



Government of West Bengal
Food & Supplies Department
Khadyashree Bhawan
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<https://food.wb.gov.in>



File No. FS/Sectt/Food/4P-08/2025

No. : 2759

Dated: 15.07.2025

ORDER

Subject: Selection and Engagement of PACS / LAMPS / SHGs / FPOs / FPCs as Paddy Procuring Societies (PPS) for KMS 2025-26.

In pursuance to the decisions taken in the meeting dated 09.07.2025 for making policies of procurement of paddy during KMS 2025-26 and to ensure efficient, decentralized procurement of paddy and facilitate farmer access to procurement centers, the following guidelines are issued for **selection and engagement of PACS, PAMS, LAMPS, SHGs, FPOs, and FPCs** (collectively referred to as **Paddy Procuring Societies or PPS**) for KMS 2025-26.

1. Establishment and Operation of Purchase Centers

- 1.1. PPS shall operate purchase centers or procurement camps on behalf of CMR agencies in various Blocks, alongside CPCs and mCPCs.
- 1.2. Camps must be organised in remote and inaccessible villages; at least 75% of such camps must be outside the society office premises.
- 1.3. While the society office may be one location, decentralized operations are mandatory.

2. Process for showing intention to participate in procurement process during KMS 2025-26

- 2.1. All intending PPS shall **apply online** [<https://epaddy.wb.gov.in/>] through the procurement portal from **15th July 2025**.
- 2.2. Applicants must indicate their preferred CMR agency; SHGs may only select WBECS. If the society has no preference, it will select "Any One" option.
- 2.3. **New PPS** shall also apply via the portal [<https://epaddy.wb.gov.in/>].
- 2.4. If any PPS engaged in KMS 2024-25 has been deactivated, they may **apply offline** to the concerned CMR Agency at district with whom they have operated in KMS 2024-25 for reconsideration.

3. Review and Recommendation

District-level officers of the concerned line department and CMR agencies shall review the applications of the PPS (other than those deactivated) and mark recommendations online in the portal.

4. Constitution of District Level Selection Committee (DLSC)

DLSC shall constitute of ADM (Food) as Chairman and DCFS, DDA/ADA (Agri), AD (Agri. Mkt), PD-DRDC/ADMD-DDMU, DHO, RM TDCC, DRCS/ARCS, and CMR agency officials as members as per Clause 19.06 of policy for guideline for procurement of Paddy for KMS 2024-25.

5. Evaluation Criteria for Existing PPS

- 5.1. DCF&S will place the list of intending Societies along with the comments of the Departmental officers of the district and the CMR agencies in the DLSC.
- 5.2. **The PPS who have not performed well will not be engaged in next KMS.**
The CMR agencies and DCFS shall evaluate the PPS engaged in this KMS
based on following parameters and other grounds like as non-performing PPS—
 - a. PPS approved by DLMC but did not execute BA-III
 - b. PPS to which No Target allocated
 - c. PPS who did not schedule any camp
 - d. PPS to which Target was allocated but no purchase was made
 - e. PPS where Total Procurement is less than 25 MT
 - f. The CMR Agency or the DLSC may also not empanel a PPS based on other factors such as non-compliance or complaint etc. as decided by the line Department or CMR Agency.

6. Auto-Deactivation and Reconsideration

- 6.1. **In effect only those PPS who have purchased at least 25 MT of paddy during last KMS and do not fall under (5.2 - f) above will be automatically de-activated from the system.**
- 6.2. Deactivated PPS may again be considered for engagement if they apply (offline as they have been deactivated in the portal) to the CMR Agency with whom they have worked in KMS 2024-25 and such CMR agency is convinced with such request for re-activation and DLMC recommends. CMR Agency in consultation with the line department will recommend the case with detailed justification and specific recommendation to DCFS. DCFS will place the proposal for re-activation of such PPS in the DLMC with full details. After approval of re-activation of PPS by DLMC, DCFS will send proposal to the DDP&S for activating the PPS in the portal. After that only such PPS will be able to apply through system. Further processing of these PPS will be similar to other PPS.

7. Cap on Number of PPS

- 7.1. Number of PPS per district shall be fixed at the numbers which was approved and / or signed BA-III in KMS 2024-25 (excluding deactivations).
- 7.2. Up to 10% additional PPS over that number may be proposed by DLMC from new or reconsidered applicants.

8. Timelines for Selection

- 8.1. DLSC must submit the list of shortlisted PPS to DLMC by 7th August 2025 and then weekly thereafter.

- 8.2. After DLMC approval, DCF&S shall mark the PPS as active in the portal to enable operations.

9. Exclusion of Blacklisted Entities

Any PPS blacklisted by CMR agencies, government departments, or parastatals is ineligible to be engaged to participate in procurement operations.

10. Eligibility Criteria for PACS/PAMS/LAMPS/FPOs/FPCs

Eligibility criteria of PACS/ PAMS / FPOs/ FPCs/ LAMPS for participating in procurement operations:

- a) Intending Society shall express their willingness to participate in paddy procurement through procurement portal.
- b) At least two (2) permanent staffs,
- c) Number of the member farmers' of the Society (the concerned Society should have direct farmer base of their own),
- d) Society should have incurred profit in any three (3) of last five (5) financial years,
- e) audited balance sheet of Last three (3) years or 5 years as the case may be, (for recently formed FPO/FPCs, at least two (2) years balance sheets will be required),
- f) No FIR should have been lodged against the Society and the existing employees regarding financial matters of the Society (to be certified by the DHO, DRCS / ARCS (for PACS / PAMCS), RM/BM-TDCC (for LAMPS) and Assistant Director (Agri. Mkt.) (for FPO/FPCs),
- g) It should have infrastructure facilities like godowns, waiting shed, drinking water and toilet facilities, etc.
- h) Express willingness of the Society to organise at least 75% of purchase centers / camps in remote villages other than the Society office premises.
- i) Having any other economic activities (other than paddy procurement),
- j) Declaration from the Society that they will advise all the farmer members not to use or provide virtual accounts for registration in paddy procurement portal or they have any such virtual account already registered in the portal to get it changed with his normal savings accounts,
- k) Having GSTN/ PAN no. and Trade License.
- l) While selecting PPS, PPS with elected Board may be given priority, provided they meet all the required criteria and are otherwise eligible.
- m) **Blacklisted PACS/ PAMS / FPOs/ FPCs/ LAMPS (by any CMR Agencies or any other government department or parastatal) shall not be considered for selection.**

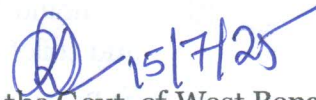
11. Eligibility Criteria for SHGs (Sanghas / Mahasanghas)

- a) Intending SHGs shall express their willingness to participate in paddy procurement through procurement portal.
- b) The Sanghas/ Mahasanghas should have valid registration under West Bengal Cooperative Societies Act 2006 or Societies Act, 2006 with unique NRLM code.

- c) The Sanghas/ Mahasanghas should have PAN Card, Trade License (mentioning the nature of business).
- d) The Sanghas/ Mahasanghas must submit audited Balance Sheet of last three (3) financial years (preferably for FY 2022-23, 2023-24 and 2024-25) which has been duly authenticated by either internal Auditor or Auditor of Co-operative Societies.
- e) Express willingness of the Sangha to organise at least 75% of purchase centers / camps in remote villages other than the Society office premises.
- f) The Sanghas/ Mahasanghas must submit self-declaration that they were never blacklisted by any Government agency for any malpractices in paddy procurement or any other Scheme of the Government ever or any of their members were also not involved in such malpractices and also that no case or penal proceedings are pending against them.
- g) **Blacklisted Sangha (by any CMR Agency or any other government department or parastatal) shall not be considered for selection.**

The above guidelines must be strictly adhered to for ensuring fair, transparent, and efficient engagement of PPS.

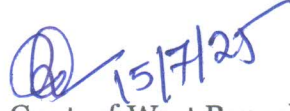
All District and Block-level officials, as well as CMR Agencies, shall coordinate for **timely completion of PPS selection and start training starting from 1st week of September and all PPS shall be covered by 19th September, 2025.** Regular training shall again be organised in October, November and December, 2025.


Special Secretary to the Govt. of West Bengal
Food & Supplies Department
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Any further correspondence or communication in reference to this communication should be addressed to the signing authority and sent to email ID: proccell.fs-wb@bangla.gov.in

Copy forwarded for information and necessary action to:-

1. The Additional Chief Secretary, Land & Land Reforms Department, Govt. of West Bengal.
2. The Additional Chief Secretary, Co-operation Department, Govt. of West Bengal.
3. The Principal Secretary, Agricultural Marketing Department, Govt. of West Bengal.
4. The Principal Secretary, Agriculture Department, Govt. of West Bengal.
5. The Principal Secretary, Consumer Affairs Department, Govt. of West Bengal.
6. The Principal Secretary, Tribal Development Department, Govt. of West Bengal.
7. The Secretary, Panchayat & Rural Development Department, Govt. of West Bengal.
8. The Managing Director, BENFED.
9. The Managing Director, WBECSC Ltd.
10. The Chief Commissioner (Monitoring and Supervision), F&S Department.
11. The Senior Special Secretary (Food Cell), Food & Supplies Department.
12. The Director, Dte. of DDP&S, Food & Supplies Department.
13. The Director, I&QC, Food & Supplies Department.
14. The Special Secretary (IT & Reforms Cell), Food & Supplies Department.
15. The CEO, WBSRLM.
16. The Managing Director, WBSWC Ltd.
17. The Managing Director, PBAMCL.
18. The G.M. FCI, WB Region.
19. The Special Secretary (Procurement), Food & Supplies Department.
20. The Special Secretary (HK Cell), Food & Supplies Department-
21. The Joint Secretary (Budget), Food & Supplies Department.
22. The Director, Dte. of Finance, Food & Supplies Department.
23. The CEO, CONFED.
24. The Technical Advisor, NIC.
25. The Senior Technical Director, NIC.
26. The Deputy Secretary (Procurement Cell), Food & Supplies Department.
27. The Branch Manager, NAFED-Kolkata.
28. The O.S.D. Procurement Cell, Food & Supplies Department.
29. The O.S.D. Reforms Cell, Food & Supplies Department.
30. The P.S to the Hon'ble Minister-in- Charge, Food & Supplies Department.
31. The P.S to the Hon'ble Minister-in- Charge, P&RD Department
32. The P.S to the Hon'ble Minister of State, Food & Supplies Department
33. The President, Bengal Rice Mills Association
34. The President, West Bengal Rice Mill Owner's Association


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