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

GOVERNMENT OF WEST BENGAL

Department of Food & Supplies

Directorate of Rationing

11A, Mirza Ghalib Street, Kolkata-700087

NOTIFICATION

No. 370/DR/SSLC/18/20

Kolkata, the 21st December, 2021**Part-I**

1. In pursuance of approval of the Government in Food & Supplies Department vide Order No. 853(A)-FS/Secc./Sup/4M-385/2019 dated 26.02.2021 of the Department of Food & Supplies, Government of West Bengal, applications are invited from:

- An individual permanently residing in Muchipara Sub-area,
- registered partnership firm,
- registered Co-operative Society,
- Sangha or Mahasangha of Self-Help Groups working within the Kolkata North Sub-Control where vacancy occurs,

for filling up the vacancy of Fair Price Shop dealer under the provisions of Clause 16(a) of the West Bengal Urban Public Distribution System (Maintenance & Control) Order, 2013 as amended from time to time, at the following location :—

The **details of the location of the vacancy:**

Road/Para:	Beside Sagar Gramin Bank at 2 No. Dhapa Road		
Ward:	58		
Municipal Corporation:	Kolkata Municipal Corporation	Sub-area	Muchipara
DDR	Kolkata North	PIN	700105

2. **Application in prescribed proforma (Form- A-I under Schedule-H)** along with requisite documents as mentioned in Part-4 (below) and receipt of deposition of application fees of Rs. 1,000/- (Rupees one thousand) only should be submitted to the office of the Deputy Director of Rationing, Kolkata North, at 2nd Floor, Khadyashree Bhavan, 11A, Mirza Ghalib Street, Kolkata-700087.

3. The Application Fee has to be deposited through GRIPS portal under the Head of Account 0408-00-101-001-16.
4. **Deposit of Application Fee:** Please visit GRIPS Portal [www.wbifms.gov.in/GRIPS/]. Select – “Make Payment” link. Read GRIPS instructions carefully. Select Department – Food & Supplies. Select Services – Application Fee. Then Click – PROCEED. And complete the process.
5. The **Application** can be submitted in any of the following mode:
 - a) Online through the official website of the Department i.e. food.wb.gov.in or
 - b) by Registered Post /Speed Post or
 - c) by hand in a sealed cover
6. The Envelope containing Application submitted through Registered Post / Speed Post or by hand should be superscribed “**Application for engagement as FPS Dealer beside Sagar Gramin Bank at 2 No. Dhapa Road, Kol-700105, Ward no. 58 of KMC against notification no. 370/DR/SSLC/18/20 dated 21.12.2021 under Muchipara Sub-Area of Kolkata North Sub-Control.**”
7. Specimen copy of the Application form will be available in the office of the Rationing Officer, Muchipara (Sub-area), Arya Mansion, 4th Floor, 6A, Raja Subodh Mallick Square, Kolkata-700013/ Deputy Director of Rationing, Kolkata North (Sub-Control) and it can also be downloaded from official website of the department now food.wb.gov.in.
8. **Online Submission of Application:** Please Visit the website of the department www.food.wb.gov.in. Select “Apply for New FPS License”. Then search the vacancy and apply online. Detailed procedure and guidelines will be available on the portal.
9. **Last Date of submitting application :** The application can be submitted during working hours on any working day in the office as mentioned above or through online within 21 (twenty one) days from the date of publication of this vacancy notice in the Official Gazette or indicative advertisement thereof in the newspaper.
10. Please note that the crucial date for determining the last date of application shall be the date of publication of vacancy notice in the Official Gazette or the date of publication of the indicative advertisement in the newspaper, whichever is later.
11. **Incomplete application or application received after the stipulated date, or application received from ineligible applicants will be summarily rejected.**

Part-2

Eligibility Criteria:

12. The applicant must fulfil the following **eligibility criteria** :
 - (i) The applicant shall be :
 - a) an individual permanently residing in the Muchipara Sub-area,
 - b) registered partnership firm,
 - c) registered Co-operative Society,
 - d) Sangha or Mahasangha of Self-Help Groups working within Kolkata North Sub-Control where vacancy occurs.
 - (ii) Individual applicant or partners of the registered partnership firm or members of the registered Co-operative Society or members of the Sangha or Mahasangha of Self-Help Groups applying for FPS dealership must be adult Indian Citizen(s).
 - (iii) If the applicant be Sangha or Mahasangha of Self Help Group, it shall be working in the district in which the vacancy occurs.
 - (iv) The applicant should possess a suitable godown (as per the notification issued by Deptt. of Food & Supplies vide Notification No. 2598-FS dated 09.08.2021) within the vacancy location for storage of public distribution commodities and running the dealership. The area of the godown should be minimum 300 Sq. ft along with covered space of 100 Sq. ft adjacent to godown to be used for office purpose and for FPS automation. There must be shade in front of the shop to accommodate at least 5 people who may wait in the queue. The godown must be well ventilated pucca structure with a concrete floor and should be accessible by ten ton trucks.
 - (v) There has to be adequate space in front of the godown for unloading of stock.
 - (vi) **Working Capital:** Applicants for dealership must have a bank balance of Rs. 50,000/- (Rupees fifty thousand) only in the form of Savings Account, Current Account and/or fixed/term/flexi deposit in the Post Office and/or bank as working capital as reflected on the day of application.

- (vii) In case of engagement as FPS dealer, the applicant must be prepared to furnish, on engagement, a security deposit of Rs. 25,000/- (Rupees twenty five thousand) only and licence fee of Rs.10,000/- (Rupees ten thousand) only within the time as stipulated.

Part-3

13. Following person/entity shall not be eligible to apply for a license of FPS Dealership, namely-

- (i) A person holding a license of FPS dealer or distributor or wholesaler in his name or a person whose relative [as per clause 2(xa) of the WBPDS (M&C) Order, 2013/WBUPDS(M&C) Order, 2013] already has a FPS dealer or distributor or wholesaler license;
- (ii) A member of local bodies, local authority, Panchayati Raj Institutions, board or corporation, or Member of Legislative Assembly or a Member of Parliament during his/her tenure in such capacity;
- (iii) A minor or person of unsound mind or an insolvent;
- (iv) A person convicted by the court under the EC Act or in any other criminal proceedings connected with Essential Commodities;
- (v) A person holding a post in the establishment of any State Government or Central Government or any authority or body or institution of local self-government established or constituted by or under the Constitution or by any other law made by the Parliament or a State Legislature or by notification issued or order made by the Central Government or a State Government;
- (vi) A Limited Liability Partnership;
- (vii) A corporation or company.

Part-4

Documents to be attached:

14. The applicant must submit the following copies or original supporting documents along with Application in Form- A-1: [All photocopies shall be self-attested]

- (i) Recent colour photograph (to be self attested and affixed on the Application form) of individual (proprietor)/ all partners of registered partnership firm/all office bearers of registered Co-operative Society, Sangha or Mahasangha of SHG.
- (ii) **Affidavit** sworn before 1st Class Magistrate Court as per Annexure - I to Form 'A-I' under Schedule H of the WBUPDS (M&C) Order, 2013 (as amended vide notification no. 2597-FS dated 9.08.2021) in original.
- (iii) GRIPS e-challan showing deposit of non-refundable application fee.
- (iv) Proof of Identity (Photocopy of EPIC /Aadhaar Card /Passport) of individual (proprietor)/all partners of registered partnership firm/all office bearers of registered Co-operative Society, Sangha or Mahasangha of SHG.
- (v) Proof of residential address (Photocopy of EPIC /Aadhaar Card /Digital Ration Card /Passport /recent Electric bill /Driving License) of individual (proprietor)/all partners of registered partnership firm/all office bearers of registered Co-operative Society, Sangha or Mahasangha of SHG.
- (vi) Proof of the highest educational qualification (Certificate or Marksheet) of the proprietor (in case of individual)/ signatory partner (in case of partnership firm)/authorised office bearer (in case of Registered Co-operative society, Sangha or Mahasangha of SHG).
- (vii) Documents regarding possessional right over the proposed place of business-
 - a) In case of ownership/shared ownership: (a) Photocopy of Record of Rights / Deed of Conveyance/ purchase/gift (Registered) in name of applicant, (b) Document showing character of land as 'doka/ commercial/bastu' if Record of Rights is not produced, (c) Up to date property tax receipt and (d) NOC of other co-owners (in case of shared ownership of the offered shop-cum-godown).
 - b) for leased/rented property: Lease Deed / Tenancy Agreement (registered) with copies of rent receipts for all the months from the date of agreement till date of application and registered deed /RoR in the name of the land owner (or lessor).
- (viii) Documents regarding classification of land (RoR /Conversion Certificate).

- (ix) Proof of financial solvency [Account statement /Deposit Certificate (FD/TD/RD/Flexi)/photo copy of updated Passbook issued by a recognized bank for the relevant period].
- (x) A layout map showing offered godown, office, shade for persons in queue, space for unloading of stock of PDS commodities and approach road.
- (xi) Photocopy of (a) Registration Certificate issued by the competent authority (b) Resolution of Board of Directors/ Governing body for venture into FPS dealership and (c) Power of Attorney in favour of authorised office bearers (in case of Sangha or Mahasangha of Self Help Group or Co-operative Society), Registered Partnership Deed and Power of Attorney in favour of signatory partner in case of partnership firm.
- (xii) Certificate of medical fitness of the proprietor/ signatory partner (in case of partnership firm)/ authorised office bearer (in case of Sangha or Mahasangha of Self Help Group or Co-operative Society), in original, from a Government Hospital.
- (xiii) Proof of date of birth of the proprietor/all partners [Photocopy of birth certificate/admit card of Madhyamik or equivalent/EPIC/Aadhaar card/Passport]
- (xiv) Photocopy of PAN Card of Proprietor/ registered partnership firm/registered Co-operative Society/Sangha or Mahasangha of SHG.
- (xv) Copy of Income Tax return for last 3(three) years, if applicable.
- (xvi) Copy of Audit Report for last 3(three) years, if applicable.

Part-5

15. Other Terms and Conditions :-

- (i) The functioning of the dealership shall be governed by the provisions as laid down in the West Bengal Urban Public Distribution System (Maintenance & Control) Order, 2013 as amended from time to time and Government Orders /Notifications issued from time to time.
- (ii) Selected candidate shall have to carry out the direction/instructions of the State Government given from time to time for delivery of public distribution commodities to the ration card holder at his/her doorsteps or in any other manner, as may be specified, and shall distribute public distribution commodities as per the entitlement of the Ration card holders, in the manner so specified, on ePoS based authenticated transaction.
- (iii) Any form of canvassing shall be a good and justifiable reason for disqualification of a candidate or rejection of the application.
- (iv) Any suppression of fact /information or incorporation / providing of wrong information in the Application Form or attached documents will be considered as a good and justifiable reason for disqualification for a candidate or rejection of application and taking appropriate legal action.
- (v) The Licensing Authority or Government in Food & Supplies Department reserves the right to reject any application or cancel the vacancy at any stage of the processing of the application(s) without assigning any reason thereof and will not entertain any correspondence on this score.
- (vi) The entire procedure of selection of a suitable candidate for FPS Dealership will be guided by the relevant provisions of the WBUPDS (M&C) Order, 2013, as amended up to date and the orders issued thereunder.
- (vii) Applicants must insist on acknowledgement / receipt along with list of documents submitted if application is submitted by hand.
- (viii) Notwithstanding anything contained in this notification, the State Government may, for the reasons to be recorded in writing, cancel the vacancy at any time before the approval is granted.

SUMAN KUMAR GHOSH

*Director of Rationing, Food & Supplies Department,
Government of West Bengal*