amount shown in column No 6 of the above table.

Sd/-

**Executive Director, Kudumbashree &
State Mission Director, NULM**

To

1. Accounts section for effecting payment
2. CEO of M/s Kites softwares Pvt. Ltd

Copy to

1. Accounts officer
2. Secretary, Ponnani & Kochi
3. City Mission Manager (S&L), CMMU, Ponnani & Kochi.
4. Stock file

Approved for issue

Programme officer