



Government of West Bengal
Food & Supplies Department
(Procurement Cell)
Khadyashree Bhawan
11 A, Mirza Ghalib Street, Kolkata-
700087
<https://food.wb.gov.in>



File No. E-992268

No.I/575339/2024

Date:18-11-2024

ORDER

In clause no. 6 of the order vide no. 3901-FS/Sectt./Food/4P-18/2024 dated 27th September, 2024, the roles of P.O. and D.O. in respect of procurement process have clearly been stated.

Purchase of paddy during KMS 2024-25 has already been started through e - paddy procurement portal (<https://epaddy.wb.gov.in>). The portal has been shifted to new server and new application has also been deployed. Even though adequate validations and checks have been inbuilt in the software and testing in pre-deployment and dry modes has been conducted, still it will take some time for the software to stabilize. Purchase officials of all the purchase centers like CPC, mCPC, other PCs run by PPS are expected to scrupulously follow the, SOPs, instructions and guidelines mentioned in the procurement order stated above and issued from time to time.

In view of the above, purchase officials of the Purchase Centers shall also manually check and maintain physical records / registers for :

1. the details of the farmers, land details, quantity of paddy to be purchased or limit, bank details, EPIC and other details,
2. MSP and incentive, quantity of paddy purchased, amount to be paid,
3. details of purchase transactions and individual and cumulative dispatch.


Preparation of manual document and submission of the signed report by the PO of purchase center to the SCF&S every week is mandatory.

Similarly, at the time of making payment to farmers, rice mills, societies, etc. the Accounts Officers of DCFS and CMR agencies should also verify the details of accounts, MSP & incentive, quantity, purchased, dispatched, etc. manually and cross check with portal.

In case any anomaly detected, it should be communicated immediately to SCFS / DCFS / district authorities of CMR agency who shall inter alia communicate via mail to the D.C.F&S / IT &

Reforms Cell.

This issues with the approval of the competent authority and will take immediate effect until further orders.


 18/11/24
Special Secretary to the Govt. of West Bengal
Food & Supplies Department
Email: proccell.fs-wb@bangla.gov.in

No.I/575339/2024/1(11)

Date :18-11-2024

Copy forwarded for information and necessary action to:

1. The Managing Director, BENFED.
2. The Managing Director, WBECSC.
3. The Director, Dte. Of DDP&S, F&S Department – *with the request to instruct the DCF&Ss to hand over the order amongst all the purchase officials with proper receipt.*
4. The Managing Director PAMCL.
5. The Special Secretary, ITR Cell, Food & Supplies Department.
6. Joint Secretary (Procurement), Food & Supplies Department.
7. The CEO, CONFED.
8. The Branch Manager, NAFED.
9. The P.S. to the Hon'ble MIC, Food & Supplies Department.
10. The P.S. to the Hon'ble MoS, Food & Supplies Department.
11. The Sr. P.A. to the Principal Secretary, Food & Supplies Department.

 18/11/24.
Special Secretary to the Govt. of West Bengal
Food & Supplies Department

Page 2 of 2

Any further correspondence or communication in reference to this communication should be addressed to the signing authority and send to the email ID:proccell.fs-wb@bangla.gov.in.