

MISSION FOR ELIMINATION OF POVERTY IN MUNICIPAL AREAS(MEPMA)

Municipal Administration & Urban Development, AP

Sahasra Building, 2nd Floor, Gorantla, Guntur - 522 034.

From
Smt V.Vijaya Lakshmi,
Mission Director,
MEPMA, AP.
Guntur.

To
All the Project Directors,
Including GVMC and PO, VMC.

Lr.Roc.No.MEPMA-16021(31)2/YSR AASARA/2019/D1,Dated: 15.09.2020

Sub: MEPMA, AP - Distribution of "YSR AASARA" HCM letters to Urban SHG Members - Reg.

The Govt.of AP has launched "YSR AASARA" scheme on 11.09.2020. As it is a huge Financial Support to Self Help Groups, all women member of the Group shall be informed through a letter addressed to them by the Hon'ble Chief Minister of the State of Andhra Pradesh.

The printable format of the said letter is hereby forwarded for variable printing at district level.

Specifications are given below for placing work orders:

1. Print HCM letter on **Legal size** 80 GSM Maplitho paper in multicolour.
2. Download the PDF data provided by the service provider M/s.TCS.
3. Incorporate the data SHG/Member wise in the space provided in the letter.
4. Ensure disbursement of this letters to all the eligible SHG Members.
5. Cost of Printing including variable data shall not exceed @ 1.00 Rupee per letter including GST and transportation.
6. All the Original Bills will be forwarded to MEPMA,H.O for making the direct payments to the Printers(Account details & PAN card copy).

Hence, all the Project Directors are instructed to ensure proper printing of all the letters and handed over to eligible SHG members and get an acknowledgement.

Yours Faithfully

V. Vijaya Lakshmi

MISSION DIRECTOR