



**File No. FS/Sectt./Food/2G-04/2021**

No. : 53

Date: 06/01/2026

**ORDER**

Godowns constructed under RIDF, RKVY etc. schemes are used for rice procurement activities following the order no. 2371-FS/O/Sectt/GE&EM/6C-23/2014, dated 26<sup>th</sup> September 2014. These godowns are managed by the West Bengal State Warehousing Corporation (WBSWC) on behalf of the Food and Supplies Department except the godown constructed under RKVY scheme at Dinhata in Coochbehar district. At present, the DCF&S, Coochbehar is managing the said Dinhata RKVY godown.

With a view to bringing all RKVY godowns under a single umbrella for ensuring uniformity, transparency, improved supervision, monitoring and better management, the Department has been considering the transfer of management and handling of the Dinhata RKVY godown to the WBSWC for some time.

After careful consideration of the matter, the Governor has been pleased to order in the public interest that the Dinhata RKVY godown in Coochbehar district, presently under the managerial control of the DCF&S, Coochbehar, shall be handed over to the West Bengal State Warehousing Corporation (WBSWC) for proper management and usage including preservation, maintenance and security of the stock of foodgrains.

The transfer of management and handling of the **Dinhata RKVY godown** shall be carried out in accordance with the following guidelines:

- 1) WBSWC shall be entitled to get Supervision charges @ 15% over and above the Handling Contractor's bills like other RKVY godowns.
- 2) The existing Handling Contractor engaged by the DCF&S Coochbehar shall continue their operation till the contract period. At the end of contract period, WBSWC shall send a certificate regarding successful completion of work to the DCF&S Coochbehar against which DCF&S shall draw the security deposit from treasury/bank and refund it to the contractor.
- 3) WBSWC must start the tender process for engagement of new handling contractor at least 3 months before the expiry of the existing contract period of handling contractor.
- 4) The DCF&S Coochbehar shall process and send the pending Handling Contractor's claims through WBSWC for the said godown till the month prior to the month of transfer of control from DCF&S to WBSWC within 2 weeks from the date of transfer of such control. This will ensure that the records of bills claimed and paid to the Handling Contractor is available at WBSWC. The list of such bills claimed is to be provided by DCF&S Coochbehar to WBSWC for record.
- 5) The bills of Handling Contractor for the month in which the transfer has been made by DCF&S Coochbehar to WBSWC is to be prepared and submitted by WBSWC.
- 6) No supervision charges shall be paid for pending claims of Handling Contractor for the period when the godown was under the control of DCF&S Coochbehar.
- 7) The DCF&S Coochbehar shall issue a certificate on Stock statement of the month prior to the month of transfer of control from DCF&S to WBSWC for the said godown stating that:
  - i) " Poolwise Closing stock as per online Portal for the month of September 2025 has been reconciled with PV report and Central Pool Closing Stock as on 30.09.2025 is ..... Qntl and State

Pool Closing Stock as on 30.09.2025 is .....Qntl after adjustment of normal Loss and there is no abnormal loss detected upto KMS 2024-25."

ii) Poolwise Stock certificate upto the date of transfer may be prepared and handed over to WBSWC.  
iii) " Closing stock for the month of *<mention the month prior to month of transfer>* as on *<mention the last date of month prior to month of transfer>* is ..... Qntl after adjustment of normal Loss and there is no abnormal loss detected for this month.

The certificate must be submitted by DCF&S Coochbehar to the Food Cell, Dte. of DDP&S, Dte. of Finance and WBSWC.

8) If any discrepancy in online balance and physical balance of poolwise stock was detected when the godown was under the control of DCF&S Coochbehar and if such shortfall remain unadjusted or unrectifiable, through due process and corrective measures including entry in Central Stock Ledger have not been made till the date of transfer of managerial control, the quantity of such stock must be mentioned in the certificate.

9) If any conversion on pool of stock has been done when the godown was under the control of DCF&S the quantity of such converted pool of stock along with approval order of competent authority must be mentioned during transfer of managerial control.

10) Quality Control Inspector shall continue to be deployed by the DCF&S Coochbehar.

11) WBSWC shall be entitled to get storage charges as per the existing rate.

This order is issued with approval of the competent authority in the Food Supplies Department, Govt. of West Bengal in the interest of public service.

  
Sr. Special Secretary to the  
Govt. of West Bengal

No.53/1(11)-FS/Sectt./Food/2G-04/2021

Date: 06/01/2026

Copy forwarded for information and necessary action to:

- 1) The Special Commissioner in the rank of Special Secretary(GE&EM), Food and Supplies Department
- 2) The Special Secretary (Procurement), Food and Supplies Department
- 3) The Director, Directorate of DDP&S, Food and Supplies Department
- 4) The Director, Directorate of I&QC, Food and Supplies Department
- 5) The Director, Directorate of Storage, Food and Supplies Department
- 6) The Director, Directorate of Finance, Food and Supplies Department
- 7) The Financial Advisor, Food and Supplies Department
- 8) The District Magistrate, Coochbehar
- 9) The Managing Director, West Bengal State Warehousing Corporation (WBSWC)
- 10) The District Controller, Food and Supplies Department, Coochbehar
- 11) Guard File (Food Cell), Food and Supplies Department



Deputy Secretary to the  
Govt. of West Bengal