

# NIA

## [Notice Inviting Application]

NIP NO- PD/PMU/SB/69/2022-23

DATE: 07.12.2022

Notice Inviting Applications

FOR

EMPANELMENT AS PARTNER OF SUFAL BANGLA FOR TEMPORARY  
MANAGEMENT OF ABOUT 25 (TWENTY FIVE) SUFAL BANGLA STORES  
IN SILIGURI AND SURROUNDING AREAS




### SUFAL BANGLA PROJECT MANAGEMENT UNIT

2<sup>nd</sup> Floor, Uttarapan Civic Centre

Maniktala, Kolkata-700054

e-Mail : [sufalbangla@gmail.com](mailto:sufalbangla@gmail.com)

  
Project Director  
SUFAL BANGLA



Government of West Bengal  
Department of Agricultural Marketing  
Paschimbanga Agri Marketing Corporation Limited  
**SUFAL BANGLA**  
Project Management Unit  
2nd Floor, Uttarapan Civic Centre  
Maniktala, Kolkata - 700 054

No. : \_\_\_\_\_

SECTION-1

Date : \_\_\_\_\_

Letter of Invitation

**Notice Inviting Applications No. PD/PMU/SB/69/2022-23, DATE: 07/12/2022**

The Project Management Unit (PMU) of Sufal Bangla Project, a RKVY supported direct marketing project under Paschimbanga Agri Marketing Corporation Ltd. of Department of Agricultural Marketing, Government of West Bengal invites Applications for empanelment as Partners of Sufal Bangla for temporary management ( for 3 months or less) of about **25 ( Twenty Five)** SUFAL BANGLA mobile stores in **Siliguri and surrounding areas** from Farmers Producers Company (FPC)s/ Farmer Producer Organisation (FPO)s promoted by NABARD.

This is purely an empanelment process. Farmers Producers Company (FPC)s/ Farmer Producer Organisation (FPO)s promoted by NABARD would be empaneled subject to fulfilment of the terms and conditions as laid down in this document and evaluated on the basis of evaluation parameters. This is neither an agreement nor any assurance to allocate stall(s) to any empaneled Farmers Producers Company (FPC)s/ Farmer Producer Organisation (FPO)s promoted by NABARD. **This empanelment will remain valid for 3 Months only from the date commencement of the stores.** Sufal Bangla Authority may allocate stall(s), if any at all, to any empaneled Farmers Producers Company (FPC)s/ Farmer Producer Organisation (FPO)s promoted by NABARD. **Sufal Bangla Authority reserves absolute right in respect of allocation of stalls.**

**If any Farmers Producers Company (FPC)s/ Farmer Producer Organisation (FPO)s promoted by NABARD is allocated any stall by Sufal Bangla Authority, the Partner would have to share @ 2% (TWO PERCENT) of the total sale proceeds with Sufal Bangla as profit sharing in respect of each such store allocated.**

The intending Applicants are requested to submit their detailed proposal in accordance with the terms of reference in the format prescribed in the request for proposal, in respect of selection of **Partner of Sufal Bangla**, to be downloaded from the website [www.sufalbangla.in](http://www.sufalbangla.in). Interested FPCs/FPOs promoted by NABARD may contact the office of the undersigned to obtain further information on working days between 11-00 and 15-00 hours. The selection will be done on Credential basis. PMU, Sufal Bangla reserves the right to accept or reject any / all proposals without assigning any reason.

The proposals should reach the office of the PD, PMU, Sufal Bangla not later than 12-00 hours of 21/12/2022. Late submissions of proposal would be rejected. The proposals will be opened at 13-00 hours of 21/12/2022. The details of schedule of activities are given in Section-2 of this Notice.

A pre-bid meeting will be held on 15/12/2022 at 13-00 hours in the Office of the Project Management Unit, Sufal Bangla, 2<sup>nd</sup> Floor, Uttarapan Civic Centre, Samabayika Building, Maniktala, Kolkata-700054.

**All prospective bidders are hereby requested to strictly abide by existing guidelines issued by the Govt. of West Bengal time to time and may be issued in future in respect of COVID-19.**

All prospective Bidders may please note that any amendments/corrigendum to this document, if issued in future, will only be notified in the Sufal Bangla Website [www.sufalbangla.in](http://www.sufalbangla.in) and will not be published in the newspaper. Bidders are requested to read the instruction carefully before submission of Proposal.

Project Director

Project Management Unit, Sufal Bangla

Project Director  
**SUFAL BANGLA** Page 1 of 14

**SECTION-2****Schedule of bidding process**

<b>Sl. No</b>	<b>Activity</b>	<b>Date</b>
1	Date of issue of the Notice	07/12/2022
2	Date of uploading in the website <a href="http://www.sufalbangla.in">www.sufalbangla.in</a>	07/12/2022
3	Date of publishing in the news paper	09/12/2022 (Tentatively)
4	Date, time and place of pre-bid meeting	<b>Date:</b> 15/12/2022 <b>Time:</b> 1.00 PM <b>Place:</b> Office Chamber of PD, Sufal Bangla at Project Management Unit, Sufal Bangla, 2 <sup>nd</sup> Floor, Uttarapan Civic Centre, Samabayika Building, Maniktala, Kolkata- 700054.
5	Last Date and time for submission of Applications	<b>Date:</b> 21/12/2022 <b>Time:</b> 12.00 Noon
6	Date and Time for opening of Applications	<b>Date:</b> 21/12/2022 <b>Time:</b> 01.00 PM
7	Date for uploading of list of empaneled Farmers Producers Company (FPC)s/ Farmer Producer Organisations (FPO)s promoted by NABARD in the website: <a href="http://www.sufalbangla.in">www.sufalbangla.in</a>	22/12/2022 (Tentatively)

  
Project Director  
**SUFAL BANGLA**

## SECTION-3

### Instructions to Bidders (ITB)

#### A. General

1. **Background:** SUFAL BANGLA (SB) is a RKVY supported direct marketing project under Paschimbanga Agri Marketing Corporation Ltd. of Department of Agricultural Marketing, Government of West Bengal. The project aims at establishing direct value chain from the producers to the consumers, so that the producers enjoy maximum share in consumers' price.

2. **Participatory Business Mode:**

The Project Management Unit (PMU) has developed a **participatory business model** from 2016-17 onwards where Combined Retail stores of SUFAL BANGLA, Mother Dairy – Kolkata and West Bengal Livestock Development Corporation Ltd. are being managed by **Partners of Sufal Bangla** i.e. FPCs/ Farmer Producer Organisation (FPO)s promoted by NABARD. In this Model, **Partners of Sufal Bangla** will be responsible for entire operation like procurement of fruits and vegetables, aromatic & non aromatic rice, pulses etc. direct from the farmers at declared price by Sufal Bangla, maintenance of entire Supply Chain, Sale Management including manpower, selling at a price not more than the declared price of Sufal Bangla etc. Stores operated under Business are furnished below.

**Static Locations:** i) Siliguri PMY, ii) Tamluk, Purba Medinipur iii) Jalpaiguri, iv) Alipurduar, v) Dinhata, Coochbehar, vi) Bolpur, Birbhum, vii) Suri, Birbhum viii) Bankura, ix) Bishnupur, x) Kestopur, Kolkata xi), Medinipur Town, xii) Katwa, xiii) Baruipur, xiv) New Alipore, Kolkata xv) Salt Lake, Kolkata, xvi) Ironside Road, Kolkata, xvii) Tollygunge, Kolkata, xviii) Belgachhia, Kolkata, xix) Nalban, Saltlake, xx) Sukhobristi, Newtown etc.

**Mobile Vending Outlet:** i) Uniworld City, Rajarhat-New Town, ii) Lake Gardens Govt. RHE , Kolkata, iii) Ekta Floral Housing, Tangra, Kolkata, iv) Dream Excellency, Rajarhat, v) AJ Block, Salt Lake, vi) Rosedale Garden, New Town, vii) Active Acres, Kolkata, viii) 58 Bus Stand, Howrah, ix) Behala Parnashree, x) Duke Residency, Kolkata xi) Malancha, N24 Pgs xii) Greenfield Ambition, N 24 Pgs xiii) Eastern High Apartment, N24 Pgs xiv) Greenwood Nook Housing Complexes, Kolkata, xv) Neelachal Abasan Co-Operative Society, Kolkata, , xvi) Alaka Abasan , New Town, Kolkata xvii) Aayakar Abasan , Kolkata-700107 etc.

3. A pre-bid meeting will be held on 15/12/2022 at 13-00 hours in the Office of the Project Management Unit, Sufal Bangla, 2<sup>nd</sup> Floor, Uttarapan Civic Centre, Samabayika Building, Maniktala, Kolkata- 700054.

  
Project Director  
SUFAL BANGLA

4. **Selection of Partner of Sufal Bangla for the purpose of empanelment for temporary management of Sufal Bangla Stall:** A Notice Inviting Applications from registered FPCs having valid CIN/ Farmer Producer Organisation (FPO)s promoted by NABARD will be invited for selection of Partner of Sufal Bangla for the purpose of empanelment for temporary management of Sufal Bangla Stall(s) .

5. **Evaluation of Applications:** The evaluation of the Applications will be done on the basis of the following aspects:

Sl. No.	Criteria	Maximum Score	Remarks, if any
1	Credential *	20	8 marks for running one static outlet of Sufal Bangla 4 marks for running one Mobile outlet of Sufal Bangla 2 mark for representing in One Mela 2 mark for working as extension manager in one District
2	Annual Turn Over in Lakh Rs. **	10	10 marks for turnover of Rs. 10 Lakh and above 7 marks for turnover of Rs. 5 Lakh to less than 10 Lakh 5 marks for turnover of Rs. 1 Lakh to less than 5 Lakh 2 marks for turnover less than Rs. 1 Lakh
3	Farmers base for supply chain (No.)***	30	30 Marks for having farmers more than 1000 28 Marks for having farmers from 500 to 1000 25 marks for having farmers from 100 to less than 500 22 marks for having farmers less than 100
4	Business Plan	30	
5	Financial status (Cash balance as on 30.11.2022) ****	10	10 marks for cash balance of Rs 10 Lakh and above 8 marks for cash balance from Rs 5 Lakh but less than Rs 10 Lakh 6 marks for cash balance of Rs. 1 Lakh to less than Rs. 5 Lakh 4 marks for cash balance less than Rs 1 Lakh

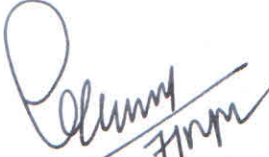
\*Copy of work order(s) is to be submitted.

\*\* Supportive document(s) is to be submitted.

\*\*\* List of farmers is to be submitted.

\*\*\*\* Photo copy of the Bank Pass Book to be submitted.


After evaluation, the applicant FPCs/ FPOs promoted by NABARD securing 50 marks out of 100 will be considered eligible for the purpose of empanelment for temporary management of Sufal Bangla Stall(s).

  
Project Director  
SUFAL BANGLA

6. The **Partners of Sufal Bangla** will receive premium earned through selling of Fruits and Vegetables and other products and has to deposit a share of the total sale proceeds of outlets **as profit sharing at 2% of the total sale proceeds in respect of each stall.**


7. **Date and time schedule:**

Sl. No	Activity	Date
1	Date of issue of the Notice	07/12/2022
2	Date of uploading in the website <a href="http://www.sufalbangla.in">www.sufalbangla.in</a>	07/12/2022
3	Date of publishing in the news paper	09/12/2022 (Tentatively)
4	Date, time and place of pre-bid meeting	<b>Date:</b> 15/12/2022 <b>Time:</b> 1.00 PM <b>Place:</b> Office Chamber of PD, Sufal Bangla at Project Management Unit, Sufal Bangla, 2 <sup>nd</sup> Floor, Uttarapan Civic Centre, Samabayika Building, Maniktala, Kolkata- 700054.
5	Last Date and time for submission of Applications	<b>Date:</b> 21/12/2022 <b>Time:</b> 12.00 Noon
6	Date and Time for opening of Applications	<b>Date:</b> 21/12/2022 <b>Time:</b> 01.00 PM
7	Date for uploading of list of empaneled Farmers Producers Company (FPC)s/ Farmer Producer Organisations (FPO)s promoted by NABARD in the website: <a href="http://www.sufalbangla.in">www.sufalbangla.in</a>	22/12/2022 (Tentatively)

  
 Project Director  
**SUFAL BANGLA**

**ENCLOSURES TO BE SUBMITTED ALONG WITH TECHNICAL BID.**

- (a) A complete action plan regarding procurement, supply chain management, sale management etc.
- (b) Photocopy of proof regarding Registration of Organization under Registrar of Companies/ Endorsement of NABARD in case of Farmer Producer Organisation (FPO)s promoted by NABARD,
- (c) Photocopy of Credentials for working with similar nature of work with State Govt. or other bodies under State Govt.
- (d) Photocopy of PAN
- (e) Photocopy of trade licence/Certificate of enlistment
- (f) Photo copy of GST Registration
- (g) Last Audit report**
- (h) LAST IT RETURN**
- (i) Supportive Documents as mentioned in the Evaluation of proposal in point no. 5 of Section- 3: Instructions to Bidders (ITB)

  
Project Director  
SUFAL BANGLA

## Request for Proposal (RFP)

### Content of RFP

This set of RFP comprises the following documents:

#### PART I

Section-1: Letter of Invitation

Section-2: Schedule of bidding process

Section 3. Instructions to Bidders

Section 4. Applications- Standard Forms

Section 5: Terms and conditions

### Submission of Proposal

APPLICATIONS for empanelment shall be submitted in ORIGINAL ONLY.


The ORIGINAL PROPOSAL shall be placed inside of a sealed envelope marked "**PROPOSAL FOR EMPANELMENT AS PARTNER OF SUFAL BANGLA FOR TEMPORARY MANAGEMENT OF MOBILE SUFAL BANGLA STALL**", "reference number", "name and address of the FPC/FPO promoted by NABARD", and with a note, "**DO NOT OPEN UNTIL 13-00 hours of 21/12/2022**".

The sealed envelope containing the PROPOSAL shall then be placed into another envelope and sealed. This outer envelope shall bear the submission address, RFP reference number, the name of the assignment, Applicant's name and the address.

In case of failure to seal the envelopes and markings as required, the Client will assume no responsibility for the misplacement, loss, or premature opening of the Proposal.

The SEALED PROPOSAL must be sent to the office of the Project Director, PMU, Sufal Bangla, 2<sup>nd</sup> floor, Uttarapan Civic Centre, Maniktala, Kolkata- 700054 and received by the Client no later than by 12-00 hours of **21/12/2022** or any extension to this deadline. Any PROPOSAL received by the Client after the deadline shall be declared late and rejected, and promptly returned unopened.

The Employer may extend the deadline for submission of Applications by issuing an amendment to notice inviting proposals.

  
Project Director  
SUFAL BANGLA



SECTION-4

APPLICATIONS - Standard Forms

[All pages of the PROPOSAL shall be initialed by the same authorized representative of the Consultant who signs the Applications]

**FORM: APPLICATIONS SUBMISSION LETTER**

[Location, Date]

To:

The Project Director

Project Management Unit.

Sufal Bangla

2<sup>nd</sup> Floor, Uttarapan Civic Centre

Maniktala, Kolkat- 700054

Dear Sir:

We, the undersigned, offer for **empanelment as partner of Sufal Bangla for temporary management of Sufal Bangla Stall** store(s) as per your terms and conditions in accordance with your Notice Inviting Applications No. \_\_\_\_\_

Date:\_\_\_\_\_. We are hereby submitting our Proposal which includes this Form and all other requisite documents as per the terms and conditions of the NIA.

We hereby declare that:

All the information and statements made in this Proposal are true and we accept that any misinterpretation or misrepresentation contained in this Proposal may lead to our disqualification by the Client/Employer.

Our Proposal shall be valid and remain binding upon us for the period of 12 months after the deadline date for submission of proposal.

We meet the eligibility requirements as stated in ITB and we confirm our understanding of our obligation to abide by the Government's laws in regard to fraud and corruption.

Our Proposal is binding upon us and subject to any modifications resulting from the Contract negotiations.

We undertake, if our Proposal is accepted and the Contract is signed, to initiate the Services related to the assignment no later than the date decided by the Employer.


We understand that the Client is not bound to accept any Proposal that the Client receives.

We remain,

Yours sincerely,

Authorized Signature {In full and initials}:

Name and Title of Signatory:

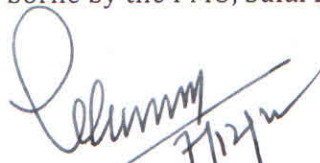
  
Project Director  
SUFAL BANGLA

## SECTION-5

### **Terms and Conditions to be abided by the Partner of Sufal Bangla for managing retail outlet of SUFAL BANGLA.**

Sufal Bangla is a RKVY supported direct marketing project under Paschimbanga Agri Marketing Corporation Ltd. of Department of Agricultural Marketing, Government of West Bengal. The project aims at establishing direct value chain from the producers to the consumers, so that the producers can enjoy maximum share in consumers' price. The project is being implemented in and around Kolkata, Howrah, North 24 Parganas, South 24 Parganas, Nadia, Bankura, Birbhum, Purba Medinipur, Paschim Medinipur, Hooghly, Purba Bardhaman, Paschim Bardhaman, Murshidabad, Uttar Dinajpur, Dakshin Dinajpur, Malda, Darjeeling, Jalpaiguri, Coochbehar & Alipurduar by the Project Management Unit of Sufal Bangla (hereinafter referred as the PMU). **If stall(s) is(are) allocated to any empaneled Farmers Producers Company (FPC)s/ Farmer Producer Organisation (FPO)s promoted by NABARD, it shall have to abide by the terms and conditions as laid down hereunder and other terms and conditions as may be communicated in future:**

1. The **Partner of Sufal Bangla** will have to sell the products of Sufal Bangla and their partner ORGANISATIONS at notified prices on our website i.e. [www.sufalbangla.in](http://www.sufalbangla.in) and the **Partner** will also have to sell the products of other ORGANISATION(S) in its (their) terms and conditions as would be communicated in due course.
2. The **Partner** shall deposit a share of the total sale proceeds of the Store as **sharing of profit** at 2% of the total sale proceeds.
3. The PMU shall decorate and furnish the store in all respect at its own cost.
4. The PMU, Sufal Bangla may provide crates, printer fitted weighing scales, furniture, fixtures, Visicooler & Deep Freeze and other items as it may deem necessary to the **Partner of Sufal Bangla**.
5. The **Partner of Sufal Bangla** shall maintain all the inventories, furniture and fixtures properly and the **Partner** shall be held responsible for any loss and/or damage of the inventories, furniture and fixtures provided by the PMU, Sufal Bangla.
6. No addition, alteration and change in civil, electrical and decoration of the stores shall be allowed without prior written permission of the PMU, Sufal Bangla.
7. Fixation of posters, banners, and canvassing, audio/visuals or market promotion activities will be allowed subject to approval of the PMU, Sufal Bangla/PLU (Project Liaison Unit) of Sufal Bangla of the concerned District and initially the cost will be borne by the PMU, Sufal Bangla.

  
Project Director  
SUFAL BANGLA

8. Manpower for the Outlets:

- i) The **Partner of Sufal Bangla** shall have to deploy sufficient manpower from the very first day of commencement of the Outlet for procurement, sale, grading, assorting and accounting;
- ii) The PMU, Sufal Bangla/PLU (Project Liaison Unit) of Sufal Bangla of the concerned District shall not be held responsible for payment of salary/remuneration to the employees/workers of the Outlet including Professional Tax and EPF. The PMU, Sufal Bangla/PLU (Project Liaison Unit) of Sufal Bangla of the concerned District shall have no liability towards the deployed personnel of the **Partner**;
- iii) The PMU, Sufal Bangla/PLU (Project Liaison Unit) of Sufal Bangla of the concerned District will only arrange for training of the deployed personnel for skill development, if required;
- iv) The **Partner** shall be held responsible for any sort of unholy alignment of the deployed personnel.

9. The **Partner of Sufal Bangla** shall maintain hygiene of the areas where Outlet will operate at their own cost and direction issued by the PMU, Sufal Bangla/PLU (Project Liaison Unit) of Sufal Bangla of the concerned District in this regard shall be strictly adhered to by the **Partner**.

10. The **Partner** will have to obtain licenses including trade license from the local bodies in respect of the Outlets.

11. Stocking and sale of any other product/produces will not be allowed without prior written permission from the PMU, Sufal Bangla/PLU (Project Liaison Unit) of Sufal Bangla of the concerned District.

12. Procurement, sale, pricing, weighing, security deposit, accounts and record keeping of Product/Produces will be governed as follows:

- (i) The **Partner of Sufal Bangla** shall procure vegetables and other Agricultural produces from the individual farmers or groups like FIG/FPO/FPC/Farmers Club/Cooperative Society/SHG at notified procurement price.
- (ii) The PMU, Sufal Bangla/PLU (Project Liaison Unit) of Sufal Bangla of the concerned District may direct the **Partner of Sufal Bangla** for sale of a specific or various products or to procure agricultural produce from any farmer/farmers facing distress, which shall be binding upon and obligatory to the **Partner of Sufal Bangla** ;
- (iii) The PMU, Sufal Bangla/PLU (Project Liaison Unit) of Sufal Bangla of the concerned District may utilise the entire infrastructures and system or part of it for market intervention programme for any specific or series of produces, as per order passed by the West Bengal Government;
- (iv) The PLU (Project Liaison Unit) of Sufal Bangla of the concerned District shall notify the minimum procurement prices and maximum retail prices for the next day of scheduled agricultural produces daily within 2 PM;

- (v) The **Partner of Sufal Bangla** shall not be allowed for any transaction without issuance of money receipts generated from printer fitted weighing scales which were provided by the PMU, Sufal Bangla/PLU (Project Liaison Unit) of Sufal Bangla of the concerned District or any other manner as would be approved by the PMU, Sufal Bangla;
- (vi) At the end of every day, a consolidated sale statement of all produces/products of each Outlet has to be prepared and subsequently a consolidated fortnightly report of sale proceeds of the instant Outlet has to be submitted to the PMU after necessary verification by the PLU (Project Liaison Unit) of Sufal Bangla of the concerned District. On the basis of this statement, after scrutiny, the PMU will prepare a monthly statement of sale proceed and raise bill in favour of the **Partner** at 2% of total sale proceeds. The **Partner** shall deposit the claim within two days in the bank account of the PMU;
- (vii) **If any empaneled Farmers Producers Company (FPC)s/ Farmer Producer Organisation (FPO)s promoted by NABARD is allocated any stall for temporary management for 3 ( Three) months from the date of commencement of the store as Partner, it shall have to deposit Rs. 5,000/- (Rupees Five Thousand) only for each such outlet to the PMU as Security Deposit. This will carry no interest whatsoever.**


13. The PMU, Sufal Bangla may provide a suitable no. of vehicle with logo, signs and text on its chassis to the selected **Partner** for the purpose of procurement, transportation and for retail vending of the produces/products.

i) If vehicle is provided by the PMU, SUFAL BANGLA, then

- a) The **Partner of Sufal Bangla** shall provide driver, fuel, toll etc. at their own cost;
- b) Minor repair and maintenance will be done by the **Partner**, but no major change in parts, engine, chassis and signs/logo/write up what so ever shall be done by the **Partner** without prior written permission from the PMU, Sufal Bangla
- c) The **Partner** has to pay the amount imposed as penalty for any violation of traffic rules and the Motor Vehicles Act;
- d) The PMU shall pay the premium of insurance of the van etc.

ii) The PMU, Sufal Bangla reserves the right to withdraw the vehicle with a prior Notice.

14. In case of any unauthorised sale or any other financial or marketing malpractice, suitable penalty including termination of this agreement may be done and final decision in this regard shall be taken by the PMU, Sufal Bangla.

  
Project Director  
SUFAL BANGLA

15. The **Partner of Sufal Bangla** may be allowed to carry on wholesale business of any particular or all the products with prior written permission from the PMU, Sufal Bangla /PLU (Project Liaison Unit) of Sufal Bangla of the concerned District
16. For efficient dump management the **Partner** shall reserve the right for disposal of the produce in bulk to any consumer/consumers at prices not exceeding notified maximum retail price for the day of sale. In such cases the **Partner** shall have to obtain no objection from the PMU, Sufal Bangla /PLU (Project Liaison Unit) of Sufal Bangla of the concerned District before initiation of such operation.
17. The **Partner of Sufal Bangla** shall act as per packaging policy of the PMU and clear all garbage daily as per the directions issued by the PMU in this regard.
18. The Venture shall remain valid for THREE MONTHS from the date of commencement subject to satisfactory performance by the **Partner** FPC or as long as the concerned Authority, local body or Department of Agricultural Marketing, Govt of West Bengal desires, whichever is earlier.
19. In case of any inadvertent typographical mistake in this document, the same will be treated so corrected as to conform to the prevailing provisions.

  
Project Director  
SUFAL BANGLA

## CHECK LIST

[To be submitted with the Applications after duly & properly filled up]

NIA No. ....

NAME OF THE APPLICANT.....

FULL ADDRESS OF THE APPLICANT (FOR COMMUNICATION) .....

E-MAIL ADDRESS.....


CONTACT NO.....

### DETAILS TO BE GIVEN

SL. NO.	ITEMS	PLEASE MARK		FOR USE OF THE BIDDERS (PROVIDE REGISTRATION NUMBERS WHERE APPLICABLE)	REMARKS (FOR OFFICE USE ONLY)
		YES	NO		
1	COMPLETE ACTION PLAN	YES	NO		
2	COPY OF THE CIN/ ENDORSEMENT OF NABARD	YES	NO		
3	COPY OF CREDENTIALS	YES	NO		
4	COPY OF PAN CARD	YES	NO		
5	COPY OF THE LATEST TRADE LICENCE/CERTIFICATE OF ENLISTMENT	YES	NO		
6	COPY OF GSTIN	YES	NO		
7	<b>LAST AUDIT REPORT</b>	YES	NO		
8	LAST IT RETURN	YES	NO		
9	FARMERS' LIST DULY AUTHENTICATED BY THE AUTHORITY	YES	NO		
10	BANK ACCOUNT STATEMENT CLEARLY REFLECTTING THE CLOSING BALANCE AS ON THE CUT-OFF DATE	YES	NO		

Note:

1. The Applicants are requested to see that all of the above columns are marked.
2. If any of the information furnished above are found to be false, action as per extant provisions will be initiated.

  
Project Director  
SUFAL BANGLA

## DISCLAIMER

This document has been prepared by Sufal Bangla, a Project under Paschimbanga Agri Marketing Corporation Ltd under Department of Agricultural Marketing, Govt. of West Bengal. The information is provided to the prospective Applicants purely to enable them to apply for empanelment.

This Proposal is neither an agreement with any party, nor invitation to any party to perform work of any kind.

While this Office has taken due care in the preparation of the information contained herein, this Office does not claim that the information is exhaustive. Respondents to this Proposal are required to make their own inquiries and they should not rely solely on the information in this Proposal. This Office is not responsible if no due diligence is performed by the Respondents. The undersigned reserves the right not to proceed with this Proposal, accept or reject any Proposal, and to annul the process and reject all Proposal, to alter the time-table as reflected in this document or to change the process or procedure to be applied at any time prior to contract award without thereby incurring any liability to bidders or assigning any reason thereof. It also reserves the right to decline to discuss the Proposal further with any respondent. No reimbursement of cost of any type or on any account will be paid to persons or entities submitting their Bid.

  
Project Director  
SUFAL BANGLA