



Policy and Guidelines for Procurement of Paddy from Farmers and Delivery of CMR KMS 2024-25

**Department of Food & Supplies
Government of West Bengal**

**Policy and Guidelines for
Procurement of Paddy from Farmers at MSP
and Delivery of CMR
KMS-2024-25**

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No. 3901–FS/Sectt./Food/4P-18/2024

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ORDER

**Sub: Policy and Guidelines for procurement of paddy from
farmers at MSP during KMS 2024-25**

The decentralized procurement of paddy from small and marginal farmers at Minimum Support Price (MSP) by the State Government will continue for the KMS 2024-25 on the strength of the West Bengal Custom Milled Rice (Obligation & Control) Order, 2015 and subsequent amendments thereof. It has twin objectives of preventing distress sale by the small and marginal farmers by providing Minimum Support Price (MSP) and procurement of required quantity of paddy to provide rice for meeting the entire requirement of Central Pool under NFSA (now known as PMGKAY), Mid-Day Meal, ICDS etc. and State Pool under Rajya Khadya Suraksha Yojana (RKSY) and other Government sponsored welfare schemes.

Gradually the state government has introduced several initiatives and reforms leveraging IT tools to make the paddy procurement operations smooth, fair, efficient and transparent for all the stakeholders. These interventions would continue in KMS 2024-25 also.

The **comprehensive order** stating policy and guidelines for procurement of paddy and Custom Milled Rice (CMR) as laid down herewith in connection with the procurement for KMS 2024-25, shall be strictly followed by all concerned authorities, as detailed below.

1. TARGET :

The State Government has provisionally fixed the target of procurement of **68 Lakh Metric Ton (LMT) of paddy of common and FAQ variety which will result in 45.84 LMT (approx.) Custom Milled Rice** (27.60 LMT of CMR for Central Pool and 18.24 LMT of CMR for State Pool) during the Kharif Marketing Season of 2024-25 as per the following break-up (in terms of paddy):-

Season	Months	Central Pool (in LMT)	State Pool (in LMT)	Total (in LMT)
Kharif	Nov'24 – Apr'25	39	24	63
Rabi	May'25– June'25	2	3	5
Total		41	27	68

This is to mention here that out of the total target of 68 LMT of paddy, 47 LMT is targeted to be procured at the CPCs including mobile CPCs which will directly operate under the administrative control of the Director, DDP&S of Food and Supplies Department through the respective District Controller, Food & Supplies (DCF&Ss) only. The target of procuring 21 LMT paddy is fixed for procurement by the **CMR agencies** through empanelled Co-Operative Societies which act as

Paddy Procuring Societies (PPS) like the Primary Agricultural Co-operative Societies (PACS)/ Primary Agricultural Marketing Societies (PAMS)/Large Area Multipurpose Societies (LAMPS)/ Sanghas and Mahasanghas of Self Help Groups (SHGs)/ Farmers Producers Organization or Companies (FPO/FPCs) under close supervision, coordination and monitoring of the concerned CMR agencies and their administrative departments.

The **agency-wise break-up of the tentative procurement Target** of paddy (all figures in Lakh MT) is given below:

Central Pool		State Pool		Total
Agency	Target	Agency	Target	
CPC	20	CPC	27	47
WBECSC	13			13
BENFED	5.8			5.8
CONFED	0.6			0.6
NAFED	1.1			1.1
PBAMCL	0.5			0.5
TOTAL	41	TOTAL	27	68
TOTAL PADDY = 68 LMT				

The **month wise break up of tentative procurement Target** of paddy in Central and State Pool (all figures in LMT) is also given below:

Month	Central	State	Total
November	2	3	5
December	8	10	18
January	17	7	24
February	10	2	12
March	1	1	2
April	1	1	2
May	1	2	3
June	1	1	2
Total	41	27	68

These targets are CPC / mCPC, agency or month wise minimum targets to be achieved. Based on the performance and achievement, the **CPC/mCPC, agency or month wise** targets may be revised and proposal may be sent accordingly through DDPS in case CPC/mCPC or by CMR agency. These targets are subject to revision on periodic review. Food & Supplies Department may reallocate the procurement target and also may enhance procurement target if situation demands so to run the PDS smoothly. The Department also may include new agencies as and when deemed necessary. District wise target of procurement of paddy, target of Central Pool as well as State Pool by CPC / CMR agencies and monthly targets are annexed as **Annexure – I**.

2. MINIMUM SUPPORT PRICE (MSP) AND PAYMENT OF INCENTIVE:

Minimum Support Price (MSP) of paddy in this KMS 2024-25 is fixed at **Rs. 2,300 per quintal of paddy**. The State Government will give an **incentive of Rs. 20 per quintal** over and above the MSP to the farmers who will sell their paddy in the Centralised Procurement Centers (CPCs) / mobile CPCs.

2.1. All the bank accounts should be unique irrespective of IFS code against a farmer and validated through system. IFSC should remain in the active list of RBI.

2.2. Payment of MSP will be made to the farmers within three working days.

2.3. Payment for MSP and other incidentals of Central Pool will be made through REAT module of PFMS subject to integration with PFMS portal and timely placement of fund by the GoI. For State Pool, it will be done through IFMS. CMR Agencies shall forward the paddy purchase transactions within next working day to the Director of Finance (DF), F&S Department, from the date of purchase. Procurement Cell of Food & Supplies Department shall make necessary fund requirement plan for payment of MSP inclusive of incentive, gunny incidental charges as per cost sheet in consultation with DF for timely disbursement of payments.

2.4. All bank accounts of farmers and Rice Mills, CMR agencies, Societies, Sangha of SHGS, PACS/ LAMPS, FPO/FPC shall be validated as active and unique account. The stakeholders already registered in the portal will be validated if not already validated.

2.5. Facility to check the status of bank account of the stakeholders through OTP / user credential based login will be made available in their profile in the portal. A separate icon/ menu to '**Check Bank account status**' will be provided in the home page of the portal.

2.6. In the '**Check Bank account status**' menu and '**Self scheduling**' menu, facility for verification of already seeded Bank account will be there for checking. If the same needs to be changed, the portal will guide him for changing of the same for further validation. Only after that validation, he will be allowed to complete self-scheduling.

3. OPENING AND MAINTENANCE OF CENTRALISED PROCUREMENT CENTERS (CPC) / mobile CPCs / PURCHASE CENTERS (PCs):

3.1. The State Government through Food and Supplies Department will directly purchase paddy from the farmers at the notified CPCs which will operate directly under the administrative control of the Director, DDP&S of Food and Supplies Department through the respective District Controllers (F&S).

3.2. **Centralized Paddy Procurement Centers (CPCs):** The Department vide following details have so far notified Centralized Paddy Procurement Centers (CPCs) for **KMS 2024-25 (Annexure-II)**

Sl. No.	Notification No.	Date	No. of Centers
1.	I/547147/2024	13-08-2024	530
2.	I/551308/2024	28-08-2024	84
3.	I/562537/2024	24-09-2024	4

- 3.3. **Mobile Centralized Paddy Procurement Centers (mCPCs):** Mobile CPCs will be operational in the remotest and inaccessible areas for paddy procurement under the control of the DCF&Ss in addition to the notified CPCs. These mobile CPCs will remain functional in the peak procurement period i.e. from November onwards. Mobile CPCs will schedule Paddy Purchase camps sufficiently in advance in remote and inaccessible villages sufficiently in advance and undertake publicity, registration, updation activities before the date of the camp scheduled. However, SCF&Ss and DCF&Ss shall review the procurement progress and future potential in coming weeks/months regularly and take decision regarding discontinuing the mCPC for some time or permanently. In all situations, the same shall be updated in the portal sufficiently in advance.

The Department vide following details have so far notified mobile Centralized Paddy Procurement Centers (mCPCs) for **KMS 2024-25 (Annexure-III)**

Sl. No.	Notification No.	Date	No. of Centers
1.	I/547699/2024	14-08-2024	99
2.	I/551310/2024	28-08-2024	77
3.	I/562536/2024	24-09-2024	2

- 3.4. The District Controllers (F&S) in consultation with the DLMC may select additional locations within each block where intensive paddy cultivation is observed to set up additional CPCs. **All 1,000 MT unutilized godowns / Govt. godowns in rural and semi-urban areas may be explored for use as new CPC.** These shall be identified and any missing essential infrastructure like toilet, electricity or water supply should be arranged to be provided in consultation with WBSWC. In case it is not possible to utilise the premises due to godown operations, it should be explored that the venue may be utilised in a controlled way so that only the vehicle and farmer whose transactions is underway is allowed to enter the premises. **In case the godown premises cannot be used as CPC it shall be used as a permanent mCPC camp site for at least 1-3 fixed days in a week.** If mCPC operation is expected to cause some disruption in the godown operation then DCF&S shall coordinate and fix the schedule in such a way that both operations are not happening on same day.
- 3.5. All these CPCs will be similar to the CPCs notified earlier vide memo no. above in all respect. CPCs will run throughout the procurement season except on Govt. holidays unless otherwise notified by the Food & Supplies Department in the interest of procurement. Purchase of paddy through the Centralized Procurement Centers (CPCs) is the utmost priority of the State Government. The State Government intends to open as many CPCs as possible in the interest of small and marginal farmers. Any CPC may also act as mobile CPC for a few days depending upon the urgency of the paddy procurement from the small and marginal farmers living in the remotest areas, if required.
- 3.6. The Department has arranged placement of one Purchase Officer (P.O) and one Disbursement Officer (D.O) at each of the CPCs who will be responsible for purchase of paddy directly from the farmers and keeping accounts thereof.

- 3.7. **Engagement of retired employees as Paddy Purchase Officers (PPO):** The retired manpower as selected through the process as per order no. 2701-FS dated 16-08-2021 (**Annexure – IV**) may be utilized for manning of the CPCs operated by the DCF&Ss with the approval of DDPS. Newly engaged Sub-Inspectors (SIs) in last 2-3 years shall be utilised in the offices as well as in the procurement operations. The staff deputed from DPL and Agri-Marketing Department should also be utilised as per their capability in office/godown (Rice or Jute).
- 3.8. **Paddy Procuring Societies or PPS:** The Primary Agricultural Co-Operative Societies (PACS) / Primary Agricultural Marketing Societies (PAMS)/ Large Area Multipurpose Societies (LAMPS)/ Sanghas and Mahasanghas of Self Help Groups (SHGs) / Farmers Producers Organisation (FPOs)/Farmers Producers Companies (FPCs) (henceforth, **Paddy Procuring Societies or PPS**) will also open purchase centers on behalf of any CMR Agencies along with CPCs in a Block. However, **no Paddy Procuring Societies** shall be allowed to organize Paddy Purchase Camps **within the radius of 03 kilometers from the CPCs** and no CMR agency shall organize Paddy Purchase Camps within that area either directly or through PACS etc. In the peak procurement season, however, purchase camps may be organized within the 3 KM radius with the **prior and written clearance from DCF&Ss**.
- 3.9. **Locations of the camps organized by the PPS shall not be confined to their office premises and shall preferably organize the camps in various locations. However, their Office premises may also function as one of the camp location for registration and updation.**
- 3.10. It shall be an obligation of the PPS to purchase paddy also from the farmers who are not their members. In other words, no genuine farmer having a valid registration certificate shall be denied the facilities to sell his paddy in the purchase centers run by the PPS.
- 3.11. **Intensive publicity** at Gram Panchayats and village level should be taken up by BDOs. Inspectors of Food & Supplies shall be responsible to make arrangements for regular and intensive publicity using miking, banners and hoardings, posters and leaflets etc. in their catchment areas to inform the farmers about Centralised Procurement Centers (CPCs) and camps being organised by CMR Agencies/Paddy Procuring Societies so that farmers are made aware of the procurement operations in their areas well in advance. The **office bearers of the CMR Agencies/PPS** shall also be responsible to separately make arrangements for regular and intensive publicity using miking, banners and hoardings, posters and leaflets etc. in their catchment areas.
- 3.12. **The organizers of camps shall ensure that details (venue and date) of all the camps are informed to the Gram Panchayat in writing at least fifteen (15) days in advance and adequate miking is done.**
- 3.13. At every such CPC/mCPC, camps and purchase centers, Banner/Flex will remain fixed in these locations permanently. Publicity materials will also be displayed on the mobile vans containing these information. Adequate numbers of flex/banners shall be displayed in and

around the premises and also on various junctions/ roads leading to the purchase centers. In case of the purchase centers of the **PPS**, it shall be ensured that the flex/ banners so displayed also shows the name of CMR Agency and the name of the **PPS**. Suggestive templates of banner/flex for CPC/DPCs, camps and purchase centers by CMR agencies would be circulated by DDPS.

- 3.14. **Scheduling of camps and purchase centers by CMR Agencies and mobile CPCs:** All CMR Agencies shall enter the details of the camps including GPS location and dates in the online paddy procurement module through their login credentials. The camps shall be scheduled normally **thirty (30) days but not less than fifteen (15) days before the starting of camps**. It should be kept in mind that the failure of uploading such dates, the system will not allow the Agencies to organize the camps and the Purchase Officers will not be able to login the paddy procurement portal.

It may be noted that the purchase and transactions in the portal shall be made **only from the physical locations of the camps so scheduled through ePOP devices**.

The location details of the camps have to be entered in the portal at the time of scheduling of the camps. The GPS coordinates have also to be captured by selecting the location in Google map given in the “**scheduling of camp**” menu in the procurement portal by the PPS / CMR agency / DCFS in case of mCPC.

3.15. **MAINTENANCE OF THE PURCHASE CENTERS:**

- 3.15.1. Weighbridges in all the Kishan Mandis which are being used as Paddy Purchase Centre to be repaired by 30th September 2024. It is found that many of the Kishan Mandi has no queue shed for farmers in front of the office room/counter, Permanent / temporary shed to be constructed immediately. Auction platform of the Kishan Mandi may be used for weighing the paddy and as waiting place for farmers. Cover / Slab to be installed over the open drains, otherwise accidental injuries may happen. A room with adequate sitting capacity, electric connection to be provided to P.O. /D.O. for using as office room.
- 3.15.2. Toilet and drinking water facility are not available in all the places. 100% coverage of toilet and drinking water facility is required for Departmental staff as well as farmers also. Otherwise, female staff and farmers will suffer a lot.
- 3.15.3. DCF&S are requested to conduct a survey and report regarding non functionalities of weighbridge to RMCs with a copy to Department by 31st July, 2024 and completion report by 30th September, 2024.
- 3.15.4. **Infrastructure assessment:** DCF&S/ CMR Agencies shall assess the infrastructure and make necessary arrangements ready for proper functioning of the Purchase centers.

i) The vital, essential and desirable infrastructure are given below:

Vital	Essential	Desirable
1. Procurement Center sign board/ Banner with the following – a. Display of MSP (to be displayed prominently) b. Quality specifications (to be displayed prominently) c. Contact details of the officials (to be displayed prominently) d. Display of Toll-free helpdesk number e. Display of Procurement Center operation days and timings 2. e-POP machine 3. Waiting place for farmers with shed or a temporary structure (Tent) 4. Tarpaulin in case of Kutcha floor (for dumping of paddy) Electronic weighing scale or Weigh Bridge. 5. Quality assessment equipment like moisture meter, sample collection pan (enamel plate), parkhi. 6. Winnowing machine OR manual cleaning using sieve 7. Register (for recording transaction at the time of computer / internet breakdown) 8. Pre-printed challan 9. Temporary Storage facility. If covered space not available then a clean space like Road/ Cemented/ Pucca floor covered with tarpaulin 10. Dunnage materials- Bamboo mats/ Tarpaulin/ Husk bags 11. Directional signages leading upto purchase center from the road/ crossing	1. Drinking water facility 2. Toilet facility 3. Help desk 4. Administrative building 5. Drainage 6. Brick Flooring 7. Power connection 8. Emergency light 9. Installation of light at – a. Loading - unloading area and weighment area b. Entry & Exit gate c. Sheds d. Boundary walls e. Administrative building 10. Internet connection 11. Display of Duties of Procurement Center officials 12. Wooden gate/ Temporary gate in absence of permanent gate 13. CCTV in all permanent purchase centers including in the office of the PPS.	1. Quality control room 2. Fan 3. Display of calibration certificate of weighing scale 4. Metal main gate at the PC

ii) After assessment if any of the above mentioned vital, essential and desirable infrastructure/ equipment/ facilities is not in working condition, not available, broken etc. the DCF&S/ District Manager of CMR agency shall take necessary and immediate steps, so that the infrastructure/ equipment/ facilities are restored/ repaired or made available.

- iii) DCF&S / CMR agency shall verify calibration certificates of all QC equipment and weighing instruments and do complete the formalities of entry of the details in the portal as well.

3.15.5. Agriculture Marketing department and Marketing Board are requested to take up the maintenance work on priority in all CPC located at Kisan Mandis.

4. REGISTRATION OF FARMERS:

Registration of farmer will be done as per the following procedure:-

- 4.1. The farmers who are already registered in the procurement portal and whose Bank accounts and Aadhaar are validated and also having Krishak Bandhu (KB) ID, need not re-register.
- 4.2. Farmers (including recorded bargadars) registered in Krishak Bandhu portal only, will be registered in the **paddy procurement portal** of the Food & Supplies Department for selling his paddy through Aadhaar based authentication (fingerprint/ IRIS scanner/OTP in Aadhaar linked mobile).
- 4.3. **Registration of Farmer who is registered in Krishak Bandhu Portal :** A farmer who is not registered in the paddy procurement portal or not having any Farmer Registration Certificate but is already registered in the KB portal of the Agriculture Department, may register at any of the CPCs or the Paddy Purchase Centers operated by the Paddy Procuring Societies under control of the CMR Agencies, Office of the Inspectors, F&S Deptt. or Bangla Sahayata Kendras located in all Blocks of his district as well as by himself through the portal.
- 4.4. **Updation of details of a farmer already registered in the paddy procurement portal:** The farmers who are registered in procurement portal but require to update his Bank account or Aadhaar or EPIC (for KB), which is not validated, may update the details in procurement portal for further validation.
- 4.5. **Status Check of a farmer in the paddy procurement portal :** The farmers may know about the status of their registration in the paddy procurement portal (<https://epaddy.wb.gov.in>) by visiting the '**Farmer**' link of portal, any paddy purchase center, Bangla Sahayata Kendra (BSK), Food Inspector's office, WhatsApp Chabot (9903055505), Khadyasathi Annadatri mobile app.
- 4.6. **How to apply for Registration as a farmer in the paddy procurement portal:**
 - i. The farmers who are registered in Krishak Bandhu Portal, may register **online** themselves through the procurement portal (<https://epaddy.wb.gov.in>) or by visiting **any paddy purchase centers/ BSK/** Offices of the Inspector, F&S. They will require EPIC, Aadhaar, mobile number, land details and the Bank passbook. The farmers have to upload the copies of EPIC, Aadhaar, first page of Bank account passbook / cancelled cheque and Land records (Khatian / RoR) in case of self-registration. Otherwise, the Purchase Officers (P.O.s) of any purchase centers will upload the same at the time of registration/ updation. The applicant have to authenticate through Aadhaar based authentication (fingerprint/ IRIS scanner/OTP in Aadhaar linked mobile) at the time of registration or up-dation.

- ii. During registration, Aadhaar, EPIC (for KB), mobile number and land records will be validated from UIDAI, KB portal, through OTP and Land Department portal, respectively. The Bank accounts will also be validated from the Nodal Bank. Only after these validations, the registration number will be generated and the farmer will be able to schedule for selling paddy. If account does not validate, then farmer will be informed and bank account details will be updated again and validated. Farmers will be informed through SMS and in the **Status menu** of the portal. **But, the request for change for the Bank account cannot be made after scheduling and till the payment is made for sale of paddy under transaction.**

4.7. Following data will be fetched from KB portal:

- i) Farmer's Name,
- ii) KB ID,
- iii) EPIC,
- iv) Father's/ Mother's/ Spouse name and relationship with farmer,
- v) Residential address (District, Sub-district, Block, GP/Municipality, Village/ Ward, PIN code),
- vi) Land Details (District, Block, Mouza name, Mouza number, Khatian number, Dag number and area in a dag),
- vii) Sex/ gender,
- viii) Caste,
- ix) Aadhaar number,
- x) Mobile number,
- xi) Email (not mandatory),
- xii) Bank account number and IFSC,
- xiii) Ownership type of land – owner/ share cropper.

4.8. Mobile number fetched from KB portal would be verified by sending OTP by the Purchase Officer or the applicant himself. If KB portal does not have mobile number information for a farmer, then mobile number will be collected from the farmer, manually entered and verified through OTP.

4.9. **Updating the details of a registered farmer:** The farmers who are registered in procurement portal but require to update his Bank account or Aadhaar or EPIC (for KB), which is not validated, may update the details in procurement portal for further validation himself through the procurement portal (<https://epaddy.wb.gov.in>) or by visiting any paddy purchase centers / BSK / Offices of the Inspector, F&Ss.

4.10. **Addition of land of the farmer:** The farmers, if he has more agricultural lands (having Khatian in his name) under paddy cultivation, which are not recorded in KB portal, may add those lands in procurement portal by producing copies of Khatians (RoR) in his **name at CPCs only**. The P.O./D.O.s shall verify land details from the RoR as well as from

the portal of Land & Land Reforms Department and upload the copy of the RoR in the procurement portal. CMR agency and DCFS should make adequate publicity and keep the purchase officers instructed so that they can inform the farmers.

4.11. Unrecorded Bargadars and farmers not registered in Krishak Bandhu Portal :

- i. The unrecorded bargadars or farmers not registered in Krishak Bandhu Portal or oral lessees or farmers cultivating a land of another person on rent / lease, etc., may also register with the self-declaration with details of cultivated land in Annexure –V/VI, along with their EPIC, Aadhaar, mobile number and the Bank passbook, online in the procurement portal (<https://epaddy.wb.gov.in>) or by visiting any paddy purchase centers/ BSK/ Offices of the Inspector, F&Ss.
- ii. **Role of the Block Development Officers (BDO):** After that, in these cases, the application will be forwarded to the Block Development Officers (BDO) login who will verify the area cultivated under paddy by the farmer and expected paddy production and enter the same in the procurement portal through Agriculture Development Officers (ADO) or any Extension Officers and make appropriate entries in the portal through his login on regular basis in every season (Kharif and Rabi/Boro). The procedure will be guided by the order no. 4861-FS dated 02.11.2023 and subsequent amendments, if any.

The BDOs shall get the application and other details verified within 3 days of coming in his login and verify / approve the application.

It shall be kept in mind that these farmers are most vulnerable and prone to distress sale and any delay may compel them to sell their paddy at lower prices.

- iii. **District Magistrates shall take proactive steps to ensure that all such farmers are informed well in advance so that they can apply in time for registration / updation. DDAs and ADAs may play and active role in disseminating this information in the field. District Magistrates shall also ensure that BDOs get the inquiry of area cultivated of all such farmers done on priority during September and October and approve the cases expeditiously.**

4.12. Process of Approval: The registration request of all applications will be processed by the system automatically. In case of any mismatch in name and / or Bank account, Central Processing Units (henceforth, CPU) located at the F&S HQ will verify and process the request through system.

4.13. Checking the Status of Registration : The farmers may know about the status of their registration in the paddy procurement portal (<https://epaddy.wb.gov.in>) by visiting the ‘Farmer’ link of portal, any paddy purchase center, Bangla Sahayata Kendra (BSK), Food Inspector’s office, WhatsApp Chabot (9903055505), Khadyasathi Annadatri mobile app.

4.14. Farmer Registration Certificate: The Farmer Registration Certificate (henceforth, FRC) may be downloaded by the farmers from portal, WhatsApp Chabot and mobile app without visiting any office. However, the farmer can also approach BSK, CPC or any Food Inspector Office and get the print out of the registration certificate. **This printed certificate does not require to be signed or stamped.** The genuineness of the certificate

may be verified by the purchase centers and the farmer himself through his login in the portal.

- 4.15. **Farmer may approach any purchase center for sale of paddy or any other service with a copy of Farmer Registration Certificate or showing in his mobile also.**

5. ONLINE SELF-SCHEDULING TO SELL PADDY BY FARMERS :

- 5.1. Registered Farmers can fix / schedule their own date and time online for selling paddy at any purchase center in the district (CPC/mCPC/ PCs of Paddy Procuring Societies, etc.) in the procurement portal. The farmer can select any day within next **30 calendar days** except holidays and Sundays.
- 5.2. **Number of farmers who can make schedule in a day** in any CPC/ PC/ mobile CPCs / camps of Paddy Procuring Societies **has initially been fixed at 60.** However, it may be changed by the Department from time to time depending on the requirement and justification by the concerned DCF&S. In case of such requirement in the purchase centers of the CMR Agencies also, the request has to be routed through DCF&Ss through official email only. **Any farmer can schedule up to 1 PM on the same day to sell his paddy, if the slots are available.**
- 5.3. **Scheduling in special / emergency circumstances:** PO/DO of all purchase centers can fix only 5 schedules (i.e. emergent spot schedule) per day, on the grounds of emergent scenarios like Medical treatment, Children's education, marriage ceremony or on the recommendation of public representative / Govt. official like BDO/SDO/ADM/DM/ DCF&S/SCF&S/ADCF&S/DD(Agriculture). In such cases, PO/DO has to mention the reason behind such emergent scheduling by selecting the reason from the drop-down menu and upload relevant proper document(s).
- 5.4. **Change in the Schedule to sell paddy: The farmer can change his schedule at least 2 days before the date fixed earlier** to any next available date. However, these changes/ rescheduling are subject to the available dates.
- 5.5. **No show by a farmer on scheduled date:** If the farmer fails to turn up to sell his paddy on the scheduled day, **he can be able to fix schedule again but only after the date of previous schedule is over to any next available date.**
- 5.6. **Scheduling by non-KB Farmer / unrecorded bargadars:** The unrecorded bargadars or farmers not registered in Krishak Bandhu Portal or oral lessees or farmers cultivating a land of another person on rent / lease, etc. **who were registered in earlier season / KMS or applying for new registration for this KMS,** will be able to schedule the date for selling his paddy separately for both the seasons, **only after inquiry and approval by the Block Development Officer.** The procedure will be guided by the order no. 4861-FS dated 02.11.2023 and subsequent amendments, if any.
- 5.7. Agriculture Department will provide following information to procurement portal after sowing in the Kharif season and Boro:
- i) Area cultivated by the KB farmer,
 - ii) Productivity of that area (Mouza/Block).

Expected paddy production in the season, for that farmer will be calculated based on the above two data.

- 5.8. **After getting these information only, as mentioned above, registered farmers will be allowed to schedule his slot/ date for sale of paddy.**

6. PADDY PROCUREMENT AT THE PURCHASE CENTERS:

- 6.1. **Paddy purchase will be started w.e.f. 2nd November, 2024 and may continue up to 31st August, 2025.**
- 6.2. The State Government will arrange in close collaboration and consultation with District Administration/ Departments of P&RD, Agriculture, Agriculture Marketing, Co-operation Department and CMR Agencies to open, notify additional different purchase centers such as CPC, mobile CPCs, purchase centers run by the Paddy Procuring Societies under the CMR Agencies so that farmers have access to sell their paddy at MSP to the nearest purchase centers within the district.
- 6.3. These purchase centers will be operated by the P.O./D.O.s appointed by the DCF&Ss in the CPCs and the mobile CPCs and the P.O./D.O.s appointed by the paddy purchase societies and the CMR Agencies.
- 6.4. These Purchase Officers and Disbursing Officers including the PPOs shall be responsible for management, supervision and control of the purchase centers and paddy procurement and dispatch process following the procedures and SOPs and guidelines issued from time to time.
- 6.5. The tagging of a Rice Mill with a purchase center will be made by the DCF&Ss.
- 6.6. The P.O./D.O.s shall coordinate with the tagged Rice Mill in advance regarding the time, date and place of reporting of the vehicle at the purchase centers concerned including the camps.
- 6.7. The P.O./D.O.s shall purchase the paddy from the farmers who have already scheduled to sell the paddy on a particular day in that purchase center in the order of slot booking to the best possible extent and according to the reporting by the farmers.
- 6.8. **Spot Scheduling and purchase by P.Os./D.O.s:** The P.O./D.O.s shall also schedule a date and time for sale of paddy by farmers if the farmer reports at any purchase center with the paddy and there are slots available and shall purchase the paddy from such farmers only after the purchase from the farmers who had already scheduled is completed.
- 6.9. **Emergency Scheduling and purchase by P.Os./D.O.s :** In case, some farmer needs to sell paddy urgently due to reasons such as medical treatment, marriage in the family, education fee, etc. but no slots are available on the day, they may sell paddy at any purchase center on the recommendation of public representative such as GP Pradhan, Panchayat Samiti Sabhapati and Sabhadhipati / MLA /MP or Govt. official like BDO /SDO /ADM /DM / DCF&S /SCF&S /ADCF&S /DD (Agriculture). **In such cases, the purchase officer may schedule additionally over and above the daily limit up to 5 slots after mentioning reasons behind such emergent scheduling in the portal.**
- 6.10. The P.O./ D.O.s shall be under obligations to purchase the paddy from small and marginal farmers and deliver to the Rice Mill tagged with the Purchase Center.

- 6.11. It shall be an obligation of the P.O./D.O.s to bring to the notice of the SCF&S or DCF&S or the designated official of CMR Agency, immediately on any incidences like failure of a Rice Miller or the vehicle to turn up in the Purchase Center / camps for lifting of paddy etc. so that remedial measures may be taken in time.
 - 6.12. The procedure as per the Standard Operating Procedure (SOP) regarding quality assessment, purchase and weighment of the bags of the paddy and dispatch shall be strictly followed by the P.O. and D.O.
 - 6.13. **The P.O. / D.O.s shall perform the procurement operation online through the electronic Point of Purchase (e-PoP) machines integrated with IRIS scanner and weighing devices or any other method / as directed by Food & Supplies Department.**
 - 6.14. **Purchase will be done by authentication of the farmer through fingerprint or IRIS scan or Aadhaar linked mobile OTP authentication only.**
 - 6.15. The P.O./D.O.s shall properly check the quality and quantity of the paddy before purchase. The paddy shall be weighed and checked in presence of the farmer and authorized representative of the Rice Mill and shall be briefed to him.
 - 6.16. The P.O./D.O.s shall make the correct and proper weighment of the paddy of the farmers and make correct entries in the e-PoP devices.
 - 6.17. **After the weighment, the farmers shall be informed proactively regarding the quantity of the paddy and he shall be authenticated through biometric authentication (fingerprint / IRIS scan) or OTP validation in Aadhaar linked mobile.**
 - 6.18. An acknowledgement slip generated and printed from the e-PoP device shall be proactively issued to the farmer.
 - 6.19. The P.O. / D.O.s shall keep the equipment such as moisture meter, sieve set and weighing scale at each procurement center properly calibrated and in running condition and under proper safety and maintenance.
- 7. QUALITY OF PADDY TO BE PROCURED:**
- 7.1. Paddy of common variety and Fair Average Quality (FAQ) only should be purchased following the norms on uniform specifications issued by the Govt. of India only and no extra / additional specifications should be imposed which are detrimental to farmers in any way (**Annexure - VII**).
 - 7.2. **Only FAQ variety or better quality paddy shall be purchased.**
 - 7.3. In case of any dispute on the quality of paddy, the decision of the three men's Committee at the Block level shall be binding. (**Annexure –VIII**)
 - 7.4. The details of helpdesk number (1800 345 5505 and 1967) should also be displayed at all paddy purchase centers / camps.
 - 7.5. Each purchase centers shall have a display containing the name, designation and office addresses of the members of the three men's committee on paddy procurement and details on FAQ paddy, as stated in point no. 7.1, 7.3 and 7.4. above, respectively.

8. PURCHASE LIMIT AND PAYMENT TO THE FARMERS:

- 8.1. The **maximum quantity** of paddy that a farmer may sell is **90 quintal** for the entire KMS 2024-25. However, the quantity of paddy will be subject to the limit of paddy quantity as calculated against each farmer depending upon his land size and productivity as entered in Krishak Bandhu portal or as certified by BDO.
- 8.2. The Department may enhance / reduce the target and ceiling per farmer in interest of PDS or to cover more small and marginal farmers.
- 8.3. A registered and validated farmer **having KB ID**, will be able to sell paddy upto **30 quintal** irrespective of land size in **each season** (Kharif and Rabi) of this KMS also like last year.
- 8.4. A registered and validated farmer **who do not have KB ID**, the limit on quantity of paddy as calculated depending upon land size cultivated and certified by BDO and productivity of the mouza /block.
- 8.5. **There shall be no ceiling fixed at district level. The farmer can sell paddy at one go or multiple times.**
- 8.6. For the interest of procurement from the small and marginal farmers, **one farmer, one registration and one bank account policy will continue as in last KMS.**
- 8.7. The payment to the farmers would be made directly to their individual/ joint Bank accounts within three (3) working days from the date of purchase.

9. TAGGING OF RICE MILLS:

- 9.1. The Rice Mill tagging will be guided by order no. I/485174/2024 dated 15-02-2024 or as modified from time to time (Annexure-IX).
- 9.2. **Before tagging of any Rice Mill with any purchase centre Rice Mill should deposit adequate BG and execute Bi-Partite Agreement with DCF&S (BA-I) and BA-II with at least one CMR Agency. The name of Rice Mill will be available for tagging in the portal only after fulfilling the above conditions.**
- 9.3. DCF&S in case of CPC and mCPC and District authority of CMR agencies in case of Purchase Center (PC) will be able to tag Rice Mills with the purchase centre maximum 15 days in advance.
- 9.4. Based on the criteria of CMR Delivery, BG limit, Milling Capacity, performance in the last KMS, distance from the PPC, the system will show 6 Rice Mills on priority basis available for tagging with a particular purchase center/ camp. DCF&S/ District Manager of CMR Agency can select any Rice Mill (upto maximum of 3 Rice Mills for a purchase centre). But in case of selection of Rice Mill breaking the priority, he has to put the remarks showing sufficient justifiable ground for such selection.
- 9.5. **In case of Rice Mill whose 95% of the paddy holding capacity is exhausted will not be available for tagging.**
- 9.6. However, for Rice Mills which are otherwise eligible from all perspective, but are not appearing in the list of 6 (six) Rice Mills against a particular purchase center/ camp (CPC/

mCPC/PC by PPS), such DCF&S or CMR Agency may make a request (DCF&S through e-office/ CMR Agency will route their request through DCF&S) to DDPS. DDPS after considering the proposal, will make available the Rice Mills against that purchase center through his login.

- 9.7. DCF&S / District Manager of CMR agencies will be able to tag Rice Mills with the Purchase Centre maximum for 30 calendar days only at a stretch subject to availability of projected paddy holding capacity. DCF&S / District Manager of CMR agencies have to change this tagging in every 30 days.
- 9.8. **DCF&S/ District Manager of CMR agencies shall monitor** the tagging status, BG status, paddy holding status and annual milling capacity and paddy delivered to a Rice Mill regularly and personally and take all necessary and timely steps to ensure that there is no disruption at any purchase center, no purchase camp is cancelled due to non-reporting of Rice Mills, it's authorised representative, vehicle, manpower, etc. **SCF&S shall also monitor the same for all purchased centres (CPC, mCPC and PC organized by PPS) under his jurisdiction and ensure that no disruption is caused.**
- 9.9. **In case paddy holding limit of any Rice Mill is exhausted before the last tagging date, the system will send email and SMS to the DCF&S/District Manager of CMR Agency, P.O. and Rice Mill prompting to change the tagging of Rice Mill.**
- 9.10. One Purchase center can be tagged with maximum 03 Rice Mills.
- 9.11. Tagging of Rice Mills with purchase center (PC) can be changed even on the day of purchase in case of emergency situation. DCF&S/ District Manager of CMR agencies should take necessary action, as required.
- 9.12. **DCF&S / District Manager of CMR agencies and SCF&S shall personally and regularly monitor to see that P.O.s are dispatching paddy to all the Rice Mills tagged with a purchase center without discrimination.** In case of any deviation, they shall take immediate steps against the P.O. **Any non-compliance done by P.O.s shall be deemed to be an action taken with consent and approval of DCF&S or district manager of CMR agency.**
- 9.13. **Non-monitoring and / or not taking action against the concerned POs/ DOs or PPS, by the DCFS/SCFS or District Manager of CMR agencies, who are not despatching paddy to all rice mills tagged with a purchase center rationally shall be a non-compliance of these guidelines and appropriate action taken**
- 9.14. P.O. of the PCs will issue program to the tagged Rice Mills at least 03 days before on the following condition-
 - a. If more than one Rice Mill is tagged, then the P.O. has to send program to all tagged Rice Mill or any one of them depending upon number of farmers scheduled on that date. The P.O. may send program to one Rice Mill for maximum 20 scheduled farmers, and 2 Rice Mills for maximum 40 Farmers and 3 Rice Mills beyond 40 farmers.
 - b. **P.O. shall dispatch paddy to all the Rice Mills tagged with a purchase center without discrimination during the days of tagging with a purchase center. He should be able to justify his actions with facts and reasons.**

- c. In case of single tagged Rice Mill, the system will automatically show the program. However, if that single Rice Mill is not able to attend the purchase centre, the Rice Miller shall inform the P.O. and DCF&S at least 2 days in advance over phone as well as through updating the online portal.

9.15. In case any Rice Mill on any reasonable ground is unable to attend any centre, he has to inform the P.O. through system putting the grounds of inability and over phone at least one day before the scheduled date.

9.16. In case any Rice Mill fails to attend, the P.O. can send program instantly to any of the other tagged Rice Mills, but he has to put a remark regarding the ground of such changes.

10. DISPATCH OF PADDY TO THE RICE MILL:

10.1. The tagged Rice Mill shall tag an authorized representative and vehicle to the paddy purchase center after making necessary entries of the details of the authorized person and the vehicle in the portal. However, the Rice Miller may make the changes if situation so requires. System will allow to tag more than one authorised representative and vehicle with the purchase center.

10.2. **At the time of tagging a vehicle, the Rice Miller shall verify the details of the vehicle from the data as displayed through the integration with the portal of the Transport Department (<https://parivahan.gov.in>) and confirm that the vehicle is a goods carriage vehicle and its registration and insurance is valid before tagging the vehicle.**

10.3. **The Rice Mill will provide once used gunny bags for packing of paddy at paddy purchase centers/ camps and arrange labour for unloading from the vehicles of the farmers, stacking properly and if required unbagging and re-bagging, assist the purchase officer in sampling and testing, weighment, loading in the trucks of Rice Millers for transportation of paddy to the Rice Mill.**

10.4. The paddy shall be checked and weighed in presence of the farmer, Purchase Officer/ Disbursing Officer and the authorized representative of the Rice Mill and after closure of the procurement for the day it shall be reconciled.

10.5. The FAQ paddy purchased at the purchase centre, shall be handed over to the authorized representative of the tagged Rice Mill by the Purchase officer/ Disbursing Officer regularly during the day and despatched to Rice Mill on regular interval from the morning itself in order to manage the crowd properly and unnecessary piling of stock. The Purchase officer/ Disbursing Officer shall physically hand over the paddy and dispatch all the paddy online on same day after proper authentication of the authorized representative of the Rice Mills tagged with the center.

10.6. **The procurement of paddy and delivery of the same to the tagged millers for the purpose of milling shall be done on same day physically and also through the portal ONLY.**

10.7. The vehicle details as submitted by the Rice Miller shall also be verified from the data as displayed in the login of the PO/DO through the integration with the portal of the Transport Department (<https://parivahan.gov.in>). **The PO/DO should verify and confirm that the vehicle is a goods carriage vehicle and its registration and insurance is valid.**

- 10.8. Before dispatch of paddy to a tagged Rice Mill and issuance of paddy challan, the PO / DO shall take two pictures of the vehicle with registration number of the vehicle visible in front and from back side of the vehicle with himself and authorised representative of rice mill using ePOP device and upload (with date and time stamp).
- 10.9. **System generated paddy challan will be printed or the pre-printed paddy delivery challans will be duly filled in duplicate by entering the challan number as shown in the e-PoP device / portal for that dispatch and should be signed by the Purchase Officer and authorized representative of the Rice Mill.** A copy will be issued to the authorized person of the Rice Mill for due acknowledgement for carrying the stock from Purchase Centers to the Rice Mill.
- 10.10. **Difficulties in dispatch of paddy through online mode:**
- 10.9.1. If online dispatch could not be made due to **technical glitch** in the portal, the paddy shall be delivered to the authorized representative of the Rice Mill through physical delivery challan (Manual challan) after obtaining the signature of the representative. When the system restores, the same shall be dispatched through online module **immediately or latest on the next date** after proper authentication of the representative of the Rice Mill in the portal.
- 10.9.2. Monitoring by DCF&S and district in charge of CMR agency:** An MIS in drilled-down manner in this regard is to be provided in the login of all the stakeholders for daily monitoring and taking corrective steps. In such a situation, tagging of Rice Mill with that centre should be immediately changed by the DCF&S/ CMR Agency for the next day so that this situation does not recur.
- 10.9.3. Any offline dispatch will entail disciplinary action as well as other legal actions as per law.**
- 10.11. **Acceptance and acknowledgement of paddy dispatched to a Rice Mill by the Rice Mill:**
- 10.10.1. The paddy purchased by the **Food and Supplies Department** at CPCs, mCPCs, and other purchase centers shall be handed over to the authorized representative of the Rice Mill after receiving paddy in e-PoP through Aadhaar based biometric authentication every time it is dispatched through a vehicle. **Rice Mill shall ensure that his representative receives the paddy from purchase center timely and transport to the Rice Mill on his own arrangement.**
- 10.10.2. After dispatching paddy through e-PoP, a system generated SMS and email will be sent to the Miller in his registered mobile number and email intimating about the dispatch of the paddy with details like – quantity of paddy, date, vehicle no. and purchase center. System generated paddy challan will be printed or the pre-printed paddy challan should be duly filled & signed by PO/DO in duplicate and a copy will be issued to the authorized person on due acknowledgement.
- 10.10.3. The Rice Miller may raise any objection regarding the dispatch within 24 hours. The system will send an **email and SMS** to the Rice Miller intimating the detail like – quantity of paddy, vehicle number, name of authorised representative, date

and time of dispatch, name of purchase center with a statement that he can raise any objection, if any, within 24 hours from the time of dispatch of paddy. **After 24 hours, the Rice Miller will not be able to raise any objection and the received paddy quantity is final. If any dispute has been raised, DCF&S shall cause an inquiry and resolve the issue immediately. If the issue is technical or administrative he should inform the ITR Cell or DDP&S through official email.**

- 10.12. The PO/DOs of CPCs/ mCPCs and PCs and the Paddy Procuring Society shall have the responsibility of carrying out procurement from the farmers and of the stock of paddy procured till the delivery of paddy to the authorized representative of the tagged Rice Mill.
- 10.13. The PO/DOs of CPCs/ mCPCs and PCs and Paddy Procuring Societies shall maintain physical balance of paddy at the purchase center in consonance with the online records which shall always be open for inspection and/or verification by officials of the CMR Agency and/or any Government Official for that matter. In the event of any shortage is found and/or any damage or unforeseen losses are detected, the PO/DOs of CPCs/ mCPCs and PCs and Paddy Procuring Society shall be bound to compensate on account of the said damages and/or shortages and/or losses.
- 10.14. The provisions as contained in the West Bengal CMR (Control & Obligation) Order, 2015 shall be binding on the Paddy Procuring Society and Rice Mills.
- 10.15. Any breach of terms & conditions of the agreement and/ or any violation of the provisions as contained in this agreement by the Paddy Procuring Society and Rice Mills shall attract penal action as per provision of law and E. C. Act, 1955.

11. DUTIES AND RESPONSIBILITIES OF THE PURCHASE OFFICERS (PO) AND DISBURSING OFFICERS (DO) IN CPCs & OTHER PURCHASE CENTERS INCLUDING THAT OF CMR AGENCIES:

- 11.1. All PO/DOs shall access the e-PoP through their individual login ID, passwords followed by biometric authentication only as provided and/or captured by the Department. The user id and password are confidential and shall not be shared with anybody under any circumstances. They shall remain responsible for ensuring the safety and security of the password and any transactions made through their credentials.
- 11.2. **Attendance marking by POs and DOs:** The PO/DOs of all purchase centers including the **Paddy Procuring Societies** will login into the e-PoP through biometric authentication and mark attendance within 9:00 AM.
- 11.3. **The PO/DOs (includes PPOs) of all Purchase Centers (CPC, mCPC and PCs run by PPS) shall register the farmers and update their details through e-PoP device or through the Computer by visiting the portal.**
- 11.4. The PO/DOs while registering the farmers or updating their details at the purchase centers, shall ensure that all the details are properly filled in the portal carefully. Wherever, there is any mistake in the data in the portal and the portal allows for editing, necessary corrections should be made as per the details provided in the original document of the farmer.

- 11.5. The PO/DOs shall verify from original and upload photocopy of the Electoral Photo Identity Card (EPIC), Aadhaar card of the farmer for verification of identity, Land documents in support of farming (Khatian/ self declaration) for landless farmers or sharecroppers as per format (**Annexure–V/VI**), **first page of Bank passbook** showing the details of the account holder etc.
- 11.6. The PO/DOs shall also inform the farmers that the name in the Aadhaar and the Bank passbook should be same as both will be verified.
- 11.7. The system will verify the registration request and if everything matches, the farmer will be registered subject to validation of Bank account. If there is any mismatch in name in Aadhaar and Bank accounts, the officials of the CPU (HQ) shall verify the documents uploaded and take decisions regarding approval.
- 11.8. **The PO/DOs shall capture the biometric (fingerprint or IRIS scan) or verify the Aadhaar linked mobile OTP through e-PoP machine of the farmers during registration, updation as well as purchase.**
- 11.9. The PO/DOs shall take utmost care in entering all details like EPIC number, Aadhaar number, Bank account number and the paddy quantum purchased from a farmer in the portal so that no further rectification needs to be done. In case of any data entry of particulars of the farmer and/or upload of any false or fabricated document with malafide intention, the PO/DO will be held personally responsible and penal action will be taken as per the law.
- 11.10. In case of registration data of erstwhile registered farmers in the earlier KMS 2019-20, 2020-21, 2021-22 or in 2022-23 have a wrong or duplicate Aadhaar or wrong or duplicate Bank account number or do not have the KB ID in the system, the farmer will not be able to fix schedule for selling paddy. If the farmer comes to the purchase center for correction of that wrong data, the PO/DOs shall extend all facilities to brief the farmer regarding the requirement of documents etc. and shall update the details following the SOP in this regard. This correction will be effected after due validation only.
- 11.11. Paddy purchased from one Purchase Centers shall be dispatched to the tagged Rice Mills on the same day through the authorized person of the tagged Rice Mill after the e-challan is receipted by the authorized person in e-PoP through biometric authentication only. He shall also issue the system generated/ pre-printed Paddy delivery challan (in duplicate) duly signed by him or Disbursing Officer to the Miller or his authorized representative on due acknowledgement in duplicate copy for road. However, if due to any reason, online dispatch could not be made, the paddy shall be delivered to the authorized representative of the Rice Mill through physical delivery challan after obtaining the signature of the representative and following the procedure as mention under para **“Dispatch of paddy to rice mills”**.
- 11.12. The vehicle details as submitted by the Rice Miller shall also be verified from the portal of the Transport Department (<https://parivahan.gov.in>) to verify that the vehicle is a goods carriage vehicle. Before dispatch of paddy to a tagged Rice Mill and issuance of paddy challan, the PO/DOs shall take and upload two photos (with date and time stamp) of himself with authorised representative with the photo of the vehicle with registration number of the vehicle visible in front and from back side of the vehicle.

- 11.13. The PO/DOs shall coordinate with the tagged Rice Mill in advance regarding the time, date and place of reporting of the vehicle at the purchase center concerned including the camps. It shall be an obligation of the PO/DOs to bring to the notice of the DCF&S or the designated official of CMR Agency, as the case may be, immediately on any incidences like failure of a Rice Miller to turn up in the Purchase Center for lifting of paddy etc. so that remedial measures may be taken in time.
- 11.14. **In case of any misappropriation of paddy by the officials of the paddy procuring Society / CPC / mCPC, appropriate legal action will be taken against him which includes lodging of FIR or the departmental proceedings, termination of contract or agreement/ termination of employment etc. as the case may be against errant officials of the CPCs/ Paddy Procuring Societies/ Rice Miller.**
- 11.15. **Duty to keep the equipment and other infrastructure safe and proper maintenance.:**
The POs and DOs shall take utmost care in handling and keeping safe the e-PoP, weighing scale, other equipment like moisture meter, sieve set, etc., laptop/ printers and other assets and documents of the Purchase Centers.
- 11.16. **Fine for mishandling of e-PoP machines:**

In case a e-PoP device including IRIS Scanner and weighing scale gets lost or stolen or becomes in-operational due to defects caused by reason such as mishandling, misuse, abuse, physical damage, unauthorized opening of e-PoP devices including IRIS Scanner and weighing scale by PO/DO or unauthorised technician, then the Departmental committee comprising of DCF&S & concerned SCF&S at district level would find whether that damage has been caused due to deliberate mishandling, loss, theft, misuse, abuse, physical damage, unauthorized opening of e-PoP devices including IRIS Scanner and weighing scale by Purchase centre staff. Then a penalty as per the following table, would be paid by the Purchase centre staff/ Paddy Procuring Society to System Integrator. The decision taken by the Department will be considered as final.

Time Period	Penalty for e-PoP (INR)	Penalty for IRIS scanner (INR)	Penalty for weighing scale (200 kgs) (INR)	Penalty for weighing scale (3 ton) (INR)
Within 1 year	25,000 to 30,000	6,000 to 8,000	8,000 to 10,000	60,000 to 80,000
Within 2 years	15,000 to 25,000	4,000 to 6,000	6,000 to 8,000	40,000 to 60,000
Within 3 years	10,000 to 15,000	2,000 to 4,000	4,000 to 6,000	20,000 to 40,000
After 3 years	10,000	2,000	4,000	20,000

12. WORKING DAYS AND TIME OF PURCHASE CENTERS:

For the purpose of smooth and uninterrupted operation, all purchase centers will remain open and functional on all working days from 9:00 AM to 3:00 PM, normally. However, as per the need and for convenience of the farmers, the purchase center may operate beyond 3:00 PM so that all scheduled farmers may be accommodated and paddy is dispatched safely to the Rice Mill. The purchase centers **shall remain closed on Sundays and Government holidays**. But, during peak period of paddy procurement, the Department may issue order in the interest of farmers or PDS or to prevent distress sale of paddy to purchase paddy during Holidays and Sundays.

13. EMPANELMENT OF RICE MILLS:

- 13.1. The application and processing of the application by a new Rice Mill will be guided by order no. 3883-FS dated 19.09.2023 and subsequent amendments, if any.
- 13.2. The Rice Mills empanelled in KMS 2023-24 and who are willing to participate in KMS 2024-25, should apply in the portal immediately after complete delivery of CMR. However, the Rice Mills may still apply without completing the CMR delivery, but their empanelment would be subject to delivery of full CMR and fulfilling other terms and conditions.
- 13.3. DCF&S shall place all the applications received to DLMC on weekly basis. The DLMC has to recommend their names holding meetings weekly but not later than 15 days interval.
- 13.4. Rice Mills have also to fulfil the condition of delivery of CMR of last KMS, if any, signing of agreement BA-I with DCF&S and BA-II with at least one CMR agency and submission of valid and prescribed Bank Guarantee for KMS 2024-25 for empanelment and tagging with a purchase center.
- 13.5. **In case of existing Rice Mill**, the case will be recommended by the DLMC after considering the performance of the Rice Mill and delivery of CMR in the KMS in which the Rice Mill previously worked in paddy procurement. DCF&S has to place full information regarding Rice Mill before the DLMC which shall form part of the minutes.
- 13.6. Rice Mills who have delivered 100% of CMR due, DLMC may recommend the Mill for empanelment. All such Rice Mills shall be recommended by holding DLMC meetings weekly but not later than 15 days interval at any case starting from 1st August, 2024.
- 13.7. **Special cases:** However, DLMC may also recommend the empanelment of a Rice Mill which has delivered at least 95% of the CMR and is otherwise fulfilling all the eligibility criteria and the performance of the mill was good during entire KMS on all parameters and the Rice Mill has already milled the paddy and CMR is ready and mill have also offered the CMR for delivery but DCFS is not able to receive due to space crunch. This will enable the Director and the Dept. to process the case without loss of time and the approval of the Dept. will be granted for empanelment subject to delivery of full CMR, deposit of BG and execution of the agreement.
- 13.8. **Rice Mills who have not submitted any BG in KMS 2023-24:** The Rice Mills who were empanelled in KMS 2023-24 but have not submitted any BG, will be empanelled with BG equivalent to 70% of price of paddy in KMS 2024-25 if recommended by DLMC provided they are otherwise eligible and paddy will be despatched only equivalent to the BG with no relaxation.
- 13.9. The Rice Mills empanelled in KMS 2023-24, which have **received paddy less than 10%** of their annual milling capacity due to their own problems like management / labour / financial / infrastructure issues etc., may be recommended for empanelment with BG equivalent to 60% of price of paddy with no relaxation in KMS 2024-25, provided they are otherwise eligible and have delivered 100% CMR within due date and have been recommended by the DLMC.

13.10. The Rice Mills empanelled in KMS 2023-24, which have **submitted less than 50% of BG** submitted in KMS 2022-23 and have also received in KMS 2023-24 paddy less than 50% of the paddy delivered in last KMS 2022-23, may be empanelled with BG, equivalent to 50% of price of paddy in KMS 2024-25, provided they are otherwise eligible and have delivered 100% CMR within due date and have been recommended by the DLMC.

13.11. Registration of new Rice Mills:

13.11.1. Request for Registration : All new Rice Mills (not empanelled in last KMS) have to submit their online request for registration in portal, with very basic information namely name of the Rice Mill, type (parboiled/raw), Name of Rice Miller(s), address of the Rice Mill (Block/ Municipality, P.S./ Sub-division), mobile no. (to be OTP validated), email ID (to be OTP validated) in the module under '**New Rice Mill registration**' menu. This will be treated as the registration request by a new Rice Mill.

13.11.2. DCF&S shall conduct preliminary inquiry within the stipulated time and issue the user credentials to new Rice Millers so that they can submit the detailed application.

13.11.3. After submission of detailed application by Rice Mill, DCFS should conduct detail inquiry and place the matter to DLMC for decision within 15 days from the date of submission of the application by the Rice Mill.

13.11.4. All Rice Mills who have applied their application shall be disposed of by DLMC within 30 days of application and forward to DDPS. In case of any re-inquiry, the application shall be disposed of by DLMC within 45 days of application and decision regarding empanelment or rejection should be send to DDPS by DCFS.

13.12. **Milling capacity** : The milling capacity of a rice mill shall be certified by the GM, DIC of the concerned district in the **prescribed format**. In case of any enhancement in the milling capacity the procedure as laid down in the order no. E-792989 dated 10-05-2024 shall be followed. DCF&S shall also verify the same during the physical inquiry.

13.13. **Uploading of documents**: Uploading of all required papers/ certificates in portal (like latest Balance sheet, Pollution certificate, boiler certificate, Trade licence, electricity meter consumption, milling capacity etc.), validity of which has been expired or capacity of which has been changed even for the Rice Mills which were registered in this KMS, shall be done immediately or at the time of applying for next KMS. The portal will also capture the date of expiry of the documents at the time of uploading. The documents which have already expired cannot be uploaded. Documents shall be updated whenever, they expire and renewed.

13.14. Empanelment of a Rice Mill for participation in Paddy Procurement of Operations of the State Government :

A Rice Mill would be considered as empanelled **only after** 100% delivery of CMR of previous KMSs, if any, uploading the documents, submission of BG and Signing of Agreement (BA-I) with DCF&S and Agreement (BA-II) with at least one CMR agency in the district and uploading the details of BG and Agreement in the portal by DCF&S and CMR agency.

- 13.15. Under no circumstances, recommendation by the DLMC or the Director, DDP&S or intimation to sign agreements and submit BG shall constitute right of the applicant Rice Mill to get empanelled with Department for milling of procured paddy.
- 13.16. **Rice Mills not eligible for empanelment:**
- i. No Rice Mill or Miller – defaulter in terms of delivery of CMR relating to any CPC or CMR Agency in any KMS, shall be considered for empanelment. **It is equally applicable for existing/ earlier empanelled Rice Mill or a new Rice Mill.**
 - ii. Husking Mills, Rice Mills running on generator set or diesel engine, chatal Mills shall not be eligible for registration/application for empanelment.
 - iii. Rice Mills operated under lease or similar arrangement shall not be eligible for empanelment.
- 13.17. A Rice Mill capable of producing raw rice only and intending to be empanelled as a raw Rice Mill, will be empanelled only after assessing the requirement of raw rice in PDS.
- 13.18. Rice Mills having functional dynamic blending machine (BIS registration) shall only be eligible to apply/ show interest for empanelment.
- 13.19. **For recommendation, the DLMC will satisfy itself** that the Rice Mill has not been a defaulter in paddy procurement and CMR delivery in earlier KMSs and that there is no criminal case against the Miller(s) under EC Act, 1955 or any other Act or control order related to purchase, processing, storage, transportation, sale of food grains or that the Miller(s) is not in litigation with the Department of Food & Supplies or any CMR agency in any capacity.
- 13.20. **DLMC, on sufficient reasons to be recorded in writing, may also not recommend/ reject a Rice Mill for empanelment due to poor performance, non-cooperation and compliance to instructions in last KMS despite the fact that it might have delivered full CMR in time.**
- 13.21. **Mills of questionable/ poor performance :**
- 13.21.1. Mills which were habitually causing delayed submission of offer/ irregular delivery of RCMR/ offer given, RRO issued but RCMR not delivered even after 30 days, poor track record of timely and inadequate placing/ reporting of vehicles and manpower/ labour at the purchase centers or authorised representatives, etc. **will be treated as of questionable performances or vulnerable Rice Mills.**
 - 13.21.2. DCF&S and CMR agencies shall analyse the database regarding the performance of the empanelled Rice Mills (DCF&S for all presently empanelled Rice Mills and CMR agencies for Rice Mills with whom they have worked) on all parameters and place the **signed report with remarks** on performance against each Rice Mill in the DLMC meeting for enabling the DLMC to take a well-informed decision.
 - 13.21.3. DDP&S shall analyse the database and collect report regarding the performance of the empanelled Rice Mills on all parameters and arrange to submit the list of such Mills of questionable performance to the Department by 30 September, 2024. **After approval, DDPS will flag such Mills as “Mills of Questionable Performance” and mention BG quantum in the portal.**

- 13.21.4. A mill of questionable / poor performance, if has delivered full CMR may be recommended by DLMC with BG equivalent to 50% to 100% of cost of paddy depending upon the extent of poor performance.
- 13.21.5. Mills of **questionable/ poor performances** even though they might have delivered CMR within last date, may not be recommended by DLMC, depending upon the gravity of the performance.
- 13.22. **The DLMC should make specific recommendation/ no recommendation against each Rice Mills in the minutes of the meeting and the signed copies of the reports of DCF&S / CMR agencies shall be annexed with minutes of each DLMC meeting.**
- 13.23. However, if the mill has been identified as a mill of questionable / poor performance DLMC may recommended it for empanelment with BG equivalent to 50% to 100% of the cost of paddy at MSP (as will be decided by DLMC considering the gravity of poor performance). These cases may be considered by DLMC for recommendation after due enquiry and considering the gravity of poor performance and CMR delivery in previous KMS periods and also the other eligibility conditions mentioned in these guidelines.
- 13.24. The Minutes of the DLMC meeting shall be uploaded in the portal and also shared with DDP&S. **DDP&S shall analyse the database regarding the performance of the empanelled Rice Mills on all parameters, minutes of DLMC and Signed reports of the DCF&S/ CMR agencies and fix extent of the BG before recommending such Rice Mills to then government.**
- 13.25. Identifying gap in required empanelled Rice Mills in the districts and asking new Rice Mills for applying online for empanelment, particularly in required districts needs to be done by District Magistrate and DDP&S.
- 13.26. **Intimation regarding signing agreement and submission of Bank Guarantee for empanelment:** Immediately, after the approval of the Government regarding the proposal for empanelment of the Rice Mill, DDP&S will update the status of application in the portal, a system generated email as well as update in the login of the Rice Mill in the portal will be triggered requesting the Mill to **submit the BG details in the portal and a physical copy in the o/o DCF&S and sign the agreement BA-I with DCF&S and BA-II with at least one CMR agency within 15 days of such intimation.** Failing which the Rice Mill may not be empanelled.
- 13.27. Submission of BG and Signing of agreements BA-I with DCF&S and BA-II with at least one CMR agency shall be done by **5th October, 2024**. These Mills may only be considered for **special relaxation** on BG, if any. Submission of BG and signing of agreement **before 20th October, 2024** may be considered for **relaxation** on BG, if any. **Agreement signed after 20th October, 2024 will not entail the Miller for any relaxation on BG.**
- 13.28. **DCF&S/ CMR agencies shall upload the BG details and agreement details on same date of signing without fail. System will not allow uploading after 24 hours.**
- 13.29. **However, DCF&S shall not sign and execute the agreement till the concerned Rice Mill has completed the CMR delivery.**

13.30. Rice Mills shall be ready in all respect for attending paddy purchase centers w.e.f. 2nd November, 2024 and shall always attend the centers whenever tagged by the DCF&S and CMR agencies.

13.31. **Tagging of Rice Mill with a purchase center** : The Rice Mill will be available for tagging for delivery of paddy to the empanelled Rice Mills subject to -

- a. 100% delivery of CMR,
- b. submission of Bank Guarantee,
- c. uploading of all documents and entry of details as specified in the portal
- d. Signing of Bipartite Agreement with DCFS
- e. Signing of Bipartite Agreement with at least one CMR agency.

14. FURNISHING BANK GUARANTEE (BG) BY THE RICE MILLERS:

14.1. Rice Millers shall have to furnish security deposit in the form of Bank Guarantee issued by any Scheduled Commercial Bank in India including the Scheduled Co-operative Banks but excluding Foreign Schedule Bank.

14.2. **Bank Guarantee** to be furnished by the Rice Mills in KMS 2024-25 :

Category	Details of Categories	BG requirement equivalent to % of cost of paddy at MSP	Relaxation on paddy holding limit, if allowed
A	Rice Mills empanelled in KMS 2023-24 who have delivered all RCMR of KMS 2023-24 and submitted BG and signed agreement BA – I and BA-II (on or before 05.10.2024) and uploaded by DCFS in the portal within 06.10.2024	35%	Eligible for Special Relaxation available till 31.03.2025
B	Rice Mills empanelled in KMS 2023-24 who have delivered all RCMR of KMS 2023-24 And NEW RICE MILL And who have submitted BG and signed both agreements (on or before 20.10.2024) and DCFS and uploaded in the portal within 21.10.2024	40%	Eligible for Relaxation available till 31.03.2025
C	Empanelled Rice Mills, which in KMS 2023-24 had submitted total Bank Guarantee less than 50% of BG submitted in KMS 2022-23, and have also received paddy in KMS 2023-24 less than 50% of the paddy delivered in last KMS 2022-23, Delivered all CMR and also submitted BG and signed both agreements (on or before 05.10.2024) and DCFS and uploaded in the portal within 06.10.2024	50%	Eligible for Relaxation available till 31.03.2025

Category	Details of Categories	BG requirement equivalent to % of cost of paddy at MSP	Relaxation on paddy holding limit, if allowed
D	Mills of questionable performances in KMS 2023-24 or earlier KMS , delivered complete CMR and also submitted BG and signed both agreements (on or before 05.10.2024) and DCFS and uploaded in the portal within 06.10.2024	50% to 100% as decided by DLMC or DDPS	Not eligible for any Relaxation
E	Rice Mills who have not submitted any BG in KMS 2023-24 and have submitted BG and signed both agreements (on or before 05.10.2024) and DCFS and uploaded in the portal within 06.10.2024	70%	Not eligible for any Relaxation
F	The Rice Mills empanelled in KMS 2023-24, which have received paddy less than 10% of their annual milling capacity due to their own problems, delivered complete CMR and have submitted BG and signed both agreements (on or before 05.10.2024) and DCFS and uploaded in the portal within 06.10.2024	60%	Not eligible for any Relaxation
G	Rice Mill of any category which submits BG and signs both agreements after 05.01.2024	Minimum 70% or more as fixed by DLMC, as per 'D' above	Not eligible for any Relaxation

- 14.3. All Rice Mill has to submit a **minimum BG of Rupees 35 Lakh**. Paddy holding capacity will be determined as per the scale mentioned above for each category of the Rice Mill.
- 14.4. Rice Mill shall make entries/update the details of Bank Guarantee and upload the scanned copies in portal before signing of agreement and submit the original BG to the DCF&S immediately under proper acknowledgement.
- 14.5. DCF&S shall verify the details of Bank Guarantee from the original copy. Verification from the Bank will be done later on as per the provisions separately. He will upload the scanned copies of Agreement in the portal on the same day but not later than next day under any circumstances.
- 14.6. CMR agency shall sign the BA-II agreement promptly after BA-I has been signed and enter the details of Agreement and upload the scanned copy in the portal on the same day but not later than next day (within 24 hours) under any circumstances. System shall not allow to upload after 24 hours of the date of agreement.
- 14.7. Rice Mill have to maintain the BG which is at the time of signing the agreement for whole KMS i.e. up to 30th September, 2025. If any BG is already submitted by a Rice Mill and is

valid as on the date of signing the agreement that will be counted as a valid BG. For this, a BG having validity beyond 31st December, 2024 only shall be considered. However, the same shall be replaced by another BG of equivalent amount at least 15 days before the expiry date, which shall be valid till 30th September, 2025. Counting of the BG for considering the paddy limit including relaxation, if any, shall stop 30 days prior to the date of expiry.

14.8. Validity of the BG:

i. The validity period of bank guarantee shall be till **30th September, 2025**.

ii. **The claim/ encashment period of the BG shall be at least 3 months after the validity period i.e. upto 31st December, 2025.**

iii. However, the Bank Guarantee may be released after three (3) months from the date of completion of last delivery of CMR by the Miller.

14.9. Verification of BG by DCF&S: The District Controller shall cause verification of the genuineness of Bank Guarantee submitted by the Miller within 15 days of submission in all cases. After verification of the BG of the Rice Millers, the same shall be marked verified by the DCF&S in the portal using his login credential within 15 days of submission of the BG.

14.10. The portal should be designed in such a way that the system automatically identifies and flags the Rice Mills falling under categories – A, B, C, E, F, & G. Mills under category-D (questionable/ poor performing mill) should be flagged and BG fixed as per entry made by DCF&S or updated by DDPS in the portal.

14.11. Relaxation in paddy holding limit: Government may consider enhancement of paddy holding limit based on the BG to encourage early participation of Rice Mills in paddy procurement. Any such incentive on BG for enhancement of paddy limit, will be based on the BG given and uploaded in the portal up to 05th October or 20th October, 2024, as the case may be. However, additional BG may be submitted by any Rice Mill at any time to enhance its paddy holding limit on which no relaxation on paddy holding capacity, if provided, will be available.

15. SIGNING OF AGREEMENTS:

All the empanelled Rice Mills shall mandatorily sign the Bi-Partite agreement (BA-I) (as per order in **Annexure –X**) with concerned DCF&S. These empanelled Rice Mills have to sign similar Bi-Partite agreement (BA-II) (as per as per order in **Annexure – X**) with CMR agencies only after signing the Bi-Partite agreement with concerned DCF&S. The Paddy Procuring Societies will also sign another Bi-Partite agreement (BA-III) with the CMR Agencies as per order in **Annexure – X**.

DCF&S and CMR Agencies shall take proactive and expeditious steps for getting the above agreements signed and entered in the portal within 24 hours of signing.

16. OTHER OBLIGATIONS ON THE PART OF RICE MILLS:

16.1. The Rice Miller shall comply and obey all the terms and conditions mentioned in the Bi-Partite agreement – 1 and 2, CMR Control Order, 2015, Orders, Guidelines,

Standard Operating Procedures issued or as amended from time by the Government for procurement of paddy for KMS 2024-25.

- 16.2. The Rice Miller at the time of empanelment shall upload the copy of audited balance sheet for the Financial Year 2023-24 which will be verified to determine the financial health of Rice Mill.
- 16.3. The Rice Miller within one (1) months of empanelment shall also upload the **declaration** stating that, Rice Mill is not declared as NPA by any Bank /Financial Institution and no such proceedings for declaration as NPA are under contemplation or are pending against that Rice Mill. DCF&S shall monitor and ensure that such declaration is uploaded within stipulated time.
- 16.4. **Uploading documents and details:** The other documents that need to be uploaded at the time of application and updated due to upgradation/ renewal of validity (like certificate of Boiler, Pollution Control Board, Fire Safety, Food Safety, Milling capacity, etc.) shall be updated and uploaded in the portal through their login credentials as and when they expire and are renewed.
- 16.5. **Tagging authorised representative with purchase centers:** The Rice Miller shall authorize a person to receive paddy from a purchase center on a scheduled date. The Rice Miller will fill up/ upload information of authorized person in advance or on the day of authorisation, such as (i) name of the authorized person, (ii) Aadhaar number (duly validated with mobile OTP validation in Aadhaar linked mobile) and (iii) mobile number (OTP validated) in the portal. One representative can be authorized for multiple purchase centers but multiple representatives cannot be authorized for a single purchase center at a time.
- 16.6. **Tagging vehicles with purchase centers** The tagged Rice Mill shall tag adequate nos. of vehicles of adequate capacity to the paddy purchase center after making necessary entries of the details of the vehicle in the portal. However, the Rice Miller may make the changes if situation so requires. System will allow to tag more than one vehicle with the purchase center.
- 16.7. **At the time of tagging a vehicle, the Rice Miller shall verify the details of the vehicle from the data as displayed through the integration with the portal of the Transport Department (<https://parivahan.gov.in>) and confirm that the vehicle is a goods carriage vehicle and its registration and insurance is valid before tagging the vehicle.**
- 16.8. **Provide adequate nos. of labourers at Purchase Centers:** The Rice Mill shall provide adequate labourers for unloading from the vehicles of the farmers, stacking properly and if required unbagging and re-bagging, weighment, loading in the trucks of Rice Millers for transportation of paddy to the Rice Mill and assisting the purchase officer in sampling and testing, whenever required.
- 16.9. **Provide adequate nos. of once used gunny bags:** The Rice Mill shall provide once used gunny bags for packing of paddy at paddy purchase centers/ camps.
- 16.10. The paddy purchased by the Food and Supplies Department at CPCs, mCPCs and other purchase centers shall be handed over to the authorized representative of the Rice Mill

after receiving paddy in e-PoP through Aadhaar based biometric authentication. Rice Mill shall ensure that his representative receives the paddy from purchase center timely and transport to the rice mill by his own arrangement.

- 16.11. After receiving paddy in e-PoP, a system generated SMS and email will be sent to the Miller in his registered email and mobile number. System generated paddy challan will be printed or the pre-printed paddy challan will be duly filled & signed by P.O./D.O. in duplicate and a copy will be issued to the authorized person on due acknowledgement. After 24 hours, the Rice Miller will not be able to raise any objection and the received paddy quantity is final.
- 16.12. **Display of Banners in the vehicle transporting the paddy:** The Rice Mill shall arrange for affixing Banners in front, rear and left side of the vehicle used for transporting the paddy from the purchase centers while on each trip. The Banner shall display information as per given format by DCF&S or CMR agency.
- 16.13. The Rice Mill, after receipt of paddy from the Purchase Centers shall utilize entire milling capacity for conversion of paddy in CMR on priority till such conversion is completed. The Rice Mill shall not undertake custom milling of paddy of any other person or of any concerned there unless and until he completely delivered CMR processed out of paddy given at the Centralized Purchase Centers and Purchase Centers run by the CMR Agency having priority in that order.
- 16.14. In case the Govt. stock of paddy and / or rice are identifiable and found short, the Rice Miller shall be deemed to have contravened Clause 21 (e) of CMR Control order 2015 or as amended from time to time. The cost of paddy and /or rice shall be calculated as provided in the “Explanation” to the Clause 21 of the CMR control Order.
- 16.15. In case the Govt. stock of paddy and / or rice are not properly stocked and/or not marked and identified, then the entire Govt. stock of paddy and / or rice as should have been present in the custody and premises of the Rice Mills concerned shall be deemed as short and which shall be deemed to be a contravention of the Clause 21 (e) of CMR Control order 2015 or as amended from time to time.
- 16.16. All the transactions regarding acknowledgement of paddy receipt, stock transferred for milling of paddy, offering of rice, generation of challan for delivery of rice shall be done online in the portal using his login credential before or at the time of physical/ actual execution.
- 16.17. Necessary stock registers shall be maintained and updated regularly in physical form also.
- 16.18. The Miller shall facilitate by providing manpower and labourers and other requisites in physical verification of stocks and books by the Food and Supplies Department or any authorized officer of the Government of West Bengal / GoI / concerned CMR Agencies, at any point of time.
- 16.19. **Obligation of Rice Miller (who is not engaged in private milling):**
The Rice Miller (who is not engaged in private milling) shall have to maintain the stock of the Govt. paddy (in bags of uniform weight stacked up in a countable position and in bulk) and its resultant rice (in bags of uniform weight stacked up in a countable position and in bulk) in a well demarcated place.

16.20. Obligation of Rice Miller (engaged in private milling also):

- 16.20.1. The **Rice Miller (who is engaged in private milling also)** shall have to maintain the stock of the Govt. and private paddy (in bags of uniform weight stacked up in a countable position and in bulk) and its resultant rice (Govt. and private both) (in bags of uniform weight stacked up in a countable position and in bulk) **separately in well demarcated places in such a manner that the private and Govt. stock are well identifiable and countable and measurable at all time**. Any bulk paddy or rice shall have to be stacked at the time of inspection, if the Govt. paddy or rice is not in countable and measurable condition.
- 16.20.2. The Rice Miller shall maintain separate registers for the paddy and/or rice purchased and processed by him under private account and shall keep it updated immediately at the moment when the transaction is made and shall produce the books of accounts and stock to the inspecting officials on demand.

16.21. Minor non-compliance by Rice Mills:

- 16.21.1. Failure in affixing Banners in front, rear and left side of the vehicle used for transportation of paddy from the purchase centers on each trip for the first time,
- 16.21.2. Failure to report with authorised representative and vehicle at a scheduled purchase centre for the first time,
- 16.21.3. Failure to offer for the delivery of CMR online through ‘e-paddy procurement portal’ within 20 (twenty) days from the date of receipt of paddy from the purchase centers for the first occasion.

16.22. Major non-compliance by Rice Mills:

- 16.22.1. Repeated instance of failure to arrange for affixing Banners in front, rear and left side of the vehicle used for transporting the paddy from the purchase centers on each trip for the second and successive times,
- 16.22.2. Repeated instance of failure to report with authorised representative and vehicle at a scheduled purchase centre whenever tagged by the DCF&S and CMR agencies, for second and successive occasions,
- 16.22.3. Failure in providing once used gunny bags for packing of paddy at paddy purchase centers/ camps, for bagging of paddy and returning bags of the farmers to themselves immediately,
- 16.22.4. Failure in arranging labour for unloading paddy from the vehicles of the farmers, stacking properly and if required un-bagging and re-bagging, assisting the Purchase Officer in sampling and testing, weighment and loading in the trucks for transportation of paddy to the Rice Mill,
- 16.22.5. Second and repeated instance of failure to the offer for the delivery of CMR online through ‘e-paddy procurement portal’ within 20 (twenty) days from the date of receipt of paddy from the purchase centers,
- 16.22.6. The physical stock of paddy and/or rice are not properly stacked and marked for identification,

- 16.22.7. The physical stock of paddy and/or rice against Govt. and Private account are not properly and separately stacked,
 - 16.22.8. Any discrepancy noticed between the online stock and physical stock of paddy and/or rice,
 - 16.22.9. Non-maintenance of stock registers, (i.e. the stock registers of the private stock of paddy and/or rice are not properly and separately maintained and identified),
 - 16.22.10. Discrepancy between the book balance as well as online balance and physical balance of Fortified Rice Kernel,
 - 16.22.11. Insufficient stock of FRK to prepare Fortified rice for timely delivery of CMR against the Paddy already handed over to it at least 15 days ago,
 - 16.22.12. Repeated rejection of CMR at the godown for non-compliance of the blending Ratio of FRK,
 - 16.22.13. The physical stock of Gunny bags/HDPE/PP bags handed over to it are not properly stored and marked for identification. Discrepancy Noticed with the physical stock and online register.
- 16.23. Fine or penal measures due to non-compliance by Rice Mills:**
- 16.23.1. Fine or penal measures for minor non-compliance:
 - i. In case of minor non-compliance mentioned at clause no. 16.21.1 by a rice mill, the Rice Miller shall be liable for a penalty of a minimum of Rs.0.50 lakh
 - ii. In case of minor non-compliance (s) mentioned at clause no. 16.21.2. and 16.21.3 above, by a rice mill, the Rice Miller shall be liable for a penalty of a minimum of Rs. 1 lakh and / or **non-tagging with any purchase center for 1 month or more for each violation.**
 - 16.23.2. Fine for or penal measures major non-compliance:
 - i. In case of major non-compliance(s) of clause no(s) 16.22.2, 16.22.3, 16.22.4, 16.22.5, 16.22.6, 16.22.9, 16.22.10, 16.22.11 and 16.22.12 by a Rice Mill, the Rice Miller shall be liable for a penalty of a minimum of Rs. 2 lakh for each violation and/or **non-tagging with any purchase center for 2 months or more in addition to any of the fine mentioned above.**
 - ii. In case of major non-compliance mentioned at clause 16.22.1 by a Rice Mill, the Rice Miller shall be liable for a penalty of a minimum of Rs. 1 lakh,
 - iii. In case the stock of paddy and/or rice is found short or damaged or quality deteriorated (non-compliance of clause no. 16.22.7 and 16.22.8) the Rice Miller shall be deemed to have contravened Clause 21 (e) of CMR Control order 2015 or as amended from time to time. The cost of paddy and /or rice shall be calculated as provided in the “Explanation” to the Clause 21 of the CMR control Order,
 - iv. In case the stock of Gunny Bag/HDPE/PP Bags is found short or damaged or quality deteriorated, the Rice Miller shall be liable to pay the cost of Gunny Bag/HDPE/PP Bags at its purchase rate.

- 16.24. If the premises of a defaulter miller is sold by a Bank/financial institution by way of open auction, or otherwise disposed of by such Bank/financial institution, either by adoption of proceedings under the SARFAESI Act or other applicable law after the date of issue of this policy, the purchaser of such premises and the premises itself shall be treated as defaulter.
- 16.25. The Rice Mill shall make the offer for the delivery of CMR online through 'e-paddy procurement portal' within 20 (twenty) days from the date of receipt of paddy from the purchase centers and arrange for delivery of CMR at the designated godown of FCI and / or Food & Supplies Department of State Government within a period not exceeding 15 (fifteen) days from the date of receipt of Rice Receipt Order (RRO).
- 16.26. The Rice Mill shall take necessary steps for obtaining Rice Receipt Order (RRO) for effecting delivery of CMR within the above scheduled period.
- 16.27. If the Rice Mill fails to deliver its assigned or agreed responsibilities within the stipulated time or procedure it agrees to the penalty or any other measure taken by the government or its authorized representatives.
- 16.28. In the event of any breach of terms & conditions of the agreement and or any violation of the provisions as contained in the said Control Order, the miller shall also attract penal action as per provision of Indian Penal Code and the E. C. Act, 1955.
- 16.29. The Rice Mill shall be under obligations to mill the paddy purchased by the Food & Supplies Department from different Purchase Centers and deliver CMR in the designated godown(s) as per direction of the District Authorities / CMR agency / Food and Supplies Department at the out turn ratio as referred herein. The paddy delivered to the Rice Mill is a property of Government and it shall be deemed that the Rice Mill has been entrusted with the same for converting into rice and to supply the same as directed. Any deviation from quantity & quality of the supplied paddy and that converted into rice or shortage in the stock or deterioration of the quality of paddy or rice shall be deemed as misappropriation by the respective Rice Mill and the Owners / Partners / Directors and/or the legal heir(s) of the said Rice Mill along with the persons directly responsible for such misappropriation shall be liable to be prosecuted against as per the relevant provisions of law.
- 16.30. The rice miller shall not mortgage, gift, sell, lease or transfer the mill by any means to any other person / entity / bank / financial institution till the dues of Custom Milled Rice are cleared to the DCF&S or the concerned CMR agency.
- 16.31. The Rice Mill shall not make any change in the nature, character or ownership of firm. In case of Sole Proprietorship, Partnership Firm, Private Limited Company, Limited Liability Partnership and Societies, there shall be a complete ban on change of Proprietor, Partners, Directors or Members of Societies once an agreement has been entered into for Custom Milling of Paddy or a mill is allotted for Custom Milling or the Paddy is stored in the mill for Custom Milling till the entire Custom Milled Rice due is delivered and account is settled with concerned Agency. However, in case of death of any Sole Proprietor / Partner/ Director/Member of Society, then Director, can consider such request for change of management/ ownership on merit of the case.

16.32. If a mill owned by a previously declared defaulter Miller is transferred either through sale/lease or any other mode to any other person/Miller, then such other person/Miller shall also be considered to be defaulter until all the dues of the agency of which such Miller was defaulter.

16.33. The CMR Agencies reserves the right to execute the Bipartite agreement with as many as Rice Mills as deem necessary for milling of paddy by the Paddy Procuring Societies, as deem fit at its sole discretion. The Rice Mills shall not have any right or demand whatsoever in this manner.

16.34. Rice Mill which fails to comply with the above obligations and habitually causing delayed submission of offer, irregular delivery of RCMR, offer given and RRO issued but not delivery of CMR even after 30 days, poor track record of timely and inadequate placing / reporting of vehicles and manpower or authorised representative or refusal to attend a purchase center or refusal to deliver CMR at the designated godowns in any district will be treated as Rice Mill of questionable performance. In addition other penal measures and fine or legal action may also be taken.

17. ALLOCATION OF PADDY TO RICE MILLS:

17.1. Paddy shall be given to the Rice Miller only after -

- A. Rice Mill has been empanelled and activated by DDPS in the system,
- B. Requisite bank guarantee has been submitted and verified by DCF&S,
- C. Bi-Partite agreements (BA-I and BA-II) have been signed by the Rice Mill and
- D. Uploading of all required valid documents.

17.2. Empanelment of a mill and allocation of paddy is at the sole discretion of F&S Department, a Miller cannot claim this as a matter of right.

17.3. Tagging of Rice Mills and Paddy allotment to Rice Mills should be made online, based on combined logic of :

- i) Milling capacity,**
- ii) Distance from a paddy purchase center,**
- iii) Paddy holding capacity based on given Bank Guarantee, paddy already handed over & CMR delivered and**
- iv) Performance of Rice Mills in terms of timely CMR delivery and compliance with procurement guidelines.**

17.4. No Rice Mill shall have any right to claim extra paddy on the ground that installed capacity is higher than any other Rice Mill, or for any other reason whatsoever.

17.5. The Rice Mill shall make the offer for the delivery of CMR online through 'e-paddy procurement portal' within 20 (twenty) days from the date of receipt of paddy from the purchase centers and arrange for delivery of CMR at the designated godown of FCI and / or Food & Supplies Department of State Government within a period not exceeding 15 (fifteen) days from the date of receipt of Rice Receipt Order (RRO).

- 17.6. Rice Mill which fails to deliver CMR within 30 days from the date of receipt of the RRO, will be treated as Rice Mill of questionable performance. Alert will be sent to such Rice Mills. If the Rice Mill fails to deliver rice even within 60 days from the date of receipt of paddy, no paddy allotment should be done to that Rice Mill till the delivery of CMR, provided space for receiving is made available by the concerned DCF&S.
- 17.7. In the event of any breach of terms & conditions of the agreements and this Order and/or any violation of the provisions as contained in the said Control Order, the Miller shall attract penal action as per provision of Indian Penal Code and the E. C. Act, 1955 including encashment of the Bank Guarantee.

18. OBLIGATIONS OF CMR AGENCIES:

- 18.1. CMR Agencies shall be responsible for procurement of target quantum of paddy from farmers at MSP either directly or through Paddy Procuring Societies as per paddy procurement target calendar as annexed (**Annexure-I**) in order to give maximum relief to the small and marginal farmers and to avoid any distress sale of paddy.
- 18.2. Signing of Bipartite Agreements:** In the beginning of the KMS i.e. by 1st October, 2024 or latest by 10th October 2024, two Bi-Partite Agreements should be signed by CMR Agencies, one with all the empanelled Rice Mills and another with the selected Paddy Procuring Societies.
- 18.3. Agreements with the selected Paddy Procuring Societies shall be signed prior to beginning of the KMS to enable the PPS to be trained well ahead of the KMS and ePoP as well as other equipment shall be handed over by the CMR Agencies to them. So that, PPS can schedule camps immediately and farmers can schedule date for sale of paddy immediately from 2nd November onward.
- 18.4. However, one Paddy Procuring Society shall not be engaged by more than one CMR Agency.** Declaration to that effect shall be taken from the Paddy Procuring Societies and ensured by the CMR Agencies.
- 18.5. The CMR Agencies should execute the Bi-partite agreement with as many as Rice Mills as deem necessary for milling of paddy by the Paddy Procuring Societies, as deem fit at its sole discretion. The Rice Mills or the Paddy Procuring Societies shall not have any right or demand whatsoever in this manner.**
- 18.6. All the CMR Agencies should ensure that functional e-PoP devices integrated with IRIS scanner along with high-speed internet connectivity is available at all the purchase centers at least fifteen (15) days before the start of procurement by the Paddy Procuring Societies.**
- 18.7. The CMR Agencies shall also procure and ensure that equipment like Moisture Meter, Sieve set and Weighing Scale duly calibrated are available and functional at each of the procurement centers / camps run by them as per the provisions of order No. 5369 dated 06-12-2023 (Annexure-XI) and that should be done positively within 10th October 2024.**
- 18.8. The CMR Agencies shall ensure that necessary infrastructure, like table, chair, etc. arrangement for drinking water, etc. are available with each PPS by 10th October, 2024.**

- 18.9. The CMR agencies shall also ensure that the paddy procurement is being done following the orders and guidelines on procurement issued from the Government from time to time.
- 18.10. **CMR agencies should regularly monitor that PPS should organise purchase centers in such a way to cover remote and inaccessible villages.**
- 18.11. Locations of the camps organized by the Paddy Procuring Societies shall not be confined to their office premises and shall preferably organize the camps in various locations. However, their Office premises may also function as one of the camp location.
- 18.12. **CMR agencies shall monthly / regularly review the performance of PPS on parameters of camps scheduled, camps scheduled in villages, paddy purchased, paddy purchased per farmer, despatch of paddy to Rice Mill, no paddy purchased, average paddy purchased, total camps organised, miking and publicity, etc.**
- 18.13. The CMR Agencies shall ensure the payment file for payment of MSP to the farmers are cleared from the district units within 48 hours, after observing necessary formalities, using the procurement portal of the Department.
- 18.14. The CMR Agencies shall ensure that Paddy Procuring Societies should arrange camps in their area of operation at different GPs/ villages in addition to the purchase in their offices.
- 18.15. The CMR Agencies shall ensure that the camp schedule details are entered in the portal within **thirty (30) days but not less than fifteen (15) days** in advance.
- 18.16. CMR Agencies shall intimate the names of authorized district representatives of the agencies with their contact numbers to the District Controllers of F&S Department, District Magistrates, Director of DDP&S and to the F&S Department.
- 18.17. It is also obligatory on the part of the CMR Agencies to fix the paddy procurement target for the districts as well as Paddy Procuring Societies **through online module in advance so that no time is lost in this process and there is no gap in organising regular camps.**
- 18.18. The CMR agencies shall ensure display of proper hoardings/banners at and around all procurement centers organised by the PPS and ensure wide publicity to the effect that farmers may sell FAQ paddy not below MSP of paddy.
- 18.19. The CMR agencies shall take all the possible measures through itself or through Paddy Procuring Societies regarding adequate miking, publicity, distribution of leaflets, etc. in the areas where camps have been scheduled at least 10-15 days ahead of the scheduled date of the camp.
- 18.20. The CMR agencies shall also ensure that the PPS visits villages 15-12 before the camp date for registration, updation and scheduling by farmers.
- 18.21. **The CMR agencies shall keep strict vigil so that no Paddy Procuring Societies makes any unorganized camp for purchase of the paddy other than scheduled in the portal and purchases any paddy without making real-time entries in the e-PoP device.**
- 18.22. The CMR Agencies shall entrust custom milling of paddy only to those Rice Millers with whom Bi-Partite agreement – I and II have been signed. Delivery of paddy shall be made by the Purchase Officers only to the representatives of the tagged Rice Millers

duly authorized in this behalf with due acknowledgement in the system generated Paddy Challans as per laid down procedure.

- 18.23. **The CMR Agencies shall be responsible for periodical verification of paddy as purchased by Paddy Procuring Societies from time to time and delivery thereof to the tagged Rice Mills for custom milling of paddy.**
- 18.24. The CMR Agencies will also ensure verification of stocks of paddy delivered to Rice Mills, quantum of paddy milled, quantum of CMR produced, quantum of paddy yet to be milled, quantum of CMR delivered and quantum of CMR ready for delivery at least once in a fortnight.
- 18.25. In case of default of delivery of CMR by Rice Mills, the loss has to be borne by the concerned CMR Agencies which would fail to recover rice from the Rice Millers. Notification No. 4015-FS dated 26.09.2018 in this regard issued for KMS 2019-20, shall be followed in this KMS also (**Annexure –XII**). However, appeal may be made before the committee constituted headed by the Chief Secretary, Government of West Bengal vide Notification No. 2840-FS dated 26.09.18 (**Annexure – XIII**).
- 18.26. CMR agencies shall have to furnish the information/documents as required at the time of submission of claims for payment against delivery of CMR as per the online procedure and as directed by the Director of Finance. It will be mandatory for the CMR Agencies to ensure submission of bills by the Paddy Procuring Societies to the Dte. of Finance through online payment module, after due verification. The online submission of Bills of the Rice Mills on account of milling charges/ transportation etc. shall also be ensured following due procedures. The CMR agencies may submit their claim on account of paddy purchased and administrative charges, irrespective of submission of Bills by the Rice Millers. However, the payment of administrative charges will be released only after complete reconciliation of paddy purchased in the whole KMS.

19. SELECTION OF PRIMARY AGRICULTURAL CO-OPERATIVE SOCIETIES (PACS)/ PRIMARY AGRICULTURE MARKETING SOCIETIES (PAMS)/ LARGE AREA MULTIPURPOSE SOCIETIES (LAMPS)/ FARMERS PRODUCER ORGANISATIONS (FPOs)/ FARMERS PRODUCER COMPANIES (FPCs)/ SANGHAS OR MAHASANGHAS OF SHGs:

- 19.1. The Primary Agricultural Co-Operative Societies (PACS)/ Primary Agricultural Marketing Societies (PAMS)/ Large Area Multipurpose Societies (LAMPS)/ Sanghas and Mahasanghas of Self Help Groups (SHGs)/ Farmers Producers Organisation (FPOs)/ Farmers Producers Companies (FPCs), Sanghas/ Mahasangha of SHGs will also open purchase centers on behalf of any CMR Agencies along with CPCs and mCPCs in a Block.
- 19.2. **Application to work as a Paddy Purchase Society (PPS):** A facility is provided in the portal so that the intending PACS/ PAMS/ LAMPS/ SHGs/ FPO/ FPCS can apply to participate in the paddy procurement. They will also mention their preference of CMR Agency with whom they are willing to work in KMS 2024-25. If the society has no preference, it will select “Any One” option. Details of the PPS will be made available in the district login of the concerned district level officers of the concerned Department

and CMR Agency as well as in the login of DCF&S. **New Societies willing to work as PPS have to apply through online portal for engagement in paddy procurement operations.** For SHGs, the option for selecting CMR agency will be WBECSCCL only.

- 19.3. PPS were able /will be able to express their willingness from 20th July, 2024 onwards.
- 19.4. PPS shall have to organise at least 80% of purchase centers/ camps in remote villages other than the Society office premises.
- 19.5. A provision for recommendation/ rejection will be there in the login of the district level officers of the concerned Department and the District Manager of the CMR Agency will also mark his recommendation or otherwise.
- 19.6. **District Level Selection Committee** (henceforth, DLSC) will consist of ADM (Food) as Chairperson, DCF&S, DDA /ADA (Agri.), and/or Assistant Director (Agri. Mkt.) and/or PD-DRDC/ ADMD-DDMU and/or DHO and/or RM TDCC and/or DRCS/ARCS, as the case may be and officials of CMR agency.
- 19.7. 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.
- 19.8. The PPS who have not performed well should not be engaged. The **CMR agencies and DCFS** evaluate the PPS engaged in last KMS based on following parameters and other grounds like as non-performing PPS–
 - i. PPS who did not schedule any camp
 - ii. PPS to whom No Target allocated
 - iii. PPS to whom Target allocated but no purchase made
 - iv. PPS where Total Procurement is less than 25 MT
 - v. PPS where Total procurement is more than 25 MT but less than 25% of the Target
 - vi. Other factors as mentioned by the line department or CMR agency

These facts shall be placed before the DLSC and DLMC so that unwilling, incompetent, non-performing and doubtful PPS are not engaged in KMS 2024-25. However, based on the recommendation and other facts and circumstances, DLSC/DLMC may take a considered decision to engage a PPS.
- 19.9. DLSC will consider the list, examine the facts and feedbacks and shortlist the list and recommend to be placed in the DLMC with their comments for consideration within **31st August, 2024** and every week after that.
- 19.10. After approval of DLMC, the DCF&S will mark the PPS in the portal as **approved/ active** by DLMC enabling the CMR agencies and PPS to proceed further.
- 19.11. Blacklisted Societies (by any CMR Agencies or any other Government Department or parastatals) will not be considered for selection.
- 19.12. **Eligibility criteria** of PACS/ PAMS/ FPOs/ FPCs/ LAMPS/ Sanghas-Mahasangha of SHGs:
 - a) Intending Society shall express their willingness to participate in paddy procurement through procurement portal.

- b) It should have valid Registration under West Bengal Co-operative Societies Act 2006 or Societies Act, 2006, (in case of SHGs, they should have a unique NRLM Code),
- c) At least two (2) permanent staffs,
- d) Number of the member farmers' of the Society (the concerned Society should have direct farmer base of their own),
- e) Society should have incurred profit in any three (3) of last five financial years,
- f) Audited balance sheet of any three (3) year out of last 5 years, (for recently formed FPO/FPCs, at least two (2) years balance sheets will be required),
- g) 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. Marketing) (for FPO/ FPCs),
- h) It should have infrastructure facilities like godowns, waiting shed, drinking water and toilet facilities, etc.
- i) Express willingness of the Society to organise at least 80% of purchase centers / camps in remote villages other than the Society office premises.
- j) Having any other economic activities (other than paddy procurement),
- k) 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 and that 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.
- l) Having GSTN/ PAN no. and Trade License (mentioning nature of business).
- m) **Blacklisted PACS/ PAMS/ FPOs/ FPCs/ LAMPS/ SHGs (by any CMR Agencies or any other government department or parastatal) shall not be considered for selection.**

19.13. Apart from the initial recommendation, time to time/ periodical supervision and monitoring along with their periodic audit are to be done by the DRCS/ARCS, RM/BM-TDCC, DDA/ADA (Agri) or Assistant Director (Agri. Marketing)/ DHO (concerned District Level Officials) in the districts/sub divisions so that the **PACS/ PAMS/ FPOs/ FPCs/ LAMPS/ SHGs** are prevented from making any fraudulent transactions throughout the procurement season. Stringent action against the erring **PACS/ PAMS/ FPOs/ FPCs/ LAMPS/ SHGs** are to be taken so that such societies may be blacklisted by the DLMC to prevent them from participation in procurement activities in future KMSs.

20. GODOWN OPERATIONS:

- 20.1. DCF&Ss shall make an extensive planning for full capacity utilization of own godowns, PEG godowns and SWC godowns in this order of priority. CWC and private godowns

should be hired only in case of exigencies and for the minimum period as required. The DCF&Ss are authorized to hire CWC and SWC godowns at CWC and SWC rates for long term / short term hiring respectively only after getting approval by the F&S Dept.

- 20.2. DCF&S and WBSWC shall ensure that all terms and conditions of the hiring like rate, scope of work and responsibilities of owner/ operator of the godown and DCF&S, handling, safety and quality control measures, insurance, etc. are properly negotiated, understood and agreed by them and written communication of offer and/or acceptance of rate with period of hiring, execution of agreement, payment modes and methods, etc. are completed every time before hiring.
- 20.3. The Director of DDP&S and Director of Finance shall be properly informed in all cases of hiring by DCF&S. Payments by Director of Finance shall be released only after proper certification by DCF&S as per the provisions agreed at the time of hiring and communicated to Director of Finance.
- 20.4. In case of hiring private godowns, the norms stipulated in the existing G.O. No. 2713-FS/P/Sectt./GE&EM/4M-46/2015 dated: 29.08.2017 shall be followed. **(Annexure –XIV)**
- 20.5. No godown shall be hired for a period beyond 30.09.2025.
- 20.6. The DCF&Ss shall take utmost care to de-hire these private godowns, SWC hired private godowns and CWC godowns even before the normal validity period, immediately after the stock is lifted.
- 20.7. The private godowns hired for the storage of procured rice during KMS 2023-24 shall be de-hired immediately after complete liquidation of the stock. However, it may be retained beyond 30.09.2025 with prior approval of Director, DDP&S and with the concurrence of MD, WBSWC for utilization during KMS 2024-25.
- 20.8. At the time of receipt of CMR, it should be checked before stacking that fortified rice bags are properly labelled as per the specification issued vide order no. 768-FS dated 04.03.2022. **(Annexure - XV).**
- 20.9. Separate stacks for both Central and State Pool shall be maintained and properly marked/ identified.

21. INSPECTION & QUALITY CONTROL:

21.1. Responsibilities of the DDPS, Director I&QC, DCF&S and SWC:

21.1.1. Training of godown staff:

- 21.1.1.1. It shall be the responsibility of DDPS to coordinate regularly with DCF&S and MD, SWC regarding training of Inspectors in charge of the Godowns (tagged by DCF&S) / Superintendent of godown (engaged by SWC) and other staff, if any. DDPS and MD, SWC shall arrange and coordinate training of such staff twice every year (1st phase within October and 2nd Phase within April). DCF&S shall be the field officer in charge of coordinating and imparting training to such staff.
- 21.1.1.2. Directorate of I&QC should regularly prepare the SOPs and share important updates with DDPS, DR, SWC, DCF&S and DDRs.

- 21.1.1.3. Directorate of I&QC should also prepare the training material and share with DDPS, DR, SWC, DCF&S and DDRs for all aspects related with training.
- 21.1.2. Director of I&QC shall also arrange for cross-checking of quality of procured CMR time to time at various godowns by sending QC team from F&S HQ preferably in every month but not less than once in every two months.
- 21.1.3. Director of DDP&S shall also arrange for time to time inspection and verification of stock at various godowns for cross-checking over quality and quantity of stored CMR by sending a team from Directorate HQ.
- 21.1.4. **The overall responsibility of random and scheduled checking of quality of foodgrain stock and whether the preventive and corrective treatments are being undertaken by the godown incharge and handling contractors shall be of DCF&S, SCF&S and SWC.**

21.2 Responsibilities of the Quality Control Inspectors:

- 21.2.1. Quality Control (QC) trained Inspectorate staff posted at / tagged with the godowns by the DCF&S shall perform the quality testing, at the time of receipt of CMR without fail. However, the opinion of the **Inspectors in-charge of the Godowns/ Superintendent of godown** should also be noted as well in respect of analysis report as prepared by the QC Inspector, if any.
- 21.2.2. The Quality Control (QC) trained Inspector shall perform the quality control tests and ensure that the CMR received from the Rice Mills is of such quality that under normal storage and preservation norms, the stock of rice will not deteriorate till the delivery. These QC Inspectors shall be held responsible in case any stock inferior to prescribed specification is accepted.
- 21.2.3. **It should be ensured that entries are completed in the portal for every truck within one hour of the physical stacking in the godown.**
- 21.2.4. Before accepting the fortified rice, the QC trained Inspector shall perform necessary quality control tests/ verification as per prescribed testing norms of fortification, in this regard.
- 21.2.5. **The QC trained Inspector shall perform periodic quality control tests of the stock stored in the godown intermittently so as to check that proper storage and preservation norms are followed by the godown Inspector In-charges and handling cum preservation contractor and the quality is maintained.**
- 21.2.6. In case it is felt that a sample of the stock is required to be tested in a proper laboratory of F&S Department, it shall be collected and send for the testing as per the guidelines.
- 21.2.7. Quality Control inspector shall adhere to the provisions made in the G.O. No. 01-FS/Sectt./Food/4P-12/2021(Pt.-I) dated 03.01.2022 (**Annexure-XVI**) read with No. 3913-FS/Sectt./Food/4P-09/23(Pt.-II) dated 20.09.2023 and subsequent amendments (**Annexure - XVII**).
- 21.2.8. He shall also check and verify whether the godown Inspector in-charge/ Superintendent and handling contractor have taken all measures such as fumigation, pest control,

cleaning and housekeeping in terms of G.O. No. 01-FS/Sectt./Food/4P-12/2021(Pt.-I) dated 03.01.2022 to ensure that the quality of the stock does not deteriorate during the entire period of the storage of the foodgrains and submit a report to DCF&S/ DDPS, WBSWC and Director, I&QC.

21.3. Responsibilities of the Inspectors in-charge of the Godowns/ Superintendent of godown (engaged by DCF&S /WBSWC):

21.3.1. The Inspectors in-charge of the Godowns/ Superintendent of godown shall be solely responsible for proper storage of rice and maintenance of books of accounts in portal and physical registers.

21.3.2. The godown Inspector in charge shall receive the stock after proper weighment and after quality checking and make immediate entries in the portal.

21.3.3. The godown Inspector in-charge shall also take all measures such as fumigation, pest control, cleaning and housekeeping and ensure that handling contractor performs his duties in terms of G.O. No. 01-FS/Sectt./Food/4P-12/2021(Pt. I) dated 03.01.2022 with subsequent amendments to ensure that the quality of the stock does not deteriorate during the entire period of the storage of the foodgrains with the QC Inspector as it is the joint responsibility of both In-charges to maintain the quality of the stock from receiving to delivery of the stock.

21.3.4. Under no circumstances, FIFO rule shall be violated. However, in the matter of foodgrains stored in HDPE/PP bags, the delivery shall be scheduled in consultation with the DCF&Ss.

21.3.5. Godown In-charge and other staff shall adhere to the provisions made in the G.O. No. 01-FS/Sectt./Food/4P-12/2021(Pt.I) dated 03.01.2022 and subsequent amendments.

21.3.6. He shall also ensure that handling contractor have taken all measures such as fumigation, pest control, cleaning and housekeeping as per the periodicity and process in terms of G.O. No. 01-FS/Sectt./Food/4P-12/2021(Pt.-I) dated 03.01.2022 to ensure that the quality of the stock does not deteriorate during the entire period of the storage of the foodgrains and submit a report to DCF&S/ DDPS, WBSWC and Director, I&QC.

21.3.7. The godown Inspector in-charge shall be responsible to report the authority if any defects in the godown is noticed for remedial measures for proper storage of foodgrains.

21.4. Responsibilities of SCF&Ss/ ADCF&Ss/ DCF&Ss:

21.4.1. SCF&Ss of all districts (except Kalimpong) shall visit all CPCs, mCPCs including paddy purchase camps operated by Paddy Procuring Societies immediately after opening of the centers.

21.4.2. Infrastructure requirements, posting of P.O./D.O., display of publicity materials, availability of required equipment, etc. shall be verified and proper remedial action shall be taken on approval of the concerned DCF&S.

21.4.3. Meeting cum training programs shall be organized by the SCF&Ss with the P.O./ D.O.s of all CPCs/mobile CPCs including paddy purchase camps on regular interval

to make them aware of the guidelines & SOPs for paddy procurement through e-PoP machines.

- 21.4.4. At least 50% CPCs/mobile CPCs shall be inspected in a month by the SCF&Ss under his jurisdiction and reports shall be submitted by the SCF&Ss to the concerned DCF&Ss within first week of the next month and uploaded in the portal. **At the same time, all the empanelled Rice Mills shall be inspected every 2 (two) months and stock of paddy, CMR as well as offer, delivery of CMR shall be inspected by the SCF&Ss within his jurisdiction and reports shall be submitted to the concerned DCF&Ss.**
- 21.4.5. The ADCF&Ss/ DCF&Ss shall also inspect all CPCs, mobile CPCs including paddy purchase camps and the empanelled Rice Mills on regular interval. At least 25% CPCs/ mobile CPCs shall be inspected in a month by the DCF&Ss and 25% by ADCF&S under his jurisdiction and reports shall be submitted by the SCF&Ss to the concerned DCF&Ss and by DCF&S to DDPS within first week of the next month and uploaded in the portal. At the same time, all the empanelled Rice Mills shall be inspected every 2 (two) months and stock of paddy, CMR as well as offer, delivery of CMR shall be inspected by the ADCF&Ss and DCF&S within his jurisdiction and reports shall be submitted by the SCF&Ss to the concerned DCF&Ss and by DCF&S to DDPS.
- 21.4.6. The recovery of the CMR from the empanelled Rice Mills is the responsibility of the SCF&S/ ADCF&Ss/ DCF&Ss. During their inspections of the Rice Mills they shall see that the paddy stock is available and the CMR of the government is delivered on priority by the Rice Mill over private operations.
- 21.4.7. The SCF&S/ ADCF&Ss/ DCF&Ss shall also ensure the paddy procurement is being done following the orders and guidelines on procurement issued from the Government from time to time.
- 21.4.8. The DCF&Ss and SCF&Ss shall ensure that the Godown In-charges are performing their duties regarding maintenance of stocks and quality control measures as per the provisions of relevant guidelines and shall make periodical visits to the godowns.
- 21.4.9. The DCF&Ss/ ADCF&Ss/ SCF&Ss shall make regular inspection of the godowns under their jurisdiction as per the periodicity and the provisions made in the G.O. No. 01-FS/Sectt./Food/4P-12/2021(Pt.-I) dated 03.01.2022 and subsequent amendments. The DCF&Ss should ensure and monitor that the ADCF&Ss and the SCF&Ss also make regular inspections. The copy of the inspection reports should be forwarded to the DDPS and the Director, I&QC within three days of the completion of the inspections.
- 21.4.10. For any dispute on accepting any stock at FCI depot, the procedure for appeal against the rejection of rice lots by FCI during acceptance of custom milled rice will be followed as detailed in the GoI letter no. 39-5/2013-S&I dated 23rd March'2015. **(Annexure – XVIII)**
- 21.4.11. As per G.O. vide no. 4313-FS/Sectt./Food/4P-16/2016(Pt.) dated 13-11-2019, **(Annexure–XIX)**, DCF&S(s) will form a Three Men Committee for inspection of

quality of stocks of CMR which have been brought to the godowns but have been rejected on quality grounds. The Committee after necessary checking shall take decision in this matter and the decision of the Committee shall be final.

- 21.4.12. DCF&S/ADCF&S/SCF&S shall be also responsible for ensuring that all the Purchase Officers/ Disbursing officers are trained before start of the procurement as per time schedule. A mop up training should also be arranged within December for them so that the paddy procurement operation is smooth and transparent. They should also be responsible to ensure that paddy procurement is conducted as per laid down procedures and all stakeholders like PO/DO/ CMR agencies / PPS/ Rice Millers perform their duties sincerely and as per guidelines and interest of farmers are protected.
- 21.4.13. They shall also upload the signed report of their inspection within next day of inspection in the portal. Facility is being developed for such uploading of reports. The reports would be available for view at their higher levels in the hierarchy.

21.5. Responsibilities of District Managers/ Incharge of the CMR agencies:

- 21.5.1. District Managers/ In-charge of the CMR agencies of all districts (except Kalimpong) shall visit all PPS office and paddy purchase camps operated by Paddy Procuring Societies before start of the paddy procurement preferably during September and October and again during November and December.
- 21.5.2. They should assess the infrastructure requirements, assigning of P.O./D.O., display of publicity materials, availability of required equipment, etc. and shall verify and take proper remedial action.
- 21.5.3. Meeting cum training programs shall be organized by them with the P.O./D.O.s of all PPS on regular interval to make them aware of the guidelines & SOPs for paddy procurement through e-PoP machines.
- 21.5.4. At least 50% PCs/ camps shall be inspected every month by the District Managers/ In-charge of the CMR agencies under his jurisdiction and reports shall be submitted to the concerned DCF&Ss and his HQ within first week of the next month. At the same time, all the tagged Rice Mills shall be inspected every 2 (two) months and stock of paddy, CMR as well as offer, delivery of CMR shall be verified by the them and reports shall be submitted to the concerned DCF&Ss and his HQ.
- 21.5.5. District Managers/ In-charge of the CMR agencies shall also inspect paddy purchase camps and the empanelled Rice Mills on regular interval.
- 21.5.6. The recovery of the CMR from the empanelled Rice Mills is also the responsibility of the District Managers/ In-charge of the CMR agencies. During their inspections of the Rice Mills they shall see that the paddy stock is available and the CMR of the government is delivered on priority by the Rice Mill over private operations.
- 21.5.7. The District Managers/ In-charge of the CMR agencies shall also ensure the paddy procurement is being done following the orders and guidelines on procurement issued from the Government from time to time.

- 21.5.8. District Managers/ In-charge of the CMR agencies shall be also responsible for ensuring that all the Purchase Officers/ Disbursing officers are trained before start of the training as per time schedule. A mop up training should also be arranged within December for them so that the paddy procurement operation is smooth and transparent. They should also be responsible to ensure that paddy procurement is conducted as per laid down procedures and all stakeholders like PO/DO/PPS/Rice Millers perform their duties sincerely and as per guidelines and interest of farmers are protected.
- 21.5.9. **They shall also upload the signed report of their inspection within next day of inspection in the portal. The reports would be available for view at their higher levels in the hierarchy.**

22. GUNNY BAGS:

- 22.1. CMR will be received in new gunny bags, each with 50 Kg capacity only having prescribed specification in respect of size and weight, supplied by the WBECSC Ltd. on behalf of the Department. The CMR shall be packed and sealed in the **gunny bags** as stipulated by Govt. of India vide No.15 (8)/2006-PY.III dated 08.08.2006. As regards **colour coding** of rice bags to facilitate identification of crop year of stock, Govt. of India's instruction vide No.15(1)/2012-Py.III(367559) Dated 19/02/2024 or subsequently modified (**Annexure – XX**) shall be strictly followed.
- 22.2. All DCFS shall ensure that all existing unused gunny bags lying in the godowns and in the Rice Mills should be used before allotting any new gunny bags.
- 22.3. **DDP&S shall assign a dedicated officer to monitor and coordinate gunny management regularly. A monthly report should be placed to the department.**
- 22.4. Any gunny/ HDPE/ PP bag lying with the de-empanelled/ black listed/ not empanelled Rice Mills should be lifted within 30.09.2024 and should be utilized before starting use of new gunny bags.
- 22.5. Unused gunny bags/ HDPE/ PP bags shall be used in bagging of **State Pool rice only**.
- 22.6. DDP&S shall review the utilisation of unused bags and fresh bags for all the districts on monthly basis and plan re-distribution if required in such a way that unused bags are utilised on priority and utilisation of fresh bags is only after the exhaustion of unused bags. **DDP&S shall also find out the reasons and the agency/ person responsible for damage of any such unused bags and take necessary action to recover the cost.**
- 22.7. Purchase of HDPE/ PP bags in KMS 2024-25 would be made, if circumstances so demand, after due approval of Govt.
- 22.8. The WBECSC Ltd. will procure the gunny bags from the office of the Jute Commissioner, receive, handle, stack it in the designated godowns of the districts and also maintain stock flow statement of gunny bags.
- 22.9. DCF&Ss shall be the custodian of packaging material and responsible for its safe storage and proper distribution.

- 22.10. The WBECSC Ltd. will also receive, handle, stack and dispatch it in the designated godowns of the districts based on the indents placed by the Department/ DCF&Ss.
- 22.11. The Rice Mills will lift the gunny bags/ HDPE/ PP bags from those designated godowns for further use.
- 22.12. IT & Reforms Cell shall develop a Module for management of receipt, allotment, use by Rice Mills of bags of different categories, stock transfer to other godowns / Rice Mills alongwith MIS for proper monitoring and deploy on or before 15.10.2024.

23. RESULTANT CMR, FORTIFICATION AND DELIVERY THEREOF BY THE EMPANELLED RICE MILLS:

- 23.1. The paddy so procured shall be custom milled and fortified as directed, by the empanelled Rice Millers following terms and conditions of the Bi-partite contractual agreements with the DCF&S and CMR agencies and the resultant custom milled rice (RCMR) shall be delivered @ 68% out turn ratio in case of parboiled rice and 67% in case of raw rice, to the assigned godowns, as and when ordered.
- 23.2. The Rice Mills shall custom mill the paddy supplied to them from CPCs/ purchase centers and offer the parboiled rice/ raw rice (duly fortified, as directed) resultant from that paddy only. **Any switching of the paddy so supplied by Govt. Agencies or delivery of rice which is not the resultant CMR from the paddy so supplied, shall be a serious violation of clause 21 of the CMR Control Order, 2015 and as amended from time to time.**
- 23.3. The CMR offered for delivery by the Rice Mills must conform to norms, standards of uniform specification of parboiled rice/ raw rice (normal or fortified, as directed) as prescribed by the Government of India for KMS 2024-25 as well the Departmental order vide no. No. 01-FS/Sectt./Food/4P-12/2021(Pt.-I) dated 03.01.2022 (**Annexure-XVI**) read with No. 3913-FS/Sectt./Food/4P-09/23 (Pt.II) dated 20.09.2023 (**Annexure-XVII**) and subsequent amendments.
- 23.4. Rice Mill shall initiate offer for delivery of rice in the portal. On receiving the offer of RCMR, the DCF&S will issue the Rice Receipt Order (RRO) online on the offer submitted by the Rice Mills after verification of CMR so produced. In case of paddy procured through CMR Agencies, the offer is routed in the portal through the CMR Agency. The CMR Agencies shall regularly and effectively monitor and pursue with the Rice Mills for timely offer for delivery of rice.
- 23.5. The Rice Mills will make delivery of RCMR against the RRO to the assigned godown within the stipulated time.
- 23.6. If the Rice Mills fails to deliver CMR from the date of receipt of paddy within sixty (60) days, further delivery of any paddy to the Mill should be stopped. However, if the DCF&S is not in a position to receive the CMR due to space constraint or otherwise, he may allow continuation of allocation of paddy to the Rice Mill with reasons to be recorded in writing in the portal.
- 23.7. The Rice Miller shall be bound to deliver the CMR produced against paddy received by them within the stipulated time. Any false offer or delay in delivery after issuance of RRO by DCF&Ss shall be a violation of clause 21 of the CMR Control Order, 2015 or as amended from time to time.

- 23.8. Any delay of delivery, of more than 15 days after issuance of RRO shall attract a penalty on the Rice Mill @ Rs. 10/- per MT per day of delay beyond 15 days. This provision may be invoked if the delay cannot be reasonably justified by the Rice Mill.
- 23.9. In the event of failure to deliver the rice to FCI/State Govt. Godown, the Rice Mills shall have to pay the acquisition cost of paddy (MSP + Incentive, if any, Market Fee + Transportation Charge) alongwith interest @ 12% per annum as applicable from the date of receipt of paddy. In case any dispute arises, the matter shall be referred to the Arbitrator.
- 23.10. After completion of the entire supply/ delivery against the RRO, the consolidated **e-signed WQSC** will be generated online (ref. order no. 16-FNS-24022/2-PROC SEC – Dept. of FNS dated 04.01.2021 and subsequent orders) (**Annexure – XXI**).
- 23.11. In case of CMR is delivered in the other district godown other than the procuring district, then it is the responsibility of the godown in-charge and the DCF&S of the receiving district to accept the CMR and generate and approve the WQSC online.
- 23.12. The transportation of the CMR shall be the responsibility of the Rice Mill and the transportation charges will be reimbursed as per Government guidelines.
- 23.13. The Director, DDP&S/ DCF&S in the interest of PDS may direct delivery of CMR to any godown within the district or to any godown of other district. The Rice Mills will be provided with transportation charges as determined by the Government.

24. PAYMENT TO RICE MILLERS FOR MILLING, TRANSPORT ETC.:

- 24.1. The Rice Mill will be entitled to have payment for milling charges for custom milling of the paddy & fortification of CMR and reimbursement of all other incidentals expenses like Mandi Labour Charges, Driage (only for raw rice), Transportation charges, gunny bags usage charges for packing of procured paddy as per the Cost Sheet for KMS 2024-25 and subsequent orders of the Govt. of West Bengal in this regard.
- 24.2. For the payment / reimbursement of above items, the Rice Millers have to submit their claims online through the portal. Detailed guidelines for the same has been issued separately.
- 24.3. The Rice Mill will submit the bills for milling charges and other incidentals to the concerned authority within 30 (Thirty) days after getting the Cumulative WQSC for a specific R.R.O.
- 24.4. **The Bills should be submitted in accordance with the order no. 2581-FS dated 06.08.2021 and subsequent amendments. (Annexure – XXII)**
- 24.5. Additional terms and conditions related with the payment:
- In the event of any deduction required for any quality deficiency, non-furnishing of required documents/ vouchers/bills/invoices, shortage or any nature by FCI or F&S Department, Government of West Bengal, the same shall accordingly be deducted/ recovered from the Rice Mill or adjusted against their claims/ bills.
 - The Rice Mill shall always be responsible for custody and milling of paddy delivered to it & blending with FRK and subsequent delivery of resultant CMR at their risk and costs and shall be liable and/or made liable on account of any false statement and false declaration of return and report of paddy and CMR.

- iii. The Rice Mill may be paid any other additional charges, as may be subsequently declared per order issued by GoI/GoWB, subject to verification to determine the actual expenses incurred for milling of paddy and delivery of CMR.

24.6. Penal Provision for delay in delivery of CMR:

- i. In the event of failure of completing delivery in spite of having issued RRO within 15 days, **Food and Supplies Department may impose a penalty @ Rs. 10 per MT of rice per day till delivery of the CMR.**
- ii. If the Rice Mill fails to deliver rice within **60 days from the date of receipt of paddy, no paddy allotment shall be done to that Rice Mill** till the delivery of CMR against the paddy already taken.
- iii. If the Rice Mill fails to deliver rice within 30 days from the date of issuance of RRO, no paddy allotment shall be made to that Rice Mill till the delivery of CMR for which RRO has been issued. This may also lead to initiation of proceeding under Bengal Public Demand Recovery Act, 1913.

- 24.7. The State Government shall reserve the right for recovery of Government dues on account of outstanding CMR as per Bengal Public Demand Recovery Act, 1913.

25. CONTINGENT EXPENDITURES ON HIRING & REPAIRING OF VEHICLES:

- 25.1. D.C.F&S of the procurement districts is authorized to hire two (2) vehicles, in connection with procurement for KMS 2024-25 if there is no Govt. vehicle and one vehicle if there is one Govt. vehicle at their disposal. The hiring charges including cost of P.O.L. will be limited to Rs. 48,000/- per month per vehicle for procurement districts under DCF&Ss.
- 25.2. ADCF&S, Arambag and the SCF&Ss of all procurement Districts are also authorized to hire one vehicle each with the approval of DCF&Ss concerned subject to a maximum expenditure of Rs. 42,000/- per month provided that they have no Government vehicle under their disposal.
- 25.3. Director of DDP&S may hire five (5) vehicles by following norms for supervision of procurement operation for KMS 2024-25 with maximum monthly hiring charges including cost of P.O.L. etc. of Rs.45,000/-.
- 25.4. Director of Finance may hire two (2) vehicles by following norms for supervision of procurement operation for KMS 2024-25 with maximum monthly hiring charges including cost of P.O.L. etc. of Rs. 45,000/-.
- 25.5. Regional Deputy Directors, F&S, if posted, not additional charge, are also authorized to hire one vehicle each with the approval of DDP&S subject to a maximum expenditure of Rs. 45,000/- per month provided that they have no Government vehicle under their disposal.
- 25.6. Vehicle should be hired up to 30th September-2025 within the purview of Rules and Orders in force and at the rates approved by the Transport Department.
- 25.7. DCF&Ss are authorised to hire a small vehicle for each mobile CPCs for the months October, 2024 to May, 2025, as required. DCF&S shall assess the requirement of mobile CPC and hire vehicles accordingly. Vehicle shall not be hired if mobile CPC is not

functional in any month. The hiring charges including the cost of POL will be limited to Rs. 40,000 per month per vehicle.

- 25.8. Fund will be placed by the Director of Finance out of Administrative Procurement Contingency Fund on submission of claims for payment of hiring of vehicles. Claim for payment of vehicle hiring should be submitted to Director of Finance on monthly basis.
- 25.9. In riverine areas, especially in North 24-Parganas and South 24-Parganas districts, **motorboats may be hired as per prevailing Govt. rates in order to monitor paddy procurement** in the remote areas subject to a maximum expenditure of Rs. 50,000/- per month for a maximum period of five (5) months in this KMS 2024-25 starting from 1st November, 2024. Funds are to be disbursed by the Director, Dte. of Finance after submission of bills of such hiring as per existing Govt. order.
- 25.10. In case of departmental vehicles remaining out of order for **want of fund from normal budget allocation**, the concerned DCF&S may place requisition of fund as per usual procedure for repair of such vehicles to the Director, DDP&S who may send the same to the F&S Department for release of funds. In the event of completion of repair of departmental vehicles, the DCF&S or concerned officer shall forthwith release the hired vehicles.

26. DISTRICT LEVEL MONITORING COMMITTEE (DLMC):

- 26.1. District Level Monitoring Committee (DLMC) will discharge their functions as defined in clause 11 of the WBCMR (Obligation & Control) Order, 2015. Meeting as envisaged in the CMR Control Order, 2015 shall be convened as frequently as required (at least twice every month) to discuss various issues related with the procurement process and recovery of CMR, monitoring of purchase at purchase centers, etc. to ensure smooth procurement operation. During the preparatory months of August, September and October the DLMC meeting may be convened weekly as there would be lot of approvals required for rice mills and PPS.
- 26.2. Sub-divisional Level Monitoring Committee (SDLMC) meeting should also be held at least twice every month to discuss and resolve various issues related with smooth procurement operation as envisaged in clause 12 of the WBCMR (Obligation & Control) Order, 2015 and submit report to the DLMC within three days. **SCF&Ss should proactively take up the matter with the SDOs for convening the meeting.**

27. ARBITRATION CLAUSE:

In the event of any dispute or difference between parties relating to interpretation of the Agreement and/or payment or the penalties under the said agreement, the same shall be referred to adjudication to a sole Arbitrator to be appointed by the Secretary to the Government of West Bengal, Food & Supplies Department and the decision of the said Arbitrator shall be binding on the parties and would be final and conclusive. Such arbitration shall be held at Kolkata, West Bengal.

Sd/-(27.09.2024)

Abhijit Maitra, WBCS (Exe.)

Special Secretary to the Govt. of West Bengal
Food & Supplies Department

List of Annexure as per Order No. 3901–FS Dated: Kolkata, the 27th September, 2024

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PROPOSED DISTRICT WISE TARGET FOR PROCUREMENT OF PADDY IN CENTRAL POOL /STATE POOL (fig in MT)												
SI No	District	CENTRAL POOL						STATE POOL			TOTAL	
		CPC	WBECS	BENFED	CONFED	NAFED	PMCL	TOTAL	CPC	TOTAL		
1	Alipurduar	59600	25000	5000	0	0	0	89600	30400	30400	120000	
2	Bankura	72200	50000	21000	0	5000	3500	151700	140300	140300	292000	
3	Birbhum	162000	110000	40000	0	15000	2000	329000	79000	79000	408000	
4	Cooch Behar	110000	20000	7000	0	0	5000	142000	73000	73000	215000	
5	Dakshin Dinajpur	64100	20000	10000	0	0	0	94100	57900	57900	152000	
6	Darjeeling	8800	30000	18000	0	0	0	56800	58200	58200	115000	
7	Hooghly	264600	80000	51000	11000	15000	13000	434600	315400	315400	750000	
8	Howrah	0	40000	11000	0	5000	0	56000	94000	94000	150000	
9	Jalpaiguri	63400	50000	30000	0	0	5000	148400	41600	41600	190000	
10	Jhargram	32600	40000	8000	0	0	0	80600	124400	124400	205000	
11	Malda	153700	40000	50000	0	0	0	243700	116300	116300	360000	
12	Murshidabad	205700	150000	61000	17000	40000	3000	476700	145300	145300	622000	
13	Nadia	100400	50000	22000	7500	0	3000	182900	122100	122100	305000	
14	North 24 Pgns	0	120000	40000	10000	5000	0	175000	250000	250000	425000	
15	Paschim Burdwan	0	10000	0	0	5000	3000	18000	54000	54000	72000	
16	Paschim Midnapore	69900	70000	37000	0	0	4500	181400	178600	178600	360000	
17	Purba Burdwan	285600	160000	45000	10000	20000	8000	528600	300400	300400	829000	
18	Purba Midnapore	171300	100000	42000	0	0	0	313300	116700	116700	430000	
19	Purulia	29400	45000	21000	0	0	0	95400	174600	174600	270000	
20	South 24 Pgns	0	60000	10000	4500	0	0	74500	155500	155500	230000	
21	Uttar Dinajpur	146700	30000	51000	0	0	0	227700	72300	72300	300000	
	TOTAL	2000000	1300000	580000	60000	110000	50000	4100000	2700000	2700000	6800000	

PROPOSED DISTRICT WISE TARGET FOR PROCUREMENT OF PADDY IN CENTRAL POOL /STATE POOL (fig in MT)												
NOVEMBER 2024												
SI No	District	CENTRAL POOL							STATE POOL			TOTAL
		CPC	WBECSC	BENFED	CONFED	NAFED	PMCL	TOTAL	CPC	TOTAL	TOTAL	
1	Alipurduar	2907	1220	244	0	0	0	4371	3378	3378	3378	7749
2	Bankura	3522	2439	1024	0	244	171	7400	15589	15589	15589	22989
3	Birbhum	7902	5366	1951	0	732	98	16049	8778	8778	8778	24827
4	Cooch Behar	5366	976	341	0	0	244	6927	8111	8111	8111	15038
5	Dakshin Dinajpur	3127	976	488	0	0	0	4590	6433	6433	6433	11024
6	Darjeeling	429	1463	878	0	0	0	2771	6467	6467	6467	9237
7	Hooghly	12907	3902	2488	537	732	634	21200	35044	35044	35044	56244
8	Howrah	0	1951	537	0	244	0	2732	10444	10444	10444	13176
9	Jalpaiguri	3093	2439	1463	0	0	244	7239	4622	4622	4622	11861
10	Jhargram	1590	1951	390	0	0	0	3932	13822	13822	13822	17754
11	Malda	7498	1951	2439	0	0	0	11888	12922	12922	12922	24810
12	Murshidabad	10034	7317	2976	829	1951	146	23254	16144	16144	16144	39398
13	Nadia	4898	2439	1073	366	0	146	8922	13567	13567	13567	22489
14	North 24 Pgns	0	5854	1951	488	244	0	8537	27778	27778	27778	36314
15	Paschim Burdwan	0	488	0	0	244	146	878	6000	6000	6000	6878
16	Paschim Midnapore	3410	3415	1805	0	0	220	8849	19844	19844	19844	28693
17	Purba Burdwan	13932	7805	2195	488	976	390	25785	33378	33378	33378	59163
18	Purba Midnapore	8356	4878	2049	0	0	0	15283	12967	12967	12967	28250
19	Purulia	1434	2195	1024	0	0	0	4654	19400	19400	19400	24054
20	South 24 Pgns	0	2927	488	220	0	0	3634	17278	17278	17278	20912
21	Uttar Dinajpur	7156	1463	2488	0	0	0	11107	8033	8033	8033	19141
	TOTAL	97561	63415	28293	2927	5366	2439	200000	300000	300000	300000	500000

PROPOSED DISTRICT WISE TARGET FOR PROCUREMENT OF PADDY IN CENTRAL POOL /STATE POOL (fig in MT)												
DECEMBER 2024												
Sl No	District	CENTRAL POOL							STATE POOL		TOTAL	
		CPC	WBECSC	BENFED	CONFED	NAFED	PMCL	TOTAL	CPC	TOTAL		
1	Alipurduar	11629	4878	976	0	0	0	17483	11259	11259	28742	
2	Bankura	14088	9756	4098	0	976	683	29600	51963	51963	81563	
3	Birbhum	31610	21463	7805	0	2927	390	64195	29259	29259	93454	
4	Cooch Behar	21463	3902	1366	0	0	976	27707	27037	27037	54744	
5	Dakshin Dinajpur	12507	3902	1951	0	0	0	18361	21444	21444	39805	
6	Darjeeling	1717	5854	3512	0	0	0	11083	21556	21556	32638	
7	Hooghly	51629	15610	9951	2146	2927	2537	84800	116815	116815	201615	
8	Howrah	0	7805	2146	0	976	0	10927	34815	34815	45742	
9	Jalpaiguri	12371	9756	5854	0	0	976	28956	15407	15407	44364	
10	Jhargram	6361	7805	1561	0	0	0	15727	46074	46074	61801	
11	Malda	29990	7805	9756	0	0	0	47551	43074	43074	90625	
12	Murshidabad	40137	29268	11902	3317	7805	585	93015	53815	53815	146829	
13	Nadia	19590	9756	4293	1463	0	585	35688	45222	45222	80910	
14	North 24 Pgns	0	23415	7805	1951	976	0	34146	92593	92593	126739	
15	Paschim Burdwan	0	1951	0	0	976	585	3512	20000	20000	23512	
16	Paschim Midnapore	13639	13659	7220	0	0	878	35395	66148	66148	101543	
17	Purba Burdwan	55727	31220	8780	1951	3902	1561	103141	111259	111259	214401	
18	Purba Midnapore	33424	19512	8195	0	0	0	61132	43222	43222	104354	
19	Purulia	5737	8780	4098	0	0	0	18615	64667	64667	83281	
20	South 24 Pgns	0	11707	1951	878	0	0	14537	57593	57593	72129	
21	Uttar Dinajpur	28624	5854	9951	0	0	0	44429	26778	26778	71207	
	TOTAL	390244	253659	113171	11707	21463	9756	800000	1000000	1000000	1800000	

PROPOSED DISTRICT WISE TARGET FOR PROCUREMENT OF PADDY IN CENTRAL POOL /STATE POOL (fig in MT) - JANUARY 2025												
SI No	District	CENTRAL POOL						STATE POOL			TOTAL	
		CPC	WBECSC	BENFED	CONFED	NAFED	PMCL	TOTAL	CPC	TOTAL	TOTAL	
1	Alipurduar	24712	10366	2073	0	0	0	37151	7881	7881	7881	45033
2	Bankura	29937	20732	8707	0	2073	1451	62900	36374	36374	36374	99274
3	Birbhum	67171	45610	16585	0	6220	829	136415	20481	20481	20481	156896
4	Cooch Behar	45610	8293	2902	0	0	2073	58878	18926	18926	18926	77804
5	Dakshin Dinajpur	26578	8293	4146	0	0	0	39017	15011	15011	15011	54028
6	Darjeeling	3649	12439	7463	0	0	0	23551	15089	15089	15089	38640
7	Hooghly	109712	33171	21146	4561	6220	5390	180200	81770	81770	81770	261970
8	Howrah	0	16585	4561	0	2073	0	23220	24370	24370	24370	47590
9	Jalpaiguri	26288	20732	12439	0	0	2073	61532	10785	10785	10785	72317
10	Jhargram	13517	16585	3317	0	0	0	33420	32252	32252	32252	65671
11	Malda	63729	16585	20732	0	0	0	101046	30152	30152	30152	131198
12	Murshidabad	85290	62195	25293	7049	16585	1244	197656	37670	37670	37670	235326
13	Nadia	41629	20732	9122	3110	0	1244	75837	31656	31656	31656	107492
14	North 24 Pgns	0	49756	16585	4146	2073	0	72561	64815	64815	64815	137376
15	Paschim Burdwan	0	4146	0	0	2073	1244	7463	14000	14000	14000	21463
16	Paschim Midnapore	28983	29024	15341	0	0	1866	75215	46304	46304	46304	121518
17	Purba Burdwan	118420	66341	18659	4146	8293	3317	219176	77881	77881	77881	297057
18	Purba Midnapore	71027	41463	17415	0	0	0	129905	30256	30256	30256	160160
19	Purulia	12190	18659	8707	0	0	0	39556	45267	45267	45267	84823
20	South 24 Pgns	0	24878	4146	1866	0	0	30890	40315	40315	40315	71205
21	Uttar Dinajpur	60827	12439	21146	0	0	0	94412	18744	18744	18744	113157
	TOTAL	829268	539024	240488	24878	45610	20732	1700000	700000	700000	700000	2400000

PROPOSED DISTRICT WISE TARGET FOR PROCUREMENT OF PADDY IN CENTRAL POOL /STATE POOL (fig in MT)- FEBRUARY 2025												
SI No	District	CENTRAL POOL						STATE POOL			TOTAL	
		CPC	WBECSC	BENFED	CONFED	NAFED	PMCL	TOTAL	CPC	TOTAL	TOTAL	
1	Alipurduar	14537	6098	1220	0	0	0	21854	2252	2252	2252	24106
2	Bankura	17610	12195	5122	0	1220	854	37000	10393	10393	10393	47393
3	Birbhum	39512	26829	9756	0	3659	488	80244	5852	5852	5852	86096
4	Cooch Behar	26829	4878	1707	0	0	1220	34634	5407	5407	5407	40042
5	Dakshin Dinajpur	15634	4878	2439	0	0	0	22951	4289	4289	4289	27240
6	Darjeeling	2146	7317	4390	0	0	0	13854	4311	4311	4311	18165
7	Hooghly	64537	19512	12439	2683	3659	3171	106000	23363	23363	23363	129363
8	Howrah	0	9756	2683	0	1220	0	13659	6963	6963	6963	20621
9	Jalpaiguri	15463	12195	7317	0	0	1220	36195	3081	3081	3081	39277
10	Jhargram	7951	9756	1951	0	0	0	19659	9215	9215	9215	28873
11	Malda	37488	9756	12195	0	0	0	59439	8615	8615	8615	68054
12	Murshidabad	50171	36585	14878	4146	9756	732	116268	10763	10763	10763	127031
13	Nadia	24488	12195	5366	1829	0	732	44610	9044	9044	9044	53654
14	North 24 Pgns	0	29268	9756	2439	1220	0	42683	18519	18519	18519	61201
15	Paschim Burdwan	0	2439	0	0	1220	732	4390	4000	4000	4000	8390
16	Paschim Midnapore	17049	17073	9024	0	0	1098	44244	13230	13230	13230	57474
17	Purba Burdwan	69659	39024	10976	2439	4878	1951	128927	22252	22252	22252	151179
18	Purba Midnapore	41780	24390	10244	0	0	0	76415	8644	8644	8644	85059
19	Purulia	7171	10976	5122	0	0	0	23268	12933	12933	12933	36202
20	South 24 Pgns	0	14634	2439	1098	0	0	18171	11519	11519	11519	29689
21	Uttar Dinajpur	35780	7317	12439	0	0	0	55537	5356	5356	5356	60892
	TOTAL	487805	317073	141463	14634	26829	12195	1000000	200000	200000	200000	1200000

PROPOSED DISTRICT WISE TARGET FOR PROCUREMENT OF PADDY IN CENTRAL POOL /STATE POOL (fig in MT)- MARCH 2025												
SI No	District	CENTRAL POOL						STATE POOL			TOTAL	
		CPC	WBECSC	BENFED	CONFED	NAFED	PMCL	TOTAL	CPC	TOTAL	TOTAL	
1	Alipurduar	1454	610	122	0	0	0	2185	1126	1126	3311	
2	Bankura	1761	1220	512	0	122	85	3700	5196	5196	8896	
3	Birbhum	3951	2683	976	0	366	49	8024	2926	2926	10950	
4	Cooch Behar	2683	488	171	0	0	122	3463	2704	2704	6167	
5	Dakshin Dinajpur	1563	488	244	0	0	0	2295	2144	2144	4440	
6	Darjeeling	215	732	439	0	0	0	1385	2156	2156	3541	
7	Hooghly	6454	1951	1244	268	366	317	10600	11681	11681	22281	
8	Howrah	0	976	268	0	122	0	1366	3481	3481	4847	
9	Jalpaiguri	1546	1220	732	0	0	122	3620	1541	1541	5160	
10	Jhargram	795	976	195	0	0	0	1966	4607	4607	6573	
11	Malda	3749	976	1220	0	0	0	5944	4307	4307	10251	
12	Murshidabad	5017	3659	1488	415	976	73	11627	5381	5381	17008	
13	Nadia	2449	1220	537	183	0	73	4461	4522	4522	8983	
14	North 24 Pgns	0	2927	976	244	122	0	4268	9259	9259	13528	
15	Paschim Burdwan	0	244	0	0	122	73	439	2000	2000	2439	
16	Paschim Midnapore	1705	1707	902	0	0	110	4424	6615	6615	11039	
17	Purba Burdwan	6966	3902	1098	244	488	195	12893	11126	11126	24019	
18	Purba Midnapore	4178	2439	1024	0	0	0	7641	4322	4322	11964	
19	Purulia	717	1098	512	0	0	0	2327	6467	6467	8793	
20	South 24 Pgns	0	1463	244	110	0	0	1817	5759	5759	7576	
21	Uttar Dinajpur	3578	732	1244	0	0	0	5554	2678	2678	8231	
	TOTAL	48780	31707	14146	1463	2683	1220	100000	100000	100000	200000	

PROPOSED DISTRICT WISE TARGET FOR PROCUREMENT OF PADDY IN CENTRAL POOL /STATE POOL (fig in MT)- APRIL 2025												
SI No	District	CENTRAL POOL						STATE POOL			TOTAL	
		CPC	WBECSC	BENFED	CONFED	NAFED	PMCL	TOTAL	CPC	TOTAL	TOTAL	
1	Alipurduar	1454	610	122	0	0	0	2185	1126	1126	3311	
2	Bankura	1761	1220	512	0	122	85	3700	5196	5196	8896	
3	Birbhum	3951	2683	976	0	366	49	8024	2926	2926	10950	
4	Cooch Behar	2683	488	171	0	0	122	3463	2704	2704	6167	
5	Dakshin Dinajpur	1563	488	244	0	0	0	2295	2144	2144	4440	
6	Darjeeling	215	732	439	0	0	0	1385	2156	2156	3541	
7	Hooghly	6454	1951	1244	268	366	317	10600	11681	11681	22281	
8	Howrah	0	976	268	0	122	0	1366	3481	3481	4847	
9	Jalpaiguri	1546	1220	732	0	0	122	3620	1541	1541	5160	
10	Jhargram	795	976	195	0	0	0	1966	4607	4607	6573	
11	Malda	3749	976	1220	0	0	0	5944	4307	4307	10251	
12	Murshidabad	5017	3659	1488	415	976	73	11627	5381	5381	17008	
13	Nadia	2449	1220	537	183	0	73	4461	4522	4522	8983	
14	North 24 Pgns	0	2927	976	244	122	0	4268	9259	9259	13528	
15	Paschim Burdwan	0	244	0	0	122	73	439	2000	2000	2439	
16	Paschim Midnapore	1705	1707	902	0	0	110	4424	6615	6615	11039	
17	Purba Burdwan	6966	3902	1098	244	488	195	12893	11126	11126	24019	
18	Purba Midnapore	4178	2439	1024	0	0	0	7641	4322	4322	11964	
19	Purulia	717	1098	512	0	0	0	2327	6467	6467	8793	
20	South 24 Pgns	0	1463	244	110	0	0	1817	5759	5759	7576	
21	Uttar Dinajpur	3578	732	1244	0	0	0	5554	2678	2678	8231	
	TOTAL	48780	31707	14146	1463	2683	1220	100000	100000	100000	200000	

PROPOSED DISTRICT WISE TARGET FOR PROCUREMENT OF PADDY IN CENTRAL POOL /STATE POOL (fig in MT)-												
MAY 2025												
Sl No	District	CENTRAL POOL							STATE POOL		TOTAL	
		CPC	WBECSC	BENFED	CONFED	NAFED	PMCL	TOTAL	CPC	TOTAL		
1	Alipurduar	1454	610	122	0	0	0	2185	2252	2252	4437	
2	Bankura	1761	1220	512	0	122	85	3700	10393	10393	14093	
3	Birbhum	3951	2683	976	0	366	49	8024	5852	5852	13876	
4	Cooch Behar	2683	488	171	0	0	122	3463	5407	5407	8871	
5	Dakshin Dinajpur	1563	488	244	0	0	0	2295	4289	4289	6584	
6	Darjeeling	215	732	439	0	0	0	1385	4311	4311	5696	
7	Hooghly	6454	1951	1244	268	366	317	10600	23363	23363	33963	
8	Howrah	0	976	268	0	122	0	1366	6963	6963	8329	
9	Jalpaiguri	1546	1220	732	0	0	122	3620	3081	3081	6701	
10	Jhargram	795	976	195	0	0	0	1966	9215	9215	11181	
11	Malda	3749	976	1220	0	0	0	5944	8615	8615	14559	
12	Murshidabad	5017	3659	1488	415	976	73	11627	10763	10763	22390	
13	Nadia	2449	1220	537	183	0	73	4461	9044	9044	13505	
14	North 24 Pgns	0	2927	976	244	122	0	4268	18519	18519	22787	
15	Paschim Burdwan	0	244	0	0	122	73	439	4000	4000	4439	
16	Paschim Midnapore	1705	1707	902	0	0	110	4424	13230	13230	17654	
17	Purba Burdwan	6966	3902	1098	244	488	195	12893	22252	22252	35145	
18	Purba Midnapore	4178	2439	1024	0	0	0	7641	8644	8644	16286	
19	Purulia	717	1098	512	0	0	0	2327	12933	12933	15260	
20	South 24 Pgns	0	1463	244	110	0	0	1817	11519	11519	13336	
21	Uttar Dinajpur	3578	732	1244	0	0	0	5554	5356	5356	10909	
	TOTAL	48780	31707	14146	1463	2683	1220	100000	200000	200000	300000	

PROPOSED DISTRICT WISE TARGET FOR PROCUREMENT OF PADDY IN CENTRAL POOL /STATE POOL (fig in MT)-											
JUNE 2025											
SI No	District	CENTRAL POOL						STATE POOL			TOTAL
		CPC	WBECSC	BENFED	CONFED	NAFED	PMCL	TOTAL	CPC	TOTAL	
1	Alipurduar	1454	610	122	0	0	0	2185	1126	1126	3311
2	Bankura	1761	1220	512	0	122	85	3700	5196	5196	8896
3	Birbhum	3951	2683	976	0	366	49	8024	2926	2926	10950
4	Cooch Behar	2683	488	171	0	0	122	3463	2704	2704	6167
5	Dakshin Dinajpur	1563	488	244	0	0	0	2295	2144	2144	4440
6	Darjeeling	215	732	439	0	0	0	1385	2156	2156	3541
7	Hooghly	6454	1951	1244	268	366	317	10600	11681	11681	22281
8	Howrah	0	976	268	0	122	0	1366	3481	3481	4847
9	Jalpaiguri	1546	1220	732	0	0	122	3620	1541	1541	5160
10	Jhargram	795	976	195	0	0	0	1966	4607	4607	6573
11	Malda	3749	976	1220	0	0	0	5944	4307	4307	10251
12	Murshidabad	5017	3659	1488	415	976	73	11627	5381	5381	17008
13	Nadia	2449	1220	537	183	0	73	4461	4522	4522	8983
14	North 24 Pgns	0	2927	976	244	122	0	4268	9259	9259	13528
15	Paschim Burdwan	0	244	0	0	122	73	439	2000	2000	2439
16	Paschim Midnapore	1705	1707	902	0	0	110	4424	6615	6615	11039
17	Purba Burdwan	6966	3902	1098	244	488	195	12893	11126	11126	24019
18	Purba Midnapore	4178	2439	1024	0	0	0	7641	4322	4322	11964
19	Purulia	717	1098	512	0	0	0	2327	6467	6467	8793
20	South 24 Pgns	0	1463	244	110	0	0	1817	5759	5759	7576
21	Uttar Dinajpur	3578	732	1244	0	0	0	5554	2678	2678	8231
	TOTAL	48780	31707	14146	1463	2683	1220	100000	100000	100000	200000

Annexure-II

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

File No. **E-992268**

No.I/547147/2024

Date :13.08.2024

NOTIFICATION

The State Government has decided to continue procurement of paddy through the Centralized Procurement Centres (CPCs) from the small and marginal farmers during KMS 2024-25. Such CPCs will directly operate under the administrative control of the Director, DDP&S of Food and Supplies Department through the respective District Controller, F&S(s).

The Governor is now pleased to notify following 530 (Five Hundred and Thirty) CPCs, which will be operationalised by the Department as shown in the table placed below, in the 1st phase. Registration of farmers will continue and paddy purchase will commence from 2nd November 2024 for the KMS 2024-25. The Director of DDP&S and the DCF&S concerned will ensure that all the CPCs are fully functional for undertaking procurement of paddy from 2nd November, 2024 positively.

CENTRALIZED PROCUREMENT CENTRES(CPCs) FOR KMS 2024-25				
Sl. No.	Name of District (No. of CPCs)	Dist. Sl. No.	Name of Block	Name and location of CPC
1	Alipurduar - 9	1	Alipurduar-I	Alipurduar-I Krishak Bazar
2		2	Alipurduar-I	Shilbarihat, Purba Kathalbari GP office
3		3	Alipurduar-II	Alipurduar-II Krishak Bazar
4		4	Alipurduar-II	Chaporerpar-I GP Office
5		5	Falakata	Falakata Krishak Bazar
6		6	Falakata	Super Market Complex "Block-C", Jateswar-I GP
7		7	Kumargram	Kumargram Krishak Bazar
8		8	Kumargram	Kamakshyaguri Principle Market
9		9	Madarihat	Madarihat Krishak Bazar
10	Bankura - 29	1	Bankura-I	RIDF Bankura CPC
11		2	Bankura-II	Bankura Krishak Bazar
12		3	Barjora	Sahebdihi Karmatirtha CPC
13		4	Bishnupur	Bishnupur Krishak Bazar
14		5	Bishnupur	Radhanagar Karmatirtha
15		6	Chhatna	Chhatna Krishak Bazar
16		7	Chhatna	Metyala Karmatirtha CPC
17		8	Gangajalghati	Gangajalghati Community Hall

Sl. No.	Name of District (No. of CPCs)	Dist. Sl. No.	Name of Block	Name and location of CPC
18	Bankura - 29	9	Hirbandh	Nanda Community Hall
19		10	Indpur	Indpur GFD CPC
20		11	Indas	Indas Krishak Bazar
21		12	Indas	Indas GFD CPC
22		13	Joypur	Joypur Krishak Bazar
23		14	Khatra	Sahebbandh Community Hall
24		15	Kotulpur	Kotulpur Krishak Bazar
25		16	Kotulpur	Kotulpur GFD CPC
26		17	Mejhia	Ramchandrapur GP Office Premises CPC
27		18	Onda	Onda Sabji Market
28		19	Onda	Onda Krishak Bazar CPC
29		20	Patrasayer	Patrasayer Krishak Bazar
30		21	Raipur	Raipur GP Office Premises
31		22	Ranibandh	Katiam Karmatirtha
32		23	Saltora	Saltora Krishak Bazar
33		24	Sarenga	Sarenga Block Office Premises CPC
34		25	Simlapal	Simlapal RMC Building
35		26	Simlapal	Kumardoba Community Hall CPC
36		27	Sonamukhi	Pearbera Gramin Haat
37		28	Sonamukhi	Purba Nabasan Karmatirtha CPC
38		29	Taldangra	Fulmati GP Office Premises
39	Birbhum - 38	1	Bolpur-sriniketan	Bolpur Krishak Bazar 1st CPC
40		2	Dubrajpur	Dubrajpur Krishak Bazar 1st CPC
41		3	Dubrajpur	Chinpai GP 2nd CPC
42		4	Illambazar	Illambazar Krishak Bazar 1st CPC
43		5	Khoyrasole	Khoyrasole GP 1st CPC
44		6	Khoyrasole	Panchra 2nd CPC
45		7	Labpur	Labpur Krishak Bazar 1st CPC
46		8	Labpur	Kurunnahar Community Hall Addl CPC
47		9	Mayureswar-I	Mayureswar-I Krishak Bazar 1st CPC
48		10	Mayureswar-I	Dakshingram SKUS Premises Addl CPC
49		11	Mayureswar-II	Daspalsa GP Office Premises 1st CPC
50		12	Mayureswar-II	Satpalsa Godown Complex Addl CPC
51		13	Md bazar	Md Bazar Krishak Bazar 1st CPC
52		14	Md bazar	Mollarpur Community Hall
53		15	Murarai-I	Murarai-I BDO Office Ground 1st CPC
54		16	Murarai-II	Murarai-II Krishak Bazar 1st CPC
55		17	Murarai-II	Amdol GP Office Premises Addl CPC
56		18	Murarai-II	Bishore under Kushmore GP Govt. Premises

Sl. No.	Name of District (No. of CPCs)	Dist. Sl. No.	Name of Block	Name and location of CPC
57	Birbhum - 38	19	Nalhati-I	Nalhati Krishak Bazar 1st CPC
58		20	Nalhati-I	Gosainpur Govt. Premises
59		21	Nalhati-II	Nalhati -II BDO Office Premises 1st CPC
60		22	Nanoor	Nanoor Krishak Bazar 1st CPC
61		23	Nanoor	Nanoor Thana Agr Mkt Society Ltd. Addl CPC
62		24	Nanoor	Daskalgram Netaji Market Complex Addl CPC
63		25	Rajnagar	Godown of Tantipara Gram Panchayet 1st CPC
64		26	Rajnagar	Bhabanipur Library
65		27	Rampurhat II	Rampurhat-II Krishak Bazar 1st CPC
66		28	Rampurhat II	Bajebujung Hansan-II Other Govt. Premises
67		29	Rampurhat-I	Rampurhat-I Krishak Bazar 1st CPC
68		30	Sainthia	Sainthia Krishak Bazar 1st CPC
69		31	Sainthia	Fulur Kali Tala 2nd CPC
70		32	Sainthia	Hatora Gram Panchyat
71		33	Suri-I	Suri Krishak Bazar 1st CPC
72		34	Suri-I	Amaipur Karmatirtha 2nd CPC, Amaipur, Karidhya GP
73		35	Suri-I	Bhurkuna GP Office
74		36	Suri-I	Suri-I Alunda GP
75		37	Suri-II	Suri-II BDO Office Premises
76		38	Suri-II	Domaipur SKUS Premises Addl CPC
77	Cooch Behar -28	1	Cooch Behar-I	Satmile Bazar 2nd CPC
78		2	Cooch Behar-I	Chandamari 2nd CPC
79		3	Cooch Behar-I	Ghughumari, Patihati
80		4	Cooch Behar-II	Khapaingda Bazar
81		5	Cooch Behar-II	Bokalirmath Haat, Ambari GP
82		6	Cooch Behar-II	Pundibari RMC Complex Extension, Near Pundibari Bazar
83		7	Dinhata-I	Vetaguri 2nd CPC
84		8	Dinhata-I	Dinhata Krishak Bazar
85		9	Dinhata-I	Gosanimari Mukta Mancha
86		10	Dinhata-I	Gitaldaha Public Library
87		11	Dinhata -II	Sahebganj Bazar
88		12	Dinhata-II	Choudhurihat Market Shed, Khitaberkuthi-II
89		13	Dinhata-II	Nazirhat Natun Bazaar Shed, Vill. Soulmar, Nazirhat-I GP
90		14	Haldibari	Haldibari Krishak Bazar
91		15	Haldibari	Anguldekha Bazar, Dakshin Khasbosh, Boxiganj GP

Sl. No.	Name of District (No. of CPCs)	Dist. Sl. No.	Name of Block	Name and location of CPC
92	Cooch Behar -28	16	Mathabhanga-I	Mathabhanga-I Krishak Bazar
93		17	Mathabhanga-I	Bairagirhat Bazar, Ashokbari
94		18	Mathabhanga-II	Gumanihat Krishak Bazar, Mathabhanga-II
95		19	Mathabhanga-II	SARF, Vill + PS: AK Paradubi
96		20	Mekhliganj	Mekhliganj Krishak Bazar
97		21	Mekhliganj	Dhuliahat, Vill-Dhuliahat, Uchalpukuri GP
98		22	Setai	Setai Krishak Bazar
99		23	Sitalkuchi	Sitalkuchi Krishak Bazar
100		24	Tufanganj-I	Natabari 2nd CPC
101		25	Tufanganj-I	Balarampur hat
102		26	Tufanganj-I	Tufanganj Krishak Bazar
103		27	Tufanganj-II	Barokodali, Tufanganj-II
104		28	Tufanganj-II	Rampur Bazar, Boxirhat
105	Dakshin Dinajpur - 16	1	Balurghat	Balurghat Krishak Bazar
106		2	Balurghat	Kamarpara, Amritakhanda GP, Balurghat
107		3	Bansihari	Community Hall of Ganguria GP (Opposite to Daulatpur High School), village - Daulatpur
108		4	Bansihari	Bansihari Krishak Bazar
109		5	Gangarampur	Gangarampur Krishak Bazar
110		6	Gangarampur	Karunsur, Chaloon GP, Gangarampur
111		7	Harirampur	Harirampur Krishak Bazar
112		8	Harirampur	Harirampur 2nd CPC at Dangram Karmtirtha
113		9	Hili	Hili Krishak Bazar
114		10	Kumarganj	Puntoir Hat, Bhour GP, Kumarganj
115		11	Kumarganj	Kumarganj Krishak Bazar
116		12	Kushmandi	Deulbari (near Bilandabati FP School), Vill-Bilandabati
117		13	Kushmandi	Kushmandi Krishak Bazar
118		14	Tapan	Karmatirtha at Suhari, Rampur
119		15	Tapan	Tapan Krishak Bazar
120		16	Tapan	Badalpur, Ramchandrapur GP, Tapan
121	Darjeeling- 4	1	Naxalbari	Naxalbari BDO Office Campus
122		2	Naxalbari	Gossainpur Gram Panchayat Office campus
123		3	Phansidewa	Sadvab Mandap under Jalas Nijamtara at Leusipakuri
124		4	Phasidewa	Lichubagan Kishan Mandi

Sl. No.	Name of District (No. of CPCs)	Dist. Sl. No.	Name of Block	Name and location of CPC
125	Hooghly - 42	1	Arambag	Purah Hattola CPC Dakshin Narayanpur
126		2	Arambag	Arambagh Krishak Bazar
127		3	Arambag	Muthadanga, Near Mayapur-I Gram Panchayat
128		4	Balagarh	Balagarh Krishak Bazar
129		5	Chanditala-I	Chanditala-I Block Premises (Tridhara Building)
130		6	Chanditala-II	Chanditala Thana Large Sized Pry, Agril
131		7	Chinsurah - Mogra	Adisaptagram Krishak Bazar
132		8	Dhaniakhali	Dhaniakhali Krishak Bazar
133		9	Dhaniakhali	Dahalania Cold Storage,Vill- Daskshin Kotalpur, Gopinathpur I G.P.
134		10	Dhaniakhali	Kangsaripur More, Gurap
135		11	Goghat-I	Karmatirtha at Vikdas, Goghat-I
136		12	Goghat-I	Madina Bus Stand Raghupati
137		13	Goghat-I	Goghat I Paddy Storage Godown
138		14	Goghat-II	Bengai Chowmatha, Bengai
139		15	Goghat-II	Near Kantagori, Prakash Poddar Cold Storage
140		16	Goghat II	Zilla Parishad Bungalow Premises
141		17	Haripal	Nalikul Bagan Bati
142		18	Haripal	Near Taraknath Cold Storage
143		19	Haripal	Kedarnath Cold Storage, Gozar More
144		20	Haripal	Gaza Sani Mandir
145		21	Jangipara	Ahiripota, Mundalika
146		22	Jangipara	Dilakash G.P. Complex Ground
147		23	Jangipara	Jangipara Krishak Bazar
148		24	Jangipara	Furfura Sharif
149		25	Khanakul-I	Balipur Melatala High School, Vill.+P.O-Balipur
150		26	Khanakul-I	Ghospur- Ramprasad
151		27	Khanakul-II	Beside Ramchandrapur Hospital, Khanakul -II
152		28	Khanakul-II	Ganeshpur Bus Stand Natibpur I GP
153		29	Khanakul - II	Beside Balpai Library
154		30	Pandua	Rameswarpur Barowaritala
155		31	Pandua	Pandua Krishak Bazar
156		32	Pandua	Boinchee CADC
157		33	Polba Dadpur	Patul Sugandhya Football Ground
158		34	Polba Dadpur	Polba- Dadpur Krishak Bazar
159		35	Polba Dadpur	Polba-Dadpur Co-Operative Cold Storage
160		36	Pursurah	Benepukur Ground, Paschimpara
161		37	Pursurah	Pursurah Krishak Bazar
162		38	Singur	Anandanagar
163		39	Singur	Tapasi Malik Krishak Bazar
164		40	Tarakeswar	Kshanika Lodge Ground, Teghari, Keshabchak G.P.
165		41	Tarakeswar	Mukhtarpur UCO Farmers Service Co-opt Societies Ltd. Ground
166		42	Tarakeswar	Mojpur High School Play Ground

Sl. No.	Name of District (No. of CPCs)	Dist. Sl. No.	Name of Block	Name and location of CPC
167	Howrah - 14	1	Amta I	Amta-I Krishak Bazar
168		2	Amta - I	Basantapur Old Samabay Building
169		3	Amta II	Zilla Parishad Market Complex, Jhamptia G.P.
170		4	Bagnan I	Bagnan-I Krishak Bazar, Kacharipara
171		5	Bagnan-II	Karma Tirtha Building, Antila G.P.
172		6	Jagatballavpur	Bidhan Chandra Krishi Vigyan Kendra, Jagatballavpur-II GP
173		7	Jagatballavpur	Maju Community Hall, Maju
174		8	Shyampur-I	Irrigation and Water Ways Office Ground, Ulughata, Khurigachi, Dhandali G.P.
175		9	Shyampur-I	Shyampur-I BDO Office Ground
176		10	Shyampur-II	Shyampur-II Krishak Bazar
177		11	Udaynarayanpur	Disaster Management Center, Joynagar, Kanupat Mansuka G.P.
178		12	Udaynarayanpur	Udaynarayanpur Krishak Bazar
179		13	Uluberia I	Uluberia-I Krishak Bazar
180		14	Uluberia-I	Barberia Health Center Ground, Hatgachhia- II G.P.
181	Jalpaiguri-21	1	Banarhat	Duramari Jr. Girls' High School, Duramari GP
182		2	Dhupguri	Dhupguri Krishak Bazar
183		3	Dhupguri	Dhupguri RMC Market
184		4	Dhupguri	Old Salbari Krishak Bazar Complex
185		5	Jalpaiguri Sadar	Gourihat Market Complex
186		6	Jalpaiguri Sadar	Ghughudanga, Kharija Berubari - I
187		7	Jalpaiguri Sadar	Kharija Berubari - II, GP Office
188		8	Jalpaiguri Sadar	Sannasihat, Bahadur GP
189		9	Mal	Mal CPC, Kumlai
190		10	Kranti	Mal Krishak Bazar
191		11	Kranti	Dhantala More, Kranti
192		12	Kranti	Moulanihat Moulani
193		13	Matiali	Matiali Krishak Bazar
194		14	Maynaguri	Maynaguri Krishak Bazar
195		15	Maynaguri	Rajarhat, Madhabdanga II
196		16	Maynaguri	Old Co-operative Building, Husludanga
197		17	Nagrakata	Nagrakata Krishak Bazar
198		18	Nagrakata	Angravasha Board School, Angravasha 2GP Nagrakata
199		19	Rajganj	Belacoba Krishak Bazar
200		20	Rajganj	Rajganj Dhanhat Sukhani
201		21	Rajganj	Biswa Bangla Targhera Mat Binnaguri G.P.

Sl. No.	Name of District (No. of CPCs)	Dist. Sl. No.	Name of Block	Name and location of CPC
202	Jhargram- 12	1	Binpur-I	Binpur - I Krishak Bazar
203		2	Binpur-II	Binpur-II Krishak Bazar
204		3	Binpur-II	Kanko G.P. Office
205		4	Gopiballavpur-I	Chhatinasole near BDO office
206		5	Gopiballavpur-II	Paddy Storage godown at vill- Baharuna (Talgram)
207		6	Jamboni	Gidhni Mandi Market
208		7	Jamboni	Kendangri Bhatur Community Hall
209		8	Jhargram	Jhargram Krishak Bazar
210		9	Jhargram	Manikpara GP Office
211		10	Jhargram	Lodhashuli Community Hall
212		11	Nayagram	Nayagram Krishak Bazar
213		12	Sankrail	Rangaadiha
214	Malda - 23	1	Bamangola	Mahinagar Prathamik Vidyalaya Ground
215		2	Bamangola	Dangapara Krishak Bazar
216		3	Chanchal - I	Gouria Hazatpur Football Math
217		4	Chanchal I	Chanchal Krishak Bazar
218		5	Chanchal II	Chanchal II Block Office Premises
219		6	English Bazar	RMC Yard Malda, English Bazar
220		7	Gazole	Barokona Shiv Mandir
221		8	Gazole	Gazole Krishak Bazar
222		9	Gazole	Balarampur Field, Near Badnagara More
223		10	Gazole	Deotala Football Ground
224		11	Habibpur	Bulbulchandi Krishak Bazar
225		12	Habibpur	Badal Babu Math, 9 Mile
226		13	Harishchandrapur - I	Kushida Hat
227		14	Harishchandrapur-I	Harishchandrapur-I Krishak Bazar
228		15	Harishchandrapur-II	Khanta Mat, near Block Office
229		16	Harishchandrapur-II	Masalda GP Market
230		17	Kaliachak-III	Kaliachak-III Krishak Bazar
231		18	Old Malda	Old Malda Krishak Bazar
232		19	Old Malda	Near Meherpur High School
233		20	Old Malda	Kaluadighi Pallishree Club at Bhabuk G.P.
234		21	Ratua-I	Samsi Krishak Bazar
235		22	Ratua-I	Ratua Stadium CPC
236		23	Ratua-II	Manik Jha Bhawan, Block Office Premises

Sl. No.	Name of District (No. of CPCs)	Dist. Sl. No.	Name of Block	Name and location of CPC
237	Murshidabad - 37	1	Beldanga-I	Beldanga-I Krishi Khamar
238		2	Beldanga-II	Saktipur Sukanta Football Ground
239		3	Berhampur	Berhampore Krishak Bazar
240		4	Berhampore	Bomkesh Sriti Pathagar Premises Ground
241		5	Bhagawangola-I	Kashidanga Krishak Bazar
242		6	Bhagawangola-II	Bhagawangola-II Panchayet Samiti
243		7	Bharatpur-I	Bharatpur-I Krishak Bazar
244		8	Bharatpur-I	Amlai Ghosh Pukur Par Health Subcentre Ground, cum GP Shyasagola Building Ground
245		9	Bharatpur-II	Salar Krishak Bazar
246		10	Bharatpur-II	Tenya Baidyapur Gram Panchayet
247		11	Bharatpur-II	Sonarundi CPC
248		12	Burwan	Burwan Krishak Bazar
249		13	Burwan	Andi Community Hall
250		14	Burwan	Andulia High School Premises
251		15	Domkol	Katakopra Karmatirtha, Raipur
252		16	Farakka	Farakka Krishak Bazar
253		17	Hariharpara	Hariharpara Krishak Bazar
254		18	Jalangi	Choapara Krishak Bazar
255		19	Kandi	Kandi Krishak Bazar
256		20	Kandi	Gokarna Karmatirtha
257		21	Kandi	Aheri Nagar Flood Shelter
258		22	Khargram	Khargram Krishak Bazar
259		23	Khargram	Kanduri High School Premises (HS) CPC
260		24	Khargram	Jaipur High School Premises
261		25	Lalgola	Lalgola Krishak Bazar
262		26	Murshidabad-Jiaganj	Bahadurpur Krishak Bazar
263		27	Nabagram	Amritakundu Old Police Phari Premises
264		28	Nabagram	Nabagram Krishak Bazar
265		29	Nowda	Nowda Krishak Bazar
266		30	Raghunathganj-I	Jaruar Krishak Bazar
267		31	Raghunathganj-I	RMC Market Umarpur
268		32	Raghunathganj-II	Raghunathganj-II Krishak Bazar
269		33	Raninagar I	Islampur Chak Krishak Bazar, Raninagar I
270		34	Sagardighi	Shanko bazar
271		35	Sagardighi	Sagardighi Krishak Bazar
272		36	Samserganj	Samserganj Krishak Bazar
273		37	Suti-I	Suti-I Krishak Bazar

Sl. No.	Name of District (No. of CPCs)	Dist. Sl. No.	Name of Block	Name and location of CPC
274	Nadia - 27	1	Chakdah	ISDP Building Tatla GP
275		2	Chakdah	Chakdah Netaji Bazar Addl CPC
276		3	Chapra	Mahatpur Karmatirtha
277		4	Chapra	Chapra Additional CPC
278		5	Hanskhali	Hanskhali Krishak Bazar
279		6	Haringhata	Nagar Ukhra GP
280		7	Haringhata	Haringhata Narayanpur Birohi II Addl CPC
281		8	Kaliganj	Kaliganj Krishak Bazar
282		9	Kaliganj	Hajrapota CPC Mira – I GP
283		10	Karimpur - II	Karimpur II CPC near Dighal Kanti G.P. Office
284		11	Kalyani	Kalyani Additional CPC at Kumarpur
285		12	Karimpur-I	Karimpur Krishak Bazar
286		13	Krishnaganj	Krishnaganj Krishak Bazar
287		14	Krishnagar – II	Dhubulia Sonatala CPC Noapara II GP Office
288		15	Krishnagar-I	Jahangirpur Krishak Bazar
289		16	Krishnagar-II	Dhubulia Karmatirtha
290		17	Nabadwip	Mukundapur CPC
291		18	Nakashipara	Nakashipara Krishak Bazar
292		19	Nakashipara	Nakashipara Additional CPC at Karmathirtha Gacha
293		20	Ranaghat-I	Ranaghat Flood Centre
294		21	Ranaghat-I	Additional CPC Ranaghat-I at Habibpur G.P. Office
295		22	Ranaghat-II	Ranaghat Krishak Bazar
296		23	Ranaghat - II	Duttaphulia Karmatirtha
297		24	Santipur	Fulia Krishak Bazar
298		25	Santipur	Fulia Narayanpur Boalia Arbandi Nidhkur CPC
299		26	Tehatta-I	Tehatta I Krishak Bazar
300		27	Tehatta-II	Palashipara GP CPC
301	North 24 Paraganas - 37	1	Amdanga	Adhata Hospital Ground CPC
302		2	Amdanga	Amdanga BDO Office premises
303		3	Baduria	Baduria Bazar
304		4	Baduria	Sayestanagar II GP Office
305		5	Bagdah	Bagdah Krishak Bazar
306		6	Bagdah	Sindrani Bazar CPC
307		7	Bangaon	Palla GP Office CPC
308		8	Barasat I	Old ITI Building, Beside Block Office, Chhoto Jagulia GP
309		9	Barasat II	Krishnamati Tarun Sangher Math
310		10	Barrakpore I	Barrakpore I Krishak Bazar
311		11	Basirhat I	Basirhat FSD

Sl. No.	Name of District (No. of CPCs)	Dist. Sl. No.	Name of Block	Name and location of CPC
312	North 24 Paraganas - 37	12	Basirhat II	Basirhat II Krishak Bazar
313		13	Basirhat-I	Matnia Karmatirtha
314		14	Basirhat-I	Nimdaria CPC
315		15	Basirhat-I	Itinda Panitor GP Office
316		16	Basirhat-II	Dhanyakuria GP Office
317		17	Bongaon	Bongaon Krishak Bazar
318		18	Deganga	Deganga Krishak Bazar
319		19	Gaighata	Gaighata Krishak Bazar
320		20	Habra-I	Habra-I Krishak Bazar
321		21	Habra-I	Lakshmipul CPC
322		22	Habra-II	Rajibpur A. V. Khelar Math
323		23	Habra-II	Bhurkunda Primary School Math
324		24	Haroa	Piyara, Haroa GP
325		25	Haroa	Salipur Nari Unnayan Kendra CPC
326		26	Hasnabad	Srijani
327		27	Hasnabad	Murarisha GP Office
328		28	Hasnabad	Barunhat GP Office
329		29	Hingalganj	Madhabkati Flood Shelter, Jogeshganj GP
330		30	Hingalganj	Hingalganj Krishak Bazar
331		31	Hingalganj	Sahebkhal Community Hall
332		32	Minakha	Minakha Krishak Bazar
333		33	Sandeshkhali-I	Rajbari Flood Shelter
334		34	Sandeshkhali-II	Panchayat Samity Building (Dhamakhali Bus Stand)
335		35	Swarupnagar	Bankra High School, Bankra-Gokulpur GP
336		36	Swarupnagar	Swarupnagar Market Office
337		37	Swarupnagar	Tepul-Mirjapur GP Office
338	Paschim Bardhaman - 7	1	Barabani	Itapara Community Hall
339		2	Durgapur Faridpur	Pratappur Community Hall
340		3	Durgapur Faridpur	Nutandanga Community Hall
341		4	Durgapur-Faridpur	Gour Bazar Community Hall
342		5	Kanksa	Bidbehar Flood centre, Bidbehar, Kanksa
343		6	Kanksa	Kanksa Krishak Bazar
344		7	Salanpur	Siyakulberia Community Hall

Sl. No.	Name of District (No. of CPCs)	Dist. Sl. No.	Name of Block	Name and location of CPC
345	Paschim Medinipur- 30	1	Chandrakona-I	Chandrakona - I Krishak Bazar
346		2	Chandrakona-II	Jhakra Krishak Bazar
347		3	Chandrakona-I	Pandua Flood Centre
348		4	Chandrakona-II	Asar Alo Karma Tirtha
349		5	Dantan-I	Simulia under Monoharpur-III GP
350		6	Dantan - I	Pargana Community Hall
351		7	Dantan-II	Dantan-II Block CPC
352		8	Daspur-I	Beside Daspur-I BDO Office
353		9	Daspur-II	Beside Daspur-II BDO Office
354		10	Debra	Near Debra BDO Office
355		11	Garbeta-I	Garbeta I Krishak Bazar at Dhobageria
356		12	Garbeta-II	Garbeta-II Krishak Bazar
357		13	Garbeta-III	Guiadaha
358		14	Garbeta-III	Near Nayabasat GP Office
359		15	Ghatal	Balaramgarh Karmakshetra Building
360		16	Keshiary	Keshiary Krishak Bazar
361		17	Keshpur	Burapat Panchkhuri Marketing Complex
362		18	Keshpur	Keshpur Krishak Bazar
363		19	Kharagpur-I	Satkui near Kharagpur-I BDO Office
364		20	Kharagpur-II	Mawa, Chakmakrampur
365		21	Kharagpur-II	Karmatirtha near Kharagpur-II BDO office
366		22	Midnapur (Sadar)	Midnapore Krishak Bazar at Abash
367		23	Midnapur (Sadar)	Panchkhuri Village Market
368		24	Mohanpur	Besides Mohanpur BDO Office
369		25	Narayangarh	Makrampur Krishak Bazar
370		26	Narayangarh	Belda old central bus stand
371		27	Pingla	Pingla Krishak Bazar
372		28	Sabang	Sabang Krishak Bazar
373		29	Salbani	Chaktarini, Disaster Management Building
374		30	Salboni	Pirakata Market Complex
375	Purba Bardhaman - 48	1	Aushgram I	Guskara Krishak Bazar
376		2	Ausgram - I	Dignagar II GP Office CPC
377		3	Ausgram-II	Bhedia Community Centre CPC
378		4	Aushgram-II	Debsala Krishak Bazar
379		5	Ausgram-II	Eral G.P. Office
380		6	Bhatar	Bhatar Krishak Bazar
381		7	Bhatar	Orgram Karmatirtha
382		8	Bhatar	Eruar GP Office CPC
383		9	Bhatar	Hargram SKUS Society Premises CPC

Sl. No.	Name of District (No. of CPCs)	Dist. Sl. No.	Name of Block	Name and location of CPC
384	Purba Bardhaman - 48	10	Bardhaman-I	Bardhaman I Krishak Bazar
385		11	Bardhaman-I	Talit Karmatirtha Premises
386		12	Bardhaman-II	Paddy Storage godown, Gopalpur under Borsul –II GP
387		13	Bardhaman-II	Gobindapur GP Office
388		14	Galsi-I	Serorai GP Office
389		15	Galsi-I	Potna Pursha GP Office CPC
390		16	Galsi-I	Galsi I Krishak Bazar
391		17	Galsi-II	R.I. Office, Ura, Galsi
392		18	Galsi-II	New Panchayat Samiti Building
393		19	Galsi-II	Sanko GP Office CPC
394		20	Jamalpur	Jamalpur Krishak Bazar
395		21	Jamalpur	Jamalpur-II GP Office CPC
396		22	Kalna-I	Kalna-I Krishak Bazar
397		23	Kalna II	Kalna II Kissan Mandi
398		24	Katwa I	Katwa -I Krishak Bazar
399		25	Katwa-I	Katwa RMC Office CPC
400		26	Katwa II	Jagadanandapur GP Office Daihat
401		27	Katwa-II	Polsona GP Office CPC
402		28	Ketugram-I	Ketugram-I Krishak Bazar
403		29	Ketugram - I	Berugram CPC
404		30	Ketugram-II	Ketugram-II Krishak Bazar
405		31	Khandaghosh	Kaiyor GP Office
406		32	Khandaghosh	Sagrai GP Office CPC
407		33	Khandaghosh	Khandaghosh GP Office CPC
408		34	Mangolkote	Kaichar GP Office
409		35	Manteswar	Baghason Playground adjacent to Baghason High School
410		36	Manteswar	Monteswar Krishak Bazar
411		37	Manteswar	Piplon GP Office CPC
412		38	Manteswar	Puthuri CPC
413		39	Memari-I	Memari-I Krishak Bazar
414		40	Memari-I	Gope-Gantar-II GP Office, Radhakantapur
415		41	Memari-II	Boro Polason-I GP Office
416		42	Memari-II	Memari-II Krishak Bazar
417		43	Mongalkote	Mongalkote Krishak Bazar
418		44	Mongalkote	Gothistha GP Office CPC
419		45	Purbasthali-I	Purbasthali Krishak Bazar
420		46	Purbasthali-II	Purbasthali-II Krishak Bazar
421		47	Raina-I	Raina I Krishak Bazar
422		48	Raina-II	Raina II Krishak Bazar

Sl. No.	Name of District (No. of CPCs)	Dist. Sl. No.	Name of Block	Name and location of CPC
423	Purba Medinipur - 32	1	Bhagawanpur I	SHG Cluster home ground
424		2	Bhagawanpur - I	Karmatirtha Ground
425		3	Bhagwanpur II	Jukhia Bazar
426		4	Bhagwanpur-II	Saktia Krishak Bazar
427		5	Chandipur	Sasiganj Bazar
428		6	Contai-I	Kachuri Dolmela Ground
429		7	Contai-III	Harina Pasdalbar under Bhajachauli G.P
430		8	Deshapran	Contai-II Krishak Bazar
431		9	Egra-I	Chorpalia Grameen Hat
432		10	Egra-I	Panchrol Bazar
433		11	Egra-I	Egra Krishak Bazar
434		12	Egra-II	Beta Hat
435		13	Egra-II	Paniparul Chilli Mandi CPC
436		14	Egra-II	RMC Shutki Ground
437		15	Haldia	Kasthokhali
438		16	Khejuri-I	Khejuri Thana Marketing Society, Kamarda
439		17	Khejuri-II	Sikhar More Bazar, Beside Shyampur Nonapata Road
440		18	Kolaghat	Bardabar Bus Stop
441		19	Mahishadal	Mahishadal Chola Bari
442		20	Nandakumar	SHG Training Centre, Thekuachak
443		21	Nandigram-I	Haripur Krishak Bazar
444		22	Nandigram-II	Nandigram-II BDO Office
445		23	Panskura-I	Panskura-I Krishak Bazar
446		24	Patashpur-I	Patashpur-I Krishak Bazar
447		25	Patashpur-II	Pratapdighi Jakti Ground
448		26	Patashpur-II	Patashpur Karmatirtha
449		27	Potashpur - II	Kharai Hat
450		28	Ramnagar-I	Ramnagar Pan Mandi
451		29	Ramnagar-II	Tulsichara Math at Balisai
452		30	Sahid Matangini	Ramtarak Hat
453		31	Sutahata	Sutahata BDO Office Premises
454		32	Tamluk	Nimtouri Kalimandir Ground
455	Purulia - 22	1	Arsha	Karmatitirtha Building, Aharrah
456		2	Bagmundi	Bagmundi Krishak Bazar
457		3	Balarampur	Balarampur Krishak Bazar
458		4	Bandwan	Campus of Vegetables Cold Store, Vill-Liki, GP-Supudih
459		5	Barobazar	Barobazar Krishak Bazar
460		6	Hura	Hura Krishak Bazar
461		7	Hura	Lalpur CPC at Hura Karmatirtha

Sl. No.	Name of District (No. of CPCs)	Dist. Sl. No.	Name of Block	Name and location of CPC
462	Purulia - 22	8	Jhalda I	Krishak Bazar at Darda, Jhalda
463		9	Jhalda-II	Jhalda-II Karmatirtha
464		10	Joypur	Joypur Krishak Bazar
465		11	Kashipur	Kashipur Krishak Bazar
466		12	Manbazar I	Manbazar Krishak Bazar
467		13	Manbazar II	Boro Community Hall, Manbazar II
468		14	Neturia	Neturia Krishak Bazar
469		15	Para	Para Krishak Bazar
470		16	Para	Panduka Karmatirtha
471		17	Puncha	Puncha Krishak Bazar
472		18	Purulia-I	Uffmanpur Karmatirtha
473		19	Purulia-II	Purulia II Krishak Bazar
474		20	Raghunathpur-I	Panchyat Samity Community Hall, Raghunathpur-I
475		21	Raghunathpur-II	Cheliyama Community Hall
476		22	Santuri	Santuri Krishak Bazar
477	South 24 Parganas - 35	1	Baruipur	Baruipur Krishak Bazar
478		2	Basanti	Amjhara GP CPC at Pathasathi
479		3	Bhangore-I	Bodra GP CPC, near Bodra Market
480		4	Bhangore-II	Konchpukur Kabildanga Eidga Moidan CPC Chaltaberia
481		5	Bishnupur-II	Bishnupur II Krishak Bazar
482		6	Budge Budge-II	Dongaria Raipur GP
483		7	Canning-I	Nikarighata GP CPC near Venus Brickfield
484		8	Canning-II	Community Hall adjacent to Deuli-I GP Office
485		9	Canning-II	Tambuldaha-II GP (2nd CPC)
486		10	Diamond Harbour-I & II	Diamond Harbour Krishak Bazar
487		11	Falta	Falta GP CPC in front of Falta Primary School
488		12	Falta	Harindanga-I GP (2nd CPC)
489		13	Gosaba	Chotto Molla Khali GP Office
490		14	Gosaba	Gosaba GP 2nd CPC at Gosaba Krishak Bazar
491		15	Jainagar-II	Mayahauri GP CPC near GP Office
492		16	Kakdwip	Vivekananda GP office
493		17	Kakdwip	Ramgopalpur Hemangini Maidan CPC
494		18	Kulpi	Rajarampur GP CPC beside Bapan Dhaba, Bagaria
495		19	Kulpi	Ramkrishnapur GP 2nd CPC beside Sulabh Souchalaya
496		20	Kultali	Gurguriya Bhubaneswari,GP, Uttar Debipur CPC
497		21	Kultali	Jalaberia-I GP CPC, near Bharat Petrol Pump
498		22	Magrahat-I	Rangilabad GP Office
499		23	Magrahat-II	Magrahat West GP CPC within BDO Office Compound

Sl. No.	Name of District (No. of CPCs)	Dist. Sl. No.	Name of Block	Name and location of CPC
500	South 24 Parganas - 35	24	Magrahat - II	Bansundaria Karmatirtha CPC
501		25	Mandirbazar	Ghateswar GP Office
502		26	Mandirbazar	Kecharkur GP Office CPC
503		27	Mathurapur-I	Mathurapur I Krishak Bazar
504		28	Mathurapur-II	Gilarchat GP CPC at Companyr Thek
505		29	Mathurapur-II	Beside Raidighi Sports Complex Raidighi GP
506		30	Namkhana	Namkhana GP Office
507		31	Namkhana	Dakshin Chandranagar Stadium Karmatirtha CPC
508		32	Patharpratima	Patharpratima Krishak Bazar
509		33	Patharpratima	Patharpratima GP 2nd CPC beside Pathar Bazar Bus Stand
510		34	Sagar	Manasadwip Chemaguri Bus Stand CPC, Dhablahat
511		35	Sagar	Sagar Krishak Bazar
512	Uttar Dinajpur - 19	1	Chopra	Chopra CPC, Opposite of Chopra Gram Panchayat & Beside SI office of School.
513		2	Goalpokhar-I	Debiganj 2nd CPC, Vill+PO- Debiganj
514		3	Goalpokhar-I	Khagor CPC , Vill+PO-Khagore PS- Goalpokher
515		4	Goalpokhar-II	Chakulia Bazar at Chakulia
516		5	Hemtabad	Hemtabad Krishak Bazar
517		6	Hemtabad	Baharal, Hemtabad Unique Welfare Society Ground GP-Naoda
518		7	Islampur	Panditpota-II GP, Sonamoti Durga Mandir
519		8	Islampur	Islampur Chak Krishak Bazar
520		9	Itahar	Itahar Krishak Bazar
521		10	Itahar	Borrot Sub Centre Ground CPC at Baliapara
522		11	Kaliyaganj	Shibpur High Madrasa Hostel Ground, Vill- Shibpur GP-Mustafanagar, P.O-Kunore
523		12	Kaliyaganj	Chandole Hat, Vill-Chandolhat, P.O-Fotepur, P.S-Kaliyaganj, Dist-Uttar Dinajpur, Pin-733132
524		13	Kaliyaganj	Kaliyaganj Krishak Bazar at Kaliyaganj
525		14	Karandighi	Karandighi Krishak Bazar at Karandighi
526		15	Karandighi	Karandighi Peace Welfare Society Premises GP- Rasakhoya-I P.O- Rasakhoya
527		16	Karandighi	Karandighi 3rd CPC at Bihinagar near Bus stand PO-Machol PS-Karandighi
528		17	Raiganj	Raiganj Krishak Bazar at Udaypur. PO + PS- Raiganj
529		18	Raiganj	Bahin CPC at Bahin Vill- Narayanpur, P.O- Barduari, P.S-Raiganj, Dist- Uttar Dinajpur, Pin-733130
530		19	Raiganj	Lohanda, Patriot Club, Vill- Smritimandir, Rampur GP P.O- Lohanda

Further, each CPC must have the requisite infrastructure for holding smooth paddy procurement operation and equipment like e-PoP machines, moisture meters, electronic weighing machines(duly calibrated), computer (desktop /laptop) etc., to facilitate procurement of Fair Average Quality (FAQ) common paddy. In case the paddy is not lifted by the rice mills in time, adequate facility for temporary storage within the premises of the CPC must be identified to prevent any damage of the procured paddy. Each CPC must have a proper hoarding, displaying all relevant information for the farmers including FAQ paddy, MSP, documents required for registration etc. Details of the three men committee for resolving disputes (if any) should also be displayed at the CPC.

This issues in the interest of public service.

By order of the Governor,
Sd/-(13.08.2024)
Abhijit Maitra, WBCS (Exe.)
Special Secretary to the Govt. of West Bengal
Food & Supplies Department

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File No. **E-992268**

No.I/551308/2024

Date : 28.08.2024

NOTIFICATION

The State Government had earlier notified 530 CPCs vide memo no. **I/547147/2024 dated 13.08.2024**. In continuation of earlier notification, the State Government has decided to notify another 84 (Eighty four) CPCs which will directly operate under the administrative control of the Director, DDP&S of Food and Supplies Department through the respective District Controller, F&S(s) in the interest of paddy procurement operation from the small marginal farmers.

The Governor is now pleased to notify another following 84 (Eighty four) CPCs, which will be operationalised by the Department as shown in the table placed below, in the 2nd phase. Registration of farmers will continue and paddy purchase will commence from 2nd November 2024 for the KMS 2024-25. The Director of DDP&S and the DCF&S concerned will ensure that all the CPCs are fully functional for undertaking procurement of paddy from 2nd November, 2024 positively.

Sl. No.	Name of District (No. of CPCs)	District Sl. No.	Name of Block	Name and Location of CPC
1	Alipurduar (2)	1	Kumargram	Kamal Guha Krishi Bipanan Kendra
2		2	Alipurduar-II	Samuktala Community Hall
3	Bankura (5)	1	Sonamukhi	Rampur Dharmatala Kutishilpa CPC
4		2	Chhatna	Chhatna GFD CPC
5		3	Chhatna	Jhantipahari GFD CPC
6		4	Taldangra	Amdangra GP Office Premises CPC
7		5	Sarenga	Bara Amjhore Karmatirtha CPC
8	Birbhum (7)	1	Bolpur Sriniketan	Kasba CPC
9		2		Rintala Danga CPC
10		3		Bahiri Panch Sowa G.P. 2nd CPC
11		4	Illambazar	Mongaldihi G.P. Premises
12		5	Labpur	Hatia CPC
13		6	Sainthia	Gargaria High School Math, Addl CPC
14		7		Srinidhipur GP CPC
15	Coochbehar (5)	1	Sitai	Horibola Hat CPC, Horibola Bazar, Adabari GP
16		2	Tufanganj-I	Maruganj Hatkhola
17		3	Cooch Behar-II	Dhadhinguri RMC Market Complex
18		4	Mathabhanga-I	Hazrahat Bazar
19		5	Sitalkuchi	Gossairhat Dhanhati

Sl. No.	Name of District (No. of CPCs)	District Sl. No.	Name of Block	Name and Location of CPC
20	Dakshin Dinajpur (2)	1	Gangarampur	Maharajpur Susastho Kendra
21		2	Banshihari	Ellahabad FP School Play ground
22	Darjeeling (3)	1	Phansidewa	Bidhan nagar Pineapple Development Centre
23		2	Kharibari	Purba Badrajote Cooperative Land, Raniganj Panishali, Khoribari
24		3		Community Hall, Buraganj Gram Panchayat Office Premises
25	Hooghly (4)	1	Balagarh	Dumurdaha Nityanandapur-I G.P. Samabay Samity
26		2	Dhaniakhali	Mandra Swami Vivekananda Cold Storage
27		3	Polba-Dadpur	Dadpur Kheyali Sangha
28		4	Tarakeswar	Baligori-1 CPC
29	Jalpaiguri (3)	1	Maynaguri	Amguri CPC
30		2	Rajganj	Sannyasikata CPC
31		3	Sadar	Mondal Ghat
32	Jhargram (2)	1	Binpur-I	Tilbandh Community Hall
33		2	Jhargram	Tipasole Paddy Godown
34	Malda (2)	1	Gazole	Sahajadpur CPC
35		2	Manikchak	Manikchak CPC
36	Murshidabad (8)	1	Sagardighi	Gouripur Karmatirtha
37		2	Nabagram	Pirtala P.H.E. Office Campus
38		3	Kandi	Mahalandi Bazardanga ICDS centre
39		4	Khargram	Durgarampur Pry School Premises
40		5	Bharatpur- I	Jajan Primary Health Centre Premises Hospital
41		6	Bharatpur- II	Extended room of Makhaltore ICDS centre
42		7	Burwan	Kharjuna Haribati SSK
43		8	Suti-II	Dafarhat Krishak Bazar
44	Nadia (3)	1	Krishnagar-II	Sonadanga Maniktola CPC
45		2	Chakdaha	Silinda-I CPC
46		3	Tehatta-I	Baliura CPC
47	North 24 Parganas (6)	1	Gaighata	Dharampur Hospital Ground CPC
48		2	Gaighata	Shimulpur GP Office CPC
49		3	Basirhat-I	Hizla Jan Mohammadpur Sadvaib CPC
50		4	Basirhat-I	Soladana Sankhchura Bagundi GP CPC
51		5	Deganga	Naboday Adarsha Shiksha Niketan Math CPC, Amulia GP
52		6	Barasat-I	Santoshpur Karmatirtha CPC
53	Paschim Bardhaman (2)	1	Barabani	Barabani GFD CPC
54		2	Kanksa	Bonkati CPC, Kanksa
55	Paschim Medinipur (4)	1	Garhbeta-II	Amlasuli GP office Community Hall Complex
56		2	Chandrakona-I	Jeevanjyoti Campus,Ramjibanpur
57		3	Kharagpur-I	Rangametia Gopali Karmatirtha
58		4	Dantan-II	Keshrambha Karmatirtha

Sl. No.	Name of District (No. of CPCs)	District Sl. No.	Name of Block	Name and Location of CPC
59	Purba Bardhaman (10)	1	Kalna-I	Singer kone Karmatirtha
60		2	Kalna-II	Utra SSK
61		3	Katwa-II	Singi Karmatirtha
62		4	Jamalpur	Antpara Samabay Samity(Himghar premises)
63		5	Ausgram-I	Ausgram CPC
64		6	Galsi-I	Paraj GP office CPC
65		7	Katwa-I	Kaithan Karmatirtha
66		8	Raina-I	Sehara GP office CPC
67		9	Mongalkote	Kshiragram GP office CPC
68		10	Memari-I	Debipur CPC
69	Purba Medinipur (6)	1	Khejuri I	Lakhi GP Office
70		2	Nandigram I	Maheshpur SKUS Ground
71		3	Contai II	Sarbojanin Palpukur Par
72		4	Patashpur I	Chistipur I GP Office
73		5	Ramnagar II	Bhuniakuthi Pan Market
74		6	Nandigram II	Birulia Maheshpur Bazar
75	Purulia (3)	1	Bandwan	Bandwan 2nd CPC at Rajagram Community Hall
76		2	Jhalda-II	Jhalda-II 2nd CPC at Jiudaru Community Hall
77		3	Santuri	Santuri 2nd CPC at Santuri Karmatirtha
78	South 24 Parganas (3)	1	Namkhana	Budhakhali GP CPC ,Namkhana Block
79		2	Sagar	Netaji Subhash Pathagar, Sagar Block
80		3	Canning -I	Daria GP Office
81	Uttar Dinajpur (4)	1	Itahar	Joyhat CPC
82		2	Raiganj	Rampur Adibasi Santipur CPC
83		3	Karandighi	Tungidighi Sarbojanin Durgapuja Maidan CPC
84		4	Raiganj	Bindol High Madrasah Ground CPC

Further, each CPC must have the requisite infrastructure for holding smooth paddy procurement operation and equipment like e-PoP machines, moisture meters, electronic weighing machines(duly calibrated), computer (desktop /laptop) etc., to facilitate procurement of Fair Average Quality (FAQ) common paddy. In case the paddy is not lifted by the rice mills in time, adequate facility for temporary storage within the premises of the CPC must be identified to prevent any damage of the procured paddy. Each CPC must have a proper hoarding, displaying all relevant information for the farmers including FAQ paddy, MSP, documents required for registration etc. Details of the three men committee for resolving disputes (if any) should also be displayed at the CPC.

This issues in the interest of public service.

By order of the Governor,
Sd/-(28.08.2024)
Abhijit Maitra, WBCS (Exe.)
Special Secretary to the Govt. of West Bengal
Food & Supplies Department

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

File No. **E-992268**

No.I/552697/2024

Date : 30.08.2024

NOTIFICATION

In partial modification of the notification published vide memo no. I/551308/2024 dated 28th August 2024, location of two (2) CPCs of Birbhum district and two (2) CPCs of Darjeeling district have been Changed which are given below:

Sl. No. (as per notification dated 28th August 2024)	District	Name of the Block	Location of CPC (as per notification dated 28th August 2024)	New location of CPC
11	Birbhum	Illambazar	Mongaldihi GP Premises	Nabagram SKUS Ltd. Premises, Nabagram, Batika, Panrui, Birbhum
13		Sainthia	Gargaria High School Math Addl CPC	Amarpur G.P. Office, Sahispur, Birbhum
23	Darjeeling	Kharibari	Purba Badrajote Co-Operative Land, Raniganj Panishali, Khoribari	Netaji Community Hall at Batasi, Raniganj Panishali GP
24			Community Hall, Buraganj Gram Panchayat Office Premises	Buraganj Community Hall, Near Buraganj Gram Panchayat Office

The rest of the terms and conditions of the aforesaid notification remain unchanged.

This issues in the interest of public service.

By order of the Governor,
Sd/-(30.08.2024)
Abhijit Maitra, WBCS (Exe.)
Special Secretary to the Govt. of West Bengal
Food & Supplies Department

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<https://food.wb.gov.in>

File No. **E-992268**

No.I/562537/2024

Date : 24.09.2024

NOTIFICATION

The State Government had earlier notified 530 CPCs in 1st phase and 84 CPCs in 2nd phase vide memo no. **I/547147/2024 dated 13.08.2024 and I/551308/2024 dated 28.08.2024 & I/552697/2024 dated 30.08.2024 respectively**. In continuation of earlier notification, the State Government has decided to notify another 4 (Four) CPCs which will directly operate under the administrative control of the Director, DDP&S of Food and Supplies Department through the respective District Controller, F&S(s) in the interest of paddy procurement operation from the small marginal farmers.

The Governor is now pleased to notify another following 4 (Four) CPCs, which will be operationalised by the Department as shown in the table placed below, in the 3rd phase. Registration of farmers will continue and paddy purchase will commence from 2nd November 2024 for the KMS 2024-25. The Director of DDP&S and the DCF&S concerned will ensure that all the CPCs are fully functional for undertaking procurement of paddy from 2nd November, 2024 positively.

Sl. No.	Name of District (No. of CPCs)	Name of Block	Name and Location of CPC
1	North 24 Parganas (1)	Barasat-II	Baidyapur CPC, Barasat-II, Baidyapur Azad Club Ground, GP-Falti Baliaghata, P.O.- Baidyapur, P.S. - Shasan.
2	Purba Bardhaman (2)	Galsi -I	Lowa-Krishnarampur GP office CPC, Vill- Lowa, P.O. - Dwarnari, P.S. - Galsi. PIN-713403.
3		Memari-II	Hamunpur CPC, Vill- Hamunpur, P.O.- Bohar, P.S.- Memari.
4	Hooghly (1)	Singur	Basubati CPC, Vill Basubati, Paschim Para, P.O.- Basubati, PS- Singur, PIN-712409.

Further, each CPC must have the requisite infrastructure for holding smooth paddy procurement operation and equipment like e-PoP machines, moisture meters, electronic weighing machines (duly calibrated), computer (desktop/ laptop) etc., to facilitate procurement of Fair Average Quality (FAQ) common paddy. In case the paddy is not lifted by the rice mills in time, adequate facility for temporary storage within the premises of the CPC must be identified to prevent any damage of the procured paddy. Each CPC must have a proper hoarding, displaying all relevant information for the farmers including FAQ paddy, MSP, documents required for registration etc.

Details of the three men committee for resolving disputes (if any) should also be displayed at the CPC.

This issues in the interest of public service.

By order of the Governor,
Sd/-(24.09.2024)
Abhijit Maitra, WBCS (Exe.)
Special Secretary to the Govt. of West Bengal
Food & Supplies Department

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File No. **E-992268**

No.I/571579/2024

Date : 30.10.2024

NOTIFICATION

The State Government had earlier notified 530 CPCs in 1st phase , 84 CPCs in 2nd phase, 4 CPCs in 3rd phase vide memo no. **I/547147/2024 dated 13.08.2024, I/551308/2024 dated 28.08.2024 & I/552697/2024 dated 30.08.2024 (Partial modification) and I/562537/2024 dated 24.09.2024 respectively.** In continuation of earlier notification, the State Government has decided to notify another 1 (One) CPC which will directly operate under the administrative control of the Director, DDP&S of Food and Supplies Department through the respective District Controller, F&S(s) in the interest of paddy procurement operation from the small marginal farmers.

The Governor is now pleased to notify another 1 (one) CPC, which will be operationalised by the Department as shown in the table placed below, in the 4th phase. Registration of farmers will continue and paddy purchase will commence from 2nd November 2024 for the KMS 2024-25. The Director of DDP&S and the DCF&S concerned will ensure that all the CPCs are fully functional for undertaking procurement of paddy from 2nd November, 2024 positively.

Sl. No.	Name of District	Name of Block	Name and Location of CPC
1	Purba Bardhaman	Raina-II	Arui GP Office CPC, Arui Gram Panchyat, Vill:Barpur, PO-Pasonda, PS-Raina

Further, the CPC must have the requisite infrastructure for holding smooth paddy procurement operation and equipment like e-PoP machines, moisture meters, electronic weighing machines (duly calibrated), computer (desktop/ laptop) etc., to facilitate procurement of Fair Average Quality (FAQ) common paddy. In case the paddy is not lifted by the rice mills in time, adequate facility for temporary storage within the premises of the CPC must be identified to prevent any damage of the procured paddy. CPC must have a proper hoarding, displaying all relevant information for the farmers including FAQ paddy, MSP, documents required for registration etc. Details of the three men committee for resolving disputes (if any) should also be displayed at the CPC.

This issues in the interest of public service.

By order of the Governor,
Sd/-(30.10.2024)
Abhijit Maitra, WBCS (Exe.)
Special Secretary to the Govt. of West Bengal
Food & Supplies Department

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<https://food.wb.gov.in>

File No. **E-992268**

No.1/573783/2024

Date : 12.11.2024

NOTIFICATION

The State Government had earlier notified 530 CPCs in 1st phas, 84 CPCs in 2nd phase, 4 CPCs in 3rd phase & 1 CPC in 4th phase vide memo no. I/547147/2024 dated 13.08.2024, I/551308/2024 dated 28.08.2024 & I/552697/2024 dated 30.08.2024 (Partial modification), I/562537/2024 dated 24.09.2024 and I/571579/2024 dated 30.10.2024 respectively. In continuation of earlier notification, the State Government has decided to notify another 1 (One) CPC which will directly operate under the administrative control of the Director, DDP&S of Food and Supplies Department through the respective District Controller, F&S(s) in the interest of paddy procurement operation from the small marginal farmers.

The Governor is now pleased to notify another 1 (one) CPC, which will be operationalised by the Department as shown in the table placed below, in the 5th phase.

SI. No.	Name of District	Name of Block	Name and Location of CPC
1	Uttar Dinajpur	Goalpokher-II	Jamira Karbala Field CPC, Vill- Jamira, P.O.- Galia, P.S. Chakulia, Uttar Dinajpur

The Director of DDP&S and the DCF&S Uttar Dinajpur will ensure that all the CPCs are fully functional immediately for registration procurement of paddy in KMS 2024-25.

Further, the CPC must have the requisite infrastructure for holding smooth paddy procurement operation and equipment like e-PoP machines, moisture meters, electronic weighing machines (duly calibrated), computer (desktop/laptop) etc., to facilitate procurement of Fair Average Quality (FAQ) common paddy. In case the paddy is not lifted by the rice mills in time, adequate facility for temporary storage within the premises of the CPC must be identified to prevent any damage of the procured paddy. CPC must have a proper hoarding, displaying all relevant information for the farmers including FAQ paddy, MSP, documents required for registration etc. Details of the three men committee for resolving disputes (if any) should also be displayed at the CPC.

This issues in the interest of public service.

By order of the Governor,
Sd/-(12.11.2024)
Abhijit Maitra, WBCS (Exe.)
Special Secretary to the Govt. of West Bengal
Food & Supplies Department

Government of West Bengal
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File No. **E-992268**

No.I/573782/2024

Date : 12.11.2024

NOTIFICATION

In partial modification of the notification published vide memo no. I/547147/2024 dated 13th Agust'2024 & I/551308/2024 dated 28th Agust'2024 location of one(1) CPC of Purba Bardhaman district and two (2) CPCs of Uttar Dinajpur district have been Changed which are given below:-

A.

Sl. No.	Sl. No. in earlier notification & Notification no.	District	Name of the Block	Location of CPC	New location of CPC for KMS 2024-25
1.	60(I/551308/2024 dt 28.08.2024)	Purba Bardhaman	Kalna-II	Utra SSK, Vill- Utra, P.O. Khalishpur, P.S. Kalna, Pin-713422	Kankuria GP Office Block-Kalna-I
2.	530(I/547147/2024 dt 13.08.2024)	Uttar Dinajpur	Raiganj	Lohanda, Patriot Club, Vill- Smritimandir, Rampur GP, P.O-Lohanda	Burakamat (Nalpukur), Madrasa Ground, Vill- Burakamat, PO- Madhpur, PS-Raiganj
3.	84(I/551308/2024 dt 28.08.2024)			Bindole High Madrasha Ground CPC, Vill- Bindole, PO-Bindole, PS-Raiganj, Uttar Dinajpur.	Bindole High School Ground CPC, Vill- Bindole, PO-Bindole, PS-Raiganj, Uttar Dinajpur.

B. Please read name of the block as mentioned below:-

Sl. No. in earlier notification & Notification no.	District	Name of CPC as per Notification	Block as per Notification	Rectified Block
59 (I/551308/2024 dt 28.08.2024)	Purba Bardhaman	Singerkone Karmatirtha	Kalna-I	Kalna-II

The rest of the terms and conditions of the aforesaid notification remain unchanged.

This issues in the interest of public service.

By order of the Governor,
Sd/-(12.11.2024)
Abhijit Maitra, WBCS (Exe.)
Special Secretary to the Govt. of West Bengal
Food & Supplies Department

Annexure-III

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

File No. **E-992268**

No.I/547699/2024

Date : 14.08.2024

NOTIFICATION

Like previous KMSs, the State Government is purchasing paddy at Minimum Support Price (MSP) from the small and marginal farmers through Centralised Procurement Centres (CPCs) notified by the Department from time to time, Direct Purchase Centres (DPCs) and through Camps organised by PACS/PAMS/ LAMPS/, SHGs/ FPOs/FPCs for KMS 2024-25.

The State Government has now decided to set up 99 mobile CPCs (**mCPCs**) in addition to the already notified CPCs to cover maximum farmers under paddy procurement operations for KMS 2024-25 in the remote areas of the major paddy procuring Blocks to minimize the hardship of small and marginal farmers who can't wait for storing the paddy after harvest.

The mCPCs will be run by the DCF&S from the location as detailed in the table below.

Sl No.	District	Block	Name of Mobile CPC
1	Alipurduar-2	Madarihat	Madarihat Block Mobile CPC
2		Falakata	Falakata Block Mobile CPC
3	Bankura-3	Raipur	Raipur Block Mobile CPC
4		Patrasayer	Patrasayer Block Mobile CPC
5		Joypur	Joypur Block Mobile CPC
6	Birbhum-8	Sainthia	Sainthia Block Mobile CPC
7		Khoyrasole	Khoyrasole Block Mobile CPC
8		Mohammad Bazar	MD Bazar Block Mobile CPC
9		Suri - II	Suri II Block Mobile CPC
10		Rampurhat - I	Rampurhat I Mobile CPC
11		Illambazar	Illambazar Mobile CPC
12		Labpur	Labpur Mobile CPC
13		Dubrajpur	Dubrajpur Mobile CPC
14		Sitalkuchi	Sitalkuchi Block Mobile CPC
15		Dinhata - I	Dinhata - I Block Mobile CPC
16	Coochbehar-5	Cooch Behar - I	Cooch Behar - I Block Mobile CPC
17		Tufanganj - II	Tufanganj - II Block Mobile CPC
18		Sitai	Sitai Block Mobile CPC

Sl No.	District	Block	Name of Mobile CPC
19	Dakshin Dinajpur-3	Kumarganj	Kumarganj Block Mobile CPC
20		Harirampur	Harirampur Mobile CPC
21		Tapan	Tapan Block Mobile CPC
22	Hooghly-8	Pursura	Pursura Block Mobile CPC
23		Khanakul - I	Khanakul - I Block Mobile CPC
24		Dhaniakhali	Dhaniakhali Block Mobile CPC
25		Arambag	Arambag Block Mobile CPC
26		Jangipara	Jangipara Block Mobile CPC
27		Goghat - I	Goghat - I Block Mobile CPC
28		Chanditala - I	Chanditala - I Block Mobile CPC
29		Singur	Singur Block Mobile CPC
30	Howrah-5	Bagnan - I	Bagnan - I Block Mobile CPC
31		Shyampur - I	Shyampur - I Block Mobile CPC
32		Shyampur - II	Shyampur II Block Mobile CPC
33		Uluberia - I	Uluberia I Block Mobile CPC
34		Amta II	Amta II Block Mobile CPC
35	Jalpaiguri- 3	Dhupguri	Dhupguri Mobile CPC
36		Maynaguri	Maynaguri Mobile CPC
37		Rajganj	Rajganj Block Mobile CPC
38	Jhargram -4	Binpur II	Binpur II Mobile CPC
39		Gopiballavpur II	Gopiballavpur II Mobile CPC
40		Sankrail	Sankrail Mobile CPC
41		Binpur - I	Binpur I Mobile CPC
42	Malda - 6	Habibpur	Habibpur Mobile CPC
43		Bamangola	Bamangola Mobile CPC
44		Chanchal II	Chanchal II Block Mobile CPC
45		Harischandrapur - II	Harishchandrapur II Mobile CPC
46		Maldah (Old)	Old Malda Mobile CPC
47		Gazole	Gazole Mobile CPC
48	Murshidabad - 8	Sagardighi	Sagardighi Mobile CPC
49		Nabagram	Nabagram Mobile CPC
50		Bharatpur I	Bharatpur I Mobile CPC
51		Kandi	Kandi Block Mobile CPC
52		Burwan	Burwan Mobile CPC
53		Sagardighi	Sagardighi Mobile CPC - 2
54		Bharatpur - I	Bharatpur I Mobile CPC- 2
55		Khargram	Khargram Mobile CPC
56	Nadia - 5	Krishnagar - I	Krishnagar - I Mobile CPC
57		Nakashipara	Nakashipara Mobile CPC
58		Chapra	Chapra Mobile CPC
59		Hanskhali	Hanskhali Mobile CPC
60		Kaliganj	Kaliganj Mobile CPC

Sl No.	District	Block	Name of Mobile CPC
61	North 24 Pgs -6	Hingalganj	Hingalganj Mobile CPC
62		Barrackpur - II	Barrackpore II Mobile CPC
63		Barasat I	Barasat I Mobile CPC
64		Habra I	Habra I Mobile CPC
65		Swarupnagar	Swarupnagar Mobile CPC
66		Deganga	Deganga Mobile CPC
67	Paschim Bardhaman - 3	Pandabeswar	Pandabeshwar Mobile CPC
68		Faridpur Durgapur	Faridpur Durgapur Mobile CPC
69		Kanksa	Kanksa Mobile CPC
70	Paschim Midnapore -4	Keshpur	Keshpur Block Mobile CPC
71		Garhbeta III	Garhbeta III Block Mobile CPC
72		Narayangarh	Narayangarh Block Mobile CPC
73		Midnapore	Midnapur Sadar Block Mobile CPC
74	Purba Burdwan -9	Galsi - I	Galsi I Mobile CPC
75		Galsi - II	Galsi II Mobile CPC
76		Ausgram - I	Ausgram I Mobile CPC
77		Memari - II	Memari II Mobile CPC
78		Burdwan - I	Burdwan - I Mobile CPC
79		Jamalpur	Jamalpur Mobile CPC
80		Purbasthali - I	Purbasthali I Mobile CPC
81		Katwa - I	Katwa I Mobile CPC
82		Mangolkote	Mongalkote Mobile CPC
83	Purba Midnapore-7	Potashpur - I	Potashpur I Mobile CPC
84		Contai - III	Contai III Mobile CPC
85		Nandigram - I	Nandigram I Mobile CPC
86		Sahid Matangini	Sahid Matangini Mobile CPC
87		Nanda Kumar	Nandakumar mCPC
88		Contai - I	Contai I mCPC
89		Nandigram - II	Nandigram II mCPC
90	Purulia - 3	Purulia II	Purulia II Mobile CPC
91		Barabazar	Barabazar Mobile CPC
92		Hura	HURA MOBILE CPC
93	South 24 Pgs - 4	Basanti	Basanti Block Mobile CPC
94		Kulpi	Kulpi Block Mobile CPC
95		Patharpratima	Patharpratima Block Mobile CPC
96		Namkhana	NAMKHANA BLOCK MOBILE CPC
97	Uttar Dinajpur -3	Itahar	Itahar Mobile CPC
98		Raiganj	Raiganj Mobile CPC
99		Karandighi	Karandighi Mobile CPC

Further, each **mCPC** must have the requisite infrastructure for smooth paddy procurement operation.

This issues in the interest of public service.

By Order of the Governor,
Sd/-(14.08.2024)
Abhijit Maitra, WBCS (Exe.)
Special Secretary to the Govt. of West Bengal
Food & Supplies Department

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

File No. **E-992268**

No.I/551310/2024

Date : 28.08.2024

NOTIFICATION

The State Government had earlier notified 99 mobile CPCs (mCPCs) vide memo no. **I/547699/2024 dated 14.08.2024**, in addition to already notified 530 Centralised Procurement Centres (CPCs) to cover maximum farmers under paddy procurement operations for KMS 2024-25 in the remote areas of the major paddy procuring Blocks to minimize the hardship of small and marginal farmers who can't wait for storing the paddy after harvest or who are unable to sale paddy at CPCs and DPCs for distance.

Now, in addition to the already notified 99 mobile CPC (m CPCs) as mentioned above, following 77 (Seventy seven) m-CPCs, are hereby notified for KMS 2024-25 in the interest of paddy procurement operation from the small marginal farmers.

The mCPCs will be run by the DCF&Ss from the location as detailed in table below:

Sl. No.	Name of District (No. of m-CPCs)	District Sl. No.	Name of Block	Name of Mobile CPC
1	Alipurduar (2)	1	Alipurduar-I	Salkumar-II GP Office Mobile CPC
2		2	Falakata	Guabarnagar GP Office Mobile CPC
3	Bankura (4)	1	Kotulpur	Kotulpur Block Mobile CPC
4		2	Onda	Onda Block Mobile CPC
5		3	Khatra	Khatra Block Mobile CPC
6		4	Sonamukhi	Sonamukhi Bolck Mobile CPC
7	Birbhum (6)	1	Rampurhat-II	Gangedda m-CPC
8		2	Nalhati-II	Nowpara m-CPC
9		3	Nanoor	Fewgram m-CPC
10		4		Hatserandi m-CPC
11		5	Mayureswar-II	Kundola GP m-CPC
12		6		Mayureswar GP m-CPC
13	Coochbehar (6)	1	Dinhata-II	Dinhata-II block mobile CPC
14		2	Tufanganj-II	Tufanganj-II Boxirhat Dhanhati mobile CPC
15		3	Cooch Behar-I	Patchara mobile CPC, Cooch Behar-I
16		4	Mathabhanga-II	Nishiganj Bazar mobile CPC
17		5	Mathabhanga-I	Mathabhanga-I mobile CPC
18		6	Mekhliganj	Mekhliganj Mobile CPC
19	Dakshin Dinajpur (1)	1	Balurghat	Balurghat Block Mobile CPC

Sl. No.	Name of District (No. of m-CPCs)	District Sl. No.	Name of Block	Name of Mobile CPC
20	Darjeeling (3)	1	Phansidewa	Phansidewa mCPC
21		2	Kharibari	Kharibari mCPC
22		3	Naxalbari	Naxalbari mCPC
23	Hooghly (4)	1	Balagarh	Balagarh Block Mobile CPC
24		2	Pandua	Pandua Block Mobile CPC
25		3	Haripal	Haripal Block Mobile CPC
26		4	Tarakeswar	Tarakeswar Block Mobile CPC
27	Howrah (5)	1	Amta-I	Amta-I (Udang-I) Block Mobile CPC
28		2	Amta-I	Amta-I (Balichak) Block Mobile CPC
29		3	Uluberia-II	Uluberia-II Block Mobile CPC
30		4	Udaynarayanpur	Udaynarayanpur Block Mobile CPC
31		5	Jagatballavpur	Jagatballavpur Block Mobile CPC
32	Jalpaiguri (4)	1	Nagrakata	Nagrakata mCPC
33		2	Rajganj	Rajganj mCPC- II
34		3	Dhupguri	Dhupguri mCPC-II
35		4	Maynaguri	Maynaguri mCPC-II
36	Jhargram (2)	1	Jhargram	Jhargram Block Mobile CPC
37		2	Jamboni	Jamboni Mobile CPC
38	Malda (4)	1	Gazole	Gazole Mobile CPC-2
39		2	Ratua-II	Ratua II Mobile CPC
40		3	English Bazar	English Bazar Mobile CPC
41		4	Habibpur	Habibpur Mobile CPC 2
42	Murshidabad (7)	1	Sagardighi	Sagardighi Mobile CPC 3
43		2	Nabagram	Nabagram Mobile CPC 2
44		3	Bharatpur-I	Bharatpur-I Mobile CPC 3
45		4	Kandi	Kandi Mobile CPC 2
46		5	Khargram	Khargram Mobile CPC 2
47		6	Bharatpur-II	Bharatpur-II MCPC
48		7	Burwan	Burwan mCPC 2
49	Nadia (2)	1	Nabadwip	Nabadwip Mobile CPC
50		2	Chapra	Chapra Pitambarpur Mobile CPC
51	North 24 Parganas (1)	1	Gaighata	Gaighata Mobile CPC
52	Paschim Bardhaman (3)	1	Andal	Andal Mobile CPC
53		2	Jamuria	Jamuria Mobile CPC
54		3	Raniganj	Raniganj Mobile CPC
55	Paschim Medinipur (3)	1	Garhbeta-I	Garhbeta-I Block Mobile CPC
56		2	Chandrakona-II	Chandrakona-II Block Mobile CPC
57		3	Kharagpur-II	Kharagpur-II Block Mobile CPC

Sl. No.	Name of District (No. of m-CPCs)	District Sl. No.	Name of Block	Name of Mobile CPC
58	Purba Bardhaman (8)	1	Purbasthali-II	Purbasthali-II Mobile CPC
59		2	Bardhaman-II	Bardhaman-II Mobile CPC
60		3	Ausgram-II	Ausgram-II Mobile CPC
61		4	Bhatar	Bhatar Mobile CPC
62		5	Monteswar	Monteswar Mobile CPC
63		6	Kalna-I	Kalna-I Mobile CPC
64		7	Kalna-II	Kalna-II Mobile CPC
65		8	Ketugram-II	Ketugram-II Mobile CPC
66	Purba Medinipur (5)	1	Panskura	Panskura Mobile CPC
67		2	Mahishadal	Mahishadal Mobile CPC
68		3	Egra I	Egra I Mobile CPC
69		4	Egra II	Egra II Mobile CPC
70		5	Chandipur	Chandipur Mobile CPC
71	Purulia (2)	1	Purulia-I	Purulia-I mobile CPC
72		2	Puncha	Puncha mobile CPC
73	South 24 parganas (2)	1	Gosaba	Gosaba Block Mobile CPC
74		2	Kakdwip	Kakdwip Block Mobile CPC
75	Uttar Dinajpur (3)	1	Hemtabad	Hemtabad Mobile CPC
76		2	Raiganj	Tetultala mobile CPC
77		3	Goalpokher-II	Kanki Mobile CPC

Further, each **mCPC** must have the requisite infrastructure for smooth paddy procurement operation.

This issues in the interest of public service.

By Order of the Governor,
Sd/-(28.08.2024)
Abhijit Maitra, WBCS (Exe.)
Special Secretary to the Govt. of West Bengal
Food & Supplies Department

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

File No. **E-992268**

No.I/562536/2024

Date : 24.09.2024

NOTIFICATION

The State Government had earlier notified 99 mobile CPCs (m-CPCs) vide memo no. **I/547699/2024 dated 14.08.2024 and 77 Mobile CPCs vide memo no. I/551310/2024 dated 28.08.24** in addition to already notified 614 Centralised Procurement Centres (CPCs) to cover maximum farmers under paddy procurement operations for KMS 2024-25 in the remote areas of the major paddy procuring Blocks to minimize the hardship of small and marginal farmers who can't wait for storing the paddy after harvest or who are unable to sale paddy at CPCs and DPCs for distance.

Now, in addition to the already notified 176 mobile CPC (m-CPCs) as mentioned above, another 2 (two) mobile CPCs, are hereby notified for KMS 2024-25 in the interest of paddy procurement operation from the small marginal farmers.

The m-CPCs will be run by the DCF&Ss from the location as detailed in table below:

Sl. No.	Name of District (No. of mCPCs)	Name of Block	Name of Mobile CPC
1	Howrah (1)	Amta-II	Amta-II Block Mobile CPC-2
2	Hooghly (1)	Khanakul-II	Khanakul-II Block Mobile CPC

Further, each mCPC must have the requisite infrastructure for smooth paddy procurement operation.

This issues in the interest of public service.

By Order of the Governor,
Sd/-(24.09.2024)
Abhijit Maitra, WBCS (Exe.)
Special Secretary to the Govt. of West Bengal
Food & Supplies Department

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

File No. **E-992268**

No.I/571589/2024

Date : 30.10.2024

NOTIFICATION

The State Government had earlier notified 99 mobile CPCs (m-CPCs) vide memo no. **I/547699/2024 dated 14.08.2024, 77 Mobile CPCs vide memo no. I/551310/2024 dated 28.08.24 and 2 Mobile CPCs vide memo no. I/562536/2024 dated 24.09.2024** in addition to already notified 618 Centralised Procurement Centres (CPCs) to cover maximum farmers under paddy procurement operations for KMS 2024-25 in the remote areas of the major paddy procuring Blocks to minimize the hardship of small and marginal farmers who can't wait for storing the paddy after harvest or who are unable to sale paddy at CPCs and DPCs for distance.

Now, in addition to the already notified 178 mobile CPC (m-CPCs) as mentioned above, another 1(One) mobile CPC, are hereby notified for KMS 2024-25 in the interest of paddy procurement operation from the small marginal farmers.

The m-CPC will be run by the DCF&Ss from the location as detailed in table below:

Sl. No.	Name of District	Name of Block	Name of Mobile CPC
1	Purba Bardhaman	Ketugram-1	Ketugram-I Mobile CPC

Further, the m-CPC must have the requisite infrastructure for smooth paddy procurement operation.

This issues in the interest of public service.

By Order of the Governor,
Sd/-(30.10.2024)
Abhijit Maitra, WBCS (Exe.)
Special Secretary to the Govt. of West Bengal
Food & Supplies Department

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

E.992268

File No. I/566801/2024

Date: 04.10.2024.

CORRIGENDUM

In partial modification of Order No – 3901-FS/Sectt/Food/4P-18/2024 dated – 27/09/2024 on Policy and Guidelines for procurement of paddy from farmers at MSP during KMS 2024-25, the following corrections have been made :-

1. In the Para 14.2(G) - *“Rice Mill of any category which submits BG and signs both agreements after 05.01.2024”* shall be read as *“Rice Mill of any category which submits BG and signs both agreements after 05.10.2024”*.
2. In Para 16.5 of the order- *“One representative can be authorized for multiple purchase centers but multiple representatives cannot be authorized for a single purchase center at a time”* shall be read as *“One representative can be authorized for multiple purchase centers and multiple representatives can also be authorized for any purchase center at a time. However, one representative of a Rice Mill can not be tagged with more than one Rice Mill at any time”*

Yours faithfully,
Sd/-(04.10.2024)
Abhijit Maitra, WBCS (Exe.)
Special Secretary to the Govt. of West Bengal
Food & Supplies Department

Annexure - IV

**Government of West Bengal
Food & Supplies Department
11 A, Mirza Ghalib Street, Kolkata - 700 087**

No. 2701-FS/O/Sectt/Food/4P-15/2021

Dated: 16.08.2021

NOTIFICATION

Sub: Engagement of Paddy Purchase Officer (PPO) on contract basis
and process for application and selection

The Government has decided to open more paddy purchase centers in the districts in KMS 2021-22 with the objectives of ensuring MSP to small and marginal farmers and to avert distress sale of paddy. In order to mitigate acute staff crisis in the field, for manning of those additional paddy purchase centers, Food & Supplies Department has decided to engage additional work force on contractual basis from the retired employees of Government or Government undertaking (both State and Central). Intending retired employees may submit their applications for the post of contractual Paddy Purchase Officers (PPO).

Details:

1. **Name of Post:** Paddy Purchase Officer(PPO)
2. **Nature of Engagement:** Contractual
3. **Period of Engagement:** One year from the Date of engagement
4. **When to apply:** The opportunity for application shall remain open till vacancy/requirement remain.
5. **Eligibility :** a) Service Type: Retired employees of Government or Government undertaking (both State and Central)
b) Group: A/B/C
6. **Age:** As on 01.10.2021 less than 64 years.
7. **Notice is available:** in <https://warehousingwb.com/ppo/> or in the link available in <https://food.wb.gov.in> and <https://procurement.wbfood.in>
8. **Consolidated monthly remuneration at the following rates:**
Group A - Rs. 18,000/-
Group B - Rs. 14,400/-
Group C - Rs. 12,000/-, or
the last pay minus pension whichever is lower.
9. **How to apply:** Application will be online & Format is available in portal mentioned in Para.7
 - a) Applicant is required to choose the option in top of the application format whether he is already engaged as PPO in current KMS or not.
 - b) Applicant will have to fill up all fields in the format.
 - c) Applicant will have to -
 - i) give his personal details including the date of birth,

- ii) give their service details of the last service,
- iii) upload his current photo in jpg/jpeg/pdf (size max-110KB),
- iv) upload his signature in jpg/jpeg/pdf (size max-110KB),
- v) upload his Pension payment order in jpg/jpeg/pdf(size max-500 KB),
- vi) upload his EPIC/PAN/Aadhaar Card in jpg/jpeg/pdf (size max-500 KB),
- vii) fill up details on prior experience as PPO (if any),
- viii) flag the declaration/s as applicable.
- ix) click submit button after putting the security code.

10. **Selection Process:** Selection of the applicants will be made on the basis of Interview and relevant experience, by the **District Selection Committee** of the concerned district maintaining due formalities in regard to contractual engagement of retired Govt./ semi-Govt. employees.

That District Selection Committee will be constituted by 3(three) members headed by ADM (Food) of the District, Deputy Magistrate to be nominated by the District Magistrate Office and the District Controller, Food & Supplies(DCF&S) will act as the Member Convener of this Committee.

District Controller as convener of the committee will prepare a pool of eligible applicants in respect of concerned district from the portal and arrange for periodic interview (monthly) of the intending applicants. DCF&S will engage the required number of selected PPOs from the pool after getting the approval of DDP&S and the rest pool will be shared with MD,WBECSC and MD, BENFED to choose the PPO as per their requirement for CPCs to be established by them.

11. **Job description:**

- i) Selected applicants will have to work, as Purchase Officer (P.O.)/Disbursement Officer (D.O.) in the Government Procurement Centres (CPCs in Kishan Mandi, RIDF godown etc.) of the districts run by the District Controller, F&Ss (DCF&S)/ CMR Agencies like WBECSC Ltd. and BENFED.
- ii) Purchase Officers will be responsible for purchasing of paddy from the farmers as per guidelines of the Government.

Selected applicants will have to undergo training programme before the commencement of their assignment.

Mere submission of application will not be a matter of right for the applicant to claim for engagement in the Department.

Decision of the Authority will be final and binding on the applicant.

Authority reserves the right to cancel any such engagement at any point of time during continuance of service of such engaged employee without assigning any reasons.

This has the approval of the competent authority.

(Sd/- 16.08.2021)

S.K. Roy Choudhury WBCS(Exe.)
Joint Secretary to the Government of West Bengal
Food & Supplies Department

Annexure - V

Proforma of Self-Declaration to be received from the Farmer whose land records are yet to be updated in the “Krishakbandhu” database

1. I, Sri/Smt _____,

Address:- _____
 _____ EPICNo.- _____,

Caste- (SC/ST/Others) _____ hereby declare that I am the owner of land, details which are mentioned below. The details of my land records which are yet to be updated in the “Krishakbandhu” database of Agriculture Department, Government of West Bengal:-

Details of Land:-

(a) Block Name _____ Mouja _____

J.L No. _____

LR Plot no. (s) with classification _____

Currently recorded with the following farmer:-

Name: _____ Khatian No. _____

** (b) Block Name _____ Mouja _____

J.L. No. _____

LR Plot no. (s) with classification _____

Currently recorded with the following farmer-

Name: _____ Khatian No. _____

*(** In case of land holding in more than one mouja in the same block)*

2. (A) Details of my land which are already recorded in the “Krishakbandhu” database of Agriculture Department- **Area (in Acre)** _____.

(B) Details of my land which are yet to be recorded in the database of “Krishakbandhu” database of Agriculture Department -**Area (in Acre)** _____.

My Total Area (in Acre), i.e. A+B = _____ Acre.

[1 Hectre=2.47 Acres, 1 Acre= 100 Decimal]

I do hereby solemnly affirm and declare that the above information is true and correct to the best of my knowledge and nothing has been concealed there from.

Date: _____

Place : _____

Signature

Annexure - V

যে সকল কৃষকদের নাম এবং জমির তথ্যাদি “কৃষক বন্ধু” তথ্য ভান্ডারে নথিভুক্ত হয়নি
তাদের কাছ থেকে গৃহীত স্ব-ঘোষণাপত্রের বয়ান

১. আমি শ্রী / শ্রীমতী _____ (নাম),
ঠিকানা :- _____,

_____ ভোটার কার্ড নম্বর- _____,
জাতি _____ (তফসিলি জাতি/উপজাতি/অন্যান্য) এতদ্বারা ঘোষণা করছি যে আমি নিম্নলিখিত
জমির মালিক। আমার মালিকানাধীন সমস্ত জমির তথ্যাদি যা পশ্চিমবঙ্গ সরকারের “কৃষক বন্ধু” তথ্য
ভাণ্ডারে নথিভুক্ত হয়নি সেই জমির বিবরণ :

(ক) ব্লক _____ মৌজা _____

জে. এল. নম্বর- _____

এল.আর. দাগ নম্বর / দাগ নম্বর সমূহ _____

জমির শ্রেণি _____

বর্তমানে নিম্নলিখিত কৃষকের নামে নথিভুক্ত :

নাম _____ খতিয়ান নম্বর _____

** (খ) জমির শ্রেণি _____

বর্তমানে নিম্নলিখিত কৃষকের নামে নথিভুক্ত :

নাম _____ খতিয়ান নম্বর _____

(** একই ব্লকের অন্তর্গত একাধিক মৌজায় জমি থাকলে)

২. (ক) “কৃষক বন্ধু” তথ্যভাণ্ডারে নথিভুক্ত জমির পরিমাণ _____ একর

(খ) “কৃষক বন্ধু” তথ্যভাণ্ডারে অনথিভুক্ত জমির পরিমাণ _____ একর

মোট জমির পরিমাণ = (ক) + (খ) = _____ একর

(১ হেক্টর-২.৪৭ একর : ১ একর = ১০০ ডেসিমাল)।

আমি জ্ঞানত স্বীকার ও ঘোষণা করছি যে উপরোল্লিখিত সমস্ত তথ্যাদি সর্বৈব সত্য এবং এই সংক্রান্ত কোনরূপ
তথ্য গোপন করা হয়নি।

তারিখ : _____

স্থান : _____

স্বাক্ষর

Annexure - VI

Proforma of Self-Declaration to be received from a Share-cropper/Bhagchashi:-

1. I, Sri/Smt _____,

Address:- _____
_____ EPICNo.- _____,

Caste- (SC/ST/Others) _____ hereby declare that I am a non-recorded
Bargadar/Baghchasi. I cultivate paddy in the field, details of which are mentioned below:-

Details of Land:-

(a) Block Name _____ Mouja _____

J.L No. _____

LR Plot no. (s) with classification _____

Area _____ Acres-

Currently recorded with the following farmer:-

Name: _____ Khatian No. _____

** (b) Block Name _____ Mouja _____

J.L. No. _____

LR Plot no. (s) with classification _____

Area _____ Acres-

Currently recorded with the following farmer-

Name: _____ Khatian No. _____

*(** In case of cultivating paddy in more than one mouja in the same block)*

[1 Hectre=2.47 Acres, 1 Acre= 100 Decimal]

I do hereby solemnly affirm and declare that the above information is true and correct to the best of my knowledge and nothing has been concealed there from.

Date: _____

Place : _____

Signature

Annexure - VI

ভাগচাষি কতৃক স্ব-ঘোষণাপত্রের বয়ান

১. আমি শ্রী / শ্রীমতী _____ (নাম),
 ঠিকানা :- _____,
 _____ ভোটার কার্ড নম্বর- _____,
 জাতি _____ (তফসিলি জাতি/উপজাতি/অন্যান্য) এতদ্বারা ঘোষণা করছি যে আমি একজন
 অনথিভুক্ত বর্গাদার/ভাগচাষি। আমি যে জমিতে ধান চাষ করি তার বিবরণ নিম্নে বর্ণিত হল :
- (ক) ব্লক _____ মৌজা _____
 জে. এল. নম্বর- _____
 এল.আর. দাগ নম্বর / দাগ নম্বর সমূহ _____
 জমির শ্রেণি _____ জমির পরিমাণ _____ (একর)
 বর্তমানে উক্ত জমি নিম্নলিখিত চাষির নামে নথিভুক্ত:
 নাম _____ খতিয়ান নম্বর _____
 **(খ) ব্লক _____ মৌজা _____
 জে. এল. নম্বর- _____
 এল.আর. দাগ নম্বর / দাগ নম্বর সমূহ _____
 জমির শ্রেণি _____ জমির পরিমাণ _____ (একর)
 বর্তমানে উক্ত জমি নিম্নলিখিত চাষির নামে নথিভুক্ত:
 নাম _____ খতিয়ান নম্বর _____
 (** যদি একই ব্লকের একাধিক মৌজায় ধান চাষ করে থাকে)
 (১ হেক্টর- ২.৪৭ একর : ১ একর = ১০০ ডেসিমাল)।

আমি জ্ঞানত স্বীকার ও ঘোষণা করছি যে উপরোল্লিখিত সমস্ত তথ্যাদি সর্বৈব সত্য এবং এই সংক্রান্ত কোনোরূপ
 তথ্য গোপন করা হয়নি।

তারিখ : _____

স্থান : _____

স্বাক্ষর

Annexure - VII

**MOST URGENT
BY EMAIL**

**No.8-I/2022-S&I (E-381310)
Government of India
Ministry of Consumer Affairs, Food & Public Distribution
Department of Food & Public Distribution**

Krishi Bhawan, New Delhi

Dated: 13.09.2024

To,

The Secretary,
Food & Civil Supplies Department,
Government of.....
(All State Governments/UT Administrations)

**Sub: Uniform specifications of paddy, rice, coarse grains and 06 minor millets for
Kharif Marketing Season (KMS) 2024-25 for central pool procurement-reg.**

Sir.

I am directed to forward herewith the uniform specifications of paddy, rice, coarse grains and 06 minor millets namely i.e. Foxtail Millet (Kangani/Kakun). Proso Millet (Cheena). Kodo Millet (Kodo), Little Millet (Kutki) and two Pseudo Millets: Buck-wheat (Kuttu) & Amaranths (Chaulai) for procurement under Central Pool during Kharif Marketing Season (KMS) 2024-25.

2. It is requested that wide publicity of the Uniform Specifications be made among the farmers in order to ensure that they get the due price for their produce and that rejection of the stocks is avoided. The procurement of paddy, rice, coarse grains & minor millets during KMS 2024-25 may be ensured by all the States/Union Territories (UTs) and Food Corporation of India strictly in accordance with the Uniform Specifications.

3. Further, standards of rice for issue to States/UTs for distribution under TPDS and Other Welfare Schemes based on the Uniform Specifications of rice for KMS 2024-25 are also enclosed.

4. Receipt of this communication may please be acknowledged.

5. This issues with the approval of the Competent Authority.

Yours faithfully,
(Sd/- 13.09.24)
(Vishwajeet Haldar)
Joint Commissioner (S&R)
Tele # 23384784

End: As above.

UNIFORM SPECIFICATION OF ALL VARIETIES OF PADDY
(KHARIF MARKETING SEASON 2024-2025)

Paddy shall be in sound merchantable condition, dry, clean, uniform in color and size of grains, and free from molds, weevils, obnoxious smell, Argemone mexicana, Lathyrus salivus (Khesari) and admixture of deleterious substances. All Paddy varieties are classified into two Grades i.e. 'A' and 'Common' based on the length and breadth ratio (L:B). If the ratio is greater than & equal to 2.5, then, it is classified as Grade 'A' and if the ratio is less than 2.5, then, it is classified as 'Common'.

SCHEDULE OF SPECIFICATION

S. No.	Refractions	Maximum Limit (%)
1.	Foreign matter	
	a) Inorganic	1.0
	b) Organic	1.0
2.	Damaged, discoloured, sprouted and weevilled grains	5.0*
3.	Immature, Shrunken and shrivelled grains	3.0
4.	Admixture of lower class	6.0
5.	Moisture content	17.0

* Damaged, sprouted and weevilled grains should not exceed 4%.

N. B.

1. The definitions of the above refractions and method of analysis are to be followed as per BIS 'Method of analysis for foodgrains' Nos. IS 4333(Part 1):2018 and IS 4333(Part 2): 2017 and 'Terminology for foodgrains' IS 2813:1995 & IS 2813:2019. as amended from time to time.
2. The method of sampling is to be followed as per BIS method for sampling of Cereals and Pulses IS: 14818-2000 as amended from time to time.
3. Within the overall limit of 1.0% for organic foreign matter, poisonous seeds shall not exceed 0.5% of which Dhatura and Akra seeds (Vicia species) not to exceed 0.025% and 0.2% respectively.

UNIFORM SPECIFICATION FOR GRADE 'A' & 'COMMON' RICE (KHARIF MARKETING SEASON 2024-2025)

Rice shall be in sound merchantable condition, sweet, dry, clean, wholesome, uniform in color and size of grains. Rice shall also be free from molds, weevils, obnoxious smell, an admixture of unwholesome poisonous substances. *Argemone mexicana* and *Lathyrus sativus* (Khesari) in any form, or coloring agents & all impurities except to the extent in the schedule below.

SCHEDULE OF SPECIFICATION

Sl. No.	Refractions		Maximum Limit (%)	
			Grade 'A'	Common
1.	Brokens*	Raw	25.0	25.0
		Parboiled/single parboiled rice	16.0	16.0
2.	Foreign Matter**	Raw / Parboiled / single parboiled rice	0.5	0.5
3.	Damaged *** / Slightly Damaged Grains	Raw	3.0	3.0
		Parboiled/ single parboiled rice	4.0	4.0
4.	Discoloured Grains	Raw	3.0	3.0
		Parboiled/ single parboiled rice	5.0	5.0
5.	Chalky Grains	Raw	5.0	5.0
6.	Red Grains	Raw/Parboiled/Single parboiled rice	3.0	3.0
7.	Admixture of lower class	Raw/Parboiled/Single parboiled rice	6.0	NA
8.	Dehusked Grains	Raw/Parboiled/Single parboiled rice	13.0	13.0
9.	Moisture content @	Raw/Parboiled/Single parboiled rice	14.0	14.0
10.	FRK (Fortified Rice Kernel)@@	In case of procurement of fortified rice stock, 1% of FRK (w/w) should be blended with normal rice stock.		

* Not more than 1% by weight shall be small broken.

** Not more than 0.2% by weight shall be mineral matter and not more than 0.10% by weight shall be impurities of animal origin.

*** Including pinpoint damaged grains.

@ Rice (both Raw & Parboiled Single Parboiled) can be procured with moisture content up to a maximum limit of 15% with value cut. There will be no value cut up to 14%. Between 14% to 15% moisture, a value cut will be applicable at the rate of full value.

@@ Blending ratio may vary from a range 0.9 to 1.20% by weight in fortified rice subject to satisfying the prescribed micro-nutrient level as per the CoA of FRK.

NOTE:

1. The definition of the above refractions and method of analysis are to be followed as given in Bureau of Indian Standard “Method of analysis for Foodgrains” Nos IS 4333(Part I):2018 and IS 4333(Part 2): 2017 and “Terminology for foodgrains” IS 2813:1995 & IS 2813:2019 as amended from time to time. Dehusked grains are rice kernels whole or broken which have more than 1/4th of the surface area of the kernel covered with the bran and determined as follows:-

ANALYSIS PROCEDURE: Take 5 grams of rice (sound head rice and broken) in a petri dish (80 X 70 mm). Dip the grains in about 20 ml. of Methylene Blue solution (0.05% by weight in distilled water) and allow to stand for about one minute. Decant the Methylene Blue solution. Give a swirl wash with about 20 ml. of dilute hydrochloric acid (5% solution by volume in distilled water). Give a swirl wash with water and pour about 20 ml. of Metanil Yellow solution (0.05% by weight in distilled water) on the blue stained grains and allow to stand for about one minute. Decant the effluent and wash with fresh water twice. Keep the stained grains under fresh water and count the dehusked grains. Count the total number of grains in 5 grams of sample under analysis. Three broken are counted as one whole grain.

CALCULATIONS:

$$\text{Percentage of Dehusked grains} = \frac{N \times 100}{W}$$

Where. N = Number of dehusked grains in 5 grams of sample

W = Total grains in 5 grams of sample.

2. The Method of sampling is to be followed as given in Bureau of Indian Standard “Method of sampling of Cereals and Pulses” No IS: 14818-2000 as amended from time to time.
3. Broken less than 1 /8th of the size of full kernels will be treated as organic foreign matter. For determination of the size of the broken average length of the principal class of rice should be taken into account.
4. Inorganic foreign matter shall not exceed 0.20% in any lot, if it is more, the stocks should be cleaned and brought within the limit. Kernels or pieces of kernels having mud sticking on the surface of rice shall be treated as Inorganic foreign matter.
5. In case of rice prepared by pressure parboiling technique, it will be ensured that correct process of parboiling is adopted i.e. pressure applied, the time for which pressure is applied, proper gelatinisation, aeration and drying before milling are adequate so that the colour and cooking time of parboiled rice are good and free from encrustation of the grains.

**STANDARDS OF RICE FOR ISSUE TO STATE GOVERNMENTS/ UT
ADMINISTRATIONS FOR DISTRIBUTION UNDER TPDS AND OTHER
WELFARE SCHEMES.**

Guidelines for issue/disposal of wheal and rice have been issued vide Department letter No 8-2/98-DRII dated 27.01.1998 and 13.11.1998. Gist of standards of rice for issue to States/UTs for distribution under TPDS and OWSs along with updated illustrations for KMS 2024-25 is as under:

1. Ready issuable stocks are fit for human consumption which should conform the standards of Food Safety and Standards Act and Rules framed there under.
2. Rice stocks are falling within A, B & C categories (categorization is based on damaged and discolored grains) conforming to food safety norms and free from insect infestation are ready stocks. Ready stocks may be issued under TPDS and OWSs provided the refractions in respect of broken grains, chalky grains, red grains and dehusked grains are upto 20% in excess of the uniform specifications.

SCHEDULE OF SPECIFICATION

Sl. No.	Refraction		Maximum limit (%) as per uniform specifications for Grade 'A' & Common (At the time of procurement)	Maximum permissible limit (%) for Grade 'A' & Common (At the time of distribution)
1	Damaged/Slightly Damaged/Pin-point Damaged Grains	Raw	3	5
		Parboiled/Single Parboiled Rice	4	5
2	Discolored Grains	Raw	3	7
		Parboiled/Single Parboiled Rice	5	7
3	Broken	Raw	25	30
		Parboiled/Single Parboiled Rice	16	19
4	Chalky Grains	Raw	5	6
5	Red Grains	Raw/Parboiled/Single Parboiled Rice	3	4
6	Dehusked Grains	Raw/Parboiled/Single Parboiled Rice	13	16
7	Foreign Matter	Raw/Parboiled/Single Parboiled Rice	0.5	1.0

UNIFORM SPECIFICATION FOR JOWAR (KHARIF MARKETING SEASON 2024-2025)

The Jowar shall be dried and matured grains of *Sorghum vulgare*. It shall have uniform size and shape. It shall be in sound merchantable condition. The procurement of the foodgrain commodity under central pool shall be carried out as per the schedule of specifications given below.

2. Jowar shall be sweet, hard, clean, wholesome and free from *Argemone mexicana* and *Lathyrus sativus* (khesari) in any form, colouring matter, moulds, weevils, obnoxious smell, admixture of deleterious substances and all other impurities except to the extent indicated in the schedule below:

SCHEDULE OF SPECIFICATION

S. No.	Refractions	Maximum Limit (%)
1.	Foreign matter *	1.0
2.	Other foodgrains	2.0
3.	Damaged grains	1.0
4.	Slightly damaged & discoloured grains	5.0
5.	Shrivelled & Immature grains	4.0
6.	Weevilled grains	1.0
7.	Moisture content	13.0

* Not more than 0.25% by weight shall be mineral matter and not more than 0.10% by weight shall be impurities of animal origin.

N. B.

1. The definition of the above refractions and method of analysis are to be followed as given in Bureau of Indian Standard 'Method of Analysis for foodgrains' Nos. IS 4333(Part 1):2018 and IS 4333(Part 2): 2017 and 'Terminology for foodgrains' IS 2813:1995 & IS 2813:2019 as amended from time to time.
2. The method of sampling is to be followed as given in Bureau of Indian Standard 'Method of sampling of Cereals and Pulses' No. IS: 14818-2000 as amended from time to time.
3. Within the overall limit of 1.0% for Foreign Matter the poisonous seeds shall not exceed 0.5% of which Dhatura and Akra seeds (*Vicia* species) not to exceed 0.025% and 0.2% respectively.
4. Kernels with glumes will not be treated as unsound grains. During physical analysis the glumes will be removed and treated as organic foreign matter.

UNIFORM SPECIFICATION FOR BAJRA (KHARIF MARKETING SEASON 2024-2025)

The Bajra shall be the dried and matured grains of *Pennisetum typhoides*. It shall have uniform size and shape. It shall be in sound merchantable condition. The procurement of the foodgrain commodity under central pool shall be carried out as per the schedule of specifications given below.

2. Bajra shall be sweet, hard, clean, wholesome and free from *Argemone mexicana* and *Lathyrus sativus* (khesari) in any form, colouring matter, moulds, weevils, obnoxious smell, admixture of deleterious substances and all other impurities except to the extent indicated in the schedule below:

SCHEDULE OF SPECIFICATION

S. No	Refractions	Maximum Limits (%)
1.	Foreign matter*	1.0
2.	Other foodgrains	2.0
3.	Damaged grains	1.0
4.	Slightly damaged & discoloured grains**	5.0
5.	Shrivelled & Immature grains	4.0
6.	Weevilled grains	1.0
7.	Moisture content	13

* Not more than 0.25% by weight shall be mineral matter and not more than 0.10% by weight shall be impurities of animal origin.

** Bajra grains which are dull in appearance having changed the colour due to deteriorative changes are to be considered as discoloured grains and bajra grains having natural lustre and sound in condition, even of different colour due to genetic/varietal characteristic may be treated as sound kernels.

N.B.

1. The definitions of the above refractions and method of analysis are to be followed as given in Bureau of Indian Standard 'Method of analysis for Foodgrains' Nos IS 4333(Part 1):2018 and IS 4333(Part 2): 2017 and "Terminology for foodgrains" IS 2813:1995 & IS 2813:2019 as amended from time to time.
2. The method of sampling is to be followed as given in Bureau of Indian Standard 'Method of Sampling of Cereals and Pulses' No IS: 14818-2000 as amended from time to time.
3. Within the overall limit of 1.0% for Foreign Matter, the poisonous seeds shall not exceed 0.5% of which Dhatura and Akra seeds (*Vicia* species) not to exceed 0.025% & 0.2% respectively,
4. Kernels with glumes will not be treated as unsound grain. During physical analysis the glumes will be removed and treated as organic foreign matter.
5. Within overall limit of 1.0% for damaged grains the Hrgoty kernels shall not exceed 0.05%.

UNIFORM SPECIFICATION FOR MAIZE (KHARIF MARKETING SEASON 2024-2025)

The matured grain of maize (*Zea mays*) shall be in the dried form. The grains shall have a uniform size, color, shape and be in sound merchantable condition. The procurement of the foodgrain commodity under central pool shall be carried out as per the schedule of specifications given below.

2. Maize grains shall be sweet, hard, clean, wholesome, and free from *Argemone mexicana* and *Lathyrus satixus* (Khesari) in any form, coloring matter, molds weevils, obnoxious smell, an admixture of deleterious substances, and all other impurities except to the extent indicated in the schedule below:

SCHEDULE OF SPECIFICATION

S. No.	Refractions	Maximum Limits (%)
1.	Foreign matter*	1.0
2.	Other foodgrains	2.0
3.	Damaged grains	1.5
4.	Slightly damaged, discoloured and touched grains	4.5
5.	Shrivelled & Immature grains	3.0
6.	Weevilled grains	1.0
7.	Moisture content	14.0

* Not more than 0.25% by weight shall be mineral matter and not more than 0.10% by weight shall be impurities of animal origin.

N.B.

1. The definition of the above refractions and method of analysis are to be followed as given in Bureau of Indian Standard 'Method of Analysis for Foodgrains' Nos. IS 4333(Part 1):2018 and IS 4333(Part 2): 2017 and 'Terminology for foodgrains' IS 2813:1995 & IS 2813:2019 as amended from time to time.
2. The method of sampling is to be followed as given in Bureau of Indian Standard 'Method of sampling of cereals and pulses' No. IS: 14818-2000 as amended from time to time.
3. Within the overall limit of 1.0% for foreign matter, the poisonous seeds shall not exceed 0.5% of which Dhatura and Akra Seeds (*Vicia species*) not to exceed 0.025% and 0.2% respectively.
4. The small sized maize grains, if the same are otherwise fully developed, should not be treated as shrivelled and immature grains.

UNIFORM SPECIFICATION FOR RAGI (KHARIF MARKETING SEASON 2024-2025)

The Ragi grains shall be dried matured grains of *Eleusine coracana*. The grains shall have a uniform size, shape and shall be in sound merchantable. The procurement of the foodgrain commodity under central pool shall be carried out as per the schedule of specifications given below.

2. Ragi shall be sweet, hard, clean, wholesome, and free from molds, weevils, obnoxious smell, *Argemone mexicana* and *Lathyrus sativus* (Khesari) in any form, coloring matter, an admixture of deleterious substances, and all other impurities except to the extent indicated in the schedule below:

SCHEDULE OF SPECIFICATION

S. No	Refractions	Maximum Limits (%)
1.	Foreign matter*	1.0
2.	Other food grains	1.0
3.	Damaged grains	1.0
4.	Slightly damaged grains	2.0
5.	Moisture content	12.0

* Not more than 0.25% by weight shall be mineral matter and not more than 0.10% by weight shall be impurities of animal origin.

N. B.

1. The definition of the above refractions and method of analysis are to be followed as given in the Bureau of Indian Standard 'Method of analysis for foodgrains' Nos. IS 4333(Part 1):2018 and IS 4333(Part 2): 2017 and 'Terminology for foodgrains' IS 2813:1995 & IS 2813:2019 as amended from time to time.
2. The method of sampling is to be followed as given in the Bureau of Indian Standard 'Method of sampling of cereals and pulses' No. IS: 14818-2000 as amended from time to time.
3. Within the overall limit of 1.0% for foreign matter, the poisonous seeds shall not exceed 0.5% of which Dhatura and Akara seeds (*Vicia* species) are not to exceed 0.025% and 0.2% respectively.
4. Kernels with husk will not be treated as unsound grains. During physical analysis, the husk will be removed and treated as organic foreign matter.

UNIFORM SPECIFICATION OF 06 MINOR MILLETS NAMELY i.e. FOXTAIL MILLET (KANGANI/KAKUN), PROSO MILLET (CHEENA), KODO MILLET (KODO), LITTLE MILLET (KUTKI) AND TWO PSEUDO MILLETS; buck-WHEAT (kuttu) AND AMARANTHS (CHAULAI)

(KHARIF MARKETING SEASON 2024-2025)

This standard applies to 06 minor millets namely i.e. Foxtail Millet (Kangani/Kakun). Proso Millet (Cheena), Kodo Millet (Kodo), Little Millet (Kutki) and two Pseudo Millets: Buckwheat (Kuttu) and Amaranths (Chaulai). The millet grain shall be in sound merchantable condition. The procurement of the foodgrain commodity under central pool shall be carried out as per the schedule of specifications given below.

2. The specification applies to the millet grain which shall be free from poisonous, toxic, noxious, or obnoxious seeds and added coloring matter, rodent hair and excreta.

SCHEDULE OF SPECIFICATIONS

S.No	Parameter	Maximum Limit (%)
1.	Moisture content (not more than. % by mass)	13.0%
2.	Extraneous matter	Not more than 1.0 per cent by mass, of which not more than 0.25 per cent by mass shall be mineral matter and not more than 0.10 per cent by mass shall be impurities of animal origin.
3.	Other edible grains (not more than, % by mass)	2.0 %
4.	Grains with serious defects. (Grain in which the cotyledon has been affected or attacked by pests; grains with very slight traces of mould or decay; or cotyledon staining.) (not more than. % by mass)	1.0 %
	Grains with slight defects. (Grains which have not reached normal development; grains with extensive seed coat staining, without the cotyledon being affected; grains in which the seed coat is wrinkled, with pronounced folding or broken grain) (not more than. % by mass)	5.0%
6.	Weevilled grains, (not more than. % by count)	1.0%
7	Immature and Shrivelled grains (not more than. % by mass)	4.0 %

Annexure - VIII

**Government of West Bengal
Food & Supplies Department
11A, Mirza Ghalib Street, Kolkata - 700 087**

No. 4014 - FS/Sectt/Food/4P-16/2016 (Pt.)

Dated, Kolkata the 26th September, 2019

NOTIFICATION

1. The Department of Food and Supplies has fixed a target of paddy procurement to the tune of 52 LMT including 6 LMT by FCI to ensure the remunerative price to the farmers including the small and marginal ones and for meeting the entire requirement of Central Pool under NFSA, State Pool under Rajya Khadya Suraksha Yojana (RKSY), ICDS, Mid Day Meal and other State Government Sponsored Welfare Schemes during the KMS 2019-20 starting from 1st October, 2019 to 30th September, 2020.
2. The farmers can sell their produce at the notified Centralized Procurement Centres (CPCs), at the Direct Purchase Camps (DPCs), at the Co-operative Society camps or at the Self Help Groups (SHGs) or Farmer Producer Organisations (FPOs) Camps organised by CMR agencies with effect from 1st November, 2019.
3. The Government has also declared an incentive of Rs. 20/- (Rupees Twenty) only per quintal over and above Minimum Support Price (MSP) of Rs. 1815 /- (Rupees One thousand Eight Hundred Fifteen) only per quintal for common paddy of Fair Average Quality (FAQ) to the farmers who will sell their paddy at the notified Centralized Procurement Centres (CPCs) from 1st November, 2019 onwards.
4. As per the decision of the Cabinet held on 23rd September, 2019 intensive publicity at Gram Panchayats and village levels will be taken up to inform the farmers about Centralised Procurement Centres (CPCs) and the camps being organised by CMR agencies/Co-operative Societies / Self Help Groups / FPOs so that farmers are aware of the dates of such procurement in their areas. The Agriculture Department shall be requested to extend all co-operation whereby the Assistant Director of Agriculture of Government of West Bengal along with his/her team of Krishi Proyukti Sahayaks may be mobilised to facilitate intensive publicity amongst the farmers in this regard.
5. The District Level Monitoring Committee (DLMC) will form a 3 (three) men committee at the Block level with the BDO or his/her representative, Assistant Director of Agriculture of Government of West Bengal and representative of Rice Mills to monitor any dispute regarding the quality of paddy procured and other such issues which may arise at the Centralise Procurement Centres (CPCs)/Direct Purchase Camps (DPCs) / Self Help Groups (SHGs) / FPOs and Co-operative Society Camps like the previous KMS i.e. 2018-19.
6. This issues with approval of the Cabinet vide No. 1417 dated 26.09.2019.

Sd/- (26.09.2019)

Sarmistha Das, IAS

Commissioner in the Food & Supplies Department

Annexure - IX

E. 792989

**Government of West Bengal
Food & Supplies Department
Procurement Cell
11A, Mirza Ghalib Street, Kolkata - 700 087**

No.I/485174/2024

Dated:15.02.2024

ORDER

The issue of submission of Bank Guarantee and delivery of paddy to the Rice Mills has been prescribed in clause no. 13 of the Order on procurement as issued vide no.4511-FS/Seett./Food/4P-99/2023 (Pt. IV) dated 16th October, 2023.

Following points were considered for determining the paddy limit that may be handed over to the tagged Rice Mills after empanelment and submission of valid Bank Guarantee:

- a. Whether the Rice Mill is a new Rice Mill or earlier empaneled Rice Mill,
- b. Date of delivery of CMR completely in KMS 2022-23 for earlier empaneled Rice Mills,
- c. Date of submission of Bank Guarantee,
- d. Value (amount) of the valid Bank Guarantee by a Rice Mill.

Now, in addition of the above mentioned parameters, following more parameters have been taken into consideration for determining the paddy limit that may be delivered to a Rice Mill:

- e. Past performance (overall) of the Rice Mills (in earlier KMS),
- f. Performance of the Rice Mill in current KMS, particularly in delivery of CMR,
- g. Milling capacity of the Rice Mill.

The ITR Cell will develop the portal accordingly. This issues with the approval of the competent authority and in the interest of paddy procurement in KMS 2023-24.

Sd/- (15.02.2024)
Amit Roy Choudhury, IAS
Sr. Special Secretary to the
Govt. of West Bengal

Annexure - X

No.-DCFS/PROC/2024-25/.....

DATED-...../...../2024

BI PARTITE AGREEMENT –I

**WITH RICE MILL AND DISTRICT CONTROLLER, FOOD & SUPPLIES
FOR MILLING OF PADDY PURCHASED BY THE
FOOD & SUPPLIES DEPARTMENT,
GOVERNMENT OF WEST BENGAL**

This AGREEMENT entered on day of 2024
Between the FOOD & SUPPLIES DEPARTMENT, GOVERNMENT OF WEST BENGAL,
having registered office at 11-A, Mirza Ghalib Street, Kolkata-700087 hereinafter referred to
as “The Food & Supplies Department” and represented by the District Controller (Food &
Supplies)District, (which expression
shall, unless it be repugnant to the context or meaning thereof, be deemed to include his
successors, executors and administrators and shall also include an Officer duly authorized
by him or by the Director, DDP&S or the Food & Supplies Department) of the FIRST PART.

AND

M/s. (Name of the Rice Mill) having
its registered office at.....and Rice Mill
located at.....(complete address), in **West Bengal, represented through Shri /
Smt..... its** Proprietor / Authorised Director/Acting or Designated
Partner (hereinafter called the Rice Mill) which expression shall, unless it be repugnant to the
context or meaning thereof, be deemed to include his / her heirs, executors and administrators of
the **SECOND PART.**

WHEREAS, the Food & Supplies Department procures common variety paddy of Fair Average Quality (FAQ) at Minimum Support Price (MSP) with or without additional incentive from the farmers and to ensure timely delivery of resultant rice after custom milling of the same under **Decentralized Procurement Scheme** in the **Kharif Marketing Season (KMS) 2024-25**.

AND

WHEREAS, the State of West Bengal being the DCP State, who has signed the MoU with the Government of India for procurement for rice itself for the Public Distribution System, is carrying out the procurement of paddy at Minimum Support Price (MSP) directly from the farmers at Centralized Procurement Centers (CPC) (CPC includes mobile CPCs fixed by the District Administration and any other Purchase Center notified by Government) and conversion of the same into Custom Milled Rice (CMR) and delivery of CMR to various State Godown(s) or Designated Godown of Food & Supplies Department, Govt. of West Bengal and/ or FCI, as State Agent for the KMS 2024-25.

AND

WHEREAS, the above-mentioned Rice Mill have been empanelled by the Food & Supplies Department for providing support in carrying out the milling operations and delivery of the CMR as per the terms and conditions detailed in this Agreement read with the provisions of the West Bengal Custom Milled Rice (Obligation & Control) Order, 2015 and other instructions, Guidelines, Standard Operating Procedures issued and as amended from time to time.

NOW THIS AGREEMENT WITNESSETH AND IT IS HEREBY AGREED AND DECLARED BY AND BETWEEN THE PARTIES HERE TO AS FOLLOWS:-

A) INTERPRETATIONS:

1. The Procurement / Purchase Centre means any permanent, temporary or mobile Purchase Center known or defined by any name such as Centralized Procurement Centres (CPCs), mobile CPCs (mCPCs) or other Procurement Centers or Camps established by District Controller of Food & Supplies or Paddy Procuring Societies on behalf of CMR Agencies for the purpose of purchase of paddy from the farmers by the State Government.
2. Minimum Support Price (MSP) means Purchase Price of the paddy of the specified quality from the farmers as declared by GOI with or without incentives, if any, declared by the State Govt. for the KMS 2024-25.
3. Words and expressions used but not defined herein but defined in the West Bengal Custom Milled Rice (Obligation & Control) Order, 2015 shall have the same meaning as assigned to them in the said order.
4. Paddy Procuring Society means Primary Agricultural Co-operative Society/ Primary Agricultural Marketing Society / Sangha or Mahasangha of Self-Help Groups / Farmer Producers Organization/ Farmer Producers Company/ Large Area Multipurpose Societies etc. engaged by CMR Agencies for purchase of paddy from the farmers on behalf of the State Government.
5. Fortified Rice means, CMR fortified with the FRK (Fortified Rice Kernel) as specified.

B) RECEIPT AND TRANSPORTATION OF PADDY:

1. The Rice Mill shall be eligible to be tagged with a purchase center to receive paddy only after fulfillment of following conditions :
 - a. Rice Mill has been empanelled and activated in the system
 - b. Requisite bank guarantee has been submitted
 - c. Bi-partite agreements (BA-I and BA-II) have been signed by the Rice Mill and uploaded by DCFS and CMR Agency
 - d. Rice Mill has uploaded valid documents.
2. Tagging of Rice Mills and allotment of Paddy to Rice Mill will be made only after delivery of 100% CMR of earlier KMS and online and based on combined logic of their:
 - a. Milling Capacity,
 - b. Distance from a paddy purchase center,
 - c. Bank Guarantee submitted and date on which it was submitted
 - d. Paddy already allotted and CMR delivered
 - e. Performance of Rice Mills in terms of timely CMR delivery.
 - f. Performance in last KMS and in the current KMS.
 - g. And any other factor or parameter as decided by the authority as and when required.
3. The **Food and Supplies Department** will purchase paddy directly from the farmers at various Procurement / Purchase Centres notified by State Govt. mobile CPCs (mCPCs) or other procurement centers /camps to be set up at various locations to be decided in consultation with the Local Administration by paying MSP during the KMS 2024-25.
4. The Rice Mill will purchase and use “once used gunny bags” for packing of paddy at each procuring centre for transportation to Rice Mills.
5. The Rice Mill, shall be liable to attend any of the purchase centers as will be tagged by the District Controller (F&S) from time to time on different days.
6. The Rice Mill, will arrange and provide necessary logistic supports, such as providing labors, empty once used gunny bags (as per GOI guidelines) and authorized means of transportation of paddy from such purchase centers in the required number and timing.
7. The Rice Mill shall also assign/ tag an “Authorized Person” separately for all the purchase centers assigned to the rice mill every day to coordinate the paddy procurement operation at the purchase center viz. unloading the paddy, weighing, bagging, stitching & labeling, loading for dispatch from procurement centre. The Rice Mill authority shall make necessary entries of the details of the authorized person in the portal in advance. However, the Rice Mill may make the changes if situation so requires without hampering the paddy purchase process. If required at the purchase center the rice mill should tag more than one authorized person with the purchase center.

8. The Rice Mill shall assess the requirement of vehicles for each center depending upon farmers scheduled and assign / tag “vehicle (s)” at all the purchase centers assigned to the rice mill after making necessary entries of the details of the vehicle in the portal. However, the Rice Mill may make the changes if situation so requires, before the actual arrival of the vehicle at center, without hampering the paddy purchase process.
9. The Rice Mill shall make assessment of the number of farmers scheduled for sale of paddy on any day and expected quantity of paddy to be purchased in consultation with the Purchase Officers and make timely arrangement for placement of adequate numbers of authorized category of vehicles and labourers at these purchase centers depending upon the quantity of the paddy purchased and the road conditions for loading and transporting the paddy.
10. The rice mill shall arrange for the weighment and loading of the paddy purchase at the purchase centers.
11. The authorized representative of the Rice Mill should take delivery of paddy purchased by the **Food and Supplies Department** every day at purchase centers in the prescribed manner.
12. Before taking over the paddy from the paddy purchase centers, the Rice Mill will satisfy himself regarding quality and quantity of paddy. The **Food and Supplies Department**, in no case, will bear any liability for any deficiency in quality and quantity of paddy received by the Rice Mill.
13. Any disagreement regarding the dispatch should be taken up in writing with the DCF&S immediately within 48 hours. After 48 hours, the Rice Mill will not be able to raise any objection and the received paddy quantity is final.
14. The Rice Mill shall be responsible to make all arrangement to receive, store it safely temporarily and transport the paddy physically on the same day of procurement under its own arrangement and security from the purchase centre immediately.

C) MILLING OF PADDY:

1. The Rice Mill, shall be responsible to maintain stock account of paddy on day-to-day basis and shall also be responsible in maintaining proper records as prescribed by the Food & Supplies Department from time to time to facilitate physical verification by the **Food and Supplies Department** or any authorized officer of the Government of West Bengal / Government of India (GoI), at any point of time with or without notice.
2. It shall be the absolute responsibility of the Rice Mill to carry out custom milling of rice from the paddy supplied by the Govt. and / or blending with Fortified Rice Kernel (FRK) to produce Fortified Rice on behalf of the Govt, as its agent, strictly in conformity with the quality specifications prescribed by the Government of India (GoI), vide no. 8-4/2021-S&I Dated 20.09.2021 and Government of West Bengal (GoWB) order no. 01-FSdated 03.01.2022 read with order no. 3913-FS dated 20.09.2023 and subsequent order / amendments thereof & as per prescribed extraction ratio of 68% in case of Parboiled Common Rice and that of 67% in case of Raw Common Rice. In the event of any deviation from the standard extraction ratio and in the event of non-fulfillment of the other quality

specifications laid-down under the GoI and/or GoWB specifications for KMS 2024-25 read with Department's Notifications, the Rice Mill, shall be bound to compensate for the loss, for which **Food and Supplies Department** shall not be responsible and liable in any manner whatsoever.

3. The Rice Mill, shall be responsible to properly store the paddy in countable stacks, store Fortified Rice Kernels, do blending with FRK, store Milled Rice in Bulk form or store packed rice in proper countable stacks at all times so as to ensure its quality at all times as per the specifications.
4. The Rice Mill shall be liable to maintain up to date stock register and physical stock of CMR and un-milled paddy on day-to-day basis with due intimation to DCFS, the representative of the CMR Agency and to the F&S Department and shall also be responsible in maintaining proper books and records to facilitate physical verification by the CMR Agency and/or any authorized officer of the Government.
5. **Delivery of CMR:** The Rice Mill shall make the offer for the delivery of CMR online through 'e-paddy procurement portal' **within 20 (twenty) days from the date of receipt of paddy** from the purchase centers and arrange for delivery of CMR at the designated godown of FCI and / or Food & Supplies Department of State Government **within a period not exceeding 15 (fifteen) days from the date of receipt of Rice Receipt Order (RRO)**. The Rice Mill shall take necessary steps for obtaining RRO for effecting delivery of CMR within the above scheduled period.
6. In the event of failure of completing delivery in-spite of having issued RRO within 15 days, Food and Supplies Department may impose a penalty as fixed by the department and/ or may stop further allocation of paddy.
7. **Penal Provision for delay in delivery of CMR:** In the event of failure of completing delivery in-spite of having issued RRO within 15 days, **Food and Supplies Department may impose a penalty @ Rs.10 per MT of rice per day till delivery of the CMR.**

If the Rice Mill fails to deliver rice within 60 days from the date of receipt of paddy, no paddy allotment shall be done to that Rice Mill till the delivery of CMR against the paddy already taken. If the Rice Mill fails to deliver rice within 30 days from the date of issuance of RRO, no paddy allotment shall be made to that Rice Mill till the delivery of CMR for which RRO has been issued. This may also lead to initiation of proceeding under Bengal Public Demand Recovery Act, 1913.
8. **The stocks of rice shall be subject to the inspection as per CMR Control Order and/ or as per any other order or notification issued by the Govt. of India/ Government of West Bengal from time to time.**
9. At the time of delivery, the stock of rice which is not in conformity with the admissible specification shall be liable to be rejected. Rejection, if any, would be on account of Rice Mill. Bills will be paid on the basis of actual quantity of rice received at the godown of specified quality.
10. The Rice Mill shall be bound to timely deliver the CMR produced against paddy received by them on A/c of **Food and Supplies Department**. In the event of failure to deliver the

CMR or any part thereof and/or delayed delivery to FCI / State Government Godown the Rice Mill shall be fully responsible and liable whatsoever may be the reason and the Food & Supplies Department shall be free to recover the entire costs and consequential loss associated there with from the Rice Mill and/ or its owner. The **Food and Supplies Department** also reserves the right to take appropriate legal steps against the Rice Mill and/or its owner.

11. The **Food and Supplies Department** shall not be responsible for any shortage or damage or deterioration of the quality of paddy stocks delivered to the Rice Mill or its resultant rice due to happening of any natural calamities, fire accident, theft and burglary or otherwise.
12. It shall be responsibility of the Rice Mill for safe and scientific storage of paddy and rice kept under its custody. The Rice Mill shall get the stock insured against fire, natural calamity and allied perils/damage of the stock. It shall be responsible for shortage or damage of paddy, rice or gunny bags due to theft, burglary or other reasons also which are not covered under Standard Insurance Policy. The insurance premium shall have to be borne by the Rice Mill.
13. In the situation if it is found that the paddy allocated by the purchase centers is not being milled timely and properly, paddy is getting damaged at the Rice Mill or it is apprehended that the paddy has been shifted to any other godown without the prior written permission of the DCFS, the State Govt. may take decision to take possession of the paddy or CMR and shift it to other rice mill or auction whenever required.
14. The CMR Agency as well as the officials of the State Government shall have full right to access to the mill or any other godown where the paddy despatched from purchase center has been stored for lifting the same either for auction or for shifting to other mills. The action of lifting the un-milled paddy shall not be construed in any manner to be a trespass on the premises of the mill and cost of such shifting will be billed to the Rice Mill.
15. The State Government shall reserve the right for recovery of Government dues on account of outstanding CMR as per Bengal Public Demand Recovery Act, 1913.

D) SECURITY DEPOSIT:

1. The Rice Mill shall have to furnish **Security Deposit** in the form of **BANK GUARANTEE** issued by any Scheduled Commercial Bank in India including the Scheduled Co-operative Banks (Excluding Foreign Scheduled Bank) as per the Bank Guarantee fixed by the Government from time to time for receiving a specified quantity of the paddy.
2. Rice Mill has to submit and pledge the Bank Guarantee to the DCFS of the concerned districts.
3. Rice Mill shall make entries/update the details of Bank Guarantee and upload the scanned copies in portal before signing of agreement and submit the original BG to the DCF&S immediately under proper acknowledgement.
4. No paddy shall be allotted or Rice Mills shall not be authorized to receive paddy from any Purchase center without submitting the valid bank Guarantee.

5. The genuineness of the Bank guarantee submitted by the Rice Mills will be subject to verification by the District Controllers from the issuing banks. In case the submitted BG is found not genuine or valid, paddy will be stopped to be handed over to the Rice Mill and legal action will be initiated against the Rice Mill.
6. The validity period of the Bank guarantee shall be till 30th September, 2025. However, in case of early delivery of CMR against the entire paddy delivered for the whole season, the BG may be released after three (3) months from the date of completion of last delivery of CMR by the Miller.
7. Rice Mill shall have to maintain the BG which is at the time of signing this agreement for whole KMS i.e. up to 30th September, 2025. If any BG is already submitted by the Rice Mill and is valid as on the date of signing the agreement that will be counted as a valid BG. For this, a BG having validity beyond 31st December, 2024 only shall be considered. However, the same shall be replaced by another BG of equivalent amount at least 15 days before the expiry date, which shall be valid till 30th September, 2025. Counting of the BG for considering the paddy limit including relaxation, if any, shall stop 30 days prior to the date of expiry.
8. The claim / encashment period of the BG shall be at least 3 months after the validity period.
9. **A Rice Mill can submit any additional BG at any stage during the KMS but that BG shall not be eligible for any relaxation. Paddy holding capacity against such additional BG will be determined as per the scale mentioned in the Rice Mill empanelment Order 3387-FS dated 22.08.2024 for each category of the Rice Mill.**
10. Notwithstanding, anything mentioned above, Department shall have the right to increase /change the value of Bank Guarantee depending upon the paddy handed over to the Rice Mill at any point of time of the KMS or the performance of the rice mill during the KMS and the concerned Rice Mill shall be bound to execute that within 07 (seven) days from the date of communication of such information.
11. The Department reserves the right to encash the Bank Guarantee, partially or fully, as applicable, in case of failure of the CMR delivery by the Rice Mill or violation of any terms and conditions of agreement and/or non-compliance of order/ guidelines on paddy procurement in KMS 2024-25.

E) PACKING & STORING OF CUSTOM MILLED RICE:

1. The Rice Mill shall arrange for obtaining of new SBT gunny bags / HDPE/PP bags from district Head Quarters/Sub- division Head Quarters/ or any other storage point of Food & Supplies Department or any other designated godown by DCFS conforming to specifications laid down in procurement guidelines for KMS 2024-25 for delivery of CMR in the account of **Food and Supplies Department**.
2. The Rice Mill shall maintain proper records of stock of gunny bags/ HDPE/ PP bags received, used and delivered, paddy received, paddy milled, FRK received, CMR and FRK blending, CMR produced and delivered to State / FCI godowns in physical as well as online mode, if prescribed by the government.

3. The physical stock of paddy, FRK, CMR, Gunny bags on a/c of **Food and Supplies Department** shall remain open for inspection at all times by any official of **Food and Supplies Department, Government of West Bengal** or that of GOI / Government of West Bengal for inspection as stated above.
4. The Rice Mill shall maintain separate stacks / stocks and compartment for storing the paddy and rice purchased and processed by him under private account and shall properly mark and identify this stock in the godown at all times.
5. The Rice Mill shall maintain separate Stock Registers, keep them updated immediately at the moment when any transaction is made, and shall produce the books of accounts and stock registers to the inspecting officials on demand.
6. **Proper Packing of the CMR :** The milled rice so produced by the concerned Rice Mill shall have to be packed in SBT new gunny bags or in HDPE/PP bags in the weight of 50 kg net. In order to prevent any spillage while offering CMR by the Rice Mill the mouth of each gunny bag should be double lined machine stitched or as may be instructed by the First Part from time to time. Each bag must be **stenciled** mentioning **Food and Supplies Department, Government of West Bengal, KMS 2024-25**, net weight, variety of rice, logo and other details in case of rice /fortified rice and Name of the Rice Mill.
7. Each miller shall be bound by the decision/ policy of the State Govt./ Govt. of India regarding the once used/ old gunny bags for filling and storage of paddy in KMS 2024-25 and other orders, notifications, circulars etc. that may be issued from time to time.
8. The Rice Mill shall ensure proper, safe and hygienic storage for preservation of rice as a food item. For the purpose of storing rice, bamboo mat and/ or polythene sheet must be spread over the floor of the godown and the Rice Mill shall ensure proper and suitable measures to control rodent and insecticides for safe undamaged preservation of rice in the godown till delivery of CMR to state/FCI godowns on account of **Food and Supplies Department**. Any loss/damage or deterioration of the quality sustained during storage of the rice prior to delivery to state/ FCI godowns shall be the responsibility of the Rice Mill and **Food and Supplies Department**, shall not be liable or responsible in any manner whatsoever.

F) TRANSPORTATION & DELIVERY OF CMR TO GODOWN:

1. The Rice Mill, after milling of paddy, shall offer for delivery of the CMR to the District Controller (F&S). The Rice Mill shall deliver the stock on receipt of RRO from the District Controller (F&S) following the procedure contained in the Food & Supplies Department orders issued in this regard in case of delivery of CMR to the godowns of the Food & Supplies Department and following the guidelines issued by the FCI authorities in case of delivery of CMR at the FCI depots.
2. CMR will be received in new **gunny bags/ HDPE/ PP bags**, each with 50 Kg. capacity only having prescribed specification in respect of size and weight, supplied by the WBECSC Ltd. or any other agency on behalf of the Department. The rice shall be packed in standard size, double lines machine stitched bags. The CMR shall be packed and sealed in the **gunny bags/ HDPE/ PP bags** only as stipulated by Govt. of India vide No.15 (8)/2006-PY.III dated 08.08.2006 and order/ guideline issued from time to time. Entire CMR shall

be supplied by the Rice Mill in 50 Kg. Gunny bags as per the directions of the State Govt./ Govt. of India. As regards packing and stitching, **colour coding** of rice bags to facilitate identification of crop year of stock, Govt. of India's instruction vide No.15(1)/2012-Py. III (367559) Dated 07/03/2023 or any amendment there of shall be strictly followed.

3. The loading of the CMR on account of **FOOD AND SUPPLIES DEPARTMENT/ FCI** at the Mill point and transportation **up to the designated godown** shall be the responsibility of the Rice Mill and the transportation charges will be reimbursed as per Government orders from time to time.
4. **The Miller shall not fudge or manipulate any figure, records, invoices, documents, registers, etc. related with the custom milling for taking undue benefit. If found guilty, he shall be punished in accordance with law, besides being blacklisted.**

G) PAYMENT FOR MILLING, TRANSPORT ETC.:

1. Bank account of Rice Mills will be validated as active and unique account by the F&S Department. The Bank account of the Rice Mill already registered in the portal will be validated if not already validated. The Rice Mill shall check the status of bank account through OTP / user credential based login in their profile in the portal.
2. The payment shall be credited in the bank account of Rice Mill only.
3. The Rice Mill shall be entitled to have payment of all incidentals like Mandi Labour Charges, Milling charges, Transportation of Paddy, Driage, etc. as per the Provisional Cost Sheet issued by the GoI for KMS 2024-25 and subsequent orders of the Govt. of West Bengal in this regard. The payment will be reimbursed to the Rice Mill after submission of bills in the prescribed manner.
4. The Rice Mill will submit the bills for milling charges and other incidentals to the concerned authority within 30 (Thirty) days after getting the Cumulative WQSC for a specific R.R.O.
5. **The Bills should be submitted in accordance with the order no. 2581-FS dated 06.08.2021 and subsequent amendments.**
6. Additional terms and conditions related with the payment:
 - i. In the event of any deduction required by FCI or F&S Department, GoWB for any quality deficiency, shortage of any nature, the same shall accordingly be deducted/ recovered from the Rice Mill or adjusted against their claims/ bills.
 - ii. In the event of non delivery of due CMR by a defaulter rice mill even after the stipulated period, the claim amount shall accordingly be recovered from the Rice Mill or adjusted against their incidental claims/ bills by the Govt.
 - iii. The Rice Mill shall always be responsible for custody and milling of paddy delivered to it, and subsequent delivery of resultant CMR at their risk and costs and shall be liable and/or made liable on account of any false statement and false declaration of return and report of paddy and CMR.
 - iv. The Rice Mill may be paid any other additional charges, as may be subsequently declared per order issued by GoI/ GoWB, subject to verification to determine the actual expenses incurred for milling of paddy and delivery of CMR.

- v. Since the paddy is purchased by the Food and Supplies Department, investing from its own fund, therefore the Food and Supplies Department reserves the right to deduct towards interest / penalty in case of delayed delivery beyond permissible limit in due time in the following manner :-
- a) If no genuine offer is made for delivery of the CMR, from the date of receipt of paddy within 60 days, the Rice Mill shall be treated as of questionable performance. Further delivery of any paddy to the Mill may also be stopped.
 - b) The Rice Mill shall be bound to deliver the CMR produced against paddy received by them within the stipulated time. Any false Offer or delay in delivery after issuance of RRO by DCF&Ss shall be a violation of clause 21 of the CMR Control Order, 2015 or as amended from time to time.
 - c) Any delay of delivery, of more than 15 days after issuance of RRO may attract a penalty on the Rice Mill @ Rs. 10 per MT of rice per day of delay beyond 15 days. This provision may be invoked if the delay cannot be reasonably justified by the Rice Mill. If the Rice Mill fails to deliver rice within 30 days from the date of issuance of RRO, no paddy allotment shall be made to that Rice Mill till the delivery of CMR for which RRO has been issued.
 - d) In the event of failure to deliver the rice to FCI/ State Govt. Godown, the Rice Mill shall have to pay the acquisition cost of paddy (MSP + Incidental Charges like Mandi Labour Charges, Milling charges, Transportation of Paddy, Driage etc.) alongwith interest @12% per annum as applicable from the date of receipt of paddy. In case any dispute arises the matter shall be referred to the Arbitrator.
6. The State Government shall reserve the right for recovery of Government dues on account of outstanding CMR as per Bengal Public Demand Recovery Act, 1913.

H) OBLIGATION OF RICE MILL:

1. The Rice Mill agrees to comply and obey with its obligations and responsibilities concerning the Rice Mill under the provisions of the Bi-Partite agreement –I and II, CMR Control Order, 2015-Orders, Guidelines, Standard Operating Procedures issued or as amended from time to time by the Government for procurement of paddy for KMS 2024-25.
2. The Rice Mill unconditionally agrees to bind itself with all the provisions of paddy procurement order and other orders in this regard from time to time.
3. The Rice Mill at the time of empanelment shall submit the copy of audited balance sheet for the Financial Year 2022-23, 2023-24 and its CIBIL Score, which shall be verified to determine the financial health of Rice Mill.
4. The Rice Mill on or before signing of the Agreement BA-I shall also upload the declaration stating that, Rice Mill is not declared as NPA by any Bank /Financial Institution and no such proceedings for declaration as NPA are under contemplation or are pending against that Rice Mill. Whenever any Rice Mill is declared NPA, the Rice Mill or its owner / director / proprietor / partners shall be duty bound to inform the DCF&S in writing about such fact within 15 days of such happening.

5. The Rice Mill shall not pledge or show the stock of paddy or CMR received on account of the Government against any loan or advance from any financial institution.
6. The Rice Mill shall also bring to the notice of the financial institutions regarding this agreement with whom they have taken the loan or while proceeding to take any loan.
7. Rice Mills or its owner / director / proprietor / partners shall be duty bound to inform any Bank or Financial Institutions that DCF&S, CMR agency and the Government of West Bengal shall have first charge on the stock and other assets including bank deposits in any form, land, plant and machineries if they have any paddy or CMR due at any stage.
8. **The Rice Mill shall arrange for affixing Banners in front, rear and left side of the vehicle used for transporting the paddy from the purchase centers while on each trip. The Banner shall display information as per given format by DCF&S or CMR agency.**
9. The Rice Mill, after receipt of paddy from the Purchase Centers shall utilize entire milling capacity for conversion of paddy in CMR on priority as till such conversion is completed. The Rice Mill shall not undertake milling of paddy of any other person or of any concerned there unless and until he completely delivered CMR processed out of paddy given at the Centralized Purchase Centers and Purchase Centers run by the CMR Agency having priority in that order.
10. **Rice Mill (who is not engaged in private milling):**
 - a) The **Rice Mill (who is not engaged in private milling)** shall have to maintain the stock of the Govt. paddy (in bags of uniform weight stacked up in accountable position and in bulk) and its resultant rice (in bags of uniform weight stacked up in accountable position and in bulk) in a well demarcated place.
 - b) **All the transactions regarding stock transferred for milling of paddy, offering of rice, generation of challan for delivery of rice shall be done online in the portal using his login credential before physical/ actual movement.**
 - c) Following shall be considered as **non-compliance** in manner of storage and maintenance of stock register and penalties imposed:
 - i. In case the physical stock of paddy and/ or rice are not properly stacked and marked for identification,
 - ii. In case there is any discrepancy noticed between the online stock and physical stock.
 - iii. Any other non-compliance as defined in the Procurement Order for the KMS 2024-25.
 - d) If any of the above violation is found, the Rice Mill shall be liable for a penalty of a minimum of Rs. 1 lakh for each violation. In case the stock of paddy and/ or rice is found short or damaged or quality deteriorated, the Rice Mill shall be deemed to have contravened Clause 21 (e) of CMR Control Order-2015 or as amended from time to time. The cost of paddy and/or rice shall be calculated as provided in the “Explanation” to the Clause 21 of the CMR Control Order.

11. Rice Mill (engaged in private milling also):

- a) The **Rice Mill (who is engaged in private milling also)** shall have to maintain the stock of the Govt. and private paddy (in bags of uniform weight stacked up in a countable position and in bulk) and its resultant rice (Govt. and private both) (in bags of uniform weight stacked up in a countable position and in bulk) **separately in well demarcated places** in such a manner that the private and Govt. stock are well identifiable and countable and measurable at all time. Any bulk paddy or rice shall have to be stacked at the time of inspection, if the Govt. paddy or rice is not in countable and measurable condition.
 - b) All the transactions regarding acknowledgement of paddy receipt, stock transferred for milling of paddy, offering of rice, generation of challan for delivery of rice shall be done online in the portal before or at the time of physical/ actual execution.
 - c) The Rice Mill shall maintain separate registers for the paddy and/or rice purchased and processed by him under private account and shall keep it updated immediately at the moment when the transaction is made and shall produce the books of accounts and stock to the inspecting officials on demand.
 - d) Following shall be considered as **non-compliance** in manner of storage and maintenance of stock register and penalties imposed:
 - i. In case the physical stock of paddy and/or rice against Govt. and private account are not properly and separately stacked,
 - ii. In case there is any discrepancy noticed between the online stock and physical stock,
 - iii. In case the stock registers of the private stock of paddy and/or rice are not properly and separately maintained and identified.
 - iv. If the milling and delivery of the CMR is delayed despite specific direction of the DCF&S.
 - v. Any other non-compliance as defined in the Procurement Order for the KMS 2024-25.
 - e) If any of the above violation is found, the Rice Mill shall be liable for a penalty of a minimum of Rs. 2 lakh for each violation. In case the stock of paddy and/or rice is found short or damaged or quality deteriorated, the Rice Mill shall be deemed to have contravened Clause 21 (e) of CMR Control Order-2015 or as amended from time to time. The cost of paddy and/or rice shall be calculated as provided in the “Explanation” to the Clause 21 of the CMR Control Order.
12. The Miller shall facilitate physical verification of stocks and books by the Food and Supplies Department or any authorized officer of the Government of West Bengal/ GoI/ concerned CMR Agencies, at any point of time.
13. In case it is detected at any point of time that the Mill was a defaulter Rice Mill in earlier KMSs transferred either through sale/ lease or any other mode to the present owner, it will be obligatory on the part of present owner to pay the cost of the default quantity with accrued interest.

14. If the premises of a defaulter miller is sold by a Bank/ financial institution by way of open auction, or otherwise disposed of by such Bank/ financial institution, either by adoption of proceedings under the SARFAESI Act or other applicable law after the date of issue of this policy, the purchaser of such premises and the premises itself shall be treated as defaulter.
15. The Rice Mill shall make the offer for the delivery of CMR online through ‘e-paddy procurement portal’ **within 20 (twenty) days from the date of receipt of paddy** from the purchase centers and arrange for delivery of CMR at the designated godown of FCI and/ or Food & Supplies Department of State Government **within a period not exceeding 15 (fifteen) days from the date of receipt of Rice Receipt Order (RRO).**
16. The Rice Mill shall take necessary steps for obtaining Rice Receipt Order (RRO) for effecting delivery of CMR within the above scheduled period.
17. Rice Mill which fails to comply with the timeline above will be treated as Rice Mill of questionable performance.
18. If the Rice Mill fails to deliver its assigned or agreed responsibilities within the stipulated time or procedure it agrees to the penalty or any other measure taken by the government or its authorized representatives.
19. The Rice Mill shall be under obligations to mill the paddy purchased by the Food & Supplies Department from different Purchase Centers and deliver CMR in the designated godown(s) as per direction of the District Authorities / Food and Supplies Department at the out turn ratio as referred hereinabove. The paddy delivered to the Rice Mill is a property of Government and it shall be deemed that the Rice Mill has been entrusted with the same for converting into rice and to supply the same as directed. Any deviation from quantity & quality of the supplied paddy and that converted into rice or shortage in the stock or deterioration of the quality of paddy or rice shall be deemed as misappropriation by the respective Rice Mill and the Owners/ Partners/ Directors and/ or the legal heir(s) of the said Rice Mill along with the persons directly responsible for such misappropriation shall be liable to be prosecuted against as per the relevant provisions of law.
20. The Rice Mill shall not mortgage, gift, sell, lease or transfer the mill by any means to any other person/ entity/ bank/ financial institution till the dues of Custom Milled Rice are cleared to the DCF&S or the concerned CMR agency.
21. The Rice Mill agrees to not to make any change in the nature, character or ownership of the Rice Mill. In case of Sole Proprietorship, Partnership Firm, Private Limited Company, Limited Liability Partnership and Societies, there shall be a complete ban during the validity period of this agreement on change of Proprietor, Partners, Directors or Members of Societies once an agreement has been entered into for Custom Milling of Paddy or a mill is allotted for Custom Milling or the Paddy is stored in the mill for Custom Milling till the entire Custom Milled Rice due is delivered and account is settled with concerned Agency. However, in case of death of any Sole Proprietor / Partner/ Director/ Member of Society or any other justifiable reason, the Director, can consider such request for change of management/ ownership on merit of the case.

22. In the event of any breach of terms & conditions of the agreement and or any violation of the provisions as contained in the said Control Order, the miller shall also attract penal action as per provision of Bhartiya Nyaya Sanhita-2023 (BNS), the E.C. Act, 1955 and the Indian Contract Act, 1872.

I) VALIDITY OF AGREEMENT:

1. This Agreement will remain valid and terms and conditions will have full force until any obligation incurred under this agreement is fulfilled by either of the parties hereto or till three (3) months after delivery of the entire CMR against the paddy so received, whichever is later.
2. The **Food and Supplies Department** shall have the right and liberty to terminate this Agreement after giving a Notice of at least 15 (fifteen) days without assigning a reason.
3. It is agreed and understood that the Terms and Conditions of the State Government/ FCI/ Government of India as prevailing now or which may be imposed/ altered/ revised, as the case may be, in respect of the above scheme, will be applicable upon the parties hereto of the Second Part mutatis mutandis.

J) SETTLEMENT OF DISPUTES & JURISDICTION OF COURT ETC. :

1. All the disputes and differences arising out of or in any manner touching or concerning the agreement whatsoever shall be referred for arbitration under the Arbitration and Conciliation Act 1996 read with the Arbitration and Conciliation (Amendment) Act 2015, to a sole Arbitrator to be appointed by the Secretary to the Government of West Bengal, Food & Supplies Department. The award of the Arbitrator shall be final/ conclusive and binding on the parties to the present contract.

Provided that any demand for arbitration in respect of any claim(s)/ dispute between both the parties, under the contract shall be in writing and shall be made within one year of the date of completion or expiry of the period of contract. If the demand is not made within the said period, the claim(s) of the Miller shall be deemed to have been waived off and the agency shall be released of all liabilities under the contract in respect of these claims. The cost for and in connection with arbitration shall be determined by the Arbitrator as per provisions of the Act who may make suitable orders in his award.

And further provided that the cases of fraud, theft, misappropriation etc. on the part of the miller are not covered under this Arbitration clause and in such cases, legal proceedings as deemed fit shall be initiated by the Govt. against the concerned miller as well as against the sureties.

2. In cases where documents of agreements are lost during arbitration/ civil proceedings and the miller has delivered even a single consignment of Custom Milled Rice to the Agency, it shall be presumed that the Agreement containing the Arbitration Clause did actually exist but has been deliberately lost by some vested interests. This Clause shall be acceptable to all the stakeholders.
3. Further, it is expressly agreed & declared by & between the parties here to that all amounts due to the Food & Supplies Department under terms of this agreement, if not paid in time, be recoverable under Bengal Public Demand Recovery Act 1913 (Bengal Act 3 of 1913)

or through Civil Court & shall bear interest at the rate of 12% per annum from the date when such payment falls due upto the date of final recovery.

4. Besides criminal action shall also be taken against the defaulting millers for any shortage / diversion / misappropriation in appropriate court of law within the State of West Bengal following the provisions of law in force.
5. The District Controller, Food & Supplies, is empowered to initiate both civil and criminal action against the defaulting miller in appropriate Court of Law on behalf of the Food & Supplies Department.

K) Undertaking: The Rice Mill has to submit the undertaking enclosed in Annexure –I.

SIGNED AND DELIVERED at on this the day of....., 2024
within the Court of (District) having the appropriate jurisdiction.

Signature of FIRST **PART** with Seal

WITNESS:-

Name:

Occupation:

Address:

Signature of SECOND **PART** with Seal

Name:

Occupation:

Address:

Affix recent
colour
passport size
photograph of
Owner/Director /
Partner
of the Rice Mill.

Affix recent
colour
passport size
photograph of
Owner/Director /
Partner
of the Rice Mill.

Affix recent
colour
passport size
photograph of
Owner/Director /
Partner
of the Rice Mill.

Undertaking		Annexure-I	
Rice Mills particulars			
1	Name of the Rice Mill		
2	Location of the Rice Mill		
3	Name of the proprietor		
4	Names of Partners/ Directors/ Members		
5	Are you a lessee Rice Mill (tick the correct box), attach the MOA	Yes	No
6	Contact no.		
7	E-mailid		
8	Year of set up		
9	Running on electricity	Yes	No
10	Total electricity consumption during last three KMS	KMS21-22	
		KMS22-23	
		KMS23-24	
11	Total quantity of paddy milled during last three KMS(in MT)	KMS21-22	
		KMS22-23	
		KMS23-24	
12	Are you a defaulter Rice Mill in respect to delivery of CMR in last three KMS (Write YES/ NO)	KMS21-22	
		KMS22-23	
		KMS23-24	
13	Paddy storage capacity (in MT)		
14	Rice storage capacity (in MT)		
15	Power and capacity (MT/ hr) of the Blending Machine		
16	Number of laborers working in the mill		
17	Do you have computer with internet connection?		
18	a. Milling capacity (per 8 hour) (in MT)		
	b. Certificate issuing authority	GM, DIC _____	
	c. GM DIC Certificate number, date		
19	Do you have an individual boiler certificate? If yes boiler number and valid upto		
20	Do you have a pollution certificate? If, yes valid upto		

21	Do you have audited balance sheet of last 2 years?	
22	Whether proprietor/ partner/ director of the Rice Mill is a licensee under the F&S Department, govt. of West Bengal. If yes, nature of license	
23	Any case pending against you in any court of law	
I, _____ son / daughter of Shri _____ aged _____ years, resident of _____ in the district of _____, West Bengal, do hereby declare that the information given above and in the enclosed documents are true to the best of my knowledge and belief and nothing has been concealed therein. I also declare that in case of any damage of stock within three months of delivery in godowns at other district by me (other than any natural calamities), I will be liable to replace the quantum of stock at my own cost. I am well aware of the fact that if the information given by me is found false/ not true at any point of time, legal measures can be taken against me or my organization in any court of law, and that the executed agreement shall be liable to be cancelled, and appropriate legal steps will be taken against me. I _____ son / daughter of Shri _____ aged _____ years, resident of _____ in the district of, West Bengal, also declare that Rice Mill above is not declared NPA by any Bank/ Financial Institution and no such proceeding under declaration NPA is pending against that Rice Mill.		
Name : Signature : Seal :		

BI PARTITE AGREEMENT–II

Between the CMR Agency and Rice Mill

The AGREEMENT entered on thisday of 2024 Between, a CMR agency selected by the Government of West Bengal for procurement of paddy during this KMS of 2024-25 hereinafter called as “**CMR AGENCY**” and represented by the Managing Director/ Chief Executive Officer (which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to include his successors, executors and administrators and also include an Officer duly authorized by him) of the **FIRST PART**.

AND

M/s..... (**Name of the Rice Mill**) having its registered office at and Rice Mill located at (Complete address), in **West Bengal, represented through Shri/ Smt** **its** Proprietor/ Director/ Acting Partner or Designated Partner (hereinafter called the Rice Mill) which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to include his/ her heirs, executors and administrators of the **SECOND PART**.

WHEREAS the Food & Supplies Department, Government of West Bengal has authorised (Name of CMR Agency) as State Agency for procurement of paddy of Fair Average Quality (FAQ) at Minimum Support Price (MSP) from the farmers and Custom Milling of paddy thereof and delivery of resultant Custom Milled Rice (CMR), as per various clauses of the West Bengal CMR (Obligation & Control) Order, 2015 and subsequent amendments thereof, if any, in the **Kharif Marketing Season (KMS) 2024-25**.

AND

WHEREAS (Name of CMR Agency) being awarded with the right and duty to procure paddy either by itself or through the Paddy Procuring Society from fresh crop as per the specification of Government of India at MSP or any other price fixed by the Government directly from the farmers by making payment to the farmers,

AND

WHEREAS the CMR Agency has engaged various Paddy Procuring Societies, on the Terms & Conditions contained in the agreement executed between the CMR Agency and the Paddy Procuring Society to procure Fair Average Quality (FAQ) paddy so that the Rice Mill shall collect the FAQ paddy so procured by the Paddy Procuring Society;

AND

WHEREAS the CMR Agency intends to engage (Name of Rice Mill) on inter alia the terms and conditions contained herein read with the provisions of the West Bengal Custom Milled Rice (Obligation & Control) Order, 2015 to receive the paddy so purchased by the Paddy procuring society on behalf of the CMR Agency and to carry into effect the work of receipt of paddy, transport to Rice Mill, conversion of paddy into CMR (parboiled/ raw rice) in accordance with the specification of Government of India and delivery of CMR as per the direction of CMR agency or District Controller of Food & Supplies of the district or any other officer authorized by the Food & Supplies Department and CMR Agency has agreed to accept such engagement.

AND

WHEREAS the Rice Mill has already signed the bi-partite agreement with the DCFS during KMS 2024-25 vide no.....dated.....

NOW, THEREFORE, the CMR Agency do hereby engage..... the Rice Mill, for receipt of paddy, transportation of paddy to the Rice Mill, conversion of paddy into CMR (parboiled/ raw rice) and transportation, delivery of the CMR to the designated godowns as per the specification issued by the Government of India and on the terms and conditions contained in the West Bengal CMR (Obligation & Control) Order, 2015, Paddy Procurement Order for KMS 2024-25 and other instructions, Guidelines, Standard Operating Procedures issued and as amended from time to time.

The CMR Agency reserves the right to execute the Bi-partite agreement with as many as Rice Mills as it deems necessary for milling of paddy in the district and assigned to different purchase centers as it deems fit at its sole discretion. The Rice Mill shall not have any right or demand whatsoever in this matter.

THIS AGREEMENT WITNESSETH AND IT IS HEREBY AGREED AND DECLARED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

A) INTERPRETATIONS:

1. The Procurement / Purchase Centre means any permanent, temporary or mobile Purchase Center known or defined by any name such as Centralized Procurement Centres (CPCs), mobile CPCs (mCPCs) or other Procurement Centers or Camps established by District Controller of Food & Supplies or Paddy Procuring Societies on behalf of CMR Agencies for the purpose of purchase of paddy from the farmers by the State Government.

2. Minimum Support Price (MSP) means Purchase Price of the paddy of the specified quality from the farmers as declared by GOI with or without incentives, if any, declared by the State Govt. for the KMS 2024-25.
3. Words and expressions used but not defined herein but defined in the West Bengal Custom Milled Rice (Obligation & Control) Order, 2015 shall have the same meaning as assigned to them in the said order.
4. Paddy Procuring Society means Primary Agricultural Co-operative Society/ Primary Agricultural Marketing Society / Sangha or Mahasangha of Self-Help Groups / Farmer Producers Organization/ Farmer Producers Company/ Large Area Multipurpose Societies etc. engaged by CMR Agencies for purchase of paddy from the farmers on behalf of the State Government.
5. Fortified Rice means, CMR fortified with the FRK (Fortified Rice Kernel) as specified.

B) RECEIPT AND TRANSPORTATION OF PADDY:

1. The Rice Mill shall be eligible to be tagged with a purchase center to receive paddy only after fulfillment of following conditions :
 - a. Rice Mill has been empanelled and activated in the system
 - b. Requisite bank guarantee has been submitted
 - c. Bi-partite agreements (BA-I and BA-II) have been signed by the Rice Mill and uploaded by DCFS and CMR Agency
 - d. Rice Mill has uploaded valid documents.
2. Tagging of Rice Mills and allotment of Paddy to Rice Mill will be made only after delivery of 100% CMR of earlier KMS and online and based on combined logic of their:
 - a. Milling Capacity,
 - b. Distance from a paddy purchase center,
 - c. Bank Guarantee submitted and date on which it was submitted
 - d. Paddy already allotted and CMR delivered
 - e. Performance of Rice Mills in terms of timely CMR delivery.
 - f. Performance in last KMS and in the current KMS.
 - g. And any other factor or parameter as decided by the authority as and when required.
3. The Rice Mill will purchase and use “once used gunny bags” for packing of paddy at each procuring centre for transportation to Rice Mills.
4. The Rice Mill, shall be liable to attend any of the purchase centers as will be tagged by the CMR Agency or District Controller (F&S) from time to time on different days.
5. The CMR Agency/ Paddy Procuring Society will upload the detailed location and schedule the camp in the portal normally thirty (30) days but not less than fifteen (15) days before the actual holding of the camps or as directed by the Food & Supplies Department from time to time.

6. The Paddy Procuring Society shall purchase the paddy from the farmers.
7. The Rice Mill, will arrange and provide necessary logistic supports, such as providing labors, empty once used gunny bags (as per GOI guidelines) and authorized means of transportation of paddy from such purchase centers in the required number and timing.
8. The Rice Mill shall also assign/ tag an “Authorized Person” separately for all the purchase centers assigned to the rice mill every day to coordinate the paddy procurement operation at the purchase center viz. unloading the paddy, weighing, bagging, stitching & labeling, loading for dispatch from procurement centre. The Rice Mill authority shall make necessary entries of the details of the authorized person in the portal in advance. However, the Rice Mill may make the changes if situation so requires without hampering the paddy purchase process. If required at the purchase center the rice mill should tag more than one authorized person with the purchase center.
9. The Rice Mill shall assess the requirement of vehicles for each center depending upon farmers scheduled and assign / tag “vehicle (s)” at all the purchase centers assigned to the rice mill after making necessary entries of the details of the vehicle in the portal. However, the Rice Mill may make the changes if situation so requires, before the actual arrival of the vehicle at center, without hampering the paddy purchase process.
10. The Rice Mill shall make assessment of the number of farmers scheduled for sale of paddy on any day and expected quantity of paddy to be purchased in consultation with the Purchase Officers and make timely arrangement for placement of adequate numbers of authorized category of vehicles and labourers at these purchase centers depending upon the quantity of the paddy purchased and the road conditions for loading and transporting the paddy.
11. The rice mill shall arrange for the weighment and loading of the paddy purchase at the purchase centers.
12. The authorized representative of the Rice Mill should take delivery of paddy purchased by PPS on behalf of (name of CMR agency) every day at purchase centers in the prescribed manner.
13. Before taking over the paddy from the paddy purchase centers, the Rice Mill will satisfy himself regarding quality and quantity of paddy. The **CMR Agency**, in no case, will bear any liability for any deficiency in quality and quantity of paddy received by the Rice Mill.
14. Any disagreement regarding the dispatch should be taken up in writing with the DCF&S and the district authority of the (name of CMR agency) immediately within 48 hours. After 48 hours, the Rice Mill will not be able to raise any objection and the received paddy quantity is final.
15. The Rice Mill shall be responsible to make all arrangement to receive, store it safely temporarily and transport the paddy physically on the same day of procurement under its own arrangement and security from the purchase centre immediately.
16. Before taking over the paddy from the paddy purchase centers, the Rice Mill will satisfy himself regarding quality and quantity of paddy. (Name of CMR Agency), in no case, will bear any liability for any deficiency in quality and quantity of paddy received by the Rice Mill.

17. The Rice Mill shall be responsible to make all arrangement to receive, store it safely temporarily and transport the paddy physically on the same day of procurement under its own arrangement and security from the purchase centre immediately.

C) MILLING OF PADDY:

1. The Rice Mill, shall be responsible to maintain stock account of paddy on day-to-day basis and shall also be responsible in maintaining proper records as prescribed by the Food & Supplies Department from time to time to facilitate physical verification by the **Food and Supplies Department**, (Name of CMR Agency), or any authorized officer of the Government of West Bengal / Government of India (GoI) / (Name of CMR Agency), , at any point of time with or without notice.
2. It shall be the absolute responsibility of the Rice Mill to carry out custom milling of rice from the paddy supplied by the Govt. and / or blending with Fortified Rice Kernel (FRK) to produce Fortified Rice on behalf of the Govt, as its agent, strictly in conformity with the quality specifications prescribed by the Government of India (GoI), vide no. 8-4/2021-S&I Dated 20.09.2021 and Government of West Bengal (GoWB) order no. 01-FSdated 03.01.2022 read with order no. 3913-FS dated 20.09.2023 and subsequent order / amendments thereof & as per prescribed extraction ratio of 68% in case of Parboiled Common Rice and that of 67% in case of Raw Common Rice. In the event of any deviation from the standard extraction ratio and in the event of non-fulfillment of the other quality specifications laid-down under the GoI and/or GoWB specifications for KMS 2024-25 read with Department's Notifications, the Rice Mill, shall be bound to compensate for the loss, for which **Food and Supplies Department** shall not be responsible and liable in any manner whatsoever.
3. The Rice Mill, shall be responsible to properly store the paddy in countable stacks, store Fortified Rice Kernels, do blending with FRK, store Milled Rice in Bulk form or store packed rice in proper countable stacks at all times so as to ensure its quality at all times as per the specifications.
4. The Rice Mill shall be liable to maintain up to date stock register and physical stock of CMR and un-milled paddy on day-to-day basis with due intimation to DCFS, the representative of the CMR Agency and to the F&S Department and shall also be responsible in maintaining proper books and records to facilitate physical verification by the CMR Agency and/or any authorized officer of the Government.
5. **Delivery of CMR:** The Rice Mill shall make the offer for the delivery of CMR online through 'e-paddy procurement portal' **within 20 (twenty) days from the date of receipt of paddy** from the purchase centers and arrange for delivery of CMR at the designated godown of FCI and / or Food & Supplies Department of State Government **within a period not exceeding 15 (fifteen) days from the date of receipt of Rice Receipt Order (RRO)**. The Rice Mill shall take necessary steps for obtaining RRO for effecting delivery of CMR within the above scheduled period.
6. In the event of failure of completing delivery in-spite of having issued RRO within 15 days, Food and Supplies Department may impose a penalty as fixed by the department and/ or may stop further allocation of paddy.

7. **Penal Provision for delay in delivery of CMR:** In the event of failure of completing delivery in-spite of having issued RRO within 15 days, **Food and Supplies Department may impose a penalty @ Rs.10 per MT of rice per day till delivery of the CMR.**

If the Rice Mill fails to deliver rice within 60 days from the date of receipt of paddy, no paddy allotment shall be done to that Rice Mill till the delivery of CMR against the paddy already taken. If the Rice Mill fails to deliver rice within 30 days from the date of issuance of RRO, no paddy allotment shall be made to that Rice Mill till the delivery of CMR for which RRO has been issued. This may also lead to initiation of proceeding under Bengal Public Demand Recovery Act, 1913.

8. **The stocks of rice shall be subject to the inspection as per CMR Control Order and/ or as per any other order or notification issued by the Govt. of India/ Government of West Bengal from time to time.**
9. At the time of delivery, the stock of rice which is not in conformity with the admissible specification shall be liable to be rejected. Rejection, if any, would be on account of Rice Mill. Bills will be paid on the basis of actual quantity of rice received at the godown of specified quality.
10. The Rice Mill shall be bound to timely deliver the CMR produced against paddy received by them on A/c of **Food and Supplies Department**. In the event of failure to deliver the CMR or any part thereof and/or delayed delivery to FCI / State Government Godown the Rice Mill shall be fully responsible and liable whatsoever may be the reason and the Food & Supplies Department shall be free to recover the entire costs and consequential loss associated there with from the Rice Mill and/ or its owner. The **Food and Supplies Department and** (Name of CMR Agency), **also reserves the right to take appropriate legal steps against the Rice Mill and/or its owner.**
11. The **Food and Supplies Department shall or** (Name of CMR Agency), not be responsible for any shortage or damage or deterioration of the quality of paddy stocks delivered to the Rice Mill or its resultant rice due to happening of any natural calamities, fire accident, theft and burglary or otherwise.
12. It shall be responsibility of the Rice Mill for safe and scientific storage of paddy and rice kept under its custody. The Rice Mill shall get the stock insured against fire, natural calamity and allied perils/damage of the stock. It shall be responsible for shortage or damage of paddy, rice or gunny bags due to theft, burglary or other reasons also which are not covered under Standard Insurance Policy. The insurance premium shall have to be borne by the Rice Mill.
13. In the situation if it is found that the paddy allocated by the purchase centers is not being milled timely and properly, paddy is getting damaged at the Rice Mill or it is apprehended that the paddy has been shifted to any other godown without the prior written permission of the DCFS, the State Govt. may take decision to take possession of the paddy or CMR and shift it to other rice mill or auction whenever required.
14. The CMR Agency as well as the officials of the State Government shall have full right to access to the mill or any other godown where the paddy despatched from purchase center has been stored for lifting the same either for auction or for shifting to other mills. The action of lifting the un-milled paddy shall not be construed in any manner to be a trespass on the premises of the mill and cost of such shifting will be billed to the Rice Mill.

15. The State Government shall reserve the right for recovery of Government dues on account of outstanding CMR as per Bengal Public Demand Recovery Act, 1913.
16. The CMR Agency as well as the officials of the State Government shall have full right to access to the mill or any other godown where the paddy dispatched from purchase center has been stored for lifting the same either for auction or for shifting to other mills. The action of lifting the un-milled paddy shall not be construed in any manner to be trespass on the premises of the mill and cost of such shifting will be billed to the Rice Mill.

D) SECURITY DEPOSIT

The Rice Mill shall have to furnish **Security Deposit** in the form of **BANK GUARANTEE** issued by any Scheduled Commercial Bank in India including the Scheduled Co-operative Banks (Excluding Foreign Scheduled Bank) as per the Bank Guarantee fixed by the Government from time to time for receiving a specified quantity of the paddy and pledge to the DCF&S as per provisions of the BA-I.

Any default on account of paddy delivered through (Name of CMR Agency) to the rice mill shall also be eligible for encashment of the pledged Bank Guarantee to the DCF&S by the DCF&S.

E) PACKING AND STORING OF CUSTOMED MILLED RICE (CMR):

1. All the provision under the heading **PACKING AND STORING OF CUSTOMED MILLED RICE (CMR)** of the BA-I executed with the DCF&S shall be applicable for this agreement also.
2. The physical stock of paddy, FRK, CMR, Gunny bags on a/c of (Name of CMR Agency) shall remain open for inspection at all times by any official of **Food and Supplies Department, Government of West Bengal** or that of GOI or the official of the CMR Agency for inspection as stated above.
3. The Rice Mill shall ensure proper, safe and hygienic storage for preservation of rice as a food item. For the purpose of storing rice, bamboo mat and/ or polythene sheet must be spread over the floor of the godown and the Rice Mill shall ensure proper and suitable measures to control rodent and insecticides for safe undamaged preservation of rice in the godown till delivery of CMR to state/ FCI godowns on account of (Name of CMR Agency) on behalf of **Food and Supplies Department**. Any loss / damage or deterioration of the quality sustained during storage of the rice prior to delivery to state/ FCI godowns shall be the responsibility of the Rice Mill and (Name of CMR Agency), shall not be liable or responsible in any manner whatsoever.

F) TRANSPORTATION & DELIVERY OF CMR TO GODOWN

All the provision under the heading **TRANSPORTATION & DELIVERY OF CMR TO GODOWN** of the BA-I executed with the DCF&S shall be applicable for this agreement also.

G) PAYMENT FOR MILLING, TRANSPORT ETC.:

1. All the provision under the heading **PAYMENT FOR MILLING, TRANSPORT ETC.** of the BA-I executed with the DCF&S shall be applicable for this agreement also.
2. The payment shall be credited in the bank account of Rice Mill only.

3. The Rice Mill shall be entitled to have payment of all incidentals like Mandi Labour Charges, Milling charges, Transportation of Paddy, Driage etc. as per the Cost Sheet issued by Government of West Bengal for KMS 2024-25 and subsequent orders issued in this regard. The payment will be reimbursed to the Rice Mill after submission of bills to the CMR agency in the prescribed manner.
4. The Rice Mill will submit the bills for milling charges and other incidentals within 30 (Thirty) days after getting the Cumulative WQSC for a specific R.R.O.
5. The Bills should be submitted in accordance with the order no. 2581-FS dated 06.08.2021 and subsequent amendments.
6. Additional terms and conditions related with the payment:
 - i. In the event of any deduction required by FCI or F&S Department, GoWB (Name of CMR Agency), for any quality deficiency, shortage or any nature, the same shall accordingly be deducted / recovered from the Rice Mill or adjusted against their claims/ bills.
 - ii. In the event of non-delivery of due CMR by a defaulter rice mill even after the stipulated period or any other due, the due amount pertaining to this or earlier KMSs shall accordingly be recovered from the Rice Mill or adjusted against their incidental claims / bills by the Govt. or (Name of CMR Agency)
 - iii. The Rice Mill shall always be responsible for custody and milling of paddy delivered to it, and subsequent delivery of resultant CMR at their risk and costs and shall be liable and/ or made liable on account of any false statement and false declaration of return and report of paddy and CMR.
 - iv. The Rice Mill may be paid any other additional charges, as may be subsequently declared as per order issued by GoI/ GoWB, subject to verification to determine the actual expenses incurred for milling of paddy and delivery of CMR.
 - v. Since the paddy is purchased by the Food and Supplies Department, investing from its own fund, therefore the Food and Supplies Department shall reserve the right to deduct towards interest/ penalty in case of delayed delivery beyond permissible limit in due time in the following manner:-
 - a) If no genuine offer is made for delivery of the CMR, from the date of receipt of paddy within 60 days the Rice Mill shall be treated as of questionable performance. Further delivery of any paddy to the Mill may also be stopped.
 - b) The Rice Mill shall be bound to deliver the CMR produced against paddy received by them within the stipulated time. Any false Offer or delay in delivery after issuance of RRO by DCF&Ss shall be a violation of clause 21 of the CMR Control Order, 2015 or as amended from time to time.
 - c) Any delay of delivery, of more than 15 days after issuance of RRO shall attract a penalty on the Rice Mill @ Rs. 10 per MT of rice per day of delay beyond 15 days. This provision may be invoked if the delay cannot be reasonably justified by the Rice Mill.
 - d) In the event of failure to deliver the rice to FCI/State Govt. Godown, the Rice Mill shall have to pay the acquisition cost of paddy (MSP + Incidental Charges like Mandi

Labour Charges, Milling charges, Transportation of Paddy, Driage etc.) along with interest @ 12 % per annum as applicable from the date of receipt of paddy. In case any dispute arises the matter shall be referred to the Arbitrator.

7. The State Government shall reserve the right for recovery of Government dues on account of outstanding CMR as per Bengal Public Demand Recovery Act, 1913.

H) OBLIGATION OF RICE MILL:

1. The Rice Mill agrees to comply and obey with its obligations and responsibilities concerning the Rice Mill under the provisions of the Bi-Partite agreement–II, CMR Control Order-2015, Orders, Guidelines, Standard Operating Procedures issued or as amended from time to time by the Government for procurement of paddy for KMS 2024-25.
2. The Rice Mill unconditionally agrees to bind itself with all the provisions of paddy procurement order and other orders in this regard from time to time.
3. The Rice Mill at the time of empanelment shall submit the copy of audited balance sheet for the Financial Year 2022-23, 2023-24 and its CIBIL Score, which shall be verified to determine the financial health of Rice Mill.
4. The Rice Mill on or before signing of the Agreement BA-I shall also upload the declaration stating that, Rice Mill is not declared as NPA by any Bank /Financial Institution and no such proceedings for declaration as NPA are under contemplation or are pending against that Rice Mill. Whenever any Rice Mill is declared NPA, the Rice Mill or its owner / director / proprietor / partners shall be duty bound to inform the DCF&S in writing about such fact within 15 days of such happening.
5. The Rice Mill shall not pledge or show the stock of paddy or CMR received on account of the Government against any loan or advance from any financial institution.
6. The Rice Mill shall also bring to the notice of the financial institutions regarding this agreement with whom they have taken the loan or while proceeding to take any loan.
7. Rice Mills or its owner/ director/ proprietor/ partners shall be duty bound to inform any Bank or Financial Institutions that DCF&S, CMR agency and the Government of West Bengal shall have first charge on the stock and other assets including bank deposits in any form, land, plant and machineries if they have any paddy or CMR due at any stage.
8. **The Rice Mill shall arrange for affixing Banners in front, rear and left side of the vehicle used for transporting the paddy from the purchase centers while on each trip. The Banner shall display information as per given format by DCF&S or CMR agency.**
9. The Rice Mill, after receipt of paddy from the Purchase Centers shall utilize entire milling capacity for conversion of paddy in CMR on priority till such conversion is completed. The Rice Mill shall not undertake custom milling of paddy of any other person or of any concerned there unless and until he completely delivered CMR processed out of paddy given at the Centralized Purchase Centers and Purchase Centers run by the CMR Agency having priority in that order.
10. **Rice Mill (who is not engaged in private milling):**
 - a) **The Rice Mill (who is not engaged in private milling)** shall have to maintain the stock of the Govt. paddy (in bags of uniform weight stacked up in accountable position

- and in bulk) and its resultant rice (in bags of uniform weight stacked up in accountable position and in bulk) in a well demarcated place.
- b) **All the transactions regarding stock transferred for milling of paddy, offering of rice, generation of challan for delivery of rice shall be done online in the portal using his login credential before physical / actual movement.**
 - c) Following shall be considered as **non-compliance** in manner of storage and maintenance of stock register and penalties imposed:
 - i. In case the physical stock of paddy and/or rice are not properly stacked and marked for identification,
 - ii. In case there is any discrepancy noticed between the online stock and physical stock.
 - iii. Any other non-compliance as defined in the Procurement Order for the KMS 2024-25.
 - d) If any of the above violation is found, the Rice Mill shall be liable for a penalty of a minimum of Rs.1 lakh for each violation. In case the stock of paddy and/ or rice is found short or damaged or quality deteriorated, the Rice Mill shall be deemed to have contravened Clause 21 (e) of CMR Control Order-2015 or as amended from time to time. The cost of paddy and/ or rice shall be calculated as provided in the “Explanation” to the Clause 21 of the CMR Control Order.

11. Rice Mill (engaged in private milling also):

- a) The **Rice Mill (who is engaged in private milling also)** shall have to maintain the stock of the Govt. and private paddy (in bags of uniform weight stacked up in a countable position and in bulk) and its resultant rice (Govt. and private both) (in bags of uniform weight stacked up in a countable position and in bulk) **separately in well demarcated places** in such a manner that the private and Govt. stock are well identifiable and countable and measurable at all time. Any bulk paddy or rice shall have to be stacked at the time of inspection, if the Govt. paddy or rice is not in countable and measurable condition.
- b) All the transactions regarding acknowledgement of paddy receipt, stock transferred for milling of paddy, offering of rice, generation of challan for delivery of rice shall be done online in the portal before or at the time of physical/ actual execution.
- c) The Rice Mill shall maintain separate registers for the paddy and/or rice purchased and processed by him under private account and shall keep it updated immediately at the moment when the transaction is made and shall produce the books of accounts and stock to the inspecting officials on demand.
- d) Following shall be considered as **non-compliance** in manner of storage and maintenance of stock register and penalties imposed:
 - i. In case the physical stock of paddy and/or rice against Govt. and private account are not properly and separately stacked,
 - ii. In case there is any discrepancy noticed between the online stock and physical stock,
 - iii. In case the stock registers of the private stock of paddy and/or rice are not properly and separately maintained and identified.

- iv. Any other non-compliance as defined in the Procurement Order for the KMS 2024-25.
- e) If any of the above violation is found, the Rice Mill shall be liable for a penalty of a minimum of Rs.2 lakh for each violation. In case the stock of paddy and/or rice is found short or damaged or quality deteriorated, the Rice Mill shall be deemed to have contravened Clause 21 (e) of CMR Control Order-2015 or as amended from time to time. The cost of paddy and/or rice shall be calculated as provided in the “Explanation” to the Clause 21 of the CMR Control Order.
12. The Miller shall facilitate physical verification of stocks and books by the Food and Supplies Department or any authorized officer of the Government of West Bengal/ GoI/ concerned CMR Agencies, at any point of time.
13. In case it is detected at any point of time that the Mill was a defaulter Rice Mill in earlier KMSs transferred either through sale/ lease or any other mode to the present owner, it will be obligatory on the part of present owner to pay the cost of the default quantity with accrued interest.
14. If the premises of a defaulter miller is sold by a Bank/financial institution by way of open auction, or otherwise disposed of by such Bank/financial institution, either by adoption of proceedings under the SARFAESI Act or other applicable law after the date of issue of this policy, the purchaser of such premises and the premises itself shall be treated as defaulter.
15. The Rice Mill shall make the offer for the delivery of CMR online through „e-paddy procurement portal” **within 20 (twenty) days from the date of receipt of paddy** from the purchase centers and arrange for delivery of CMR at the designated godown of FCI and/or Food & Supplies Department of State Government **within a period not exceeding 15 (fifteen) days from the date of receipt of Rice Receipt Order (RRO).**
16. The Rice Mill shall take necessary steps for obtaining Rice Receipt Order (RRO) for effecting delivery of CMR within the above scheduled period.
17. Rice Mill which fails to comply with the timeline above will be treated as Rice Mill of questionable performance.
18. If the Rice Mill fails to deliver its assigned or agreed responsibilities within the stipulated time or procedure it agrees to the penalty or any other measure taken by the government or its authorized representatives.
19. The Rice Mill shall be under obligations to mill the paddy purchased by the (Name of CMR Agency) from different Purchase Centers and deliver CMR in the designated godown(s) as per direction of the District Authorities/ Food and Supplies Department at the out turn ratio as referred herein above. The paddy delivered to the Rice Mill is a property of Government and it shall be deemed that the Rice Mill has been entrusted with the same for converting into rice and to supply the same as directed. Any deviation from quantity & quality of the supplied paddy and that converted into rice or shortage in the stock or deterioration of the quality of paddy or rice shall be deemed as misappropriation by the respective Rice Mill and the Owners/ Partners/ Directors and/or the legal heir(s) of the said Rice Mill alongwith the persons directly responsible for such misappropriation shall be liable to be prosecuted against as per the relevant provisions of law.

20. The Rice Mill shall not mortgage, gift, sell, lease or transfer the mill by any means to any other person/ entity/ bank/ financial institution till the dues of Custom Milled Rice are cleared to the DCF&S or the concerned CMR agency.
21. The Rice Mill agrees to not to make any change in the nature, character or ownership of the Rice Mill. In case of Sole Proprietorship, Partnership Firm, Private Limited Company, Limited Liability Partnership and Societies, there shall be a complete ban during the validity period of this agreement on change of Proprietor, Partners, Directors or Members of Societies once an agreement has been entered into for Custom Milling of Paddy or a mill is allotted for Custom Milling or the Paddy is stored in the mill for Custom Milling till the entire Custom Milled Rice due is delivered and account is settled with concerned Agency. However, in case of death of any Sole Proprietor / Partner/ Director/ Member of Society or any other justifiable reason, the Director, can consider such request for change of management/ ownership on merit of the case.

I) OBLIGATION OF THE CMR AGENCY:

1. The (Name of CMR Agency) shall entrust custom milling of paddy only to those Rice Mills with whom Bi-partite agreement-I and II have been signed. Delivery of paddy shall be made by the Purchase Officers only to the representatives of the tagged Rice Mills duly authorized by him with due acknowledgement in the system generated Paddy Challans.
2. The (Name of CMR Agency) shall be responsible for periodical verification of paddy as will be purchased by Paddy Procuring Societies from time to time and delivery thereof to the supporting Rice Mills for custom milling of paddy.
3. The (Name of CMR Agency) will also ensure verification of stocks of paddy delivered to supporting Rice Mills, quantum of paddy milled, quantum of CMR produced, quantum of paddy yet to be milled, quantum of CMR delivered and quantum of CMR ready for delivery at least once in a fortnight.
4. The (Name of CMR Agency) shall be responsible for careful examination and scrutiny of the bills submitted by Rice Mill and dispose them in a time bound manner. The bills will be processed and disposed of normally within 3 working days of submission but not later than 7 working days.
5. The (Name of CMR Agency) shall also take adequate steps to educate farmers and motivate them to bring the FAQ paddy at purchase centres.
6. The (Name of CMR Agency) shall also take adequate steps to train the staff and office bearers of the Paddy Purchase Societies. The Purchase Officer of the PPS shall be in close coordination with the Rice Mill so that there is no confusion regarding deployment of labourers and vehicles by Rice Mills.

J) VALIDITY OF AGREEMENT:

1. This Agreement will remain valid and terms and conditions will have full force until any obligation incurred under this agreement is fulfilled by either of the parties here to or till three (3) months after delivery of the entire CMR against the paddy so received, whichever is later.

2. The (Name of CMR Agency) shall have the right and liberty to terminate this Agreement after giving a Notice of at least 15 (fifteen) days without assigning a reason.
3. It is agreed and understood that the Terms and Conditions of the State Government/ FCI/ Government of India as prevailing now or which may be imposed/ altered/ revised, as the case may be, in respect of the above scheme, will be applicable upon the parties hereto of the Second Part mutatis mutandis.

K) MISCELLANEOUS:

1. The Miller shall not fudge or manipulate any figure, records, invoices, documents, registers etc. related with the custom milling for taking undue benefit. If found guilty, he shall be punished in accordance with law, besides being blacklisted.
2. All other provisions of the Bipartite Agreement executed between the District Controller, F&S and the Rice Mill regarding purchase of the paddy, delivery, dispatch, acknowledgment, penalty, etc. and role, functions and responsibilities of Rice Mill shall apply to the Rice Mills as in the case of purchase from CPCs and in case of any conflict, the provisions made there in the Bipartite agreement shall take precedence over the provisions made in this Agreement.

L) SETTLEMENT OF DISPUTE & JURISDICTION OF COURT ETC.:

1. All the disputes and differences arising out of or in any manner touching or concerning the agreement whatsoever shall be referred for arbitration under the Arbitration and Conciliation Act 1996 read with the Arbitration and Conciliation (Amendment) Act 2015, to a sole Arbitrator to be appointed by the Secretary to the Government of West Bengal, Food & Supplies Department. The award of the Arbitrator shall be final/ conclusive and binding on the parties to the present contract.
 - i. Provided that any demand for arbitration in respect of any claim(s)/ dispute between both the parties, under the contract shall be in writing and shall be made within one year of the date of completion or expiry of the period of contract. If the demand is not made within the said period, the claim(s) of the Miller shall be deemed to have been waived off and the agency shall be released of all liabilities under the contract in respect of these claims. The cost for and in connection with arbitration shall be determined by the Arbitrator as per provisions of the Act who may make suitable orders in his award.
 - ii. And further provided that the cases of fraud, theft, misappropriation etc. on the part of the miller are not covered under this Arbitration clause and in such cases, legal proceedings as deemed fit shall be initiated by the Govt. against the concerned miller as well as against the sureties.
2. In cases where documents of agreements are lost during arbitration/ civil proceedings and the miller has delivered even a single consignment of Custom Milled Rice to the Agency, it shall be presumed that the Agreement containing the Arbitration Clause did actually exist but has been deliberately lost by some vested interests. This Clause shall be acceptable to all the stakeholders.
3. Further, it is expressly agreed & declared by & between the parties here to that all amounts due to the (Name of CMR Agency) or Food & Supplies Department

under terms of this agreement, if not paid in time, be recoverable under Bengal Public Demand Recovery Act 1913 (Bengal Act 3 of 1913) or through Civil Court & shall bear interest at the rate of 12% per annum from the date when such payment falls due upto the date of final recovery.

4. Besides criminal action shall also be taken against the defaulting millers for any shortage / diversion / misappropriation in appropriate court of law within the State of West Bengal following the provisions of law in force.
5. The (Name of CMR Agency) or District Controller, Food & Supplies, is empowered to initiate both civil and criminal action against the defaulting miller in appropriate Court of Law on behalf of the Food & Supplies Department.

M) Undertaking:-

The Rice Mill has to submit the undertaking enclosed in Annexure-I.

SIGNED AND DELIVERED at on this the day of....., 2024
within the Court of (District) having the appropriate jurisdiction.

(Name and Signature of FIRST PART with Seal)

WITNESS:-

Name:

Occupation:

Address:

(Name and Signature of SECOND PART with Seal)

WITNESS:-

Name:

Occupation:

Address:

**Affix recent
colour
passport size
photograph of
Owner/Director
of the Rice Mill.**

**Affix recent
colour
passport size
photograph of
Owner/Director
of the Rice Mill.**

**Affix recent
colour
passport size
photograph of
Owner/Director
of the Rice Mill.**

Undertaking		Annexure-I	
Rice Mills particulars			
1	Name of the Rice Mill		
2	Location of the Rice Mill		
3	Name of the proprietor		
4	Names of Partners/ Directors/ Members		
5	Are you a lessee Rice Mill (tick the correct box), attach the MOA	Yes	No
6	Contact no.		
7	E-mail id		
8	Year of set up		
9	Running on electricity	Yes	No
10	Total electricity consumption during last three KMS	KMS21-22	
		KMS22-23	
		KMS23-24	
11	Total quantity of paddy milled during last three KMS(in MT)	KMS21-22	
		KMS22-23	
		KMS23-24	
12	Are you a defaulter Rice Mill in respect to delivery of CMR in last three KMS (Write YES/ NO)	KMS21-22	
		KMS22-23	
		KMS23-24	
13	Paddy storage capacity (in MT)		
14	Rice storage capacity (in MT)		
15	Power and capacity (MT/ hr) of the Blending Machine		
16	Number of laborers working in the mill		
17	Do you have computer with internet connection?		
18	a. Milling capacity (per 8 hour) (in MT)		
	b. Certificate issuing authority	GM, DIC _____	
	c. GM DIC Certificate number, date		
19	Do you have an individual boiler certificate? If yes boiler number and valid upto		
20	Do you have a pollution certificate? If, yes valid upto		

21	Do you have audited balance sheet of last 3 years?	
22	Whether proprietor/ partner/ director of the Rice Mill is a licensee under the F&S Department, Govt. of West Bengal. If yes, nature of license	
23	Any case pending against you in any court of law	
I, _____ son / daughter of Shri _____ aged _____ years, resident of _____ in the district of _____, West Bengal, do hereby declare that the information given above and in the enclosed documents are true to the best of my knowledge and belief and nothing has been concealed therein. I also declare that in case of any damage of stock within three months of delivery in godowns at other district by me (other than any natural calamities), I will be liable to replace the quantum of stock at my own cost. I am well aware of the fact that if the information given by me is found false/ not true at any point of time, legal measures can be taken against me or my organization in any court of law, and that the executed agreement shall be liable to be cancelled, and appropriate legal steps will be taken against me. I _____ son / daughter of Shri _____ aged _____ years, resident of _____ in the district of, West Bengal, also declare that Rice Mill above is not declared NPA by any Bank/ Financial Institution and no such proceeding under declaration NPA is pending against that Rice Mill.		
Name : Signature : Seal :		

BIPARTITE AGREEMENT–III

BETWEEN THE CMR AGENCY AND PADDY PROCURING SOCIETY

such as Primary Agricultural Co-operative Society/ Primary Agricultural Marketing Society/ Sangha or Mahasangha of Self Help Groups/ Farmer Producers Organization/ Farmer Producers Company/ Large Area Multi-Purpose Societies.

The AGREEMENT entered on this day of 2024 between, a CMR agency selected by the Food & Supplies Department, Government of West Bengal for procurement of paddy during this KMS of 2024-25 hereinafter called as “**CMR AGENCY**” and represented by the Managing Director/ Chief Executive Officer (which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to include his successors, executors and administrators and also include an officer duly authorized by him) of the **FIRST PART**.

AND

.....
..... (Name of the Primary Agricultural Co-operative Society/ Primary Agricultural Marketing Society/ Sangha or Mahasangha of Self Help Groups/ Farmer Producers Organization/ Farmer Producers Company / Large Area Multi-Purpose societies), a Society/ Organization Registered under the West Bengal Co-Operatives Societies Act/ Companies Act, having its office at Vill P.O....., Block P.S. District, PIN-....., West Bengal, hereinafter called as “**PADDY PROCURING SOCIETY**” which expression shall unless other-wise repugnant to the context or meaning thereof include and always be deemed to include its successor or successor-in-interest and assigns of the **SECOND PART**.

WHEREAS the Food & Supplies Department, Government of West Bengal has empowered (Name of CMR Agency) as State Agency for procurement of paddy of Fair Average Quality (FAQ) at Minimum Support Price (MSP) from the farmers and Custom Milling of paddy thereof and delivery of resultant Custom Milled Rice (CMR), as per various clauses of the West Bengal CMR (Obligation & Control) Order-2015 and subsequent amendments thereof, if any, in the **Kharif Marketing Season (KMS) 2024-25**.

AND

WHEREAS (Name of CMR Agency) being awarded with the right and duty to procure paddy either by itself or through the **Paddy Procuring Society** from fresh crop as per the specification of Government of India at MSP or any other price fixed by the Government directly from the farmers by making payment to the farmers,

AND

WHEREAS the CMR Agency intends to engage (Name of the Primary Agricultural Co-operative Society/ Primary Agricultural Marketing Society/ Sangha or Mahasangha of Self Help Groups/ Farmer Producers Organization/ Farmer Producers Company) as “**Paddy Procuring Society**”, on the Terms & Conditions herein contained to procure Fair Average Quality (FAQ) paddy from the farmers;

NOW, THEREFORE, the CMR Agency, do hereby engage as the **Paddy Procuring Society** to procure FAQ paddy from the farmers at MSP and will deliver the FAQ paddy so procured to the Rice Mill tagged by the, CMR Agency. The, CMR Agency reserves the right to execute the Bipartite agreement with as many as Rice Mills and as many Paddy Procuring Society as deem necessary at its sole discretion. The Paddy Procuring Society shall not have any right or demand whatsoever in this matter.

NOW, THEREFORE, THIS AGREEMENT WITNESSETH AND IT IS HEREBY AGREED AND DECLARED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

A) INTERPRETATIONS:

1. The Procurement / Purchase Centre means any permanent, temporary or mobile Purchase Center known or defined by any name such as Centralized Procurement Centres (CPCs), mobile CPCs (mCPCs) or other Procurement Centers or Camps established by District Controller of Food & Supplies or Paddy Procuring Societies on behalf of CMR Agencies for the purpose of purchase of paddy from the farmers by the State Government.
2. Minimum Support Price (MSP) means Purchase Price of the paddy of the specified quality from the farmers as declared by GOI with or without incentives, if any, declared by the State Govt. for the KMS 2024-25.
3. Words and expressions used but not defined herein but defined in the West Bengal Custom Milled Rice (Obligation & Control) Order, 2015 shall have the same meaning as assigned to them in the said order.
4. Paddy Procuring Society means Primary Agricultural Co-operative Society/ Primary Agricultural Marketing Society / Sangha or Mahasangha of Self-Help Groups / Farmer Producers Organization/ Farmer Producers Company/ Large Area Multipurpose Societies

etc. engaged by CMR Agencies for purchase of paddy from the farmers on behalf of the State Government.

B) APPOINTMENT OF PURCHASE OFFICER (P.O.) AND DISBURSING OFFICER (D.O.) AND LOGIN IN THE e-PoP DEVICE:

1. After empanelment by the CMR Agency, the Paddy Procuring Society will engage two responsible and competent employees from their end who will act as P.O. and D.O. on its behalf.
2. The CMR Agency will upload the name, designation (P.O./ D.O.), mobile number and Aadhaar number of those employees in the portal with due validation as well as authentication of the mobile number and Aadhaar details.
3. The authorized P.O./ D.O. will be able to login into the portal through biometric validation only. The P.O./ D.O. of the **Paddy Procuring Society** will login into the e-PoP through biometric authentication and mark attendance within 9:00 am on each day of the camps at the location of the camps.
4. All P.O./ D.O.s shall access the e-PoP through their individual login ID, passwords followed by biometric authentication only as provided and/or captured by the Department.
5. The user id and password are confidential and shall not be shared by P.O. or D.O. with anybody under any circumstances. They shall personally remain responsible for ensuring the safety and security of the password and that of e-PoP devices and other equipment and shall also remain responsible for any transactions made through their credentials through online portal or e-PoP devices.

C) REGISTRATION OF FARMERS, PADDY PROCUREMENT AND DELIVRY OF PROCURED PADDY TO THE TAGGED RICE MILL FOR MILLING OF PADDY:

1. Registration of Farmers:

- 1.1. The P.O./ D.O.s of the Paddy Procuring Society shall register the farmers through e-PoP.
- 1.2. The PPS shall take all necessary steps to train themselves and their staff with all the provisions of Paddy Procurement Guidelines and SOPs issued from the Food & Supplies Department from time to time in connection with their roles and responsibilities and procedures related with registration of farmers, updation of their details, scheduling of camps, scheduling by farmers to sell their paddy, purchase and assessment of quality of paddy, dispatch to the rice mill, etc. The PPS and PO/DOs should update the information by visiting the portal www.epaddy.wb.gov.in regularly.
- 1.3. The P.O./ D.O.s of the Paddy Procuring Society and the CMR Agency shall take best possible steps to facilitate the farmers in responding to the queries, registration of new farmer, updating the detail of the existing farmers, scheduling the date for sale of paddy by the farmer, unloading of bags and weighment of paddy.
- 1.4. The PPS will encourage, sensitize and extend handholding support to the farmer to register, update (wherever required) schedule to sell their paddy as per the procurement order for the KMS 2024-25.

1.5. **The P.O./ D.O. shall capture the biometric (fingerprint or IRIS scan) or verify the Aadhaar linked mobile OTP through e-PoP machine** of the farmers during registration as well as at the time of paddy purchase.

1.6. The P.O./ D.O. shall take utmost care in entering all details like EPIC number, Aadhaar number, Bank account number and the paddy quantum purchased from a farmer in the portal so that no further rectification needs to be done. In case of any data entry of particulars of the farmer and/ or upload of any false or fabricated document with malafide intention, the P.O./ D.O. will be held personally responsible and penal action will be taken as per the law.

2. **Updation of details of already registered farmers:**

The P.O./ D.O. of the Paddy Procuring Society may update the mobile number, Aadhaar details or Bank account number of the already registered farmers on his request but showing as 'Inactive' or 'De-activated' in the portal by biometric authentication of the farmer (fingerprint/ IRIS scan) or OTP validation in Aadhaar linked mobile and the P.O./ D.O. shall assist him in doing that.

3. **Publicity regarding the date and location the Paddy Purchase camps/ Centers:**

3.1. Immediately after scheduling, the Paddy Procuring Society will also make necessary publicity through miking, leaflets, banners etc. before the actual holding of the camps at the location and hamlets/ paras and villages around the proposed camp location.

3.2. Paddy Procuring Society shall take adequate publicity through miking and display of Hoarding, Banners and Posters as per instructions of the government in this regard.

3.3. The details of the camp/ purchase location shall be informed to all concerned offices (Gram Panchayat/ Panchayat Samity/ Block Development Officer) also in writing through email and hardcopies at least before fifteen (15) days before actual holding of camps.

3.4. The **CMR agency and Paddy Procuring Society** will also fix the banners and hoardings at the place of holding of the camps and hamlets/ paras and villages around the proposed camp location. **The Banner shall display information as per given format by DCF&S or CMR agency.**

3.5. The office bearers of the CMR Agencies/ **PPS** shall also be responsible to separately make arrangements for regular and intensive publicity using miking, banners and hoardings, posters and leaflets etc. in their catchment areas.

3.6. They will also visit doorstep of the farmers to motivate them to register, update or schedule to sell paddy at the paddy purchase centres.

4. **Uploading of camp details:**

4.1. The Paddy Procuring Society will ensure opening of maximum number of Purchase Centres at different locations in various remote villages by rotation on behalf of the Agency in addition to procurement at their office locations.

4.2. **Paddy Procuring Societies** shall not organize Paddy Purchase Camps **within the radius of 03 kilometers from the CPCs** and no CMR agency shall organize Paddy Purchase Camps within that area either directly or through PACS etc. In the peak

procurement season, however, purchase camps may be organized within the 3 KM radius with the **prior and written permission from DCF&Ss**

- 4.3. The CMR agency/ Paddy Procuring Society will upload the detailed location (with GPS coordinates in the paddy procurement portal which will be verified and approved by the CMR Agency) and schedule the camp in the portal normally thirty (30) days but not less than fifteen (15) days before the actual holding of the camps or as directed by the Food & Supplies Department from time to time.
 - 4.4. The purchase and transactions in the portal shall be made **only from the physical locations of the camps so scheduled.**
 - 4.5. Immediately after signing this agreement and receipt of work order from the CMR Agency, the Paddy Procuring Society will prepare and upload the camp notices on approval of the CMR Agency.
 - 4.6. Locations of the camps organized by the **Paddy Procuring Society** shall not be confined to their office premises and shall preferably organize the camps in various locations. At least 80% of the camps should be organized in the remotest areas other than office premises.
5. **Paddy procurement by the Paddy Procuring Society using e-PoP machines:**
- 5.1. Paddy purchase will be started w.e.f. 2nd November, 2024.
 - 5.2. Purchase Officers of the Paddy Procuring Society (PPS) shall access the e-PoP through their individual login ID, passwords followed by biometric authentication only as provided and/or captured by the Department. The user id and password are confidential and shall not be shared with anybody under any circumstances. They shall remain responsible for ensuring the safety and security of the password and any transactions made through their credentials.
 - 5.3. The P.O./ D.O.s shall capture the biometric (fingerprint or IRIS scan) or verify the Aadhaar linked mobile OTP through e-PoP machine of the farmers during purchase.
 - 5.4. Any farmer can schedule upto 1 pm on the same day to sell his paddy, if the slots are available.
 - 5.5. P.O. of the PPOs will issue programme to the tagged Rice Mills preferably at least 03 days before on the following condition-
 - a. If more than one Rice Mill is tagged, then the P.O. has to send programme to all tagged Rice Mill or any one of them depending upon number of farmers scheduled on that date. The P.O. may send programme to one Rice Mill for maximum 20 farmers, and 2 Rice Mills for maximum 40 Farmers and 3 Rice Mills beyond 40 farmers.
 - b. P.O. shall dispatch paddy to all the Rice Mills tagged with a purchase center without discrimination during the days of tagging with a purchase center. He should be able to justify his actions with facts and reasons.
 - c. In case any Rice Mill fails to attend, the P.O. can send programme instantly to any of the other tagged Rice Mills, but he has to put a remark regarding the ground of such changes.

- 5.6. P.O/ D.O of the PPS shall be responsible for management, supervision and control of the purchase centers and paddy procurement and dispatch process following the procedures and SOPs and guidelines issued from time to time.
- 5.7. The Paddy Procuring Society will procure Fair Average Quality (hereinafter called “FAQ”) common paddy as per specifications contained in the West Bengal CMR (Obligation & Control) Order-2015 at the Minimum Support Price (hereinafter called “MSP”) for common paddy directly from the farmers by opening Purchase Centres on behalf of the CMR Agency and give acknowledgement of receipt of paddy to the farmers. P.O./ D.O. of the PPS shall properly check the quality and quantity of the paddy before purchase.
- 5.8. The Paddy Procuring Society shall not procure Grade-A paddy unless specifically permitted.
- 5.9. The Paddy Procuring Society shall keep the equipment such as, Moisture meter, and weighing scale at each procurement center under proper safety and maintenance.
- 5.10. The paddy purchased by the Paddy Procuring Society shall be a property of the CMR Agency/ Government. Any deviation from quantity & quality of the paddy or shortage in the stock or deterioration of the quality of paddy shall be deemed as misappropriation by the respective Paddy Procuring Society and the Paddy Procuring Society or Owners/ Partners/ Directors/ Members of the said Paddy Procuring Society along with the persons directly responsible for such misappropriation shall be liable to be prosecuted as per the relevant provisions of law.
- 5.11. It shall be an obligation of the P.O./ D.O.s to bring to the notice of the designated official of CMR Agency, immediately on any incidence like failure of a Rice Miller or the vehicle to turn up in the Purchase Center/ camps for lifting of paddy etc. so that remedial measures may be taken in time.
- 5.12. The procedure as per the **Standard Operating Procedure** regarding purchase and weighment of the bags of the paddy shall be strictly followed by the P.O. and D.O. of the Paddy Procuring Society.
- 5.13. The Paddy Procuring Society shall perform the procurement operation online through ‘e-paddy procurement portal’ of the Food & Supplies Department through the electronic Point of Purchase (ePoP) machines integrated with IRIS scanner and weighing devices or any other method/ as directed by Food & Supplies Department.
- 5.14. P.O./ D.O. shall make the correct and proper weighment of the paddy of the farmers and make correct entries in the e-POP devices.
- 5.15. The weighment shall be made through integrated weighing scale as per the direction in presence of the farmer.
- 5.16. After the weighment the farmers shall be informed proactively regarding the quantity of the paddy and he shall be authenticated through biometric authentication (fingerprint/ IRIS scan) or OTP validation in Aadhaar linked mobile.
- 5.17. **An acknowledgement slip generated and printed from the ePoP device and shall be proactively issued to the farmer.**

6. Dispatch of paddy to the Rice Mill:

- 6.1. The tagging of a Rice Mill with a purchase center/ camp of the Paddy Procuring Society will be made by the DCF&S/ District In-Charges of the CMR Agency.
- 6.2. The Paddy Procuring Society shall be under obligations to purchase the paddy and deliver to the Rice Mill tagged by the CMR Agency or as per direction of the District Authorities / Food & Supplies Department.
- 6.3. The tagged Rice Mill shall send an authorized representative to the paddy purchase center for receiving of paddy.
- 6.4. While sending the authorized representative to the paddy purchase center, the Rice Mill shall make necessary entries of the details of the authorized person, like (i) Name (ii) Aadhaar number (duly validated with mobile OTP validation in Aadhaar linked mobile) and (iii) mobile number (OTP validated) in the portal.
- 6.5. The P.O./D.O.s shall coordinate with the tagged Rice Mill in advance regarding the time, date and place of reporting of the vehicle at the purchase center concerned including the camps. It shall be an obligation of the P.O./ D.O.s to bring to the notice of the DCF&S and the designated official of CMR Agency, immediately on any incidences like failure of a Rice Miller to turn up in the Purchase Center for lifting of paddy etc. so that remedial measures may be taken in time.
- 6.6. The Rice Mill will provide once used gunny bags for packing of paddy at paddy purchase centers/ camps and arrange weighment, transportation of paddy to the Rice Mill.
- 6.7. The procurement of paddy (FAQ variety) and delivery thereof to the miller for the purpose of milling shall be done on same the day physically and also in the portal.
- 6.8. The paddy shall be weighed and checked in presence of the authorized representative of the Rice Mill and after closure of the procurement for the day and it shall be briefed to him.
- 6.9. The Paddy Procuring Society shall have the responsibility of carrying out procurement from the farmers till the delivery of paddy to the authorized representative of the tagged Rice Mill.
- 6.10. The paddy purchased by the 'Paddy Procuring Society' on behalf of the CMR agency, every day at the purchase center, shall be handed over to the authorized representative of the tagged Rice Mill by the Purchase officer of the society.
- 6.11. Simultaneously, Purchase Officer of the Paddy Procuring Society shall dispatch the paddy online on same day after closure of the paddy purchase for the day and before the end of the day.
- 6.12. After receiving paddy, a system generated SMS and email will be sent to the Miller in his registered email ID and mobile. System generated paddy challan will be printed or the pre-printed paddy delivery challans will be duly filled in duplicate and signed by the Purchase Officer and authorized representative of the Rice Mill and a copy will be issued to the authorized person of the Rice Mill for due acknowledgement for

carrying the stock from Purchase Centers to the Rice Mill for custom milling of the paddy.

- 6.13. System generated paddy challan will be printed or the pre-printed paddy delivery challans will be duly filled in duplicate by entering the challan number as shown in the e-PoP device/ portal for that dispatch and signed by the P.O. and authorized representative of the Rice Mill and a copy will be issued to the authorized person of the Rice Mill for due acknowledgement for carrying the stock from Purchase Centers to the Rice Mill for custom milling of the paddy.
- 6.14. The PPS or the P.O./D.O. shall under no circumstances make a dispatch of paddy in offline mode without making entry and generating challan through the ePOP portal except in the situation as mentioned in Clause 6.15 and Clause 6.16.
- 6.15. However, if online dispatch could not be made due to **technical glitch** in the portal, the paddy shall be delivered to the authorized representative of the Rice Mill through physical delivery challan (Manual challan) after obtaining the signature of the representative. When the system restores, the same shall be dispatched through online module **immediately or latest on the next date** after proper authentication of the representative of the Rice Mill in the portal.
- 6.16. If due to **any other reason**, online dispatch could not be made, the paddy shall be delivered to the authorized representative of the tagged Rice Mill through physical delivery challan after obtaining the signature of the representative **provided the Rice Mill has sufficient gap in annual milling capacity**. But, the details of such offline dispatch like - to which Rice Mill and how much quantity of paddy has been dispatched, shall be recorded in the system and upload the copy of the physical challan. Any offline dispatch without having justified ground, as mentioned above, will entail disciplinary action as per law.
- 6.17. The vehicle details as submitted by the Rice Miller shall also be verified from the portal of the Transport Department (<https://parivahan.gov.in>) to verify that the vehicle is a goods carriage vehicle. Before dispatch of paddy to a tagged Rice Mill and issuance of paddy challan, the P.O./ D.O. shall take and upload two photos (with date and time stamp) of himself with authorised representative with the photo of the vehicle with registration number of the vehicle visible in front and from back side of the vehicle. The handing over shall be made through Aadhaar based authentication.
- 6.18. The Paddy Procuring Society shall have the primary responsibility in respect to any violation during paddy procurement process and delivery of paddy to the Rice Mill.
- 6.19. The Paddy Procuring Society shall maintain physical balance of paddy in consonance with the online records which shall always be open for inspection and/or verification by officials of the CMR Agency and/or any Government official for that matter. In the event of any shortage is found and/or any damage or unforeseen losses are detected, the Paddy Procuring Society shall be bound to compensate on account of the said damages and/or shortages and/or losses.
- 6.20. The provisions as contained in the West Bengal CMR (Control & Obligation) Order-2015 shall be binding on the Paddy Procuring Society.

6.21. Any breach of terms & conditions of the agreement and/or any violation of the provisions as contained in this agreement and the Control Order by the Paddy Procuring Society shall also attract penal action as per provision of Bhartiya Nyaya Sanhita-2023 (BNS), the E.C. Act, 1955 and the Indian Contract Act, 1872.

7. Fine for mishandling of e-PoP machines:

7.1. In case a e-PoP device including IRIS Scanner and weighing scale gets lost or stolen or becomes in-operational due to defects caused by reason such as mishandling, misuse, abuse, physical damage, unauthorized opening of e-PoP devices including IRIS Scanner and weighing scale by P.O./ D.O. or unauthorized technician, then the Departmental committee comprising of DCF&S & concerned SCF&S at district level would find whether that damage has been caused due to deliberate mishandling, loss, theft, misuse, abuse, physical damage, unauthorized opening of e-PoP devices including IRIS Scanner and weighing scale by the staff of the Purchase Centre.

7.2. Then a penalty as per the following table, would be paid by the staff of the Purchase Centre to System Integrator. The decision taken by the Department will be considered as final.

Time Period	Penalty (INR) for e-PoP	Penalty (INR) for IRISscanner	Penalty (INR) for weighing scale (200 kgs)	Penalty (INR) for weighing scale (3 ton)
Within 1year	25,000 to 30,000	6,000 to 8,000	8,000 to 10,000	60,000 to 80,000
Within 2years	15,000 to 25,000	4,000 to 6,000	6,000 to 8,000	40,000 to 60,000
Within 3years	10,000 to 15,000	2,000 to 4,000	4,000 to 6,000	20,000 to 40,000
After 3 years	10,000	2,000	4,000	20,000

D) PAYMENT FOR COMMISSION:

1. The Paddy Procuring Society shall be able to submit the bills against the paddy purchased by them after delivery of CMR by the tagged Rice Mill along with supporting documents, in online module, for payment of their commission by CMR Agency / Director of Finance as per the prescribed schedule/ rates of incidentals as declared by Government in the Cost Sheet for KMS 2024-25 or subsequently.
2. The Sanghas and Mahasanghas of SHGs, however, may raise the bills after delivery of the paddy and acceptance of the same by the tagged Rice Mill.
3. The payment shall be credited in the bank account of PPS only.
4. **For billing related issues, the order no. 2581-FS dated 06.08.2021. and order no. 3983-FNS dated 18.11.2021 and subsequent amendments shall be followed.**
5. Additional terms and conditions related with payment:
 - 5.1. The Paddy Procuring Society shall maintain head wise details of expenditure along-with supporting documents regarding payments for the procurement of paddy and delivery of CMR.

- 5.2. The Paddy Procuring Society shall always be responsible on account of procurement of paddy, custody and delivery of paddy respectively at their risk and costs and shall similarly be liable and/or made liable on account of any false statement and false declaration of return and report of paddy and CMR.
- 5.3. The Paddy Procuring Society may be paid any other additional charges, as may be subsequently declared as per order issued by GOI/ State Govt., subject to verification to determine the actual expenses incurred for procurement of paddy and delivery of CMR.
- 5.4. The CMR Agency shall reserve the right for recovery of Government dues on account of outstanding CMR as per Bengal Public Demand Recovery Act, 1913.

E. OBLIGATIONS OF THE PADDY PROCURING SOCIETY:

1. Paddy Procuring Society shall ensure that the **bank account of the PPS are in the name of the entity only and are active.**
2. PPS shall check the status of its bank account as registered in the portal through OTP / user credential based login in their profile in the portal. A separate icon / menu to '**Check Bank account status**' is also available in the home page of the portal.
3. **Purchase centers should be organised by a PPS in such a way to cover remote and inaccessible villages.**
4. Society shall organise at least 80% of purchase centers/ camps in remote villages other than the Society office premises.
5. The Paddy Procuring Society agrees to purchase the paddy from the genuine farmers and extend all facilities to the farmers in registration and sale of the paddy.
6. It shall be an obligation of the PPS to purchase paddy also from the farmers who are not their members. In other words, no genuine farmer having a valid registration certificate shall be denied the facilities to sell his paddy in the purchase centers run by the PPS.
7. The Paddy Procuring Society shall make arrangements for basic facilities for farmers at the purchase centers like waiting and sitting place, water, toilet, etc.
8. The Paddy Procuring Society shall ensure that all equipment required for testing of the paddy and storing in a safe manner are available before scheduling any camp so that no loss or damage happens to the paddy brought by the farmers and paddy purchased.
9. The Paddy Procuring Society agrees to purchase paddy from the farmers in accordance with procedure and method.
10. The Paddy Procuring Society shall arrange for affixing Banners at the purchase centers at the time of organizing a camp/ purchase center at each location. The Banner shall display information as per given format by DCF&S or CMR agency.
11. The Paddy Procuring Society agrees to comply and obey with its obligations and responsibilities concerning the Rice Mill under the provisions of the Bi-Partite agreement–III, CMR Control Order-2015, Orders, Guidelines, Standard Operating Procedures issued

or as amended from time to time by the Government for procurement of paddy for KMS 2024-25.

12. The Paddy Procuring Society agrees to enter into an agreement with only one of the CMR Agency during KMS 2024-25.
13. The PPS shall not purchase paddy without the work order issued by the CMR agency and also not beyond the limit fixed by the CMR agency in the said work order.

F) OBLIGATION OF THE CMR AGENCY:

1. The CMR Agency shall ensure that functional e-PoP devices integrated with IRIS scanner along with high-speed internet connectivity is available at all the purchase centers at least fifteen (15) days before the start of procurement by the Paddy Procuring Society.
2. The CMR Agency shall provide to PPS and ensure that equipment like Moisture Meter, and Weighing Scale duly calibrated are available and functional at each of the procurement centers / camps run by them at least 15 days before start of the camps.
3. The CMR Agency shall ensure that Paddy Procuring Society should arrange camps in their area of operation at different GPs/ villages in addition to the purchase in their offices.
4. The CMR Agency shall ensure that CMR Agency/ Paddy Procuring Society should enter the camp schedule details within **thirty (30) days but not less than fifteen (15) days** in advance in the portal.
5. It is also obligatory on the part of the CMR Agency to fix the paddy procurement target for the Paddy Procuring Society **through online module**.
6. The CMR Agency shall also display proper hoardings/ banners at and around all procurement centers and ensure wide publicity to the effect that farmers may sell FAQ paddy at MSP of paddy.
7. The CMR agencies shall keep strict vigil so that no Paddy Procuring Societies makes any unorganized camp for purchase of the paddy other than scheduled in the portal and purchases any paddy without making real-time entries in the e-PoP device.
8. The CMR agency also ensure the optimum use of the e-PoP devices in the procurement process.

G) VALIDITY OF AGREEMENT:

1. This Agreement will remain valid and terms & conditions shall have full force until all obligations under this agreement are fulfilled by either of the parties hereto or till 03 (three) months after delivery to the Food & Supplies Department of the entire CMR by the Rice Mill to which the paddy was dispatched from the procurement centers organized by the PPS.
2. The **CMR Agency** shall have the right and liberty to terminate this Agreement after giving a Notice of at least 15 (fifteen) days.

3. It is agreed and understood that the terms and conditions of the State Govt./ FCI/ Central Govt./ CMR Agency as prevailing now or which may be imposed/ altered/ revised, as the case may be, in respect of the above scheme, will be applicable upon all the parties hereto mutatis mutandis.

H) SETTLEMENT OF DISPUTE & JURISDICTION OF COURT ETC.:

1. All the disputes and differences arising out of or in any manner touching or concerning the agreement whatsoever shall be referred for arbitration under the Arbitration and Conciliation Act 1996 read with the Arbitration and Conciliation (Amendment) Act 2015, to a sole Arbitrator to be appointed by the Director, DDP&S, Food & Supplies Department. The award of the Arbitrator shall be final/ conclusive and binding on the parties to the present contract.

Provided that any demand for arbitration in respect of any claim(s)/ dispute between both the parties, under the contract shall be in writing and shall be made within one year of the date of completion or expiry of the period of contract. If the demand is not made within the said period, the claim(s) of the Paddy Procuring Society shall be deemed to have been waived off and the agency shall be released of all liabilities under the contract in respect of these claims. The cost for and in connection with arbitration shall be the discretion of the Arbitrator who may make suitable orders in his award.

And further provided that the cases of fraud, theft, misappropriation etc. on the part of the miller are not covered under this Arbitration clause and in such cases, legal proceedings as deemed fit shall be initiated by the Govt. against the concerned miller as well as against the sureties.

2. In cases where documents of agreements are lost during arbitration/ civil proceedings and the miller has delivered even a single consignment of Custom Milled Rice to the Agency, it shall be presumed that the Agreement containing the Arbitration Clause did actually exist but has been deliberately lost by some vested interests. This Clause shall be acceptable to all the stakeholders.
3. Further, it is expressly agreed & declared by & between the parties here to that all amounts due to the Food & Supplies Department under terms of this agreement, if not paid in time, be recoverable under Bengal Public Demand Recovery Act 1913 (Bengal Act 3 of 1913) or through Civil Court & shall bear interest at the rate of 12% per annum from the date when such payment falls due upto the date of final recovery.
4. Besides criminal action shall also be taken against the defaulting Paddy Procuring Society for any shortage/ diversion/ misappropriation in appropriate court of law within the State of West Bengal following the provisions of law in force.
5. The CMR Agency is empowered to initiate both civil and criminal action against the defaulting Paddy Procuring Society in appropriate Court of Law on behalf of the Food & Supplies Department.

SIGNED AND DELIVERED at on this the day of..... , 2024
within the Court of (District) having the appropriate jurisdiction.

(Name and Signature of FIRST PART with Seal)

WITNESS:-

Name:

Occupation:

Address:

(Name and Signature of SECOND PART with Seal)

WITNESS:-

Name:

Occupation:

Address:

Annexure - XI

**Government of West Bengal
Food & Supplies Department
11A, Mirza Ghalib Street, Kolkata - 700 087**

No. 5369-FS/Sectt./Food/4P-09/2023(Pt.IV)

Dated: 06.12.23

**Subject: Corrigendum to the Order on procurement
Ref: Order no. 4511-FS dated 16.10.2023.**

The clause no. 17.5. of the order issued vide no. 4511-FS/Sectt./4P-09/2023 (Pt.IV) dated 16th October, 2023 had mentioned that “The CMR Agencies shall ensure that equipment like Mini Grader, Moisture Meter, Analysis Kit and Weighing Scale duly calibrated are available and functional at each of the procurement centers/ camps run by them.”

In partial modification of the aforesaid clause no. 17.5. It is hereby mentioned that “The CMR Agencies shall procure equipment like Mini Grader. Moisture Meter, Analysis Kit. Weighing Scale duly calibrated and ensure that all equipment are available and functional at each of the procurement centers/ camps run by them.”

This issues with the approval of the competent authority.

Sd/- (06.12.2023)
A.K. Pati, IAS
Secretary in the Food & Supplies Department
Govt, of West Bengal

Annexure - XII

**Government of West Bengal
Food & Supplies Department
11 A, Mirza Ghalib Street, Kolkata - 700 087**

No. 4015 - FS/Sectt/Food/4P-16/2016 (Pt.)

Dated, Kolkata the 26th September, 2019

NOTIFICATION

The Department of Food and Supplies has fixed a target of paddy procurement to the tune of 52 LMT including 6 LMT by FCI during the KMS 2019-20 starting from 1st October, 2019 to 30th September, 2020. This would result in 35 LMT CMR (23 LMR for Central pool and 12 LMT for State pool) which will meet the entire requirement of Central Pool under NFSA, State Pool under Rajya Khadya Suraksha Yojana (RKSY), ICDS, Mid Day Meal and other State Government Sponsored Welfare Schemes. This issues with the approval of the Cabinet vide No. 1417 dated 26.09.2019.

2. The State Government through Food & Supplies Department shall purchase paddy directly from the farmers at notified Centralised Procurement Centres (CPCs) and through the designated agencies viz. WBECSC Ltd., BENFED, CONFED, NAFED, NACOF, NCCF and PAMCL with effect from 1st November, 2019 either directly or by engaging Cooperative Societies/ Self Help Groups (SHGs)/ Farmer Producer Organisations (FPOs) and deliver the Resultant Custom Milled Rice (CMR) to F&S Department as well as FCI conforming to Uniform Specification as prescribed by Government of India for KMS 2019-20 and other relevant orders.

3. As per the decision of the Cabinet held on 12th September, 2018, communicated vide Cabinet No. 1104 dated 13.09.2018, in case of default of receipt of Custom Milled Rice (CMR) the loss has to be borne by the respective CMR agencies which fail to recover the resultant CMR from the rice millers. This decision shall be applicable mutatis-mutandis for KMS 2019-20 and onwards. However, appeal may be made before the Committee constituted vide Notification No. 2840-FS/ Sectt/ Food/ 4P-12/2016 dated 26.09.2018 headed by the Chief Secretary, Government of West Bengal for resolving any issue that may arise on case to case basis.

Sd/- (26.09.2019)
Sarmistha Das, IAS
Commissioner in the
Food & Supplies Department

Annexure - XIII

**Government of West Bengal
Food & Supplies Department
11A, Mirza Ghalib Street, Kolkata - 700 087**

No. 2840 - FS/Sectt/Food/4P-12/2016

Dated, Kolkata the 26th September. 2018

NOTIFICATION

The Governor is pleased to constitute a Committee headed by the Chief Secretary, Government of West Bengal with Addl. Chief Secretary, Co-operation Department, as Member and Principal Secretary, Food and Supplies Department, as Member Convenor for resolving any issue in case of appeal against non payment of bills by the Food & Supplies Department for default of receipt of Custom Milled Rice (CMR) by the CMR agencies during KMS 2018-19 and onwards.

This issues with approval of the Cabinet vide No. 1104 dated 13.09.2018.

By Order of the Governor,
Sd/- (26.09.2019)
Manoj Kr. Agarwal, IAS
Principal Secretary, Food & Supplies Department
& Commissioner of Food, West Bengal

Annexure - XIV

**Government of West Bengal
Food and Supplies Department
11A, Mirza Galib Street, Kolkata - 700087**

No 2713 FS/P/Sectt/GE&EM/4M-46/2015

Dated : 29.08.2017

In order to bridge the shortfall between existing storage capacity and required storage capacity of food grains in various districts of the State and better management of godowns, it was decided by the Deptt. of Food & Supplies in a meeting held on 07.11.2015 that West Bengal State Warehousing Corporation (WBSWC) would hire suitable godowns from private godown owners and would take care of management of those private godowns. Since then a considerable number of private godowns have already been hired by WBSWC in different districts, on the basis of recommendations of the Director, D.D.P.&S and those private godowns have already been offered by WBSWC to respective District Controllers for utilisation of the same for procurement purposes. However, considering the need for setting out all necessary aspects of hiring and management of private godowns by WBSWC, the Governor has been pleased to order that godowns of private godown owners shall henceforth be hired and managed by WBSWC and shall be utilised by the District Controllers in strict compliance of the following procedures and conditions :

A) HIRING OF PRIVATE GODOWNS :

- i) The Director, D.D.P.&S shall inform the WBSWC of location-wise quantum of required storage capacity in the districts where hiring of private godowns is essential.
 - 1) On receipt of such information from the Director, D.D.P.&S, WBSWC will float advertisement seeking application from bonafide private godown owners willing to let out their godown to WBSWC at targeted locations. **The following conditions must be mentioned in the advertisement, amongst others, that hiring of godowns having less than 1,000 M.T storage capacity, godowns located within the boundary of rice-mill/flour mill, godowns offered by rice mill /flower mill owners, godown offered on sub-let basis, godowns not storage-worthy/fit for storage of food grains and godowns with plinth height less than High Flood Level (HFL) shall not be considered.**
 - 2) **Godown rent shall be paid to the godown owner at the rate of rent as claimed by him/her if such rate of rent is lower than the fair rent assessed by the LA. Collector of the concerned district. If, however, godown rent as claimed by the godown owner is higher than the fair rent assessed by the LA. Collector, then the rent as assessed fair by the LA. Collector shall be paid.**
 - 3) If the number of eligible applicants for a particular location are more than one, the godown shall be hired from the applicant claiming the lowest rate of godown rent.
- ii) Applications received from private godown owners shall be forwarded by WBSWC to respective District Controllers through the Director, D.D.P.&S. The District Controllers along with competent officials of the WBSWC will, in turn, cause spot inspection of

- the offered godown and send suitability report of the offered godowns to the Director, D.D.P.&S, with the specific opinion/recommendation for hiring/not hiring of the godown.
- iii) The Director, D.D.P&S, after receipt of inspection reports from the concerned District Controllers, will send the case records, with his views, to the M.D., W.B.S.W.C for hiring of the godown.
- iv) **Only after the Director, D.D.P.&S, sends any note of recommendation, the M.D, WBSWC, would hire the godown, subject to fulfilment of the conditions, and execute an agreement with the private godown owner. The agreement shall normally be for a period not exceeding one year and besides other terms and conditions it should be spelt out clearly in the agreement that godown rent will be paid from the date of actual taking over possession of the godown by WBSWC and that the godown may be de-hired at any time by serving of one-month's de-hiring notice to the godown owner by the WBSWC.**

(B) MANAGEMENT OF PRIVATE GODOWNS:

- (i) After hiring of 'private godown, WBSWC shall offer the same to the District Controller concerned for utilisation of the godown for procurement & PDS operation.
- (ii) On receiving of offer letter from WBSWC for utilisation of a private godown, the District Controller, Food & Supplies Department, concerned shall arrange posting of an Inspector/ Sub-Inspector, as the Godown in-Charge, and an Inspector/Sub-Inspector well conversant in quality control treatment of stocks, as the Quality Control Inspector for the hired private godown in question.
- (ii) WBSWC shall engage security guards and helpers from agencies for surveillance and effective management of the godown.
- (iii) Taking all necessary measures for storage, preservation and quality control of procured stocks of food grains stored in the private godown in question shall be the responsibility of WBSWC. WBSWC shall provide all necessary quality control equipments and arrange fumigation cover.
- (iv) Arrangement for supply of required office equipments, dunnage materials, etc. shall be the responsibility of WBSWC.
- (v) Making Payment of electricity charges, insurance cost of procured stocks, etc. shall be the responsibility of WBSWC.
- (vi) Making payment of godown rent at the rate as claimed by the godown owner or at fair rent as assessed by the L.A. Collector of the concerned district, whichever is less, shall be the responsibility of WBSWC.
- (vii) While utilising the godown, the District Controllers must ensure that available storage capacity of the godown is utilised as much as possible and FIFO (First In First Out) system is followed properly.
- (viii) WBSWC would engage H&T contractors at these godowns for which WBSWC will get reimbursement of the costs of standard Handling Charges together with 15% supervision charges, as applicable to CWC.

(C) DE-HIRING OF PRIVATE GODOWNS:

In order to prevent wasteful/ avoidable expenditure, needless retention of a hired private godown shall be avoided and all District Controllers must request WBSWC to take steps for de-hiring of a hired private godown if the same is not required any more for procurement operation or if the condition of a godown becomes unfit for proper storage of food grains. On being informed by the DCF&Ss, WBSWC, will issue a one-month's de-hiring notice to the godown owner and would de-hire the godown after expiry of the one month's period forthwith.

(D) STORAGE CHARGES ADMISSIBLE TO WBSWC:

- (i) For each of the private godowns, hired and managed by them, WBSWC shall be entitled to claim storage charges at par with CWC storage charges. Claim bills in this regard will be raised by them with the concerned District Controller on a monthly basis for processing and the same will be sent by the DCF&S to the Director, Directorate of Finance, F&S Deptt, who in turn will take steps-for remitting the admissible storage charges to WBSWC.
- (ii) WBSWC will also be entitled to claim storage charges at par with CWC storage charges in respect of all those private godowns that have been hired and offered by them to respective District Controllers since November 2015.

This order will take an immediate effect.

Sd/-(29.08.2017)
Manoj Kr. Agarwal, IAS
Principal Secretary
to the Govt, of West Bengal

Annexure - XV

**Government of West Bengal
Food & Supplies Department
11A, Mirza Ghalib Street, Kolkata-700 070.**

No. 768-FS/Sectt/Food/4M-05/2019(Pt)

Date : 04.03.2022.

From : The Additional Secretary to the Government of West Bengal.

To : The Director,
Directorate of DDP&S.

Sub : Approved “LABEL” for fortified rice bag.

Sir

With reference to above, I am directed to forward herewith an approved “LABEL” for fortified rice bags with request to take necessary action to use the “LABEL” on all fortified rice bags mandatorily.

Yours faithfully,
Sd/- (04.03.2022)
Pranab Biswas, WBCS(Exe.)
Additional Secretary to the
Government of West Bengal

**GOVERNMENT OF WEST BENGAL
FOOD AND SUPPLIES DEPARTMENT**

FORTIFIED RICE

(RAW / PAR BOILED)

FORTIFIED WITH IRON, FOLIC ACID AND VITAMIN B12



NOT RECOMMENDED FOR PEOPLE WITH THALASSEMIA AND
PEOPLE ON LOW IRON DIET

CROP YEAR- KMS

NET WEIGHT - 50 KG

AGENCY- DCF&S / CMR AGENCY

CENTRAL / STATE POOL

MILL NAME-

WQSC NO.

FSSAI LIC NO.....

BATCH NO.....

DATE OF PACKING

BEST BEFORE.....

CML / NO.....

Annexure - XVI

**Government of West Bengal
Food & Supplies Department
11A, Mirza Ghalib Street, Kolkata-700087**

Memo No. 01-FS/Sectt./Food/4P-12/2021(Pt.I)

Dated: 03.01.2022

ORDER

With a view to ensure that food grains of proper quality & quantity are received in all godowns and that received stocks of food grains are stored appropriately in all godowns prior to delivery of such stocks, the Governor has been pleased to order that the following Standard Operating Procedure (SOP) is to be maintained, without any exception, in all godowns which are utilised by the F&S Deptt. in the State.

Godown Inspectors i.e. Godown-in-Charge and Quality Control Inspector must ensure that the following Standard Operating Procedure(SOP) is maintained correctly and without any exception in each and every godown that is under their supervision.

1. REGARDING MAINTENANCE OF GODOWN :

- 1.1. Initiative must be taken to ensure cleanliness of the surrounding areas of the godown and to see that there is no issue of water logging around the godown.
- 1.2. Unwanted and broken furniture, old bags etc. should be removed from the godown as these things invite dust and web and also form a source of insect infestations of food grains and give shelter to rats/mice where they can breed profusely.
- 1.3. Proper lighting arrangement should be maintained in godown.
- 1.4. Proper security arrangement has to be maintained to avoid theft etc. All shutters are to be mandatorily repaired on urgent basis.
- 1.5. The godown inspectors should check the godown regularly to identify any leakage in the roof, gaps in the walls/window/ventilation pans in order to disallow entry of rain water or entry of birds.
- 1.6. Periodic inspection of the godown must be done to ascertain the physical condition of the godown, in terms of any deterioration/physical damage of wall, floors, windows, opening in doors and presence of any insects, termites, birds and rodents.
- 1.7. The floor and walls should also be checked for cracks/crevices and necessary repairs must be carried out before accepting fresh stocks of food grains in the godown.
- 1.8. Rat burrows should be closed with stones, mud and cement after fumigation with Aluminum Phosphide tablets.
- 1.9. Godown Inspectors must take pro-active role in case of requirement of any type of repair, minor or major, and they should bring up the issue with the higher authority on urgent basis. WBSWC/ Dte.of Storage/DCF&S should take immediate steps for repair of the godown on urgent basis as per Govt, norm.

- 1.10. Efforts should be undertaken to maintain proper road condition inside the godown area so that the vehicles can move smoothly.
- 1.11. It is important to maintain the physical structure of the godown in proper condition and to keep it storage-worthy. Godown roof, floor, ventilators, walls should be in good and dry condition so that the food grains are not spoiled due to moisture.

2. REGARDING MAINTENANCE OF NECESSARY EQUIPMENTS ;

- 2.1. Fire fighting arrangements are to be maintained at the depots in workable conditions & to be renewed periodically before expiry date.
- 2.2. All equipments like Moisture meter, Weighing Devices, etc. are to be used properly and maintained as per norm. In case of any defect or shortage of such equipments, the matter must be brought to the notice of the higher authority immediately by the Godown-in-Charges. At the same time, Quality Control Equipment and Pesticide Registers are to be maintained properly by the Quality Control Inspector.
- 2.3. The weighbridge should be checked every day. At the same time, faulty weighbridges are to be repaired immediately and in this regard Annual Maintenance Contract may be signed with reputed and competent companies.
- 2.4. **The Godown in Charge shall ensure that the computer of the godown is functional and kept in a safe and secure place. It must be connected to internet with adequate speed.**

3. REGARDING PREPARATION OF GODOWN BEFORE RECEIVING OF STOCKS :

- 3.1. Thorough cleaning of the godown should be undertaken before receiving of fresh stock.
- 3.2. Before receiving of stock:- Vacant godowns are to be cleaned.

(As DDVP 76% EC was banned by the Govt, of India since December 2020, combination of Ethylene Dichloride +Carbon Tetrachloride (3:1) was suggested as an alternative chemical. However method of application, concentration and frequency of application of the said combination has not been provided by the Central Govt., till date. However, CWC and FCI is using the combination of Malathion 50% EC+Deltamethrin 2.5% W.P. (1:1) on a trial basis and the same may be followed here till all the details of the combination of Ethylene Dichloride + Carbon Tetrachloride (3:1) is received.)

- 3.3. Proper dunnage material should be used to ensure storage of stock in proper condition, particularly to maintain the lowest layer of stack in proper condition. Polythene Sheets (100 micron/300 gauge in two layer) may be used as dunnage. In case the floor is uneven, then double layered polythene sheets are to be used.
- 3.4. **The Godown in Charge shall ensure that his user id is functional and his password is well protected and kept confidential.**

4. STIPULATIONS PERTAINING TO RECEIVING OF STOCKS :

- 4.1. Stocks are to be received from the authorised representative of the rice miller and as per the delivery order (Rice Receipt Order or R.R.O.) and after satisfaction regarding quality of the rice to be received. The quantity is also to be verified accordingly. Stocks are to be received only from the authorised representatives of the Rice Millers and as per the terms

of the R.R.O. Joint sampling of stocks by the authorised representative of the Rice Miller and the Godown Inspector is to be done when the stocks are received. The receipt records are to be entered online and WQSC (Weight Quality & Stock Certificate) to be generated accordingly.

- 4.2. Sampling of rice should be done carefully and the sample drawn must be a “Representative Sample” *including a minimum 500 gm of stock per sample, clean plastic transparent bag, proper sealing etc.*
- 4.3. **Parboiled rice can be procured from the Rice Millers with moisture content upto a maximum limit of 14.50% with value cut. There will be no value cut upto 14%. Between 14.00% to 14.50% moisture, value cut will be applicable at the rate of full value. Raw rice can be procured with moisture content upto a maximum limit of 12.50% with value cut and there will be no value cut upto 12.00%. Between 12.00% to 12.50% moisture, value cut will be applicable at the rate of full value for raw rice.**
(As amended vide G.O. No. 4737 FS/P/Sectt./GE&EM/4M-22/2018 Dated: 05.12.2019.)
- 4.4. **The quantity of broken rice percentage should not exceed 10% under any condition in case of parboiled rice and 12% in case of raw rice as the rice milled in a modern Rice Mill has very little presence of broken grains.**
- 4.5. All specifications including **moisture** must be checked and under no condition rice with moisture level above the specified limit may be accepted.
- 4.6. Gunny Bags are to be accepted only as per norm and the stenciling is to be checked before receiving of rice. Gunny Bag Register to be maintained.
- 4.7. In case of non-merchantable rice/rice with obnoxious smell/ rice which does not conform to the Govt, specifications, the concerned Godown Inspectors have every right to reject the rice after observing due formalities. In case of rejection of rice for quality issue, Rejection Register has to be maintained and joint samples are to be kept separately for future reference, if any.
- 4.8. Stock Registers, Delivery register, Central Registers are to be maintained properly and on regular basis.
- 4.9. In peak procurement period, **20%** more than the normal storage capacity of the godown may be received by the godown inspectors strictly after obtaining necessary permission for the same from the district authority. But, even in these days, the quality of stored stock should be maintained in proper condition by taking necessary special care.
- 4.10. **Each and every receipt of stock must be entered online, beside offline entries in the relevant registers, at time of receiving of the stock in terms of the Order No. 885-FS dated 03.02.2020.**
- 4.11. **Standard Operating Procedure of Mixed Indicator Method for determining the age of raw rice (CMR):**

The Standard Operating Procedure (SOP) Of Mixed Indicator Method(MIM) that should be followed for determining the age of milled rice stocks during acceptance of CMR Mill Raw Rice for procurement is detailed hereunder.

This method is helpful for the procuring agencies to put a check on possibility of acceptance of old rice, along with the various parameters of the Uniform Specifications. SOP of Mixed Indicator Method should also be implemented for determining the age of milled rice stocks during acceptance of CMR Milled Raw Rice for procurement.

Implementation:

Henceforth, all the raw rice consignments shall be subjected to another test i.e. Mixed Indicator Method for determination of age of milled raw rice stocks. As per instructions in vogue, a sample shall be drawn from the offered consignment and analysed in terms of FAQ specifications of GOI. If it is found confirming to the prescribed specifications, the samples would be tested through Mixed Indicator Method. In case the color of the reagent comes out to be green/avocado green, the consignment would be accepted and any other color like yellow, yellow orange & orange would be rejected terming the stock as 'Not freshly Milled'.

Method of analysis:**Materials & Equipment:****(A) Glass Ware :**

1. Volumetric flasks, amber colored, 2 no's of 250ml each & 100ml,
2. Graduated measuring Cylinder (100ml), Glass Made A-Grade,
3. Beaker(100 ml & 250 ml),
4. Test tube with stopper (5 no. of 25 ml),
5. Glass stirrer,
6. Measuring pipette (2ml).

(B) Equipment:

1. Balance (with 0.01 gram accuracy).

(C) Consumables:

1. Test tube racks (plastic made),
2. Distilled Water Bottle plastic (500ml),
3. Pipette Sucker (made of rubber),
4. Amber Coloured Glass reagent Bottles (250ml).

(D) Chemical Reagents

1. Methyl red, analytic reagent (0.05 gram/depot),
2. Bromothymol blue, analytic reagent (0.15 gram/depot),
3. Ethyl alcohol, Absolute Grade (75 ml/depot),
4. Distilled water (10.00 litres).

Preparation of stock solution

1. Weigh 0.05 gram of methyl red and 0.15 gram of bromothymol blue.
2. Dissolve the above indicators in 75 ml ethyl alcohol and add distilled water to made 100 ml.
3. Store in a cool and dark place and in an amber colored flask.

Preparation of working solution

Take an aliquot of stock solution and dilute with distilled water in the volume ratio 2:98. The prepared solution preferably be consumed in same or next day. Accordingly, working solution is to be prepared keeping in view of number of raw rice samples to be tested.

Procedure for staining method using pH indicators (working solution)

1. Weigh 5 grams of the raw rice sample.
2. Place the sample in the test tube.
3. Add 10ml of pH indicator (working solution) and shake well for one minute.
4. Note the resulting color of solution (whether green/avocado green/yellow/yellow orange/orange).

Interpretation of Test Results:

Samples subjected to mixed indicator method	Color Change	As per standards	Results
	Green	Freshly milled stock	Accepted
	Avocado Green		
	Yellow	Old Stock	Not to be accepted
	Yellow Orange		
	Orange		

Precaution:

1. Keep away the chemicals from face due to volatile nature of alcohol.
2. Avoid contact of the chemicals from eye, nose and skin.

Appeal Procedure:

Normal appeal procedure would be followed in case of rejection of consignment through this method.

Color Coding for different age groups of rice:

Age of Rice in Months	Resulting color of solution
0 Month	GREEN
1 Month	AVOCADO GREEN
2 Months	AVOCADO GREEN
3 Months	YELLOW
4 Months	YELLOW ORANGE
5 Months	ORANGE
6 Months	ORANGE

5. REGARDING MAINTENANCE OF STACK :

Stack plan should be prepared in such a manner that the stack shall not obstruct light and free flow of air in the godown.

- 5.1. A Stack Plan should be prepared and Stack numbers should be painted neatly in bold figure on the floor and also outside wall of the godown.
 - 5.2. A model stack area should be marked neatly in bold on the floor and godown inspectors are to follow such plan while stack formation. This would definitely ease the job of gunny bag counting.
 - 5.3. Uniform and standard stack (30' X 20') with maximum 20 layers of bags in each stack are to be maintained although the size (30' X 20') may be altered considering the shape and capacity of the godown. A standard stack is to have maximum 3000 bags, i.e. 150 MT rice.
 - 5.4. **Stacking should be done rice mill wise as far as practicable.**
 - 5.5. Proper alleyways (2.5') and gangways (5') are also to be maintained.
 - 5.6. Considering the size of godown, some other standard size stack may be formed which are (1) 21' X 18', (2) 18' X 18', (3) 12' X 18'. The floor space shall be divided into convenient blocks of rectangle or square.
 - 5.7. Up to date and correct entries on Stack Cards are to be maintained. Each stack should have a separate stack card and quantity of receipt and delivery (date-wise) is to be noted on one side of the card. On the reverse side of the existing Stack Cards, QC Treatment records are to be maintained properly. The card should be placed at a convenient height for making regular entries and should be kept under a polythene jacket. The Stack Card should be preserved till the end of KMS and till the physical verification of the said godown.
 - 5.8. Stack Registers are to be maintained properly and on regular basis.
 - 5.9. **Besides offline stack cards, each and every quality control treatment must be entered online in the portal which should be reflected in the MIS report, stack wise, and visible at the end of the DCF&S.**
6. **REGARDING GENERAL PRESERVATION PROCEDURES, QUALITY CONTROL TREATMENT PROCEDURES AND RODENT CONTROL MEASURES :**

It is extremely important to keep the food grains clean, dry and free from insects for long storage. In order to do so, regular maintenance and monitoring activity is needed.

CLEAR food grains means the lot is free from any living insects of 500 gm representative sample. FEW food grains means the lot is having two living insects of 500 gm representative sample. HEAVY food grains means the lot is having more than two living insects of 500 gm representative sample.

The stored food grains must be clean, dry and CLEAR, i.e. completely free from insects. All godown inspectors need to undergo Quality Control Training in the interest of proper preservation and quality control treatment of stocks.

6.1. GENERAL PRESERVATION PROCEDURES

- 6.1.1. Godowns are to be opened on regular basis for aeration and all stocks to be brushed properly, preferably in every alternative day, *except in rainy and highly moist days.*
- 6.1.2. If the moisture content of stored stocks is found to be higher than the normal/acceptable moisture content, the stock should be preferably aerated so that the moisture may be

reduced *except in rainy and high moist days*. This is to be done by keeping doors and ventilators open and also using exhaust fan.

- 6.1.3. The surface of bags in stacks should be brushed gently to remove dust, powders of food grains formed as a result of infestation, dead and living insects and webs. Dead insects and uric acid content should not exceed FSSAI limits (i.e., not more than 100 ppm).
- 6.1.4. Brushing of bags after fumigation is a must.
- 6.1.5. The QC Treatment/Pesticides registers are to be maintained on regular basis.
- 6.1.6. The insect-affected (Few or Heavy) stock should be separated from the Clear stock to check cross infestation.
- 6.1.7. The stacks should be cleared properly after disinfections.
- 6.1.8. Quality Control Inspectors must ensure that the godown is equipped with necessary quality control treatment chemicals, fumigation cover and rodent control chemicals. In case of unavailability of quality control treatment chemicals/ fumigation cover/rodent control chemicals, he must take up the matter with the higher authority on urgent basis.
- 6.1.9. Schedule of chemical treatment should be chalked out by the Dte. of I&QC for prophylactic treatment as preventive measure for each godown in consultation with the DCF&S concerned in order to safeguard the quality of stock in godowns. At the same time, godowns Inspectors have to check the quality of received stock after 15 days of receiving and decide its quality by proper sampling and checking of a given stack. Accordingly, Categorisation Registers are to be prepared.
- 6.1.10. The physical condition of the godown along with moisture content, degree of infestation are to be measured.
- 6.1.11. Categorisation of stocks as per G.O. No. 8697-FS Dt. 28.11.96. is detailed below:

Commodity (Rice)	Category	Percentage of damaged grains	Percentage of Discoloured Grains	Remarks
Parboiled/Raw	A	Upto 3%	Upto 3%	Issuable stock for Delivery
Parboiled/Raw	B	Above 3% up to 4%	Above 3% up to 5%	Issuable stock for Delivery
Parboiled/Raw	C	Above 4% up to 5%	Above 5% up to 7%	Issuable stock for Delivery
Parboiled/Raw	D	Appreciable quantity of loose bran (more than 5%) or giving obnoxious smell		Non-issuable for Delivery

- 6.1.12. Based on category of stock, Priority Registers are to be made and maintained on regular basis.

6.2. QUALITY CONTROL TREATMENT PROCEDURES

- 6.2.1. During storing period:-Prophylactic Treatment: This is periodical, preventive and regular in nature.

- i) Malathion 50% EC (dilution 1:100)- To be treated once in every fortnight. Dosage- 3 litre solution per 100 square meter.
- ii) Deltamethrin 2.5% w.p. (dilution 40 gms/lit)- Once in 90 days. Dosage- 3 litre solution per 100 square meter.

6.3. CURATIVE CONTROL MEASURES

- 6.3.1. In case of heavy infestation like khapra, fumigation by using Aluminum Phosphide is to be used by covering the stacks with polythene covers. After polythene covering, the stacks are to be made air tight by mud plastering and the cover should be kept for at least 5/7 days.
- 6.3.2. In case of infestation, the insect affected (Heavy/Few) stock should be separated from clear stock to prevent cross infestation and immediate fumigation is to be undertaken. After chemical treatment, the bags of rice should be brushed properly. In case of treatment with deltamethrin 2.5% w.p. the stock should be brushed only before delivery. Dosage- 9 gms(3 tabs each of 3 gms) per MT and for chamber fumigation the dosage is 63 gms/28 cmt.
- 6.3.3. The entire fumigation should be done properly and the entire stocks should become CLEAR as per classification after the fumigation.
- 6.3.4. Rodent Control Measures should be taken, as and when required, by using rodenticides like Zinc Phosphide, Barium Carbonate, Red squill, ANTU etc.

7. REGARDING DELIVERY OF RICE:

- 7.1. FIFO (First In First Out) has to be maintained strictly. All mandatory Registers are to be maintained accordingly.
- 7.2. After killing the stack, all spillages should be collected and cleaned up to FAQ level before issuing them to PDS. These cleaned spillages are then to be kept in palla bags. These palla bags should be accounted for in the weight of the stocks in the stack.
- 7.3. Additional gunny bags to be requisitioned in advance which are to be used as Palla bags.
- 7.4. Stocks are to be delivered only to the authorised representatives of MR Distributors and as per the terms of the Delivery Order (D.O.), joint sampling by the authorised representative of the MR Distributor/lifting Agent and the Godown Inspector is to be done when the stocks are issued.
- 7.5. Delivery Registers must be maintained properly.

8. REGARDING INSPECTION OF GODOWN AND PHYSICAL VERIFICATION OF STOCKS :

- 8.1. At the time of procurement/storage of foodgrains (CMR, Fortified Rice Kernel - FRK) :

8.1.1. Periodic inspection:

- 8.1.1.1. It shall be carried out on monthly basis. All Sub-divisional Controller, F&S, and Assistant District Controller, F&S, shall visit at least one godown within his jurisdiction and/or other godowns as per order of the authority concerned.

Similarly, all District Controller, F&S, shall visit at least one godown in each fortnight. All inspections shall be carried out in such a way so that all godowns must be covered at least once in a month.

8.1.1.2. Inspections shall be done with noting in the inspection book as well as online godown reporting system.

8.1.1.3. Periodic inspection may be carried out with the officials of Government of India/FCI on giving prior intimation to the concerned authorities of the State Government at least one week before inspection.

8.1.2. Surprise inspection:

8.1.2.1. It can be carried out by the team of DCF&S/DDP&S/Director of Storage/WBSWC or by the joint team of State Government and Government of India, four times in a year.

8.1.2.2. All such reports of surprise inspection shall be submitted in writing to the State Government within 15 days of such inspection.

8.1.3. Disposal of stock beyond FSSAI standard: In the event of detection of any stock, detected and analysed as beyond FSSAI standard (unfit for human consumption), such stock shall be disposed off strictly in accordance with the guidelines of disposal issued by the State Government.

8.1.3.1. All stocks shall be categorized primarily in two categories:-

- a) Issuable stocks: Fit for human consumption,
- b) Non-issuable stocks: Unfit for human consumption.

8.1.3.2. Issuable stocks shall also be categorized in two heads:

- a) Issuable ready stocks: These stocks may be issued under PDS and other welfare schemes (OWS) of the Government. Stocks conforming to PFA (Prevention of Food Adulteration) standards and free from insects infestation may be issued in PDS & OWS, provided the refraction are upto 20% of the Uniform Specification of the relevant marketing season (with amendments, if any) in respect of broken grains, chalky grains, red grains, dehusked grains and the incidence of foreign matter does not exceed 1% including rice bran. Inorganic matter should not exceed 0.5%.
- b) Upgradable stocks: All stocks of rice other than ready stocks but containing damaged grains within PFA standards shall form part of upgradable stocks. These stocks shall be thoroughly examined by a Committee comprising of officers from Directorate of Inspection & Quality Control (I&QC), Finance, DDP&S and Storage at appropriate levels to certify that these stocks are not conforming to ready stocks and not falling in the category of non-issuable stocks. These stocks shall be, wherever possible, be upgraded by manual methods i.e. cleaning, reconditioning etc. under the supervision of the I&QC officials. Such upgraded stocks after due certification of the I&QC officials regarding its fitness may be issued in PDS & OWS. In case further upgradation of such stocks is found not economically feasible, which is certified by the Committee, such stocks may be disposed off by Tenders, at the rate not below Central Issue Price(CIP) under NFSA

8.1.3.3. Non-issuable stocks/ damaged stocks: The stock containing damaged grains above 5% in case of rice and 6% in case of wheat shall be treated as non-issuable stocks, unfit for human consumption. (Category D in point no. 6.1.11. maybe referred also)

These stocks shall be further categorized as:

Sl. No.	Particular of wheat/ rice	Percentage of sound grains other than foreign and damaged foodgrains
1.	Feed - I	(i) Sound grains 85% to less than 95% in case of rice and 94% in case of wheat, (ii) Weevilled grains alone exceeding 10% by count, (iii) Uric Acid content alone found exceeded 100 mg per kg.
2.	Feed - II	Sound grains 70 to less than 85%
3.	Feed - III	Sound grains 55 to less than 70%
4.	Industrial use	(i) Sound grains 30 to less than 55% (ii) Contaminated with poisonous chemicals and fertilizers
5.	Manure use	Sound grains 10 to less than 30%
6.	Dumping	Sound grains less than 10% (to be offered as manure once before dumping)

8.2. At the time of distribution of foodgrains (CMR/ FRK):

8.2.1. Inspection team formed by DCF&Ss shall visit the FPSs, different clusters of FPSs, godowns of the Distributors and Flour Mills at a regular interval once in each week. Inspections are to be carried out keeping in view the following points:

8.2.1.1. Updated information as required to be displayed at prominent places as per WBPDS(M&C) and WBUPDS(M&C) Orders, 2013, WBCMR(0&C) Order, 2015 and other Control Orders, as amended time to time, on daily basis regarding: (i) entitlement of foodgrains, (ii) scale of foodgrains, (iii) retail issue price, (iv) timings of opening and closing, (v) stocks received during the month, (vi) opening and closing stock of foodgrains etc.

8.2.1.2. Maintenance of complaint books, hygienic condition of the shop/godown/ factory etc., countable position of stocks, dunnage in use, stacking, insect infestation etc.

8.2.1.3. Action taken report shall be reviewed in the meetings of the District Level Monitoring Committees and the issues that may need intervention at the State Level, shall be forwarded within one month of such meetings.

This order will take immediate effect.

Sd/-(03.01.2022)
Parwez Ahmad Siddiqui, IAS
Secretary to the Government of West Bengal
Food & Supplies Department

Annexure - XVII

**GOVERNMENT OF WEST BENGAL
FOOD & SUPPLIES DEPARTMENT
11-A MIRZA GALIB STREET
KOLKATA - 700 087**

No. 3913-FS/Sectt./Food/4P-09/2023 (Pt.-II)

Dated: 20.09.2023

ORDER

With a view to ensure that food grains of proper quality and quantity are received in all godowns and that received stocks of food grains are stored appropriately in all godowns prior to delivery of such stocks, the State Government had earlier issued the Standard Operating Procedure (SOP) to be followed in godowns utilised by Food & Supplies Department of the State vide Department's order no. 01-FS/Sectt/Food/4P-12/2021 (Pt-I) dated 03.01.2022 read with the earlier order nos. 2603-FS/P/Sectt/GE&EM/4M-22/2018 dated 24.06.2019 and 4737-FS/P/Sectt/GE&EM/4M-22/2018 dated 05.12.2019. Now, in partial modification of item nos. 4.3. and 4.4. of the order no. 01-FS dated 03.01.2022, the following schedule of specification should be followed from Kharif Marketing Season KMS 2023-24, as detailed below:-

- a. Rice (both Raw & Parboiled) can be procured from the Rice Millers with moisture content upto a maximum limit of 14.5% with value cut. There will be no value cut upto 14%. Between 14% to 14.5% moisture, value cut will be applicable at the rate of full value.
- b. The quantity of broken rice percentage should not exceed 15% under any condition in case of raw rice (common). But in case of parboiled rice the broken percentage should not exceed 10% under any condition as envisaged in the aforesaid order.

All other specifications mentioned in the G.O. no. 01-FS/Sectt/Food/4P-12/2021 (Pt-I) dated 03.01.2022 will however remain unchanged.

Sd/-(20.09.2023)
Pranab Biswas, WBCS(Exe.)
Additional Secretary to the
Government of West Bengal

Annexure - XVIII

**F.No. 39-5/2013-S&I
Government of India
Ministry of Consumer Affairs, Food & Public Distribution
Department of Food & Public Distribution
(S&R Division)**

Krishi Bhawan, New Delhi

Dated: 23rd March, 2015

To,
The Chairman and Managing Director,
Food Corporation of India
16-20, Barakhamba Lane,
New Delhi.

Subject: Appeal for challenging the results of rice lots rejected by FCI during acceptance of rice in Punjab.

Sir,

I am directed to refer your letter No. QC-2(1)/KMS/2014-15/Vol-II dated 23.2.2015 regarding comments on suggestions of Government of Punjab and to state that the Appeal procedure issued by this Department vide letter of even number dated) 10.10.2014 has been re-examined. A copy of the revised procedure to be followed is enclosed for compliance at field level during the acceptance of custom milled rice.

Receipt of the letter may kindly be acknowledged.

End: As above.

Yours faithfully

Sd/-(23.03.2015)
(Dr.Subhash Gupta)
Jt. Commissioner (S&R)
Tel: 23389625

Revised procedure for appeal against the rejection of rice lots by FCI during acceptance of custom milled rice :

1. The checking of delivered lots of rice for acceptance should be completed within 24 hours of dumping by concerned Technical Assistant /Manager (QC).
2. In case of rejection by Manager (QC) and appeal lodged by the supplier in writing on rejection of lots, 4 sealed joint samples will be drawn by Manager (QC) associating the representatives of the agency concerned /rice millers. Three samples will be sent to district lab immediately alongwith the appeal. **4th sealed sample will be given to State Government or its representative. In case State Government requests for review of analysis results of third appeal at CGAL, 4th sample with State Government will act as review sample for analysis by CGAL.**
3. On first appeal at district lab, AGM(QC) will analyse one of the sealed samples jointly with the representative of the State Government /rice miller within **three** working days and shall inform them outcome of the analysis.
4. The representative of State Government/rice miller will submit a letter to AGM(QC) indicating either acceptance of analysis results or his intention to prefer an appeal in case of dispute with the results; the same day. In case of non-acceptance of results, **2nd** sealed sample should be sent to regional office on next working day alongwith the letter of appeal given by the representative of State Government/rice miller.
5. In case no representative of State Government/ rice miller is present for joint analysis, the outcome of the analysis shall be informed to the agency concerned /rice miller **through e-mail** and in writing by AGM(QC) on the day of analysis itself. The concerned State agency /rice miller shall have two working days time to respond and communicate to regional office whether they intend to avail the option of next level of appeal under intimation to AGM(QC).
6. At regional level DGM(QC) of Regional Office, FCI will decide the appeal by analyzing the second sealed sample associating representative of State agency/rice miller within **3** working days. The outcome of the analysis shall be informed to the agency concerned /rice miller through e-mail and in writing by DGM(QC) on the day of analysis itself. In case of non-settlement of objection/dispute, the State Government shall have two working days time to respond and communicate to CGAL, Krishi Bhawan, New Delhi of their intention to avail the option of referring the matter to **CGAL alongwith third sealed sample** under intimation to DGM(QC) regional office of FCI.
7. On receipt of sample, the CGAL will communicate the results to State Government and FCI within 5 working days. **In case State Government wants to request for review of analysis results of CGAL, they should communicate and provide review sample to CGAL for analysis within 3 working days under intimation to concerned FCI Regional/ District office. CGAL will communicate the results of review sample to State Government and FCI within 5 working days.**
8. In case Manager (QC) from district office have been deputed in the depots for acceptance of rice, the concerned Manager (QC) will be considered as the depot staff for acceptance / rejection of rice and in case of an appeal the concerned Manager (QC) will not be associated in analysis of samples at district office.

9. FCI will keep e-mail address of the State Government /rice mills and use e-mail for communication of lab results, **besides in writing**.
10. **During the pendency of appeal against the rejection of a particular rice lot, the rice miller will be allowed to deliver rice till final out-come of the appeal i.e. within the stipulated mandatory period. If the appeal is upheld at any level, FCI will accept the stock and separate departmental action will be initiated against the delinquent officers. In case appeal is rejected at all the 3 levels, the storage charges will be levied by FCI from the date of delivery of lot of rice for acceptance as per their procedure. Further, the miller will have to lift the rejected stock within 24 hours, if he fails to do so, his further delivery of stocks will be stopped.** In order to avoid frivolous appeals a caution notice may be issued to the concerned rice miller in the event of rejection of appeal at all levels as above and for repeated occurrence of such appeal, other punitive action can be considered against the concerned rice miller.

Annexure - XIX

**Government of West Bengal
Food & Supplies Department
11A, Mirza Ghalib Street, Kolkata - 700 087**

No. 4313- FS/Sectt/Food/4P-16/2016 (Pt.)

Dated, Kolkata the 13th November, 2019

NOTIFICATION

1. The State Government through Food & Supplies Department purchases paddy directly from the farmers at the notified Centralised Procurement Centres (CPCs) including Direct Purchase Centres (DPCs) and through the designated CMR agencies either directly or by engaging Cooperative Societies/ Self Help Groups (SHGs)/ Farmer Producer Organisations (FPOs) and delivers the paddy to the Rice Mills which subsequently deliver the resultant Custom Milled Rice (CMR) to Food & Supplies Department as well as to FCI conforming to Uniform Specification as prescribed in the Bi-partite and Tri-partite Agreement executed by the Rice Mills with this Department and the CMR agencies respectively.
2. The Governor is pleased to empower the District Controller, Food & Supplies in each district to constitute a Three Men Committee for addressing any dispute relating to quality of CMR at the time of delivery of the same to the State / hired godowns for State Pool/ Central Pool for KMS 2019-20 onwards.
3. The committee will consist of:-
 - (i) Quality Control Officer, deputed by the concerned DCF&S as Member and Convenor.
 - (ii) Authorized representative of FCI / CWC of the concerned district (in case of non-representation of that particular district, the representative may be nominated by FCI / CWC) as Member.
 - (iii) Representative of concerned rice millers as Member.
4. In case of CMR delivered by the CMR agencies, the representative of the concerned CMR agency shall be co-opted in the Three Men Committee.
5. On representation by the concerned Rice Millers, the committee will cause inspection of quality of stocks of CMR meant to be delivered to State / hired godowns but has been rejected for acceptance on quality grounds. The committee after necessary checking of the samples drawn and quality control tests shall take decision in this matter and the said decision of the committee shall be final.
6. This issues with the approval of the competent authority.

Sd/-(13.11.2019)
Sarmistha Das, IAS
Commissioner in the
Food & Supplies Department

Annexure - XX

No-15(1)/2012-Py-III(367559)
Government of India
Ministry of Consumer Affairs, Food & Public Distribution
Department of Food and Public Distribution

Krishi Bhawan, New Delhi
Dated : 19.02.2024

To
The Principal Secretary/Secretary,
Food & Civil Supplies Department
All State Government/UT's

Subject: Colour Coding of Gunny Bags to facilitate identification of
crop year of stock for KMS 2024-25.

Sir/Madam,

I am directed to say that it has been decided to adopt RED Colour Coding for gunny bags for KMS 2024-25. The colour coding will be in the manner as indicated below:

- a. Stencil or Branding as per indenters' requirements shall be in "**BLUE**" colour.
- b. Marking or stitching on the mouth of the bag after filling the grain will be done by the FCI/State Agencies in a "**RED**" colour.
- c. For identification marking of marketing season, there will be color coded strip/s on every jute bag. Width of each strip will be of 4 threads. Each strip will be run along the length of the Bag and shall be in "**RED**".

For bags to be supplied through Jute Commissioner of India.

- d.(i) Single strip is to be printed for bags to be supplied through Jute commissioner of India. This single strip shall be printed at a distance of about 150 mm away from any selvedge of the bag.
- d.(ii) For supply of jute bags to Andhra Pradesh, Telangana, Tamil Nadu, Kerala and Karnataka through Jute Commissioner of India, an additional Black colour strip will be printed on each bag at a distance of about 150 mm away from other selvedge of the bag.

For bags not purchased through Jute Commissioner of India.

- e. For jute bags not purchased through Jute Commissioner of India, two strips shall be printed on each bag. Each of two strips shall be printed at a distance of about 150 mm away from the respective selvedges of each bag.
2. This issues with the approval of the Competent Authority.

Yours faithfully,
Sd/-
(मोहन लाल)
अवर सचिव (नीति. III)

Annexure - XXI

**Government of West Bengal
Food & Supplies Department
11A, Mirza Ghalib Street, Kolkata - 700 087**

No. 16-FNS-24022/2/2020 -PROC SEC-Dept. of FNS

Dated:04.01.2021

Notification

Sub : Implementation e-signature based consolidated WQSC

The WQSC (Weight, Quality & Stock Certificate) against receipt of CMR is an important document. However, since the document at present is first generated by Inspector (In charge of the QC} through the system and then signed by him on physical copy and then sent manually to Inspector in-charge of the Godown who after verifying the particulars is required to put his signature. Then the same is sent by him to DCF&S concerned for his checking and putting his signature. Thereafter, WQSC is delivered to the Rice Millers for submission of their claims on milling charges etc.

To make the process a little smooth, the **consolidated WQSC (Weight, Quality & Stock Certificate) against receipt of CMR** was devised vide Order No. No. 2516-FNS-24022/2/2020-PROC SEC-Dept. of FNS dated 08.10.2020.

Hitherto this whole process was manual, person dependent and time consuming.

With an objective to make the process and procedure easier for stakeholders and less time consuming, the issue of system based generation and authentication of WQSC Certificate was under active consideration of the Government for some time past.

Now, the Governor is pleased to introduce system based generation, verification and approval of WQSC with e-signature. Generation of WQSC shall be three-step process.

Following steps shall be followed for generation of e-signature based WQSC:

1. **1st Step:** The Inspector (In charge of QC) shall login with his User ID and password. He shall fetch the RRO from the system on arrival of the deliverable Custom Milled Rice (CMR), examine the QC parameters of the CMR, enter the details in the “Online Godown Management System” using his login and submit his observation. The WQSC Certificate may be generated and viewed online by all stakeholders associated with the CMR delivery.
2. **2nd Step:** On successful generation of WQSC Certificate, the Inspector in-charge of the Godown shall also be able to view the same through his login. If the consignment of CMR has passed the QC parameters satisfactorily, he will be able to receive the stock online through the portal. He shall enter relevant details like quantity, stack number, etc. and generate the receipt with Bar Codes. Stock shall be entered and stacked in the specified space after stitching the Bar Code papers, as done earlier. He shall receive the stock online through the portal.
3. **3rd step :** After completion of the delivery & receipt of the full RRO, the DCF&Ss will satisfy himself about all the pre-requisites regarding quality, quantity, stock receipt and entry in the godown and will confirm and approve the WQSC using their login.

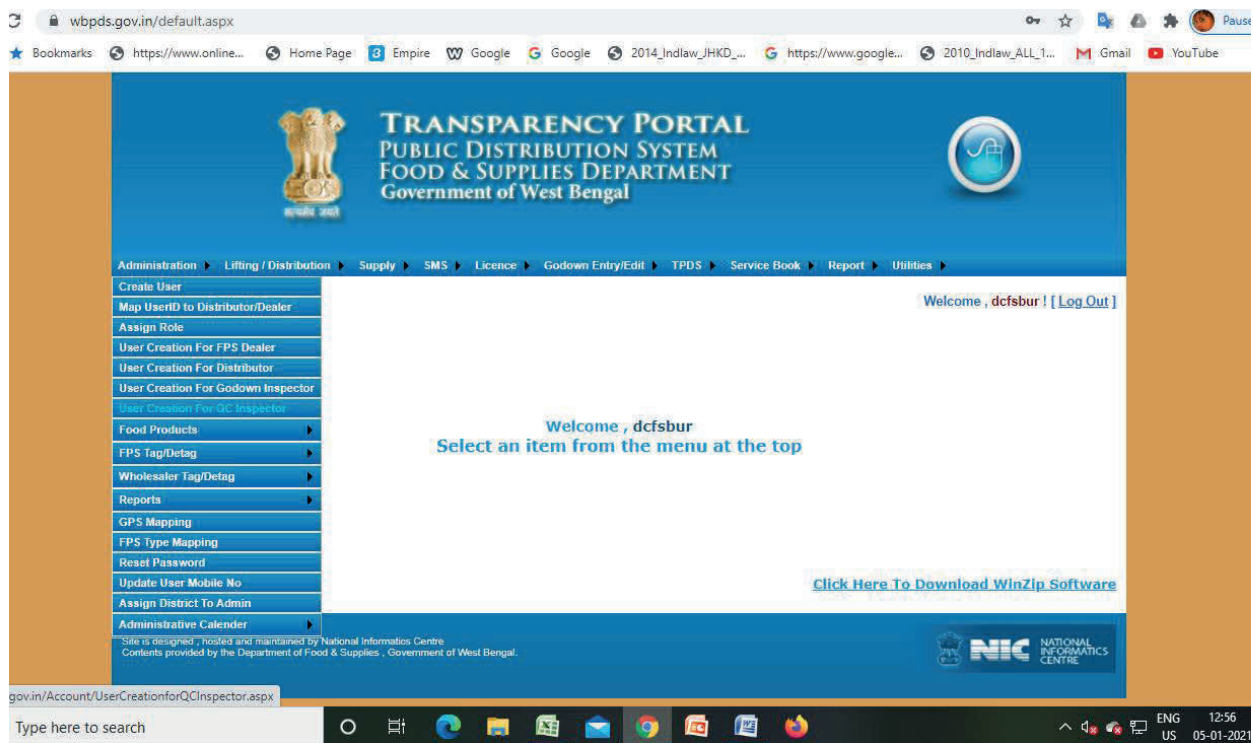
Government of West Bengal
Food & Supplies Department
11A, Mirza Ghalib Street, Kolkata - 700 087

After Approval of DCF&S, the WQSC will be available in e-WQSC format (.pdf) with e signature of DCF&S. This WQSC can be verified online and downloaded by the Rice Millers, CMR Agencies, Director of Finance through their login.

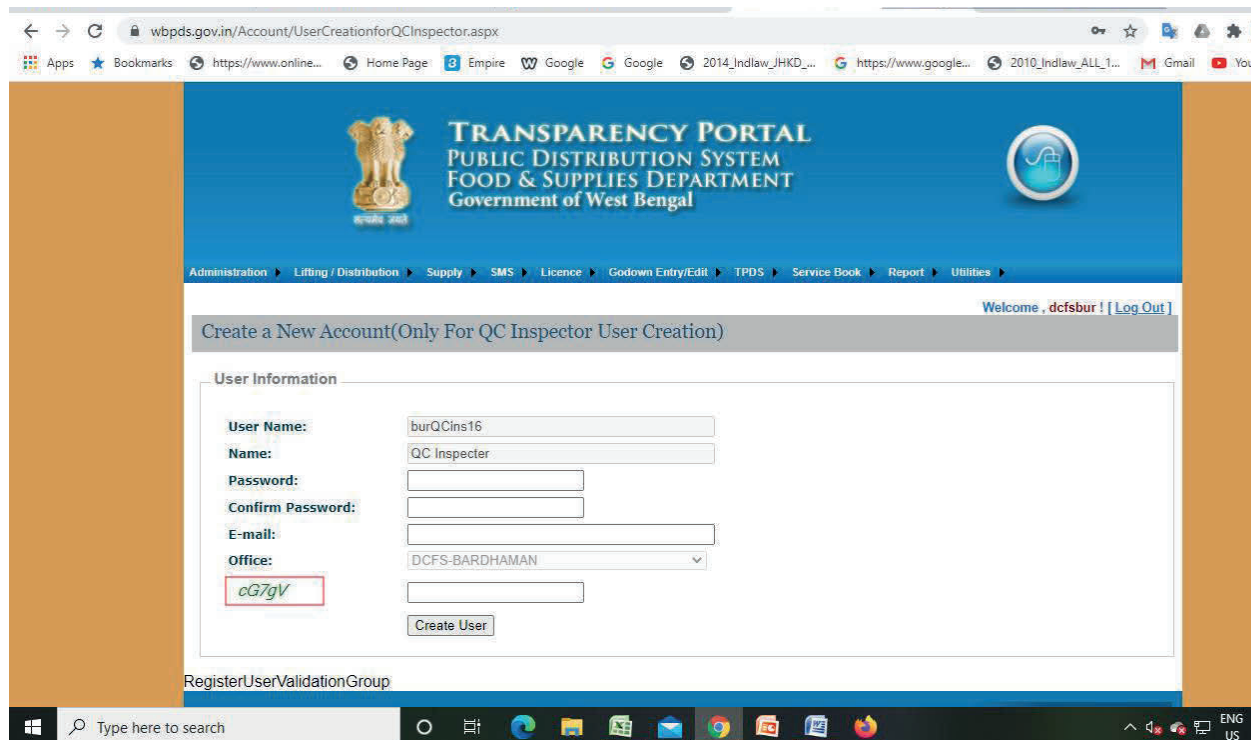
Before starting with the module, all DCF&Ss shall assign the role and map the user with respective logins of the QC Inspector and Inspector in charge, by their name, from their login. This mapping shall be done immediately, so that e-signature based e-WQSC may be generated w.e.f. 4th January'2021.

(Sd/- 04.01.2021)
Suparna Kr. Roychoudhury, WBCS(Exe.)
Joint Secretary to the Government of West Bengal
Food & Supplies Department

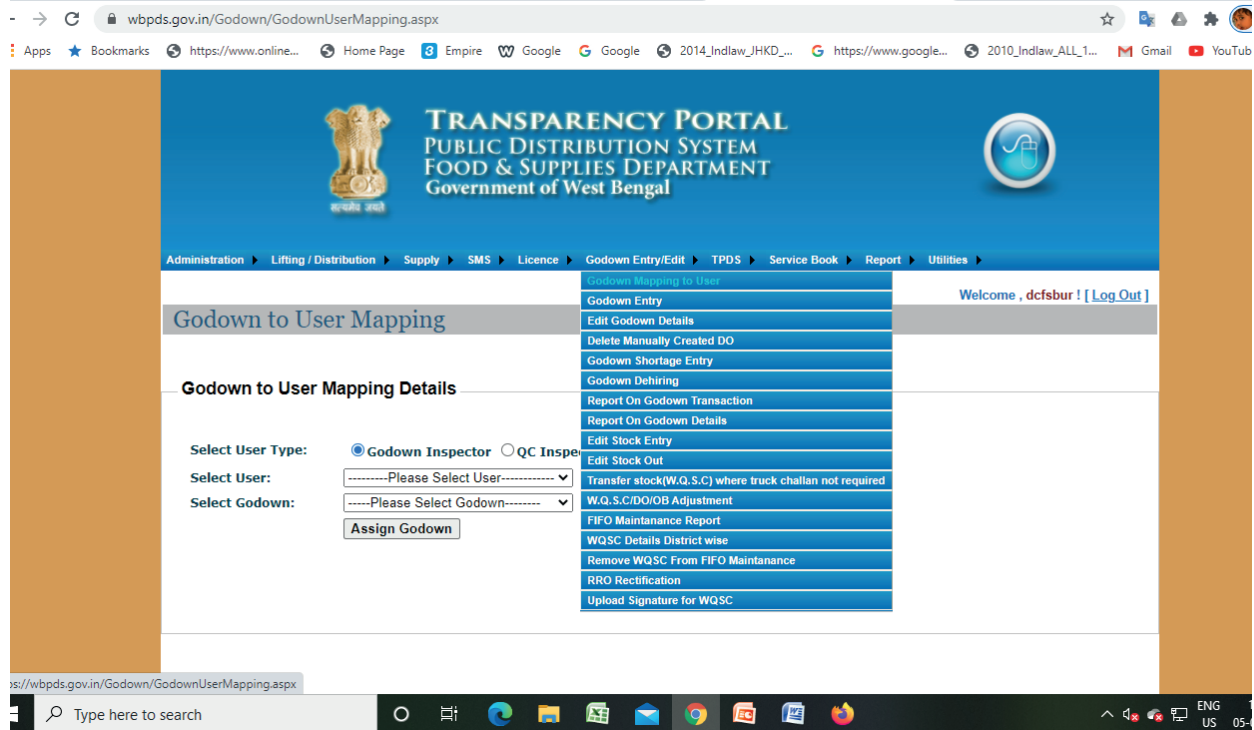
Enclosed :Screenshot of different login and activity pages



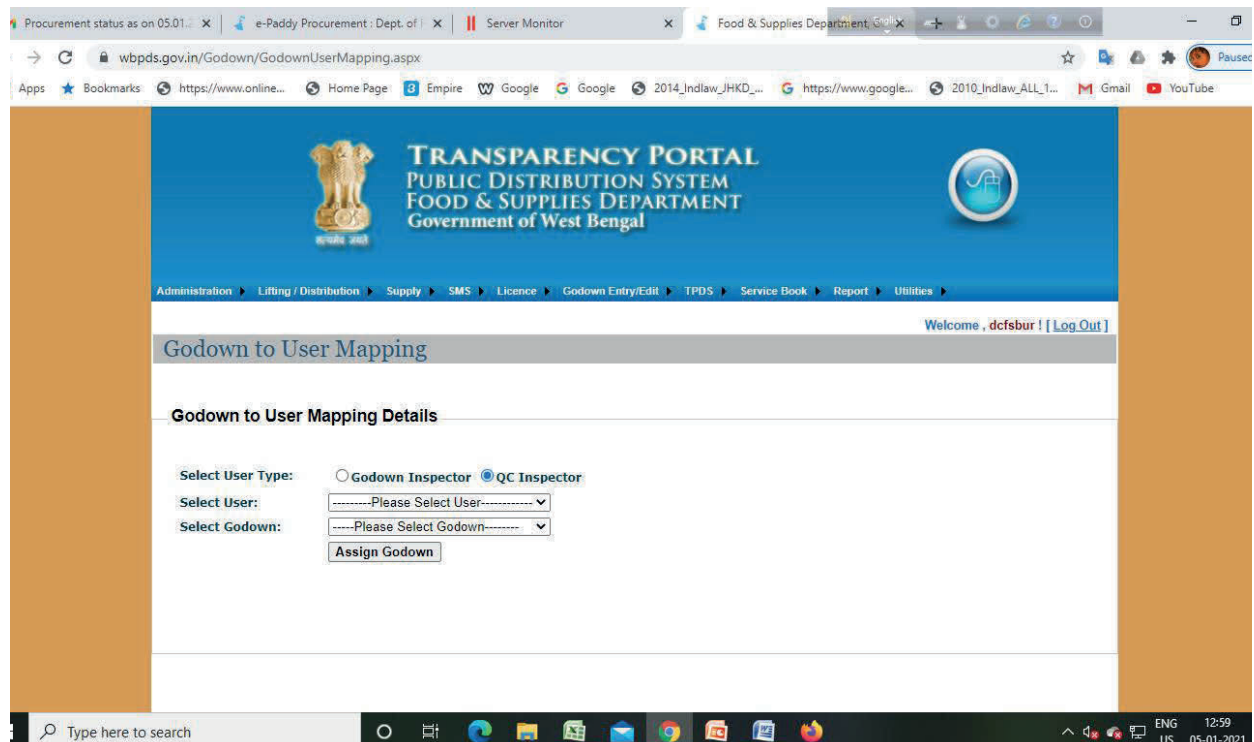
Screenshot 1: Link in DCF&S login for USER creation for QC Inspector



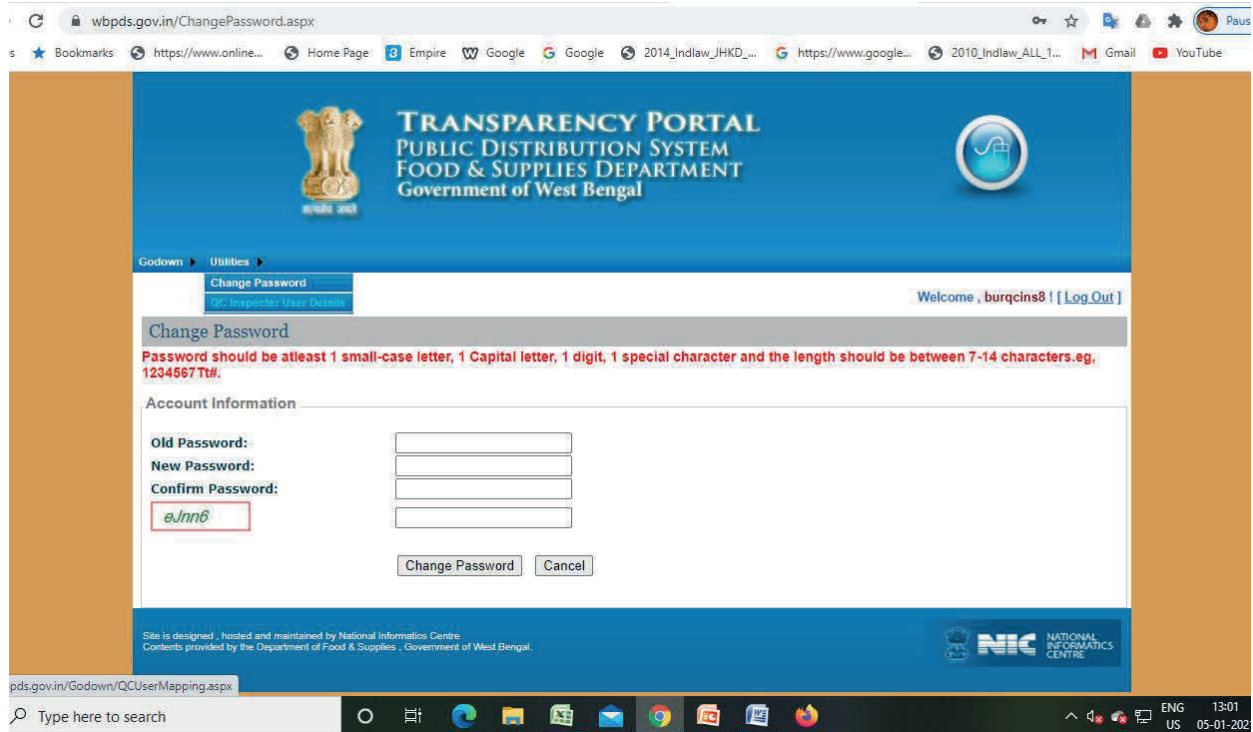
Screenshot 2: User creation page (DCF&S Login)



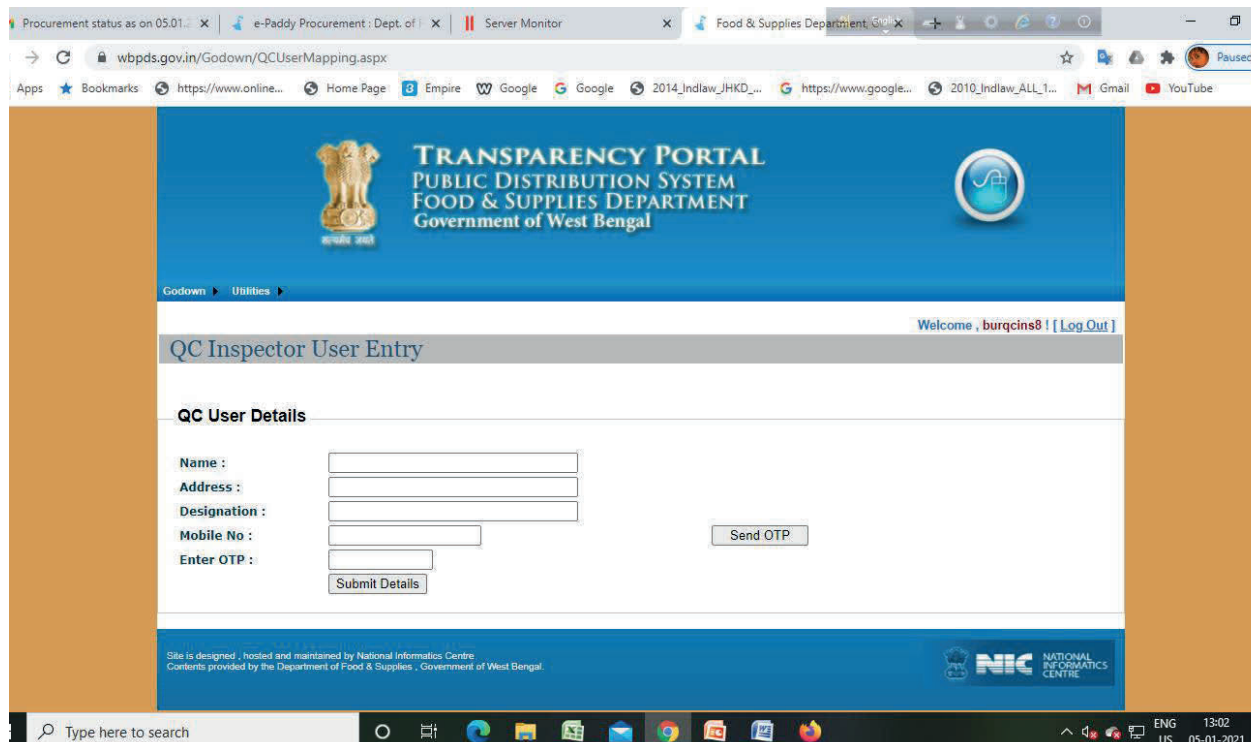
Screenshot 3: Link for Godown mapping to User (DCF&S Login)



Screenshot 4: Page for QC Inspector mapping (DCF&S Login)



Screenshot 5: QC Inspector User Details entry link (QC Inspector login)



Screenshot 6: QC Inspector User Details entry page (QC Inspector login)

wbps.gov.in/Godown/QualityEntry.aspx

Select Godown

Godown Details:

*Select Godown : --Select Godown--
 *Select K.M.S. Season : --Select K.M.S Season--
 *Item : --Item--
 *Select Agency : --Select Agency--
 *Select Miller Name : --Select Rice Miller-- For Other District Rice Miller: Select District For Rice h
 *Select DC Memo No. : If DC Memo No not found,Please select 'Not Found' and enter DC Memo No.

W.Q.S.C Details Entry

Findings:

*1.Brokens(P.Boiled-MAX-10%; RAW-MAX-12%)		%	*2. Foreign Matter: (MAX-0.5%)		%
*3.Damaged(P.Boiled-MAX-4%; RAW-MAX-3%)		%	*4.Discolored(P.Boiled-MAX-5%; RAW-MAX-3%)		%
*5. Red Grains : (MAX-3%)		%	6. Chalky:(only for raw rice-MAX-5%)		%
*7. Dehusked Grains: (MAX-13%)		%	8. Admixture of lower class: (for grade A)		%
*9. Moisture(P.Boiled-MAX-14.50% ; RAW-MAX-12.50%)		%			

Particulars of Sample:

Sample Drawn By: Sample Drawn On :

Stock Details Entry

Stock Details:

*Truck No.:

Save Quality Details

Screenshot 7: QC parameter entry page (QC Inspector login)

wbps.gov.in/Godown/StockEntry.aspx

Select K.M.S. Season : 2020-21
 *Item : --Item--
 *Account Type : CHM (Custom Milled)
 *Select Agency : WBECSC
 *Select Miller Name : PARAMOUNT RICE H
 *Select RRO No. : HOW/ECS/0956/00
 *Select Truck No. : WB1107074
 *Rice Produced from Paddy of: --Please select--
 *Select Society Name : --Select Society-- For Other District Society: Select District For Socie
 If Society not found,Please select 'Not Found' from Society Name and enter society name.

W.Q.S.C Details Entry

Findings:

*1.Brokens(P.Boiled-MAX-10%; RAW-MAX-12%)	9.40	%	*2. Foreign Matter: (MAX-0.5%)	0.30	%
*3.Damaged(P.Boiled-MAX-4%; RAW-MAX-3%)	3.40	%	*4.Discolored(P.Boiled-MAX-5%; RAW-MAX-3%)	3.80	%
*5. Red Grains : (MAX-3%)	0.00	%	6. Chalky:(only for raw rice-MAX-5%)	0.00	%
*7. Dehusked Grains: (MAX-13%)	0.00	%	8. Admixture of lower class: (for grade A)	0.00	%
*9. Moisture(P.Boiled-MAX-14.50% ; RAW-MAX-12.50%)	14.10	%			

Particulars of Sample:

Godown Stock No.: Add Stock

Sample Drawn By: INSPECTOR Sample Drawn On : 04/01/2021

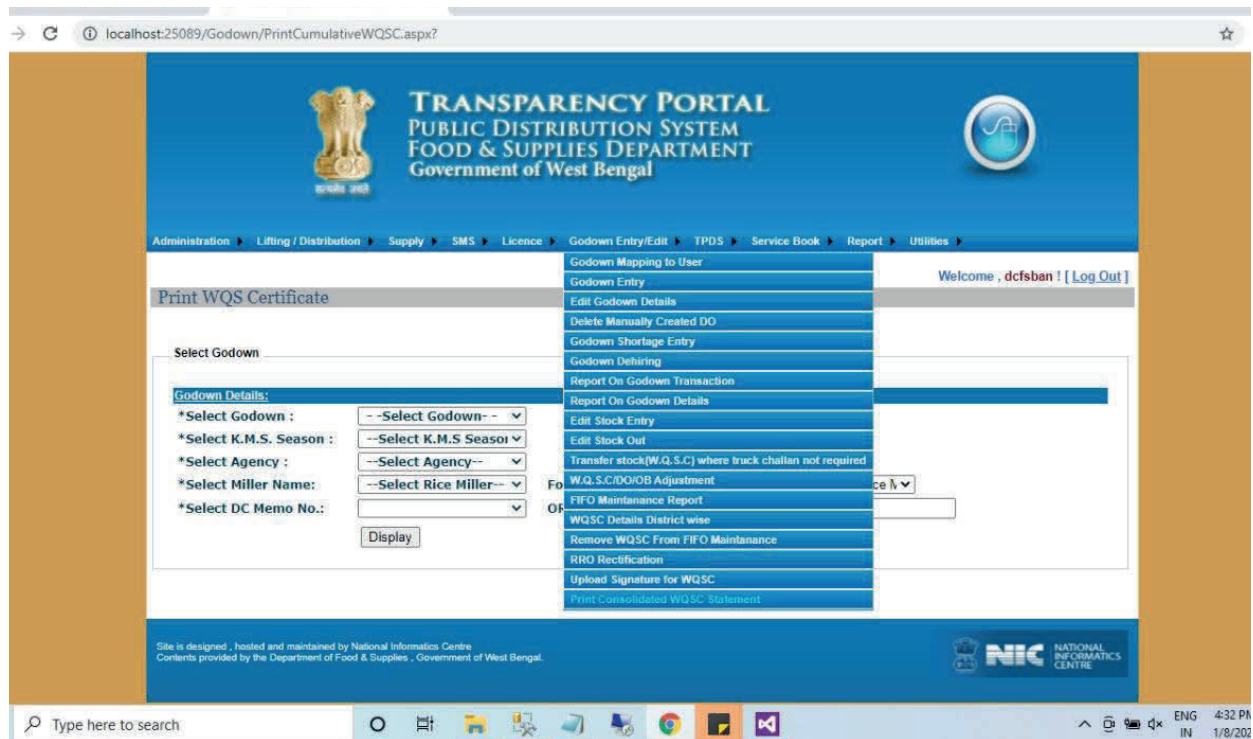
Stock Details Entry

Stock Details:

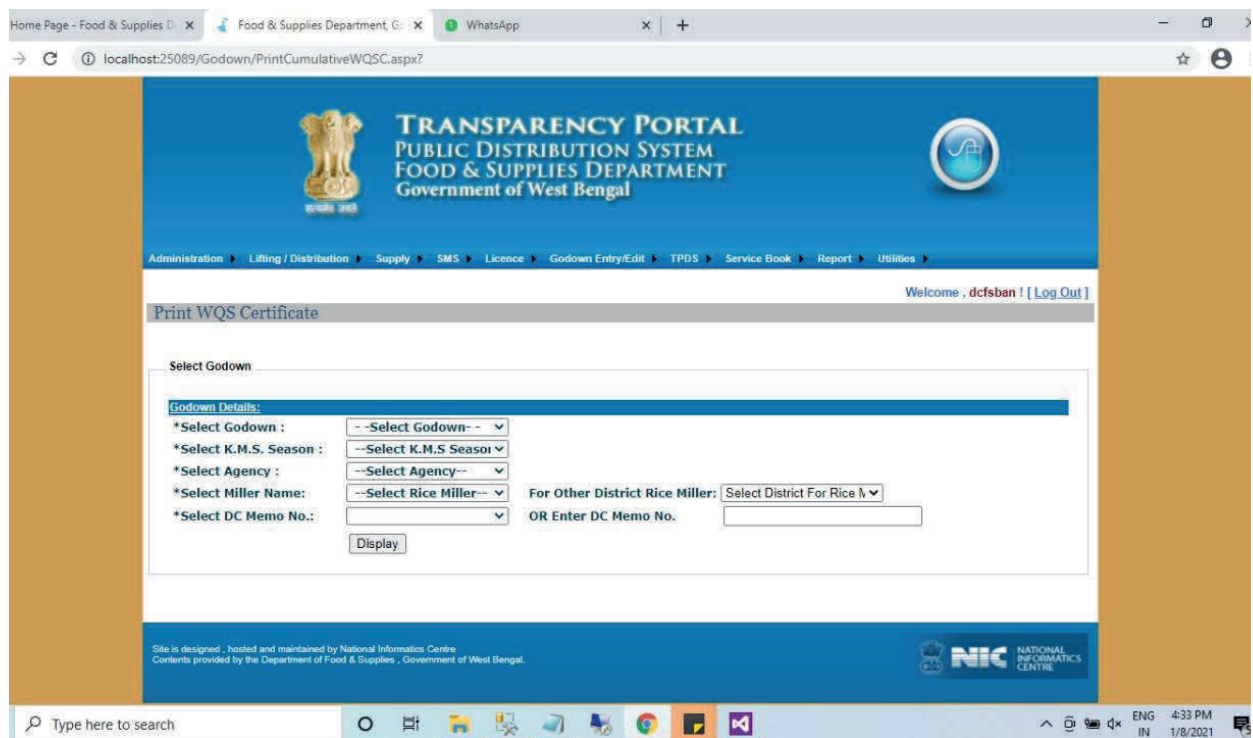
*No of Gunny :
 *Net Quantity: Qtl. Kg. Gram.
 *Type of Bags : New Jute Bags HOPE/PP Old Jute Bags
 *Average weight of empty gunny(per gunny): (range:554-732 gram)
 *DC Memo No. : HOW/ECS/0956/0002271 Available quantity for this Memo No. is: 1096.54000 Qtl.
 *Memo Date : 2020-12-31
 Remarks On WQSC :

Save Stock Details

Screenshot 8: Stock entry page against QC parameters already entered by QC Inspector (Inspector In-charge login)



Screenshot 9: Link on Generation of consolidated WQSC (from DCF&S login)



Screenshot 10: Generation of consolidated WQSC (from DCF&S login)

Annexure - XXII

**Government of West Bengal
Food & Supplies Department
11A, Mirza Ghalib Street, Kolkata - 700 087**

No. 2581- FNS/24022/1/2020-PROC SEC-Dept. Of FNS

Date: 06.08.2021

ORDER**Sub: Introduction of online billing system for the claims of Rice Miller**

In terms of the Order No. Fin/DF/138/2005/926(30) dated 31st Oct'2018 of the Director of Finance, Food & Supplies Department, payment to the Rice Millers are being made since KMS 2018-2019. As per the present process, the Rice Millers are required to submit their claims after delivery of CMR from the CPCs/DPCs before the DCF&Ss in the format specified by the Directorate of Finance supported by the documents specified in the order mentioned above. The scrutiny of claim is done at the end of DCF&S and then requisition for fund are sent to Director of Finance accompanied by the claim documents relating to various incidental charges. The payment is then made to the Rice Millers by DCF&Ss upon receipt of fund from the Directorate of Finance, F&S Department.

Now, in view of end to end computerization in different sectors of the Government and with an aim to introduce Go-Green initiative it has been under active consideration of the Government since sometime past for development of an online interface for submission and processing of claims of Rice Millers. Accordingly, a new online facility has been introduced for submission of claims by the Rice Millers and processing of the same at DCF&Ss and Directorate of Finance level to leverage the benefit of digitization by means of accurate and faster payment into the Bank Account of Rice Millers directly from Directorate of Finance.

The roles and responsibilities of various stake holders are detailed below:-

A. Rice Millers:

1. Rice Miller shall login the online paddy procurement portal with their login credentials and update their Bank Account and other details viz. GSTN, PAN etc.
2. Once the e-WQSCs is/are approved by the DCF&Ss then all such RRO vis-a-vis e-WQSC details (Pool wise and Category wise) against which CMR has been delivered to Godown will be available in the login of Rice Miller for generating the claim and online submission to DCF&Ss.
3. While submitting the claims against the CMR delivered, the concerned Rice Miller shall be required to upload the scanned copy of the documents (as detailed in Annexure-I) mandatorily.
4. Once the claim is submitted online, a unique system generated Bill Number will be generated for tracking the processing of submitted claims.
5. Rice Millers shall submit their online claims within 2(two) months after getting e-WQSCs in their login.

B. District Controller of Food & Supplies:

1. DCF&S shall create the login credential of Accounts Officer (A.O.) and Staff in payment portal. It shall be the responsibility of the DCF&S to de-activate the existing login and issue new login in case of change of A.O/ Staff.
2. DCF&S shall verify the Bank Account details of Rice Miller.
3. DCF&S shall approve the e-WQSC on acceptance of CMR in the Godown following necessary requirements and existing guidelines.
4. Once the claims are submitted by the Rice Millers under the respective jurisdiction of concerned District, all such claims shall be available in the Staff login for processing. Staff shall check the submitted claims of incidental charges with respect to the documents uploaded by Rice miller, Quantity of CMR delivered against the receipt Paddy Quantity etc and make entry of deduction for TDS on Income Tax etc., if/as applicable. In case the online submitted claims are found to be in order then the Staff shall forward the claim to A.O login. A.O shall also exercise same checking i.e. uploaded documents, deduction amount etc and forward the claim online to DCF&S Login. DCF&S shall forward the claim online on satisfaction to Director of Finance online. DCF&S shall ensure that the claim duly processed would reach the Director of Finance online within 15 working days from the date of its receipt.
5. In case the submitted claims are not found in order with respect of calculation, non-availability of required documents etc., DCF&S may return the claim online so that the concerned Rice Miller can re-submit the claim afresh after compliance.
6. It shall be the responsibility of the concerned A.O. to ensure correct entry of deduction on account of TDS on Income Tax etc., as applicable for deduction by Director of Finance at the time of payment.
7. A.O. shall make necessary entries in the books of accounts once the claim is forwarded to Director of Finance by DCF&S.

C. Director of Finance, Food & Supplies Department:

1. Director of Finance shall update the rate of different incidentals in system, KMS wise, as per Cost Sheet issued by the Food & Supplies Department, W.B.
2. All the claims of Rice Miller once approved and forwarded by DCF&S shall be available in the login of Director of Finance. The Director of Finance while processing the claims for payment can also verify the documents.
3. In case of non-availability or mismatch of any required documents the Director of Finance shall return the claim to A.O. through the DCF&S online with comments. Similarly in case of not having any recommended deduction or wrong deduction amount for TDS on Income Tax etc., the Director of Finance shall return the claim to A.O. through DCF&S for entering necessary deduction and re- submission of claim.
4. If the claims approved and forwarded by A.O. are found in order then the payment shall be made online directly into the Bank Account of the Rice Miller through integration protocol by Director of Finance with Bank within 15 working days after receiving the same from the DCF&S subject to availability of funds.

5. It shall be the responsibility of the Director of Finance to deposit the deductions made from the Rice Millers claim at source on account of TDS on Income Tax into the Government exchequer and submit timely returns for that and also issue necessary certificate of deduction as per Rules.
6. Once the payment is made to Rice Millers, the Director of Finance shall enter the payment in the books of Account of Head Quarter.

Necessary reports shall be available in the login of Rice Miller, DCF&S and A.O. and Director of Finance level for monitoring and other purposes.

These new modalities of online payment shall be applicable for payment of incidental charges for milling of Paddy procured at CPC/DPC now and for KMS 2020-21 and onwards only. There shall be no need of submission of hard copies of claims including documents by any stakeholders.

Directions/guidelines contained in Order No. Fin/DF/138/2005/926(30) dated 31st Oct'2018 of Director of Finance, W.B shall continue to be applicable for payment of CPC incidentals up to KMS 2019-20. In case of any technical issues the same should be referred to Reforms Cell, Food & Supplies Department, W.B. through mail to reformcell.fs@gmail.com and/or through support. wbfood.in

This order shall take immediate effect.

Enclo: Annexure-I

Sd/- (06.08.2021)
Suman Ghosh, WBCS(Exe.)
Additional Secretary to the Govt, of West Bengal
Food & Supplies Department

Annexure-I**List of the documents required to be uploaded by
Rice Miller while submitting the claim online**

Sl. No.	Procurement incidentals	Documents to be uploaded
1.	Mandi Labour	1. Work Order 2. Copy of notification 3. Activity wise detailed expenses incurred by the Rice Mill / Mandi 4. Payment voucher (Original) 5. Money receipt (Original)
2.	Transportation Charges	1. Work order 2. Copy of agreement 3. Payment voucher 4. Money Receipt (Original)
3.	Driage (Applicable for Raw rice only)	1. Stock flow statement showing Driage/shortages with each bill 2. Documents towards recovery from the transporters, insurance agencies, storage Godown with bills. 3. Claim voucher for Driage
4.	Milling Charges	1. Tagging / work order (Original) 2. Copy of Bi-partite agreement (Original) 3. System generated e-WQSC
5.	Gunny usage charges for Paddy	1. Indent 2. Payment voucher (Original) 3. Money receipt (Original) 4. Certificate of non-receipt of Gunny bag from farmers at CPC/DPC
6.	Charges for once used Gunny bags (if any)	1. Indent 2. Payment voucher (Original) Money receipt (Original) 3. Certificate on having no new gunny bags in hand

Sd/- (06.08.2021)
Suman Ghosh, WBCS(Exe.)
Additional Secretary to the Govt, of West Bengal
Food & Supplies Department

Annexure - XXIII

**Proforma Enquiry Report for inclusion of a Paddy Procuring PPS (PPS) like
PACS/PAMS/LAMPS/FPO/FPC/ Sangha-Mahasangha of SHGs for
paddy procurement in KMS 2024-2025**

1.	Name of the PPS with type			
2.	Address of the PPS. Has the address been physically verified?			
3.	Name and address of the Chairman/Director of the PPS with Contact no.	Name		
Address				
Mobile No.				
4.	Name and address of the Secretary or other responsible office bearer / key management personnel of the PPS with Contact nos.	Name		
Address				
Mobile No.				
5.	Registration number with Date NRLM Code (For SHGs only) (Mention whether it is valid or not)			
6.	Date of formation of Board (Mention whether it is functional or not)			
7.	Does the PPS has a good infrastructural facilities like at least 2 (two) permanent staff, Computer with internet connectivity, own/hired office, godown etc.?			
8.	Is there any case pending/ FIR lodged against the PPS or the staff posted thereof in respect of paddy procurement operations and/ or other issues or have been blacklisted by any CMR Agencies ever?			
9.	Number of member farmers of the PPS			
10.	Whether the PPS have incurred profit in any three of the last five years?			
11.	Whether audit has been done in last three years?			
12.	Whether the PPS maintains virtual account of the members? (Declaration shall be attached.)			
13.	Is there any other economic activity of the PPS? (Please mention in detail)			
14.	Present financial condition			
15.	GST number of the PPS			
16.	PAN number			
17.	Trade license number			
18.	Previous experience in paddy procurement			
Do you recommend the PPS for participation in the KMS 2024-25?				
Signature, Name and Designation of enquiry official with office seal	Name			
	Signature			
	Office contact no.			
	E-mail id:			
Place:				Date:

Registered No. WB/SC-247

No. WB(Part-I)/2013/SAR-866

The

Kolkata Gazette

सत्यमेव जयते

*Extraordinary
Published by Authority*

PAUSA 10]

THURSDAY, DECEMBER 31, 2015

[SAKA 1935

PART I — Orders and Notifications by the Governor of West Bengal, the High Court, Government Treasury, etc.

GOVERNMENT OF WEST BENGAL
Department of Food and Supplies
11A, Mirza Galib Street, Kolkata-700 087.

No 3774-FS/Sectt./Food/4P-12/2014

Kolkata, the 30th December, 2015

NOTIFICATION

WHEREAS the State Government undertakes purchase of paddy at Minimum Support Price directly from the farmers in its effort to ensure fair and remunerative price to farmers and avoid any distress sale;

AND WHEREAS the Governor is of opinion that it is necessary and expedient to provide necessary provisions for procurement and maintaining supplies of rice and for securing its equitable distribution and availability at fair prices to agencies of the State Government by the Custom Milled Rice agency;

AND WHEREAS concurrence of the Central Government in the Ministry of Consumer Affairs Food & Public Distribution, Department of Food & Public Distribution, Krishi Bhavan, New Delhi, in this respect has been obtained by the State Government vide No. 6/1/2007-PY.III, dated 15th December, 2015;

Now, therefore, in exercise of the power conferred by section 3 of the Essential Commodities Act, 1955 (Act 10 of 1955), the Governor is pleased hereby to make the following Order: —

1. Short title, extent, commencement and application. —

- (1) This Order may be called the West Bengal Custom Milled Rice (Obligation & Control) Order, 2015.
- (2) It will extend to the whole of West Bengal.
- (3) It shall come into force at once.
- (4) It shall apply to all Rice Millers operating in the State of West Bengal.

2. Definitions. - In this Order, unless the context otherwise requires,-

- (a) “Act” means the Essential Commodities Act, 1955 (10 of 1956);
- (b) “Centralised Procurement Centre” means **Kishan Mandis**, godowns constructed under RIDF scheme and such other centre as may be notified by the State Government from time to time;
- (c) “Collector” means the District Magistrate of a district and includes such other officers of the State Government posted in the district as may be authorized by State Government to perform all or any of the functions of the Collector under this Order;
- (d) “Custom milling” means milling of paddy, not belonging to the miller, in his mill on payment of milling charges;
- (e) “Custom Milled Rice” means rice produced through custom milling of paddy procured and delivered to selected rice mills by designated agency of the State Government;
- (f) “designated agency” means following agencies of the Government of West Bengal, duly empowered to procure paddy in such manner and on such conditions, as specified in this order, namely, -
 - (i) the West Bengal Essential Commodities Supply Corporation Ltd. (WBECSC),
 - (ii) the West Bengal State Cooperative Marketing Federation Ltd. (popularly known as BENFED),
 - (iii) the West Bengal State Consumers Cooperative Federation Limited (CONFED),
 - (iv) the National Agricultural Cooperative Marketing Federation of India Ltd. (NAFED),
 - (v) the National Cooperative Consumers’ Federation of India Ltd. (NCCF),
 - (vi) National Federation of Farmers’ Procurement, Processing and Retailing Cooperatives of India Ltd. (NACOF);
 - (vii) *Paschim Banga* Agri Marketing Corporation;
 - (viii) any other organisation as may be engaged by State Government for the purpose;
- (g) “Direct Purchase Camp” means a purchase centre where paddy is purchased directly from farmers at a price not below Minimum support price (Minimum Support Price) by any Custom Mill Rice agency;
- (h) “Director” means the Director of District Distribution, Procurement and Supply, Department of Food and Supplies, Government of West Bengal and includes the Regional Joint Director, Joint Director, Deputy Director, Assistant Director, District Controller,

Assistant District Controller and Sub-divisional Controller of Food and Supplies in the said Department;

- (i) “distress sale” means distress sale of paddy of Fair Average Quality sold in open market below Minimum Support Price;
- (j) “District Level Monitoring Committee” means the Committee constituted under clause 11 of this order;
- (k) “Food Corporation of India” means the Food Corporation of India established under the Food Corporation Act, 1964 (37 of 1964), and includes officers and agents acting through its for the purpose of this Order;
- (l) “*Kishan Mandi*” means and includes a permanent *mandi* set up by the Agricultural-marketing Department or Agriculture Department for the purpose of purchase of paddy from farmers directly;
- (m) “Minimum Support Price” means minimum support price of paddy of Fair Average Quality, as fixed by Government of India, to be paid to the farmers while procuring paddy from the farmers either by the designated agencies or Food Corporation of India for a particular Kharif Marketing Season.
- (n) “notification” means a notification published in the *Official Gazette*;
- (o) “paddy” means paddy of the varieties described on Schedule - IV,
- (p) “Procurement Price” means the procurement price specified in clause 13 of this order;
- (q) “Purchase Officer” means an officer appointed by or under the authority of the State Government or Designated Agency or the Food Corporation of India and includes such other agency or person duly authorised in this behalf by the State Government, who purchase paddy from farmers and to collect resultant rice from rice millers as may be directed by the State Government;
- (r) “Procuring Society” means a society registered under the West Bengal Societies Registration Acts, 1961, PACS, Agricultural Co-operative Society, Thana Marketing Co-Operative Societies, Self Help Groups or cluster of Self Help Groups working in rural areas and registered with Custom Mill Rice agencies as per existing procedure;
- (s) “rice” means rice produced or manufactured with power out of paddy, and includes broken rice (*khud*) but does not include ‘*Chira*’, ‘*Muri*’ and ‘*Khoi*’.
- (t) “Rice Mill” means the plant and machinery including the premises thereof in which or in any part of which operation of milling of paddy and storing of resultant rice are made;
- (u) “Rice Miller” means the owner of a rice mill established by a company duly registered under the Companies Act, a registered partnership firm or any individual or any other legal entity or a lessee i.e. who has taken over the rice mill from the original owner on lease for a period not less than 12 (twelve) months by way of a registered lease deed;
- (v) “Rice of Fair Average Quality” means rice, the quality which indicated in Schedule-II containing admixture of impurities within the maximum limits specified in column (3) of the said Schedule;
- (w) “Schedule” means a Schedule appended to these Orders;

- (x) “State Government” means the Government of West Bengal in Food & Supplies Department;
 - (y) “Sub-division Level Monitoring Committee (Sub-Division Level Monitoring Committee) means the Committee constituted under clause 12.
- 3. Selection of rice mill for custom milling of paddy. — (1)** Paddy purchased by the Custom Mill Rice agencies shall be custom milled by the selected rice millers of the State on contractual basis as per provisions of this Order.
- (2)** (a) For being eligible for custom milling, rice millers shall have to apply along with relevant information as may be provided for in the guidelines in pursuance to this Order.
- (b) After verification of the genuineness of those information supplied by the rice millers, the Custom Mill Rice Agency may select optimum number of rice mills subject to fulfilment of eligibility criteria as may be fixed by the Custom Mill Rice Agency with the concurrence of State Government depending upon availability of paddy in a particular area, number of rice mills operating, requirement of rice for Targeted Public Distribution System in that district etc.
- (2)** The option for registration is available to all the functioning rice mills of the State to apply and to get registered with the Custom Mill Rice agencies:
- (3)** (a) If any rice mill is unwilling to do so and the State Government feels that the demands of paddy procurement needs the milling facility, it may assign such milling to a unwilling rice mill up to 30% of its capacity for which the said rice mill shall be bound to accept paddy and deliver resultant rice to State Government or to the Food Corporation of India as per norms prescribed in the order.
- (b) Such rice mills, in turn, shall be entitled to get the milling charges and other fees as would be admissible as per relevant Government order and such payment shall be made by the concerned Custom Mill Rice Agency.
- 4. Paddy to conform the specification.** - All paddy purchased by the State Government or its designated agencies or the Food Corporation of India shall conform to the specifications laid down in Schedule I of these Orders.
- 5. Mode of purchase of paddy by Custom Mill Rice agencies.** - Every designated agency shall, with the approval of the State Government, purchase paddy at a price, not below Minimum Support Price, from farmers following one or all mechanism, as mentioned herein below: -
- (i) Paddy purchase through Centralised Procurement Centres;
 - (ii) Paddy purchase by organising Direct Purchase Camps;
 - (iii) Paddy purchase through Co-operative Societies / Procuring Societies;
 - (iv) Paddy purchase at Mill-gates directly by Custom Mill Rice agencies.
- 6. Purchase of paddy through Direct Purchase Camps.** - Direct Purchase Camps shall be organised by Custom Mill Rice Agency to purchase paddy directly from farmers in areas not covered otherwise and as per need of the area specially to prevent distress sale of paddy.
- 7. Purchase of Paddy at Mill-gates by Custom Mill Rice Agencies.** - **(1)** If the situation so warrants the Sub-Division Level Monitoring Committee / District Level Monitoring

Committee shall, with the approval of the State Government, allow purchase of paddy at Mill-gates directly from farmers at Minimum Support Price and in such cases the concerned mill shall not purchase at its own account during such operation.

- (2) The State Government may issue guidelines for the purpose of the operation of purchase of paddy at mill gates by Custom Mill Rice agencies.

8. Obligation for Custom Milling of paddy by a Rice Miller and delivery of resultant Custom Mill Rice thereof on behalf of Government Agencies. — (1) Every designated agency shall select rice miller for the purpose of Custom Milling of paddy by entering into an agreement with them in such form and on such conditions as may be specified by the State Government.

- (2) Every rice miller has the obligation to accept the paddy delivered to him by or on behalf of designated agency as per the terms and conditions of the agreement and supply resultant Custom Milled rice to the designated agency directly or through Co-operative Societies working on behalf of it with an output of, -

- (i) 68 kilogram rice per 100 kilograms paddy in case of par-boiled rice, and
- (ii) 67 kilograms of rice per 100 kilograms of paddy in case of raw rice, conforming uniform specifications of Government of India in Schedule III.

- (3) Every rice miller shall have to complete milling of entire quantity of paddy within the such period, as specified by the State Government, from the date of receipt of paddy and to ensure delivery of the resultant Custom Mill Rice to State Government or to Food Corporation of India as per direction of the District Controller of Food & Supplies Department.

- (4) Every rice miller as may be selected by the Custom Mill Rice agencies shall have to execute a contractual agreement with them for custom milling of paddy and to abide by the terms and conditions of the agreement.

- (5) The agreement, inter alia, shall specify clearly that -

- (i) The rice mill must turn up in time and lift the allotted paddy from the godowns of tagged Co-operative societies, Direct Purchase Camps or centralised Procurement Centre as the case may be;
- (ii) The rice mill shall mill the paddy within the stipulated time frame;
- (iii) It shall deliver the resultant rice in time as per direction of the District Controller of Food & Supplies (DCF&S);
- (iv) The rice delivered must have the desired quantity at the prescribed out turn ratio and conform to the requisite quality specifications;

- (6) In the event of breach of any clause of contractual agreement or any directions as may be issued by the Director or State Government from time to time in this regard shall be deemed to be violation of this Order and attract penal action in terms of this Order.

- (7) The State Government shall issue separate guidelines as to the use of gunny bags, books of accounts to be maintained by rice mill, checking of quality and quantity of paddy and rice, mode of delivery of Custom Mill Rice, Weight, Quality & Stock Certificate (WQSC) and Weighment Certificate and it shall be obligatory on the part of a rice mill to follow it.

- (8) The Custom Mill Rice agencies as well as the rice millers shall adhere to Information and Communication Technology (ICT) based reporting system for procurement of paddy and delivery of Custom Mill Rice.
- 9. Obligation of Custom Mill Rice Agencies. - (1)** The Custom Mill Rice agencies duly empowered by the State Government shall be responsible to purchase paddy.
- (2) Selection of societies in the vicinity of Centralised Procurement Centre, selection of rice mills for delivery of paddy where more than one rice mill is available, tagging of rice mills in case of shut-down of any rice mill or emergence of new centralised Procurement Centre, shall be regulated by guideline to be issued by the Food & Supplies Department.
- (3) Tagging of mills with the centralised Procurement Centres will be done on the basis of distance, capacity of the mills and of course, availability of rice mills.
- (4) Mill gate purchase of paddy by Custom Mill Rice agencies may be organised in case such a need arise, in case no centralised Procurement Centre is operational in the vicinity, under directions by the Government from time to time.
- (5) The Custom Mill Rice agencies must arrange for having daily reports from fields through ICT based / web based reporting system and furnish a consolidated report in respect of paddy purchased, milled, rice offered to Government or Food Corporation of India and rice delivered.
- 10. Safe Custody of Paddy by Rice Mill and Inspection of Rice Mills. – (1)** Stocks of paddy kept in the godown of a rice mill must always be segregated and marked as paddy of Custom Mill Rice.
- (2) The authority shall have the right to inspect the paddy and check vis-a-vis the rice delivered against the paddy received by the Mill at any point of time.
- (3) The Custom Mill Rice stock of paddy should be clearly identified and arranged in a countable position and if it cannot be counted properly while inspection it would be deemed as violation of the order.
- (4) If any discrepancy is detected, the authorised personnel of Custom Mill Rice agencies, the inspecting officer, not below the rank of Sub-Inspector of Food & Supplies Department, shall report to the competent authority for taking penal action for violation of the provision of this Order.
- 11. Constitution and functions of District Level Monitoring Committee. - (1)** There shall be a District Level Monitoring Committee constituted for the purpose of discharging the functions and duties mentioned under these order comprising of:-
- | | |
|---|-------------|
| (i) District Magistrate | - Chairman; |
| (ii) Karmadhyaksha of Khadya-O-Sarbaraha Sthayee Samity of Zilla Parishad | - Member |
| (iii) Additional District Magistrate in-charge of Food Matter | - Member |
| (iv) Area Manager of Food Corporation of India | - Member |
| (v) Superintendent of Police, District Enforcement Branch | - Member |

- (vi) Assistant Registrar of Co-operative Societies - Member
 - (vii) Deputy Director of Agriculture (Administration) - Member
 - (viii) Agricultural Marketing Officer/Asstt.
Director of Agricultural Marketing (Admin.) - Member
 - (ix) District Co-ordinator of Lead Bank - Member
 - (x) Chief Executive Officer, Central Co-operative Bank,
in the district - Member
 - (xi) One representatives each from the Custom Mill Rice Agencies
of the district - Member
 - (xii) President and Secretary of Rice Mills Owners' Association
of the district - Member
 - (xiii) District Controller of Food & Supplies - Member-Convener
- (2) All Members of Legislative Assembly of the district shall be special invitees to the above Committees.
- (3) The District Level Monitoring Committee shall have the power to select areas wherefrom Custom Mill Rice agencies shall procure Fair Average Quality (FAQ) paddy either through selected Primary Agricultural Credit Society (PACS) or through centralised Procurement Centres or by opening direct paddy purchase camps and the decision of District Level Monitoring Committee in this regard shall be binding on the Custom Mill Rice agencies.
- (4) District Level Monitoring Committee shall meet at least once in a month to review the procurement operations in the district and adopt appropriate measures.
- Provided that such decisions are not contrary to any guidelines of the Government.
- (5) The minimum of 10 members are required to compose a quorum.
- (6) District Level Monitoring Committee shall have powers and duties to, -
- (a) formulate guidelines regarding identification of farmers, quantity of paddy a farmer shall be permitted to sell at a particular centre or to a Co-operative Society, publicity and advertisement for awareness of the farmers etc. in conformity with the general guidelines issued by the State Government;
 - (b) review procurement operation undertaken by the Food Corporation of India;
 - (c) to perform such other duties as may be entrusted by State Government from time to time for better management of procurement operations.

12. Duties and responsibilities of Sub-Division Level Monitoring Committee. — (1) There shall be a Sub-Division Level Monitoring Committee constituted for the purpose of discharging the functions and duties mentioned under this order comprising of-

- (i) Sub-Divisional Officer of the concerned Sub-division - Chairman;
- (ii) all Block Development Officers of the concerned Sub-division - Member
- (iii) all *Sabhapati* of *Panchayat Samities* of the concerned Sub-Division - Member

- | | |
|---|-------------------|
| (iv) Sub-Divisional Area Manager of Food Corporation of India | - Member |
| (v) Sub-Divisional Police Officer concerned Sub-Division | - Member |
| (vi) Assistant Registrar of Co-operative Societies | - Member |
| (vii) Deputy Director of Agriculture (Administration) | - Member |
| (viii) Assistant Director of Agricultural Marketing (Administrative) and Assistant Agricultural Marketing Officer (Administrative) of Agricultural Marketing Department | - Member |
| (ix) Assistant Director of Agriculture (Administration) in Sub-division and Block Level of Agriculture Department | - Member |
| (x) Assistant Register of Co-operative Society of Co-operation Department | - Member |
| (xi) Representatives of Custom Mill Rice Agencies | - Member |
| (xii) President and Secretary of Rice Mills Owners' Association | - Member |
| (xiii) Sub-divisional Controller of Food & Supplies | - Member-Convener |
- (2) All Members of Legislative Assembly of the concerned sub-division shall be special invitees to the above Committee.
- (3) The Sub-Division Level Monitoring Committee shall meet at least twice a month.
- (4) A minimum of 10 members are required to compose a quorum.
- (5) The Sub-Division Level Monitoring Committee shall have powers and duties to—
- review procurement operations including timely delivery of Custom Mill Rice and follow-up on decisions taken by the District Level Monitoring Committee.
 - adopt suitable measures so that farmers, specially small and marginal farmers, can freely sell their paddy at Minimum Support Price.
 - take steps so that farmers can sell their produce on the day they bring it to a centre.
 - do such other duties as may be entrusted by the District Level Monitoring Committee or the State Government, as the case may be;
- (6) The Sub-Division Level Monitoring Committee shall submit a report to District Level Monitoring Committee after every meeting highlighting the actions taken by it and suggestions, if any, thereof.
- 13. Procurement Prices.** - (1) For the purpose of this order the procurement prices for different varieties and grades of paddy and rice shall, subject to provisions of sub-clause (2), (3) and (4) be as per rate fixed for the State by the Central Government.
- (2) The rates specified in sub-clause (1) are inclusive of all taxes and statutory charges including those leviable at the rice stage.
- (3) The rates specified in sub-clause (1) are for paddy, parboiled and raw rice of fair average quality of both Common and Grade 'A' varieties. The rates shall be reduced by the amount of cuts indicated in the notes below the Schedule-II.

Explanation: “Common” and “Grade- A” mean respectively the varieties of paddy and rice, specified in column (1) and (2) of Schedule-IV and conforming to the formula indicated in the table below and include such other varieties of rice as the State Government may, by notification, classified as Common or Grade “A” in accordance with the formula indicated in the table below:-

Table

Length-Breadth ratio of the Rice Kernel of any variety	Classification of the Variety
Below - 2.5	Common
2.5 and above	Grade - ‘A’

(4) Any changes made by the Government of India from time to time shall be applicable.

14. Replacement or reconditioning of rice offered for delivery. – (1) In case any stock of rice offered for delivery by the millers in pursuance of clause 8 does not conform to the specifications laid down in Schedule-II, it shall be replaced or reconditioned or rectified by the miller at his own cost and risk so as to bring it in conformity with such specifications:

Provided that no rice shall be replaceable once it has been duly accepted, entries recorded and stored in the godowns. Any detection of non-standard rice detected after acceptance in godown shall lead to penal measures as prescribed under the provision of this Control Order.

15. Duty to comply with order or direction: – Every miller and Co-operative society shall comply with such order or direction as is issued under the power conferred by or under this order.

16. Power to exempt in special cases. – If the State Government, having regard to the conditions prevailing in any area, considers it necessary or expedient so to do in the public interest, it may by notification exempt or relax, subject to such conditions or restriction, as it may deem fit and proper, exempt such class or classes of millers in that area as it may specify in the notification, from the operation of all or any of the provisions of this order.

17. Maintenance of register and furnishing returns. – (1) A separate register shall be maintained to keep records of paddy received, milled and rice delivered by the miller undertaking custom milling operation for State Government or designated agency or Food Corporation of India, as the case may be.

(2) Every Miller shall furnish weekly return to the District Controller (Food & Supplies) containing an abstract of the above accounts and a monthly return which must reach the District Controller, Food & Supplies as per format as may be provided by District Controller, Food & Supplies or by the Director, District Distribution of Procurement & Supply (DDP&S).

18. Periodical verification of the stock with the miller. – The Director or such other Officers in the Department of Food and Supplies not below the rank of a Sub-Inspector may periodically, which shall not be less than once a week, verify the stock of rice, paddy on agency’s account in the rice mill and issue a Certificate recording his finding to the miller and a copy of the certificate shall also be given to the Purchase Officer and to the District Controller, F&S.

- 19. Power of the State Government.** — The State Government shall have power to issue regulatory orders or guidelines in the matter of procurement of paddy by designated agencies and delivery of resultant rice as per obligation, there of, if State Government considers it so necessary, for better management of procurement operations and for maintenance of transparency in the system including web-based system of delivery of information.
- 20. Power to inspect, search, seizure etc.** – (1) For the purposes of securing compliance with this order or to satisfy himself that provisions of this order have been complied with, the Collector, or the Director, or such officer of the State Government not below the rank of Sub-Inspector as may be authorised by the Collector or the Director, or any Police Officer not below the rank of a Sub-Inspector shall have power to –
- (a) inspect or cause to be inspected any book of accounts or documents as well as any stock of rice or paddy belonging to or under the control of a miller;
 - (b) require any person to give any information in his possession with respect to any undertaking or business for production or manufacture of rice or for purchase, sale or storage for sale of rice or paddy;
 - (c) enter and search, with such aid or assistance as may be necessary, any rice mill and storing godowns or other premises;
 - (d) Seize and remove with such aid or assistance as may be necessary-
 - (i) any stock of rice or paddy in respect of which or a part of which, he has reason to believe, a contravention of any of the provisions of this order has been, is being, or is about to be committed;
 - (ii) any package, covering or receptacle in which such stock of rice or paddy is found; and
 - (iii) the animals, vehicle, vessel or other conveyance used in carrying such stock of rice or paddy if he has reason to believe that such animal, vehicle, vessel or other conveyance is liable to be forfeited under the provisions of the Act and thereafter take or authorised to take all measures necessary under the provisions of section 6A of the said Act for securing the production of the package, covering, receptacle, animal, vehicle, vessel or other conveyance so seized, before the Collector of the district or the Presidency town or Judicial authority appointed by the Government under section 6C of the said Act, and for their safe custody pending such production;
 - (e) Seize and remove any book of accounts or documents which, in his opinion, shall be useful for, relevant to, any proceeding in respect of any contravention of this order and allow the person from whose custody such books of accounts or documents is seized to make copies thereof or to take extracts therefrom in his presence and lodge complaint with the police as per existing law.
- (2) Any contravention of any provision on the part of a rice miller shall be dealt with the provisions made in the Act.
- (3) Notwithstanding anything contained in clause (1), the State Government, or Director or Collector may, for proper implementation of the provisions of this order, authorise an officer, not below the rank of an Assistant Manager of the designated agency, to exercise the powers mentioned in clause (1).

21. Penalty for contravention of this Order. - (1) If any person, organisation, society, or rice mill contravenes any provision of this Order he shall be liable to the following penal measures: -

- (a) If a selected rice miller does not turn up for receiving paddy, measures for such compliance shall be taken in terms of the Agreement signed between the Custom Mill Rice agency and the rice Mill.
- (b) The stock of rice which is not in conformity with the admissible specification shall be liable to be rejected at the cost of rice miller;
- (c) Any short delivery of Custom Mill Rice and / or not in conformity to the quality shall be the responsibility and liability of the rice mill and shall be recovered from their bills;
- (d) In case of delayed milling and late delivery of Custom Mill Rice, penalty in the form of fine as may be specified in the guidelines shall be imposed on the rice mills;
- (e) In the event of failure to deliver the full quantity or a part quantity of Custom Mill Rice the concerned society or the designated agency shall recover the entire costs with consequences thereof from the miller and shall take appropriate legal action against the mill.

Explanation - The cost will be calculated equal to an amount on the basis of Minimum Support Price of paddy. *Mandi* Labour Charges (handling charges). Transportation Charges for transportation of paddy as per Provisional Economic Cost Sheet, approved by the Government of India, for the particular Kharif Marketing Season/Rabi Marketing Season along with an annual interest at the rate of 11% and shall be recoverable from the rice mill.

22. Repeal and savings. - (1) The West Bengal Rice Mills (Control and Levy) and Custom Mill Rice Obligation Order, 2014, are hereby repealed:

- (2) Notwithstanding the repeal under sub-clause (1), such repeal shall not,-
 - (a) affect the services, operation of the Order of anything duly done or suffered there under;
 - (b) affect any right, privilege, obligation or liability, acquired or accorded or ensured under the said Order;
 - (c) affect any penalty, forfeiture or punishment incurred in respect of any offence committed against the said Order;
 - (d) affect any investigation, legal proceeding or remedy in respect of any such right, privilege, obligation, liability, penalty, forfeiture or punishment as aforesaid, any such investigation, legal proceeding or remedy may be instituted, continued or endorsed on any such penalty, forfeiture or punishment may be imposed as if the said Order had not been repealed.

By order of the Governor;

(ANIL VERMA)

Principal Secretary to the Government
of West Bengal &
Food Commissioner,
Food & Supplies Department

SCHEDULE - I

[See clause 2(o), 4]

**UNIFORM SPECIFICATION OF ALL VARIETIES OF PADDY
(MARKETING SEASON 2015-2016)**

Paddy shall be in sound merchantable condition, dry, clean, wholesome of good food value, uniform in colour and size of grains and free from moulds, weevils, obnoxious smell, *Argemone mexicana*, *Lathyrus sativus* (Khesari) and admixture of deleterious substances.

Paddy will be classified into Grade - 'A' and Common groups.

Schedule of Specification

Sl. No.	Refractions	Maximum Limits (%)
1.	Foreign matter	1.0
	a) Inorganic	1.0
	b) Organic	
2.	Damaged, discoloured, sprouted and weevilled grains	5.0*
3.	Immature, Shrunken and shrivelled grains	3.0
4.	Admixture of lower class	6.0
5.	Moisture content	17.0

*Damaged, sprouted and weevilled grains should not exceed 4%

NOTE:

- 1) The definitions of the above refractions and method of analysis are to be followed as per BIS "Method of Analysis of Foodgrains" Nos. IS : 4333 (Part-I) : 1996, IS : 4333 (Part-II) : 2002 and "Terminology for Foodgrains" IS : Nos. 2813 : 1995, as amended from time to time.
- 2) The method of sampling is to be followed as per BIS methods for sampling of Cereals and Pulses IS: 14818-2000 as amended from time to time.
- 3) Within the overall limit of 1.0 % for organic foreign matter, poisonous seeds shall not exceed 0.5 % of which Dhatura and Akra Seeds (*Vicia* species) not to exceed 0.025% and 0.2 % respectively.
- 4) *The changes made in quality specifications by the Government of India from time to time will be incorporated.*

SCHEDULE-II

[See clause 2(s), 14]

UNIFORM SPECIFICATION FOR GRADE 'A' AND COMMON RICE (MARKETING SEASON 2015-2016)

Rice shall be in sound merchantable condition, sweet, dry, clean, wholesome, of good food value, uniform in colour and size of grains and free from moulds, weevils, obnoxious smell, admixture of unwholesome poisonous substances, *Argemone mexicana* and *Lathyrus sativus* (Khesari) in any form or colouring agents and all impurities except to the extent in the schedule below. It shall also conform to prescribed norms under Food Safety and Standards act, 2006/ Rules prescribed thereunder.

SCHEDULE OF SPECIFICATION

Sl.No.	Refractions		Maximum Limit (%)	
			Grade 'A'	Common
1.	Broken *	Raw	25.0	25.0
		Parboiled / Single Parboiled Rice	16.0	16.0
2.	Foreign Matter**	Raw / Parboiled / Single Parboiled Rice	0.5	0.5
3.	Damaged # / Slightly Damaged Grains	Raw	3.0	3.0
		Parboiled / Single Parboiled Rice	4.0	4.0
4.	Discoloured Grains	Raw	3.0	3.0
		Parboiled / Single Parboiled Rice	5.0	5.0
5.	Chalky Grains	Raw	5.0	5.0
6.	Red Grains	Raw / Parboiled / Single Parboiled Rice	3.0	3.0
7.	Admixture of lower class	Raw / Parboiled / Single Parboiled Rice	6.0	—
8.	Dehusked Grains	Raw / Parboiled / Single Parboiled Rice	13.0	13.0
9.	Moisture content@	Raw / Parboiled / Single Parboiled Rice	14.0	14.0

* Not more than 1% by weight shall be small broken.

** Not more than 0.25% by weight shall be mineral matter and not more than 0.10% by weight shall be impurities of animal origin.

including pin point damaged grains.

@ Rice (both Raw and Parboiled/Single Parboiled) can be procured with moisture content upto a maximum limit of 15% with value cut. There will be no value cut up to 14%. Between 14% to 15% moisture, value cut will be applicable at the rate of full value.

NOTES APPLICABLE TO THE SPECIFICATION OF GRADE 'A' AND COMMON VARIETIES OF RICE

1. The definition of the above refractions and method of analysis are to be followed as given in Bureau of Indian Standard "Method of analysis of Foodgrains" No's IS : 4333 (Part-I): 1996 and IS : 4333 (Part-II) : 2002 "Terminology for Foodgrains" : IS : 2813-1995 as amended from time to time.

Dehusked grains are rice kernels whole or broken which have more than 1/4th of the surface area of the kernel covered with the bran and determined as follows:-

ANALYSIS PROCEDURE: - Take 5 grams of rice (sound head rice and brokens) in a petri dish (80 x 70mm). Dip the grains in about 20 ml. of Methylene Blue solution (0.05% by weight in distilled water) and allow to stand for about one minute. Decant the Methylene Blue solution. Give a swirl wash with about 20ml. of dilute Hydrochloric acid (5% solution by volume in distilled water). Give a swirl wash with water and pour about 20 ml. of Metanil Yellow solution (0.05% by weight in distilled water) on the blue stained grains and allow to stand for about one minute. Decant the affluent and wash with fresh water twice. Keep the stained grains under fresh water and count the dehusked grains. Count the total number of grains in 5 gm. of sample under analysis. Three brokens are counted as one whole grain.

CALCULATIONS:

$$\text{Percentage of Dehusked grains} = \frac{N \times 100}{W}$$

Where 'N' = Number of dehusked grain in 5 grams of sample

'W' = Total grains in 5 grams of sample.

- The method of sampling is to be followed as given in Bureau of Indian Standard "Method of sampling of Cereals and Pulses" No. IS : 14818-2000 as amended from time to time.
- Brokens less than 1/8th of the size of full kernels will be treated as organic foreign matter. For determination of the size of the brokens average length of the principal class of rice should be taken into account.
- Inorganic foreign matter shall not exceed 0.25% in any lot, if it is more, the stocks should be cleaned and brought within the limit. Kernels or pieces of kernels having mud sticking on surface of rice, shall be treated as Inorganic foreign matter.
- In case of rice prepared by pressure parboiling technique, it will be ensured that correct process of parboiling is adopted i.e. pressure applied, the time for which pressure is applied, proper gelatinisation, aeration and drying before milling are adequate so that colour and cooking time of parboiled rice are good and free from encrustation of the grains.

SCHEDULE-III

[See clause 8(2)]

PERCENTAGE OF EXTRACTIONS OF RICE FROM PADDY

Variety and Type of rice the entire areas of West Bengal

All groups of rice:	1. Raw	-	67%
	2. Parboiled	-	68%
			(After refraction)

Note: Changes in OTR made by the Government of India from time to time shall be applicable.

SCHEDULE-IV

(See clause 13)

Common	Grade 'A'	
Swarna (MTU 7029)	Satabdi (IET 4786)	
Masuri	PNR 546 (Mildly scented)	
Samba Masuri	Dudshwar	
Swarna Sub 1	Banskathi	
IR36	Rupsali	
IR 64	Basamanik	
MTU 1010		
Gobind Bhog		
Ratna	Khasdhan (S)	
IR 64 Sub 1	Danguri	
Annada	Ramsal	
Ranit		
Kanakchur		
Rasi	Kala nunia	
Lalai		
Swarna Dhan (IET 5656)		
Mohan, Khitish		
Jayshree, Sabita		
Hybrid Rice : PHB 71, KRH 2, PA 6444		
Aswain Loha	Arjunsal	
Bala, Bara, Bashful (small) Bharmal, Bhutia, Bhuturmuri	Bashful (Big)	Balam, Basamanik, Brinful
Cauvery Garh, Gentu	Changa, Chanchi, Dhusri	Chimormani, Dadkhoni, Dudh Kalma, Dhanya Shri Denga Nona
Hogla, IR -5	Garkalma	Hamsa
Jarman, Jatha, Jordhan	IR - 20, Jaya	Hiramoti
Jagannath	Jhulan, Karticksal, Kamal Bhog	JET 1991, IR 22, Indrasal, Jashoa
Kalautar, Kanakchur	Lal Kalam	Jhingasal
Karanji, Latisail	Lagdisal, Latamul	Jata Kalma
	Lata Sal	
Manik Kalma Malsira	Lakshmansal	Jusat
Kalmota, Malta	Laghusal, Mungi	Kalamkati

Common	Grade 'A'	
Malbali, Nazir, NC-678	Mahipal Mari	Kurkurjali, Swarantara, Nagra
Pusa, Panchali	Nehali, Nazani	Nisar Kalma, Nona
Pachinisali, Pankaj	Panoti, Pakari, Panloi, Pad-masali	Palmon 579, Patnai, Ratna, Ramsal, Rupsal, Raghusal, Raj Hingasal, Sitasal
Safi, Sarbati	Sashi Mohan, Sunder-Mukhi, Sona Kuri, Sundarsal, Taliya Malshira,	Sadakatari, Saru Nagara, Sabarmati,

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No. 4219-FS/Sectt./Food/4P -18/2024

Date: 30.10.2024

ORDER**Sub : Bank Guarantee to be submitted by Rice Mills and related matters**

In clause no. 14.2 of the order vide no. 3901-FS/Sectt./Food/4P-18/2024 dated 27th September, 2024, it was stated that the Government may consider relaxation on paddy holding limit on the Bank Guarantee (BG) to encourage early participation of Rice Mills in paddy procurement in KMS 2024-25.

Now, in the interest of paddy procurement and in partial modification of the aforesaid order, the Government in F & S Department has decided to provide following provisions and relaxations as detailed below:

- i. Minimum Bank Guarantee (BG) required for empanelment shall be Rs. 35 lakhs.
- ii. Modified category wise extent of BG is mentioned below.

Category	Details of Categories	BG requirement equivalent to % of cost of paddy at MSP	Relaxation on paddy holding limit, if allowed
A	Rice Mills empanelled in KMS 2023-24 who have delivered all RCMR of KMS 2023-24 by 21.09.2024	35%	Eligible for Special Relaxation
B	Rice Mills empanelled in KMS 2023-24 who have delivered all RCMR of KMS 2023-24 by 30.09.2024 And NEW RICE MILL	40%	Eligible for Relaxation
C	Empanelled Rice Mills, which in KMS 2023-24 had submitted total Bank Guarantee less than 50% of BG submitted in KMS 2022-23, and have also received paddy in KMS 2023-24 less than 50% of the paddy delivered in last KMS 2022-23, Delivered all CMR by 30.09.2024	50%	Eligible for Relaxation
D	Mills of questionable performances in KMS 2023-24 or earlier KMS , delivered complete CMR by 30.09.2024	50% to 100% as decided by DLMC or DDPS	Not eligible for any Relaxation

Category	Details of Categories	BG requirement equivalent to % of cost of paddy at MSP	Relaxation on paddy holding limit, if allowed
E	Rice Mills who have not submitted any BG in KMS 2023-24	70%	Not eligible for any Relaxation
F	The Rice Mills empanelled in KMS 2023-24, which have received paddy less than 10% of their annual milling capacity due to their own problems, delivered complete CMR by 30.09.2024	60%	Not eligible for any Relaxation
G	Rice Mills empanelled in KMS 2023-24 who delivered CMR after 30.09.2024.	Minimum 70% or more as fixed by DLMC, DDP&S or Department.	Not eligible for any Relaxation

- iii. Rice Mills falling under category A, B & C as stated above and who have submitted BG and executed agreements (BA-I and BA-II) will be eligible to get relaxation to receive paddy as below:

Date of submission of BG and Agreements BA-I and at least one BA-II	Extent of relaxation in paddy holding limit
within 21.10.24	3 times
within 30.10.24	2.5 times
within 06.11.24	2 times
within 13.11.24	1.5 times

- iv. Additional Bank Guarantee submitted will be treated as per the BG fixed for the category of the Rice Mill and the date of submission of the additional BG.
- v. These relaxations shall be available only upto 31st March, 2025.
- vi. The above stated relaxations will be applicable only if the concerned Rice Mills submit the requisite BG and execute agreements strictly within the stipulated dates mentioned above.
- vii. However, the relaxation shall be withdrawn by DCF&S in following situations :
- If any Rice Mill fails to attend any paddy purchase center for consecutive 7 days or more than 3 days on 3 occasions.
 - If any Rice Mill fails to deliver resultant CMR within the district or other district for consecutive 2 occasions.
- viii. Provisions related to Rice Mills who have been empanelled with 100% BG :
- Entire CMR shall be delivered by these Rice Mills within the next month of paddy received. For **example**, CMR equivalent to paddy dispatched in November shall be

delivered within December. If CMR is not delivered on the due date, DCF&S/ CMR agency shall de-tag the Rice Mill and tag another Rice Mill with the concern purchase centers. DCF&S shall inform in writing to CMR agencies where the concerned Rice Mill is tagged with a request to de-tag the Rice Mill and tag another until CMR is delivered and DCF&S shall again inform in writing to the CMR agency to resume tagging of the concerned.

- b) The DCF&S shall ensure physical verification of the stock of paddy as well CMR once in every fortnight for the Rice Mills and make videography of the stock.

This is issued with the approval of the competent authority and in the interest of paddy procurement.

Sd/-(30.10.2024)
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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 mode has been conducted, still it will take some time for the software to stabilise. 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 DCFS / IT & Reforms Cell.

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

Sd/-(18.11.2024)

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File No. **E-992268**

No.I/576210/2024

Date: 19.11.2024

Order

Sub: Roles, functions and operation of Mobile CPCs (mCPC) and PPS

The Food & Supplies Department conducts paddy procurement operations in the interest of the small and marginal farmers through Centralised Purchase Centers (CPC), mCPCs and Paddy Purchasing Societies (PPS). A detailed order on policy and guideline for procurement of paddy from farmers at MSP is issued for every KMS.

However, through mCPCs and PPS it is intended to purchase paddy from farmers in remote villages who find it extremely difficult to avail the facility at CPC.

Now, in order to make best use of the mCPC and PPS, following guidelines are hereby detailed in connection with the organising and functioning of the Purchase Centers:

1. The mCPC and PPS shall continue to operate at least till May of every year. However, it may operate beyond, if there is paddy available and target has not yet been achieved.
2. Before scheduling a camp, SCFS/DCFS/District in charges of CMR agencies should conduct a survey/assessment of paddy availability and willingness of the farmers to sell paddy in consultation with BDO, officers of Agriculture Department and then schedule a camp in a village.
3. mCPC and PPS shall schedule procurement camps in different villages normally 30 days but not less than 15 days in advance and the same should be uploaded in portal.
4. The camps should be arranged at places / villages other than their offices / base locations.
5. These camps should be at different places on 3-4 days of the week.
6. Normally camps at the offices / base locations should not be more than 1-2 day in a week.
7. The days on which camps have not been scheduled, should be utilised for publicity and farmers' registration / updation and scheduling by farmers.
8. After assessment and scheduling of the camp the mCPC and PPS should visit these villages at least twice (once 12 to 10 days before the camp and again 8 to 5 days before the camp) and undertake -
 - a) miking,
 - b) meeting with farmers and facilitation,
 - c) registration,

- d) updation,
 - e) scheduling by/of farmers for selling the paddy
9. Adequate number of publicity materials in the form of banner/poster/leaflets should be printed, displayed and handed over to the intending farmers. The posters on FAQ of paddy should be displayed so that the farmers may be sensitized on the quality of paddy that they shall bring for selling at the paddy purchase centers.
 10. Necessary targets should be issued timely in favour of the PPS / mCPC through online system to enable them to purchase paddy without loss of any time.
 11. SCFS shall submit a weekly report on performance of each mCPC and share with DCF&S and in the WhatsApp group on every Saturday from now onward.

This is issued with the approval of the Competent Authority of this Department and will take immediate effect.

This is issued in the interest of public service.

Sd/-(19.11.2024)
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File No. E-1064154
No. I/580767/2024

Date: 29.11.2024

ORDER

**Sub : Verification of statutory documents and electricity
consumption by the empanelled Rice Mills.**

In order to verify the genuinity & authenticity of milling process of paddy by the empanelled Rice Mills in KMS 2024-25, the Government in Food & Supplies Department felt that verification of the statutory documents and electricity consumption data of the Rice Mills now onwards as detailed below :

1. Electricity Consumption by the Rice Mills:

- 1.1 The electricity consumption data of all Rice Mills shall be captured every month through integration with portals of electricity utility entities.
- 1.2 Electricity consumption data of Rice Mills shall be scrutinised by DCF&S. An officer should be nominated for this.
- 1.3 It shall be checked that the name of the consumer of the Rice Mill is same as that of the empanelled Rice Mill entity / firm.
- 1.4 Electricity consumption data of few randomly selected Rice Mills (at least 5 % or minimum of 5 of the empanelled Rice Mills in the district) in every KMS are to be scrutinised and verified with the actual milling activity every alternate month starting scrutiny of data pertaining to November. In next month another set of at least 5 % or minimum of 5 of the empanelled Rice Mills in the district shall be done.
- 1.5 DCF&S shall take necessary action as per the outcome of the scrutiny.
- 1.6 DCF&S shall submit a detailed analytical report with his observation to DDP&S every month for further analysis.
- 1.7 DDP&S shall also collect and analyse the data of yearly (KMS year) electricity consumption and yearly milling quantity of paddy of different Rice Mills during the months of August and September.
- 1.8 This individual mill wise data shall have to be compared with the yearly average milling capacity and average electricity consumption per ton of all the empanelled Rice Mills during present and previous KMS. Data may be specifically scrutinised keeping specific thrust for those Rice Mills with 30% above and below from the average of ton /unit of electricity consumption considering all Rice mills for which data has been collected.

2. Verification of different statutory documents:

Verification of the statutory documents viz. PCB clearance certificate, Fire licence, Boiler Certificate and other important and relevant NOCs/ licences/ certificates are to be done from the issuing authorities every year.

Above mentioned verification for authenticity of documents shall be done by the concerned DCFS after sending the certificates/ documents to the issuing authority. If, authenticity of any documents/ certificates could not be done by the DCFS due to the reason that office of issuing authority is not located within the district, the case shall be sent to the DDP&S and the DDP&S office will verify it accordingly from the issuing authority.

In case of Rice Mill where required certificates and other important documents which has already expired or going to expire within December, the above mentioned procedure shall be completed by all DCFS within 15th of December. After approval from the Department and subsequent approval at DDP&S end in the portal, further tagging of those rice mills shall be done by the concerned DCF&S after 31st December.

This process shall be continuous and whenever any required document is going to expire concerned DCF&S shall send the proposal at least before 20 working days to DDP&S as per above mentioned procedure.

Findings of the verification are to be sent to the Department with specific comment and suggestion regularly.

Sd/-(29.11.2024)
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File No. E-1008830
No. I / 580854/ 2024

Date: 30.11.2024

ORDER

Sub : SOP regarding inspection and physical stock verifications of Rice Mills

In clause no. 16.19 and 16.20 of the order vide no. 3901-FS/ Sectt./Food/4P-18/2024 dated 27th September, 2024, it was clearly stated that the Rice Millers engaged/ not engaged in private milling of paddy and have executed agreement with the Food and Supplies Department for milling of CMR shall have to maintain separate stock as well as stock register of both paddy and rice in the Rice Mill premises.

Government of India has also issued Guidelines vide memo no. 1(6)/2023-Py.I dated 13.08.2024 of Ministry of Consumer Affairs, Food and Public Distribution, Department of Food and Public Distribution regarding Inspection and Physical verification of stock of paddy and CMR in the empanelled Rice Mills.

In the interest of securing govt. paddy as well as CMR, to ensure a smooth and transparent paddy milling process, regular inspection and physical stock verifications shall be conducted at the empanelled Rice Mills. In this regard detailed Standing Operating Procedures (SOP) are issued as below for strict compliance, coordination and monitoring by all concerned. The Rice Mills are expected to assist all officials in this regard.

1. Inspection authority and period of Inspection:

1.1 Inspector in Charge of the Rice Mills –

- 1.1.1. DCF&S shall appoint within 15 days of commencement of the KMS season an officer (Chief Inspector / Inspector / Sub -Inspector) against each Rice Mill who shall be known and function as **Inspector in charge of the empanelled Rice Mill** at all the times.
- 1.1.2. DCF&S shall appoint another officer, as and when, such officer in charge of a Rice Mills is transferred or superannuates.
- 1.1.3. Inspector in Charge of a Rice Mill shall have to regularly visit the assigned Rice Mill at least once every fortnight.
- 1.1.4. He shall also conduct a **detailed inspection** of the tagged Rice Mill **at least once every month**. Gap between two detailed inspections shall not be more than 30 days.
- 1.1.5. He shall be responsible for monitoring and ensuring that the activities in the Rice Mill regarding receipt of paddy, physical stacking and maintenance of stocks (government

and private, if any) of paddy and CMR, blending of FRK and CMR, packaging, usage and management of packaging material, dispatch / delivery of CMR to the godowns is being done as per the procurement guidelines and subsequent orders.

- 1.1.6. He shall maintain the records of reports, copies of videography, letters issued and response received from the Rice Mill and share with SCFS.

1.2 Sub-Divisional Controller (F&S) –

- 1.2.1. SCF&S shall conduct detailed regular inspection of at least 03 empanelled Rice Mills within his jurisdiction every month on the points mentioned above. In next month other Rice Mills shall be selected, or some of the Rice Mills already inspected may be inspected again surprisingly.
- 1.2.2. He shall also ensure that Inspector in charge of the empanelled Rice Mill is conducting the monthly inspections as per norms without fail and submitting & uploading reports within stipulated time schedule.
- 1.2.3. He shall examine the monthly reports submitted by the Inspector in charge of the empanelled Rice Mill or the reports of the inspection submitted by any other officials, take necessary corrective action to ensure the compliance by Rice Mill, issue written instructions to the Rice Mill in consultation with the DCF&S.
- 1.2.4. He shall maintain the records of all reports, copies of videography, letters issued and response received from the Rice Mill or the Inspectors.

1.3 Assistant District Controller (F&S) –

- 1.3.1. ADCF&S shall conduct detailed regular inspection of at least 03 empanelled Rice Mills within his jurisdiction every month on the points mentioned above and submit the report to DCF&S.
- 1.3.2. He shall examine the monthly reports submitted by the SCF&S or by any other officials, take necessary corrective action to ensure the compliance, issue written instructions to the Rice Mill in consultation with the DCF&S.
- 1.3.3. He shall prepare a Detailed Monthly Analytical Report on the nos. and outcomes of the Inspections done by Inspector in charge of the empanelled Rice Mill, SCF&S, DCF&S, himself and inspection done by any other officer to the DCF&S with his findings, observations, action taken and compliance / non-compliance for onward forwarding by DCF&S to DDP&S.
- 1.3.4. Such Reports shall be sent to DCF&S through e-Office within 4th Day of the following month.

1.4 District Controller (F&S) –

- 1.4.1. DCF&S shall conduct detailed regular inspection of at least 02 empanelled Rice Mills within his jurisdiction every month on the points mentioned above.
- 1.4.2. DCF&S shall coordinate that detailed inspection by SCF&S / tagged Rationing Officer, ADCF&S and himself are held in such a way that all the Rice Mills are covered at least once every two months. If any Rice Mill is not covered in 2 months,

he shall direct either SCF&S of other Sub-division or ADCF&S or tagged Rationing Officer to conduct detailed inspection of such uncovered Rice Mills.

1.5 Tagged Rationing Officer and Inspection Teams :

- 1.5.1. Senior Special Secretary (Con Cell) in consultation with Special Secretary (Procurement Cell) and Director Rationing shall prepare a pool of Rationing Officers posted in Rationing Area, officers posted in the offices of the Directorates and other officers in the HQ and make available the list to DDP&S for Inspection of Rice Mills.
- 1.5.2. Special Secretary (DP Cell) in consultation with Special Secretary (Procurement Cell) shall prepare a pool of Inspecting Officers (Chief Inspector / Inspector / Sub-Inspector) posted in Rationing Area, officers posted in the offices of the Directorates and other officers in the HQ and make available the list to DDP&S for Inspection of Rice Mills.
- 1.5.3. **Tagged Rationing Officer and Inspecting Staff:** DDP&S will assign dedicated Rationing Officers and Inspecting Officers to few Sub-divisions with high numbers of Rice Mills where it may not be possible for the SCF&S to cover all the Rice Mills. These Rationing Officers and Inspecting Officers shall remain tagged with those Rice Mills of the Sub-division throughout the KMS and shall be responsible for monitoring and other duties as assigned to the SCF&S as mentioned above in para 1.2. DDP&S shall bifurcate the Rice Mills between the SCF&S and tagged Rationing Officers for that Sub-division in such way that the tagged team is assigned to a cluster of Rice Mill. However, SCF&S shall remain in charge of the whole Sub-division as jurisdictional head. Tagged R.O.s along-with the Inspectors from the HQ Pool, shall conduct at least 02 inspections of the assigned Rice Mills for the assigned district in every month.
- 1.5.4. **Inspection Teams:**
 - i) In addition to the above tagged Rationing Officers and Inspectors, the remaining Rationing officers, Officers and Inspectors shall be available at the disposal of DDP&S for conducting surprise inspections of the Rice Mills as and when decided by DDP&S. DDP&S shall make best use of such pool and ensure that every officer is utilised for surprise inspection at least 2 visits in a month. Every time the constitution of such team will change. DDPS will constitute a Team and assign to undertake surprise inspections of Rice Mills.
 - ii) On reaching the assigned district, the names of the Rice Mill(s) to be inspected will be informed to the Inspection Team for inspection.
- 1.4.5. During such visits, the tagged Rationing Officers and Inspection Teams shall be engaged for the inspection procedure for 2-3 consecutive days and complete the inspections in details including comprehensive weighment and stock verification, if required.

1.6 By Senior Supervising Officers of the Department or DDP&S :

Supervisory Officers shall also conduct a detailed regular inspection of at least 01 empanelled Rice Mills within his jurisdiction every two (2) months on the points mentioned above.

2. Report submission and verification thereof:

2.1 Inspector in Charge of the Rice Mills:

He shall submit a **Detailed Fortnightly Report [Annexure – A]** of the assigned Rice Mill to SCF&S and also upload in the portal within two (02) days of the inspection, take necessary corrective action to ensure the compliance, issue written instructions to the Rice Mill in consultation with the SCF&S. Such report shall send by email to the SCFS.

2.2 SCF&S, ADCF&S and tagged R.O.s –

2.2.1. He shall submit a **Detailed Inspection Report [Annexure – B]** of the inspection of the assigned Rice Mill to DCF&S and also upload in the portal within two (02) days of the inspection, take necessary corrective action to ensure the compliance, issue written instructions to the rice mill in consultation with the DCF&S.

2.2.2. SCF&S shall also submit a **Detailed Monthly Analytical Report [Annexure – C]** on the nos. and outcomes of the Inspections done by Inspector in charge of the empanelled Rice Mill, himself, tagged RO and inspection done by any other officer to the DCF&S with his findings, observations, action taken and compliance / non-compliance. Such Monthly Report shall be sent to DCF&S through e-Office within 3rd day of the following month and upload in the portal. SCFS shall also upload the report of the tagged RO.

2.3 DCF&S:

2.3.1. He shall submit and upload in the portal a **Detailed Inspection Report [Annexure – B]** of the inspection of the assigned Rice Mill to DDP&S within two (02) days of the inspection, take necessary corrective action to ensure the compliance, issue written instructions to the Rice Mill.

2.3.2. He shall compile all the report and prepare a **Detailed Monthly Analytical Report [Annexure -D]** on the nos. and outcomes of the Inspections done by Inspector in charge of the empanelled Rice Mill, SCF&S or tagged Rationing Officers, himself and inspection done by any other officer to the DDP&S with his findings, observations, action taken and compliance / non-compliance and suggestions, if any. Such Reports shall be sent to DDP&S through e-Office within 5th day of the following month and upload in the portal.

2.4 Inspection Teams of HQ:

The in charge of the Inspection Team shall either themselves/or through DCFS, upload a **Detailed Inspection Report [Annexure – B]** of the inspection of the assigned Rice Mill to DDP&S within two (02) days of the inspection and as well as to concerned DCFS to take necessary corrective action to ensure the compliance, issue written instructions to the Rice Mill, if required.

2.5 DDP&S:

2.5.1. DDP&S shall constitute a Dedicated Team headed by a Joint Director and consisting of other officers / staff for monitoring the compliance of the SOP by all stakeholders and submit a report to Department.

2.5.2. A detailed Data Analysis on a monthly basis in collaboration with IT&R Cell shall also be done every month.

2.5.3. The dedicated team will verify the findings of the Detailed Monthly Analytical Report of DCF&S and that of Inspection teams and submit the report through Director DDP&S before the Officer in charge of the Procurement Cell within 10 th of the succeeding month of inspection.

2.6 Procurement Cell:

Procurement Cell after examination of the Monthly Report of DDP&S shall place, with its specific comments, for perusal of higher authorities. A detailed Data Analysis on a monthly basis under the supervision of DDP&S and Joint Secretary (Procurement) shall also be done.

3. Inspection procedure:

3.1 DCF&S shall be **overall responsible** for coordinating the inspections. He shall arrange, coordinate and facilitate inspection of Rice Mills through the officials as stated in para no. 1.

3.2 He shall take necessary action to coordinate and monitor that Inspections by Inspector in charge of the Rice Mill, ADCF&S, SCF&S and tagged Rationing Officer are done as per the detailed guidelines and schedule mentioned above.

3.3 **In addition to the above, DCF&S shall also arrange at least 5 % of the Rice Mills or minimum one Rice Mill whichever is more to be inspected randomly and surprisingly every month either through SCF&S of adjoining Sub-division, tagged Rationing Officer or ADCF&S.**

3.4 Random selection of the Rice Mill should be done based on the performance in the ongoing KMS and previous KMS or historical or present performance.

3.5 The Inspection of the Rice Mill with 100% BG shall be done in accordance with the order already issued vide No. **4219-FS/Sectt./Food/4P-18/2024 dated 30/10/2024.**

3.6 The Inspection of the Rice Mill with **questionable performance** in this KMS and in last KMS (as per order vide no 3901-FS/Sectt./Food/4P-18/2024 dated 27.09.2024) should be inspected at least once in month and gap between such inspection shall not be more than 20 days.

3.7 **DDPS shall also arrange at least 2 % of the Rice Mills to be inspected randomly and surprisingly every month.**

3.8 Submission of Reports:

3.8.1 The Report shall be submitted in following Formats:

A.Format of **Detailed Fortnightly Report** by Inspector in Charge of the Rice Mill
[Annexure – A]

B.Format of **Detailed Inspection Report** by all other officers except Inspector in charge of the Rice Mill [Annexure – B]

C.Format of **Detailed Monthly Analytical Report** by SCF&S [Annexure – C]

D.Format of **Detailed Monthly Analytical Report** by DCF&S [Annexure -D]

3.8.2 Uploading the Report in the Portal:

In addition to submitting to the Inspection reports as mentioned above, all the Inspection Reports shall also be submitted / uploaded by the concerned officials in the portal as per login provided.

3.9 Videography:

3.9.1 Videography of the entire inspection procedure shall be made by SCF&S, ADCF&S, tagged Rationing Officer and HQ Inspection Teams using mobile camera.

3.9.2 Copy of the videography shall also be sent along with inspection report.

3.9.3 The file name of video Clip should be in the Format –

“Name of Rice Mill in brief- district name in short-date of inspection”

*For example- “XYZ Rice Mill-ABC District- **/**/*****”*

3.9.4 Such copy shall be preserved in a folder in the office of the SCF&S, DCF&S and DDP&S. Folder name should be as-

“Video Clips of Inspection of Rice Mills [KMS 2024-25]”

Sd/- (30.11.2024)
Parwez Ahmad Siddiqui, IAS
Principal Secretary to the
Government of West Bengal
Food & Supplies Department

Format of Inspection Report by Inspector in Charge of the Rice Mill
[Detailed Fortnightly Report]
[Annexure – A]

Date of Inspection:

Name of Inspecting Official:

Designation of Inspecting Official:

Other members of the Team:

1. Rice Mill Details-

- a. Name of the Rice Mill-
- b. District:
- c. Type of Rice Mill – Raw/ Par-Boiled.
- d. Source of electricity –
- e. Electricity consumer ID-
- f. Month wise consumption of electricity during last three months (in units) -

2. Whether engaged in private milling – Yes/No

In case of non-engagement, it should be supported by declaration of the Rice Miller / authorised representative.

3. Whether stock of govt. & private depositors is stored separately: Yes/No

Remarks -

4. Rice Mill Godown Detail

4.1. Paddy storage capacity in MT

- a. For Govt. milling :
- b. For Private milling :

4.2. Rice storage capacity in MT

- a. For Govt. milling :
- b. For Private milling :

4.3. Whether godowns are well demarcated or not :

4.4. Whether stacks contain uniform bags or not :

4.5. Whether stacks contain countable bags or not :

5. Stock Detail at Rice Mill

A. Stock Detail at Rice Mill

KMS Season 2024-25 :Inspection-cum-Analytical Tool (All values in MT)

	Progressive Paddy Received (Cumulative)	Resultant Rice (68% for PB and 67% for Raw Rice Mill)	Paddy under process of milling	Progressive CMR delivered to Govt	Stock of Milled Rice in Rice Mill Godown	Transport	Pending RCMR	Balance of pending RCMR in terms of Paddy	Analytical Tool
(a)	(b)	(c) = (b)*0.68/0.67	(d)	(e)	(f)	(g)	(h) = (c) - (e)	(i) = (h) /0.68 or 0.67	(j)
Portal									SYS
Book Balance (Govt)									BBG
	Stock of Paddy in Rice Mill Godown on date of inspection	Resultant Rice (68% for PB and 67% for Raw Rice Mill)	Paddy under process of milling	Progressive CMR delivered to Govt	Stock of Milled Rice in Rice Mill Godown	Rice under transportation to Godown	Rice in terms of paddy	Total Paddy (Includes Paddy and Rice in terms of Paddy)	Analytical Tool
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h) = (f) + (g) /0.67 or 0.68	(i) = (b) + (d) + (h)	(j)
Physical Balance (Govt) (Stock in Rice Mill Godown)									PBG
Physical Balance (Pvt)									PBP
	Progressive Paddy Received (Cumulative)	Resultant Rice (68% for PB and 67% for Raw Rice Mill)	Paddy under process of milling	Progressive Rice sold in the market	Progressive Rice sold in the market in terms of paddy	Transport		Progressive Paddy - progressive Rice sold in the market in terms of paddy	Analytical Tool
(a)	(b)	(c)	(d)	(e)	(f) = (e) /0.67 or 0.68	(g)	(h)	(i) = (b) + (f)	(j)
Book Balance (Pvt)									BBP

Tool for analysis:

1. **If RM has given Offer within the due time and there is no lag :** No observation
2. **If RM has not given any Offer or have given partial Offer, but there is lag regarding further offers :** Under process of milling shall not be more than 3 times its milling capacity and it is the responsibility of the RM to prove the actual PHYSICAL quantity under process of milling to the Inspecting Official. Difference to be assessed by the inspecting official.
3. **If RM has not delivered RRO within the stipulated time* :** Under process of milling shall not be more than 3 times its milling capacity and it is the responsibility of the RM to prove the actual PHYSICAL quantity under process of milling to the Inspecting Official. Difference to be assessed by the inspecting official.

* Subject to availability of Godown space

B. Stock discrepancy analysis

Fig in MT

Balance of pending RCMR in terms of Paddy	Physical Balance (Govt) (Stock in Rice Mill Godown)	Difference (SYS – PBG)	Physical Balance (Pvt)	Book Balance (Pvt)	Difference (PBP – BBP)
SYS	PBG		PBP	BBP	

Remark on the difference:**6. FRK :**

- i. **Whether FRK is being kept in hygienic condition-** Yes/No.
- ii. **Whether FRK is kept on –** Tarpaulin sheet/ Bamboo Mat.
- iii. **Whether Blending Machine found in operating condition –** Yes/ No.

7. Does the Mill maintain, Stock Register for paddy, Milling Register, Rice Register and Consolidated Register: Yes/No.

8. Does the Mill maintain Gunny/PP Bag Register: Yes/No.

- i. Maintain for Own Milling: Yes/No.
- ii. Maintain for Govt. Gunny: Yes/No.

9. Whether the mill was in running condition during inspection: Yes/No.

- i. If not last date of operation:
- ii. Reason of non-operation:
- iii. Whether the non-operative condition has been informed to DCFS in writing: Yes/No.

iv. Whether paddy was handed over to the mill beyond the last date of operation: Yes/No.
If Yes, reason thereof.

v. Quantity of paddy delivered after the last date of operation (in MT):

10. Any Other observation during inspection.

Name Inspecting Officials:	Designation of:	Signature

END OF REPORT

**Format of Inspection Report by SCF&S / ADCF&S /
DCF&S / tagged RO / Supervisory Officers**
Detailed Inspection Report
[Annexure – B]

Date of Inspection:

Name of Inspecting Official:

Designation of Inspecting Official:

Other members of the Team:

1. Rice Mill Details

- i. Name of the Rice Mill :
- ii. Type of Rice Mill – Raw/ Par-Boiled.
- iii. Ownership patters – Proprietorship/ partnership/ Company/ Other
- iv. Name of the Owner (s)/ Director (s)/ Partner (s) :
- v. Whether newly established/ empanelled in KMS 23-24 and engaged in procurement/ empanelled in KMS 23-24 but not engaged in procurement/ not newly established but was not engaged in KMS 23-24.
- vi. Source of electricity:
- vii. Electricity consumer ID:
- viii. Month wise consumption of electricity during last three months (in unit):

2. Capacity and document Detail –

- 2.1. Milling Capacity per shift: MT/8 hr. (verified with the Certificate issued by GM, DIC).
- 2.2. Issue date of Milling Capacity Certificate :
- 2.3. Validity of Boiler Certificate :
Whether applied for validity extension (in case validity will expire within one month from the date of inspection) - **Yes/No** (verified with documents)
- 2.4. Validity of Fire License :
Whether applied for validity extension (in case validity will expire within one month from the date of inspection) - **Yes/No** (verified with documents)
- 2.5. Validity of FSSAI for production of Rice :
- 2.6. Validity of FSSAI for blending of FRK with Rice :

2.7. Validity of Pollution Certificate :

Whether applied for validity extension (in case validity will expire within one month from the date of inspection) : **Yes/No** (verified with documents)

3. Whether engaged in private milling : Yes/No

In case of non-engagement, it should be supported by declaration of the Rice Miller / authorised representative.

Remarks:

4. Whether stock of govt. & private depositors is stored separately : Yes/No

Remarks:

5. Rice Mill Godown Detail

5.1. Paddy storage capacity in MT

a. For Govt. milling :

b. For Private milling :

5.2. Rice storage capacity in MT

c. For Govt. milling :

d. For Private milling :

5.3. Whether godowns are well demarcated or not :

5.4. Whether stacks contain uniform bags or not :

5.5. Whether stacks contain countable bags or not :

6.

A. Stock Detail at Rice Mill

KMS Season 2024-25 : Inspection-cum-Analytical Tool (All values in MT)

	Progressive Paddy Received (Cumulative)	Resultant Rice (68% for PB and 67% for Raw Rice Mill)	Paddy under process of milling	Progressive CMR delivered to Govt	Stock of Milled Rice in Rice Mill Godown	Transport	Pending RCMR	Balance of pending RCMR in terms of Paddy	Analytical Tool
(a)	(b)	(c) = (b)*0.68/0.67	(d)	(e)	(f)	(g)	(h) = (c) - (e)	(i) = (h) /0.68 or 0.67	(j)
Portal									SYS
Book Balance (Govt)									BBG
	Stock of Paddy in Rice Mill Godown on date of inspection	Resultant Rice (68% for PB and 67% for Raw Rice Mill)	Paddy under process of milling	Progressive CMR delivered to Govt	Stock of Milled Rice in Rice Mill Godown	Rice under transportation to Godown	Rice in terms of paddy	Total Paddy (Includes Paddy and Rice in terms of Paddy)	Analytical Tool
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h) = (f) + (g) /0.67 or 0.68	(i) = (b) + (d) + (h)	(j)
Physical Balance (Govt) (Stock in Rice Mill Godown)									PBG
Physical Balance (Pvt)									PBP
	Progressive Paddy Received (Cumulative)	Resultant Rice (68% for PB and 67% for Raw Rice Mill)	Paddy under process of milling	Progressive Rice sold in the market	Progressive Rice sold in the market in terms of paddy	Transport		Progressive Paddy - progressive Rice sold in the market in terms of paddy	Analytical Tool
(a)	(b)	(c)	(d)	(e)	(f) = (e) /0.67 or 0.68	(g)	(h)	(i) = (b) + (f)	(j)
Book Balance (Pvt)									BBP

Tool for analysis:

1. **If RM has given Offer within the due time and there is no lag :** No observation
2. **If RM has not given any Offer or have given partial Offer, but there is lag regarding further offers :** Under process of milling shall not be more than 3 times its milling capacity and it is the responsibility of the RM to prove the actual PHYSICAL quantity under process of milling to the Inspecting Official. Difference to be assessed by the inspecting official.
3. **If RM has not delivered RRO within the stipulated time* :** Under process of milling shall not be more than 3 times its milling capacity and it is the responsibility of the RM to prove the actual PHYSICAL quantity under process of milling to the Inspecting Official. Difference to be assessed by the inspecting official.

* Subject to availability of Godown space

B. Stock discrepancy analysis

Fig in MT

Balance of pending RCMR in terms of Paddy	Physical Balance (Govt) (Stock in Rice Mill Godown)	Difference (SYS – PBG)	Physical Balance (Pvt)	Book Balance (Pvt)	Difference (PBP – BBP)
SYS	PBG		PBP	BBP	

Remark on the difference:

7. Last Inspection made

- i. Last inspecting authority: *Name & Designation*
- ii. Last Inspection date:
- iii. Major findings detected and communicated to the Rice Mill
- iv. Corrective measure made or not:
- v. **Whether penal measure was imposed**
 - a) Whether show caused: Yes/No
 - b) Whether reply submitted: Yes/No

c) Whether pecuniary action taken: Yes/No, Amount Rs./-

d) Whether deposited fine amount: Yes/No

8. FRK

i. **Whether FRK is being kept in hygienic condition:** Yes/No.

ii. **Whether FRK kept on – Tarpaulin sheet/ Bamboo Mat.**

iii. **Whether Blending Machine found in operating condition:** Yes/No.

9. Does the Mill maintain, Stock Register for paddy, Milling Register, Rice Register and Consolidated Register: Yes/No.

10. Does the Mill maintain Gunny Bag Register

i. Maintain for Own Milling:

ii. Maintain for Govt. Gunny:

11. Whether the mill was in running condition during inspection: Yes/ No

i. If not last date of operation:

ii. Reason of non-operation:

iii. Whether the non-operative condition has been informed to DCFS in writing: Yes/ No.

iv. Whether paddy was handed over to the mill beyond the last date of operation: Yes/No.

v. If Yes, reason thereof.

vi. Quantity of paddy delivered after the last date of operation (in MT) :

12. Any Other observation during inspection.

Name Inspecting Officials:	Designation of:	Signature

END OF REPORT

Detailed Monthly Analytical Report

(By SCF&S)

[Annexure – C]

Name of the District:

Sub-division:

Reporting Month:

KMS:

Date of submission of report: __/__/____

1. (A) Inspections carried out during the month ending __/__/____

Date of inspection	Name of the Rice Mill	By Officer/ Team	Level (Inspector/ SCFS/DCFS/ Inspection team if any)	Adverse Remarks, if any

(B) Number of Schedule Inspections as per SOP by Officials:

Officer Level and Name (In case of team – all the names)	Number of Inspections to be done as per SOP	Number of Inspections carried out	Defaulters (Yes/ No) and Count	If Defaulter, Show cause issued

(C) Report on Nos. of Inspection during the month ending __/__/____

Sl.No.	Nos. of Rice Mills in the sub-division	Nos. of Rice Mills inspected

2. Name of Rice Mills which have not been inspected so far:

3. Names of Rice Mills where no non-compliance as per the provisions of Guidelines on paddy procurement was found:

4. Report on non-compliance and action taken

Sl. No.	Name of Rice Mill	Major non-compliances	Action taken	Remarks

5. Suggestions, if any.

Name	Designation	Signature

*The report shall be submitted invariably by the SCFS by the 3rd day of the following month.***END OF REPORT**

Detailed Monthly Analytical Report
(By DCF&S)
[Annexure – D]

Name of the District:

Reporting Month:

KMS:

Date of submission of report: __/__/__

1. Inspections carried out during the month ending __/__/__

Date of inspection	Name of the Rice Mill	By Officer/Team	Level (HQ Team/ DCFS/ADC/ SCFS/ Inspector)	Adverse Remarks, if any

2. Follow-up on Inspections carried out during the previous month ending __/__/__

Name of the Rice Mill	Inspected On	Adverse Remarks	Rice Mill intimated/ Show caused with Memo No. & Date	Action taken	Further action recommended by DCFS

3. Number of Schedule Inspections as per SOP by Officials:

Officer Level and Name (In case of team – all the names)	Number of Inspections to be done as per SOP	Number of Inspections carried out	Defaulters (Yes/ No) and Count	If Defaulter, Show cause issued

4. Follow-up on defaulters during the previous month ending __/__/__

Officer Level and Name (In case of team – all the names)	Defaulters (Yes/No) and Count	If Defaulter, Show cause issued Yes/No	Action taken	Further action recommended by DCFS

5. Report on Nos. of Inspection during the month ending __/__/__

Sl.No.	Nos. of Rice Mills in the district	Nos. of Rice Mills inspected

Name	Designation	Signature

The report shall be submitted invariably by the DCFS by the 5th day of the following month.

END OF REPORT

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.

**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- 1027995

No. I/ 582546/2024

Date: 05.12.2024

ORDER

**SUB: EMPANELMENT OF RICE MILLS FOR CUSTOM MILLING
OF PADDY FOR KMS 2024-25, THAT DELIVERED
CMR BEYOND LAST SCHEDULED DATE.**

Comprehensive order in respect of empanelment of Rice Mills for custom milling of procured paddy and delivery of Custom Milled Rice (CMR) for KMS 2024-2025 has already been issued vide G.O. no. 3387-FS/Sectt./Food/4P-18/2024 dated 22.08.2024. Later on Policy and Guidelines for procurement of paddy from farmers at MSP during KMS 2024-25 has been issued vide no. 3901-FS/Sectt./Food/4P-18/2024 dated 27.09.2024 wherein empanelment of Rice Mills has been described at clause 13. Further, an order regarding Bank Guarantee to be submitted by the Rice Miller has been issued vide no. 4219-FS/Sectt./Food/4P-18/2024 dated 30.10.2024

It was stated that no Rice Mill, defaulter in terms of delivery of CMR relating to any CPC or mCPC or Purchase Centers or CMR Agency in any KMS, shall be considered for empanelment. It was also stated that Mills who have delivered 100% of CMR due of KMS 2023-2024 within the time line of 30.09.2024, may be recommend by the DLMC for empanelment in KMS 2024-25.

Now, in the interest of greater participation of Rice Mills in the procurement process of KMS 2024-25, Department of Food & Supplies has decided that

1. The Rice Mills that have completed CMR delivery of KMS 2023-24 between 01.10.2024 to 31.10.2024 will be eligible for empanelment, if recommended by DLMC and otherwise eligible.
 - 1.1. The Rice Mills empanelled in KMS 2023-24, delivered CMR within 31.10.2024 and who are willing to participate in KMS 2024-25, should apply in the portal.
 - 1.2. DCF&S shall place all such applications received and a mill wise signed report to DLMC with reason for delayed delivery. The DLMC may consider the report and recommend their names for empanelment in KMS 2024-25.
 - 1.3. If otherwise eligible, the Rice Mills shall have to deposit Bank Guarantee equivalent to –
 - a) Minimum 70% or more as fixed by DLMC, DCFS or Department of the cost of paddy at MSP for empanelment in KMS 2024-25, if completed CMR delivery of KMS 2023-24 between 01.10.2024 to 07.10.2024.
 - b) 125% of the cost of paddy at MSP for empanelment in KMS 2024-25, if completed CMR delivery of KMS 2023-24 between 08.10.2024 to 31.10.2024.

- 1.4. If the Rice Mill is already has been approved for empanelment as a mill **of questionable performance**, shall also have to deposit Bank Guarantee as mentioned above.
- 1.5. No relaxation of paddy holding limit beyond submitted Bank Guarantee shall be allowed to such Rice Mills.
2. The Rice Mills that have completed CMR delivery of KMS 2023-24 beyond 31.10.2024 shall not be eligible for empanelment, in KMS 2024-25.

All the other terms and condition will remain same for of Rice Mills for custom milling of procured paddy and delivery of Custom Milled Rice (CMR) for KMS 2024-2025.

This order is issued with the approval of competent authority.

Sd/-(05.12.2024)
Abhijit Maitra, WBCS (Exe.)
Special Secretary to the Govt. of West Bengal
Food & Supplies Department

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

File No. E-1027995

No. I/586235/2024

Date: 13.12.2024

ORDER

1. In partial modification of the clause 9.4 under the heading ‘TAGGING OF RICE MILLS’ in the Paddy Procurement Order published vide no. 3901- FS/Sectt/Food/4P-18/2024 dated 27.09.2024, the following changes should be adopted instead of the existing provisions: “Based on the criteria of CMR Delivery, BG Limit, Milling Capacity, performance in the Last KMS, distance from the PPC, the system will show 5 Rice Mills on priority basis available for tagging with a particular purchase center/ camp. DCF&S/ District Manager of CMR Agency can select any Rice Mill (upto maximum of 3 Rice Mills for a purchase centre).”
2. Over and above the top 5 Rice Mills, a list of three rice mills with least percentage of paddy allocated viz-a-viz their Paddy Holding limit shall be shown so that DCFS shall take a prudent decision to tag them also, so that all mills are given equal opportunity in delivery of paddy and also mitigate any operational exigencies in the following manner:
 - 2.1 If against a purchase centre one Rice Mill is to be tagged- DCFS is to tag as per the present guideline.
 - 2.2 If against a purchase centre two Rice Mills are to be tagged- DCFS is to mandatorily tag one Rice Mill from the list of Rice Mills with Least allocated paddy.
 - 2.3 If against a purchase centre three Rice Mills are to be tagged-DCFS is to mandatorily tag one Rice Mill from the List of Rice Mills with least allocated paddy.

This issues with the approval of the competent authority.

Sd/-(13.12.2024)
Abhijit Maitra, WBCS (Exe.)
Special Secretary to the Govt. of West Bengal
Food & Supplies Department

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

File No. E-1008830

No. I/586230/2024

Date: 13.12.2024

NOTIFICATION

**Subject: Constitution, functions and responsibilities of District level
Monitoring Committee and Sub-Divisional level Monitoring
Committee on procurement of paddy and delivery of CMR**

The decentralized procurement of paddy by the State Government continues for each Kharif and Rabi Marketing Season, on the strength of the West Bengal Custom Milled Rice (Obligation & Control) Order, 2015, Policy and Guidelines issued for each KMS and subsequent amendments thereof. Procurement of paddy has twin objectives of preventing distress sale by the small and marginal farmers by providing Minimum Support Price (MSP) and procurement of required quantity of paddy to provide rice for meeting the entire requirement of Central Pool under NFSA (now known as PMGKAY), Mid-Day Meal, ICDS etc. and State Pool under Rajya Khadya Suraksha Yojana (RKSJ) and other Government sponsored welfare schemes.

The State Government provides for an incentive over and above the Minimum Support Price (MSP) per quintal for common paddy of Fair Average Quality (FAQ) to the farmers who sell their paddy at the Centralized Procurement Centres (CPCs). They can also sell paddy at any Purchase Centers operated by Paddy Procuring Societies (PPS) engaged by CMR agencies (ECSC, BENFED, CONFED, NAFED and PBAMCL).

A. Scope:

The farmers can sell their produce at any of the purchase centers as per their choice and convenience within the district. In order to ensure smooth operation of paddy procurement, intense monitoring over the procurement process, CMR delivery by rice mills and to safeguard the interest of farmers, governor is please to reconstitute **District Level Monitoring Committee (DLMC)** and **Sub-Divisional Level Monitoring Committee (SDLMC)** on procurement of paddy and delivery of CMR at each District and Sub-Division level and define its, functions and responsibilities as mentioned below.

B. Constitution District Level Monitoring Committee (DLMC):

There shall be a **District Level Monitoring Committee** constituted for the purpose of discharging the functions and duties mentioned under these order, West Bengal Custom Milled Rice (Obligation & Control) Order, 2015, Policy and Guidelines and it shall comprise of-

1. District Magistrate	Chairperson
2. Karmadhyaksha of Khadya-O-Sarbaraha Sthayee Samity of Zilla Parishad	Member
3. Additional District Magistrate in-charge of Food Matter -	Member
4. Superintendent of Police, District Enforcement Branch	Member
5. Project Director, DRDC	Member
6. Regional Manager/ Branch Manager of TDCC	Member
7. District Horticulture Officer	Member
8. Area Manager of Food Corporation of India	Member
9. District Information & Cultural Officer	Member
10. Deputy Registrar/ Assistant Registrar of Co-operative Societies	Member
11. Deputy Director of Agriculture (Administration)	Member
12. Secretary, Regulated Market Committee	Member
13. Agricultural Marketing Officer/Asstt. Director of Agricultural Marketing (Admin.)	Member
14. General Manager, District Industries Center	Member
15. Assistant Controller of Legal Metrology	Member
16. One representative each from the Custom Mill Rice Agencies of the district	Member
17. President and Secretary of Rice Mills Owners' Association of the district	Member
18. District Controller of Food & Supplies -	Member- Convener

Sabhadhipati, Zilla Parishad and Members of Legislative Assembly of the district may be special invitees to the above Committees.

C. Functions&responsibilities of District Level Monitoring Committee (DLMC)-

The functions, power, role and responsibilities of District Level Monitoring Committee (DLMC) are as mentioned below:

- 1) The District Level Monitoring Committee shall have the power to identify, select and recommend location and areas to be covered for establishment of Centralized Purchase Centers (CPCs) and mobile CPCs.
- 2) The District Level Monitoring Committee shall review the existing CPC and mCPC, identify the proposed location of new purchase centers, if required, well ahead of each procurement season, within 31st July each year and after due deliberation and consensus of the committee shall send the proposal for notification of CPC and mCPC within 7th August to the Directorate of DDPS for approval of the Department of Food & Supplies for ensuing KMS.
- 3) The District Level Monitoring Committee shall have the power to identify, review, select and recommend location and areas to be covered wherefrom Custom Mill Rice Agencies shall procure paddy through selected Paddy Procuring Societies in the interest of the farmers and the decision of District Level Monitoring Committee in this regard shall be binding on the Custom Mill Rice agencies.

- 4) The District Level Monitoring Committee shall select the Paddy Procuring Societies including Primary Agricultural Credit Society (PACS), Primary Agricultural Marketing Society (PAMS), Self Help Groups (SHGs), Farmer Producer Organisations (FPOs)/ Farmer Producers Company (FPC), Large Area Multipurpose Societies (LAMPS) duly proposed by the District Level Selection Committee (DLSC) in the interest of the engagement of good and sound PPS in the procurement operations.
- 5) District Level Monitoring Committee shall be convened at least twice in a month in the peak preparatory and procurement season from August to January. During other months DLMC meeting shall be convened at least once every month.
- 6) DLMC shall discuss and review the preparatory arrangements for the next KMS and matters pertaining to recommendation / review of CPC and mCPC, selection of PPS, empanelment of rice mills, registration and updation of farmer, scheduling of camps, scheduling by farmers, training of POs / DOs and PPS during the peak preparatory and procurement season from August to January.
- 7) DLMC shall review the procurement operations and recovery of CMR in the previous month and adopt appropriate measures for the coming month.
- 8) DLMC shall review and assess the areas / villages which have the potential of selling paddy and advise DCFS and CMR agencies to make plan for covering them through camps.
- 9) DLMC should hold regular awareness camps for briefing the elected representatives and to apprise them regarding procurement procedure including registration, updation process and self-scheduling of the farmers, etc. as and when required.
- 10) DLMC shall regularly discuss and review the operations related with procurement of paddy through CPC/mCPC and by PPS of CMR Agency in the interest of farmer and delivery of CMR thereof and ensure that the operations are carried out in accordance with the West Bengal Custom Milled Rice (Obligation & Control) Order, 2015, Policy and Guidelines for the KMS and other orders issued from time to time.
- 11) DLMC shall assess the performance of PPS and take necessary decision whether to discontinue a PPS to function in the current KMS or to discontinue in the next KMS. DLMC may propose / recommend or take any penal / legal action, if required, against any defaulter PPS.
- 12) DLMC shall also assess and review the performance of Rice Mills, their reporting to PCs, delivery to assigned godowns, period and frequency of CMR delivery, gap between RRO and delivery, the quantity of paddy delivered to rice mills vis-à-vis their status of CMR delivery during the KMS, mark it as a rice mill of questionable performance or vulnerable rice mill or de-empanelment during the KMS.
- 13) DLMC may propose/ recommend any penal/ legal action, if required, against any rice mill of questionable performance or defaulter rice mill.
- 14) DLMC shall review the application for empanelment for next KMS and make it's recommendation regarding Bank Guarantee for each rice mill based on the performance and new rice mill. DLMC shall expeditiously dispose the application of the rice mills who

have applied for empanelment in the paddy procurement operation as per the norms of rice mill empanelment.

- 15) DLMC shall take all necessary and appropriate measures to ensure that the interests of the farmers are protected and safeguarded.
- 16) DLMC shall review the functioning of SDLMC and BLMC and issue necessary guidance to enable them discharge their responsibilities in effective and efficient manner.
- 17) DLMC may send proposal to the State Govt. suggesting necessary changes/ modification to the procurement policy and guidelines for better management of procurement operations in the district.
- 18) DLMC shall also review procurement operations undertaken by the Food Corporation of India.
- 19) DLMC shall also perform such other functions and duties as may be entrusted by State Government from time to time for better management of procurement operations.
- 20) District Level Monitoring Committee shall have powers and duties to -
 - a) formulate guidelines regarding identification of farmers, publicity and advertisement for awareness of the farmers in respect of registration and updation, scheduling of camps as well as scheduling by the farmers, etc. in conformity with the general guidelines issued by the State Government;
 - b) sensitise the Agriculture Department, PACS, and FPOs for educating farmers to bring clean and dry paddy as per the FAQ (Fair Average Quality) standards to ensure compliance with quality parameters. DDAs/ADAs may be requested to arrange such awareness camps in different villages;
 - c) ensure adequate security at procurement centers during peak procurement season;
 - d) sort out the problems of rice millers & CMR agencies towards delivery of CMR to the state godown, FCI A/C and decision of DLMC shall be binding to all concerned.
 - e) may assign Deputy Magistrates and other officials to carry out surprise visits to procurement centers to monitor the procurement process during peak procurement season;

D. Constitution Sub-Division Level Monitoring Committee (SDLMC):

There shall be a **Sub-Division Level Monitoring Committee** constituted for the purpose of discharging the functions and duties mentioned under these order, West Bengal Custom Milled Rice (Obligation & Control) Order, 2015, Policy and Guidelines and it shall comprise of-

- | | |
|---|-------------|
| 1. Sub-Divisional Officer | Chairperson |
| 2. All Block Development Officers of the concerned Sub-division - | Member |
| 3. All Sabhapati of Panchayat Samities of the concerned Sub-Division | Member |
| 4. Sub-Divisional Police Officer concerned Sub-Division | Member |
| 5. Assistant Registrar of Co-operative Societies | Member |
| 6. Assistant Director of Agriculture (Administration) in Sub-division | Member |

- | | |
|---|---------------------|
| 7. Assistant Agricultural Marketing Officer (Administrative) of Agricultural Marketing Department | Member |
| 8. Representatives of Custom Mill Rice Agencies within the jurisdiction | Member |
| 9. President and Secretary of Rice Mills Owners' Association | Member |
| 10. Sub-divisional Controller of Food & Supplies | Member-
Convener |

Members of Legislative Assembly of the district may be special invitees to the above Committees.

E. Role & responsibility of Sub-Divisional Level Monitoring Committee (SDLMC)-

The functions, power, role and responsibilities of Sub-division Level Monitoring Committee (SDLMC) are as mentioned below:

- 1) The SDLMC shall have the power to identify and recommend location and areas to be covered for establishment of Centralized Purchase Centers (CPCs) and mobile CPCs to DCFS/ DLMC.
- 2) The SDLMC may recommend the location and areas to be covered wherefrom mCPC and Custom Mill Rice Agencies shall procure paddy through selected Paddy Procuring Societies in the interest of the farmers.
- 3) SDLMC shall be convened at least once every month.
- 4) SDLMC shall discuss and review the progress of registration and updation of farmer, scheduling of camps, scheduling by farmers, training of POs / DOs and PPS.
- 5) SDLMC shall review and assess the areas/ villages which have the potential of selling paddy and advise DCFS and CMR agencies to make plan for covering them through camps.
- 6) SDLMC shall regularly discuss and review the operations related with procurement of paddy through CPC/ mCPC and by PPS of CMR Agency in the interest of farmer and adopt appropriate measures to ensure that the procurement operations are smooth and transparent and carried out in accordance with West Bengal Custom Milled Rice (Obligation & Control) Order, 2015, Policy and Guidelines for the KMS and other orders issued from time to time.
- 7) SDLMC should hold regular awareness camps for briefing the elected representatives and to apprise them regarding procurement procedure including registration, updation process and self-scheduling of the farmers, etc. as and when required, SDLMC should sensitise the Krishi Prayukti Sahayaks for educating farmers to bring clean and dry paddy as per the FAQ (Fair Average Quality) standards to ensure compliance with quality parameters. ADAs may be requested to arrange such awareness camps in different villages.
- 8) SDLMC shall review the functioning of BLMC and issue necessary guidance to enable them discharge their responsibilities in effective and efficient manner.
- 9) SDLMC may assign Deputy Magistrates and other officials to carry out surprise visits to procurement centers to monitor the procurement process during peak procurement season.

- 10) The Sub-Division Level Monitoring Committee shall submit a monthly report to District Level Monitoring Committee highlighting the actions taken by it, any action required to be taken by DLMC and suggestions, if any, thereof. SCF&S shall initiate necessary action in this regard.

F. Wide Publicity:

Both DLMC and SDLMC shall take necessary steps to ensure that the publicity plan for awareness and capacity building to ensure that intensive publicity at Gram Panchayats and village levels within its jurisdiction are being taken up to inform the farmers about CPCs, mCPCs and the camps being organised by CMR agencies/Co-operative Societies/ Self Help Groups /FPOs/ FPCs/ LAMPS so that farmers are aware of the dates of such procurement in their areas. The Agriculture Department shall be requested to extend all co-operation whereby the Assistant Director of Agriculture of Government of West Bengal along with his/ her team of Krishi Proyukti Sahayaks may be mobilised to facilitate intensive publicity amongst the farmers.

Corresponding amendments in the Control Order issued vide no. 3774-FS/ Sectt. /Food/ 4P-12/2024 dated 30.12.2015 will be done accordingly.

Sd/- (13.12.2024)
(Parwez Ahmad Siddiqui, IAS)
Principal Secretary to the Government of West Bengal
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File No. E-1008830

No. I/586242/2024

Date: 13.12.2024

NOTIFICATION

**Subject : Constitution, role and responsibilities of Block level
Monitoring Committee on procurement of paddy**

The decentralized procurement of paddy by the State Government continues for each Kharif and Rabi Marketing Season on the strength of the West Bengal Custom Milled Rice (Obligation & Control) Order, 2015, Policy and Guidelines issued for each KMS and subsequent amendments thereof. Procurement of paddy has twin objectives of preventing distress sale by the small and marginal farmers by providing Minimum Support Price (MSP) and procurement of required quantity of paddy to provide rice for meeting the entire requirement of Central Pool under NFSA (now known as PMGKAY), Mid Day Meal, ICDS etc. and State Pool under Rajya Khadya Suraksha Yojana (RKSJ) and other Government sponsored welfare schemes.

The State Government provides for an incentive over and above the Minimum Support Price (MSP) per quintal for common paddy of Fair Average Quality (FAQ) to the farmers who sell their paddy at the Centralized Procurement Centres (CPCs) and mobile Centralized Procurement Centres (mCPC). They can also sell paddy at any Purchase Centers operated by Paddy Procuring Societies (PPS) engaged by CMR agencies (ECSC, BENFED, CONFED, NAFED and PBAMCL).

A. Scope:

The farmers can sell their produce at the notified Centralized Procurement Centres (CPCs), mobile Centralized Procurement Centres (mCPC), at the Co-operative Society camps or at the Self Help Groups (SHGs) or Farmer Producer Organisations (FPOs)/ Farmer Producers Company (FPC)/ Large Area Multipurpose Societies (LAMPS) Camps organized by CMR agencies.

In order to ensure smooth operation of paddy procurement at Block level and safeguard the interest of farmers, Governor is please to constitute a **Block Level Monitoring Committee (BLMC)** in place of 3-men committee constituted by DLMC in accordance with the order no 3774-FS dated 30.12.2015 and define its, constitution, role and responsibilities as mentioned below.

B. Constitution Block Level Monitoring Committee (BLMC):

The BLMC shall comprise of -

- a) The Block Development officer (BDO)
- b) The Assistant Director of Agriculture (ADA)

- c) Block level Inspector of Co- Operation Department
- d) A representative of the Sub-Divisional Controller (Food & Supplies).
- e) Representative of local IC/OC, Police Station
- f) Women Development Officer (WDO)
- g) Representative of all the rice mills engaged in procurement operation in the block.

C. Roles& responsibilities –

The comprehensive role &responsibility of BLMC for procurement of paddy are detailed below:

- 1) to monitor the overall paddy procurement within the Block area,
- 2) to hold regular awareness camps for briefing the elected representatives and to apprise them regarding procurement procedure including registration, updation process and self-scheduling of the farmers etc. as and when required,
- 3) to ensure that all the procurement centres including Centralise Procurement Centres (CPCs)/ mobile Centralise Procurement Centres (mCPCs)/ purchase centers run by Self Help Groups (SHGs) / FPOs/ FPCs/ LAMPS and Co-operative Society Camps are functioning as per the guidelines prescribed by the Department from time to time,
- 4) to educate the farmers regarding specifications of the FAQ of the paddy and to bring clean & dry paddy as per specifications of the FAQ paddy to the purchase centers,
- 5) to assess any requirement for arranging any purchase camps like mCPC or purchase camps run by PPS and CMR Agencies in remote and inaccessible villages,
- 6) to make surprise visits to the procurement centres to ensure the interest of the farmers are duly addressed,
- 7) to redress any dispute regarding the quality of paddy procured and other such issues which may arise,
- 8) to ensure adequate publicity regarding registration, updation, scheduling of farmers and educate the farmers in this regard,
- 9) to redress any local issue with the Rice Mills of the area,
- 10) BLMC may involve/ assign other officials or Extension Officer of the Block to make regular as well as surprise visits at the purchase centers to protect and safeguard the interests of the farmer,
- 11) to assist the purchase officers in ensuring that no unauthorised person(s) are disturbing the paddy procurement operation at any purchase center,
- 12) to report any deviation / non-compliance by any purchase officer, PPS or rice mills to SCFS or SDO,
- 13) to take strong action against unscrupulous elements disturbing the procurement operations at any Purchase Center,

D. Publicity:

Intensive publicity at Gram Panchayats and village levels shall be taken up to inform the farmers about CPCs, mCPCs and the camps being organised by CMR agencies/Co-operative Societies/ Self Help Groups/ FPOs/ FPCs/ LAMPS so that farmers are aware of the dates of such procurement in their areas. The Assistant Director of Agriculture along with his/her team of Krishi Proyukti Sahayaks may be mobilised to undertake intensive publicity amongst the farmers.

Corresponding amendments in the Control Order issued vide no. 3774-FS/ Sectt. /Food/ 4P-12/2024 dated 30.12.2015 will be done accordingly.

Sd/- (13.12.2024)
(Parwez Ahmad Siddiqui, IAS)
Principal Secretary to the Government of West Bengal
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No. 4980-FS/Sectt./Food/4P-18/2024

Date: 24.12.2024

ORDER

**Sub : Extention of relaxation in Paddy Holding Limit on the
Bank Guarantee submitted by Rice Mills.**

In clause no. 14.2 of the order vide no. 3901-FS/Sectt./Food/4P-18/2024 dated 27th September, 2024, it was stated that the Government may consider relaxation on paddy holding limit on the Bank Guarantee (BG) to encourage early participation of Rice Mills in paddy procurement in KMS 2024-25.

In the interest of paddy procurement and to encourage the good performing Rice Mills, the Government in Food & Supplies Department issued order vide no. 4219-FS/Sectt./Food/4P-18/2024 dated 30/10/2024 to provide relaxations in paddy holding limit to the Rice Mills falling under category A, B & C of the order and who have submitted BG and executed agreements (BA-I and BA-II) as below:

Date of submission of BG and Agreements BA-I and at least one BA-II	Extent of relaxation in paddy holding limit
within 21.10.24	3 times
within 30.10.24	2.5 times
within 06.11.24	2 times
within 13.11.24	times

Paddy procurement has picked up well and average procurement per day reaches to almost 1 LMT which results in the exhaustion of paddy holding limit of most of the Rice Mills. Now, in the interest of providing benefit to the small & marginal farmers and to continue paddy procurement, the Government in Food & Supplies Department, in partial modification of the aforesaid order, has decided to extend relaxation in paddy holding limit to the Rice Mills on the additional Bank Guarantee submitted by them on or before 31.12.2024 as per the BG fixed for the category of the Rice Mill according to their date of submission of first BG and execution of agreements (BA-I and at least on BA-II). For example, if a Rice Mill submitted their first BG and signed agreements BA-I & at least one BA-II before 21.10.2024 and then submitted additional BG on different dates within 31.12.2024 that Rice Mill will be eligible to get 3 times relaxation in paddy holding limit for the entire BG submitted and the relaxation will be available till 31.01.2025. Similarly, if a Rice Mill submitted their first BG and signed agreements BA-I & at least one BA-II before 30.10.2024 and then submitted additional BG on different dates that Rice Mill will be eligible to get 2.5

times relaxation till 31.01.2025 in paddy holding limit for the entire BG submitted on or before 31.12.2024 and so on. This relaxation will be available upto 31.01.2025.

Other terms and conditions of the order no. 4219-FS/Sectt./Food/4P-18/2024 dated 30/10/2024 will remain unchanged.

This is issued with the approval of the competent authority and in the interest of paddy procurement.

Sd/-(24.12.2024)

Abhijit Maitra, WBCS (Exe.)

Special Secretary to the Govt. of West Bengal

Food & Supplies Department

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File No. E-992268

No. I/590819/2024

Date: 27.12.2024

ORDER

Sub: Bank Guarantee to be submitted by Rice Mills and related matters

In order to bring parity/ rationality between milling capacity and submitted bank guarantee of the empanelled rice mills in KMS 2024-25 the Government in Food & Supplies Department felt that submission of minimum BG as prescribed in the guidelines as an absolute amount having no relationship with the annual milling capacity of the Rice Mill is not sufficient and practical as it does not capture the criterion of Milling Capacity. Some rice mills with a large capacity has submitted a very less BG leading to problem in the field regarding availability of rice mill for tagging and dispatch of paddy. Thus, it is of immediate importance to streamline the rationality of Bank Guarantee to be submitted, in conformity with the milling capacity of the rice mill during present KMS 2024-25. Accordingly, in partial modification of clause (i) of second paragraph of the order number 4219-FS/ Sectt./Food/4P-18/ 2024 Dated 30.10.2024 it is hereby ordered that –

1. Minimum Bank Guarantee (BG) submitted by the rice mills having annual milling capacity 12000 MT or less shall be Rs 35 lakh.
2. Minimum Bank Guarantee (BG) submitted by the rice mills having annual milling capacity more than 12000 MT shall be an amount equivalent to cost of paddy of at least 02% of Annual Milling Capacity of the Rice Mill.
3. Revised minimum BG shall be submitted by 10.01.2025.
4. Non submission of minimum BG will be a factor for marking the Rice Mill as a non-compliant Rice mill or mill of questionable performance or un interested rice mill.
5. Non submission of minimum BG will also be a factor in deciding the empanelment in next KMS.

Others terms and conditions of the order remains unchanged.

This issues with the approval of the competent authority.

Sd/-(27.12.2024)
Abhijit Maitra, WBCS (Exe.)
Special Secretary to the Govt. of West Bengal
Food & Supplies Department

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No. 71-FS/Sectt./Food/4P-22/2024 (Pt.)

Date: 07.01.2025

NOTIFICATION

Sub: Enhancement of Additional Milling Charges

The approval of the Food & Supplies Department is hereby accorded towards enhancement of additional milling charges to the Rice Mills empanelled for Custom Milling of paddy from KMS 2024-25 onwards by Rs. 10/- per quintal of paddy over and above the existing additional milling charges of Rs.10/- per quintal of paddy being provided by the State in addition to Government of India (GoI) prescribed rate of Rs. 10/- per quintal and Rs. 20/- per quintal of paddy for raw rice and parboiled rice respectively for KMS 2024-25. Thus, the milling charges of paddy shall be Rs. 30/- per quintal and Rs. 40/- per quintal for raw and parboiled rice respectively w.e.f. KMS 2024-25. The above additional milling charges shall be provided by the State till enhancement of milling charges by GoI and refixation of the rates will be made subsequently.

This issues with the approval of the Finance Department in terms of U.O. No. Group A-II/2024- 2025/0087 dated 23/10/2024.

Sd/-(07.01.2025)
Abhijit Maitra, WBCS (Exe.)
Special Secretary to the Govt. of West Bengal
Food & Supplies Department

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