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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**  
**11A, Mirza Ghalib Street, Kolkata - 700087**

**NOTIFICATION**

No. 1655-FS/Sectt./Food/4P-06/2021 dated 4<sup>th</sup> June, 2021. – WHEREAS the Governor is of the opinion that it is necessary and expedient to do so for the maintenance of supplies and for securing the equitable distribution and availability at fair prices of Superior Kerosene Oil in all parts of West Bengal;

NOW, THEREFORE, in exercise of the powers conferred by sub section of section 3 of the Essential commodities Act, 1955 (Act 10 of 1955), read with Clauses (d), (e), (h) and (i) of sub section (2) of that section and sub section (1) of section 7 of the said act and Order No. S.O. 681(E) dated the 30th November, 1974 of the Government of India, Ministry of Industry and Civil Supplies (Department of Civil Supplies and Co operation), the Governor has been pleased hereby to make the following amendments in the West Bengal Kerosene Control Order, 1968, as subsequently amended (hereinafter referred to as the said order):—

**AMENDMENTS**

1. In clause 3, –

(1) for sub-clause (h), *substitute* the following sub-clause:—

'(h) "dealer" means an individual person, or a registered partnership firm, or a registered Cooperative Society, or a Sangha or mahasangha of Self-Help Group working within a district in whose name a licence to sell S.K Oil under the Public Distribution System has been issued under clause 6.';

(2) for sub-clause (l), *substitute* the following sub-clause:—

'(l) "family member (s)" means –

(i) spouse; or

(ii) parents; or

(iii) son (including legally adopted son before death or incapacitation); or

(iv) widow of pre-deceased son; or

(v) daughter (including legally adopted daughter before death or incapacitation);

who is wholly dependent on the dealer at the time of death.;

(3) after sub-clause (s), insert the following sub-clauses:—

'(si) "relative" includes the family member and the following kin:—

- (i) son's spouse, son or daughter;
- (ii) daughter's spouse, son or daughter;
- (iii) brother's spouse, son or daughter;
- (iv) sister' s spouse, son or daughter;
- (v) parents' brother or sister;
- (vi) spouse's brother or sister.;

(sii) "Permit" means permission for availing a fixed quantum of SK Oil outside Ration Cards for a specific period of time.'

2. In clause 5, —

(1) for sub-clause (i), *substitute* the following sub-clauses:—

"(i) The Director of Consumer Goods with prior approval of the State Government will communicate to the Oil Marketing Companies the area where requirement of engagement of an Agent has arisen clearly delineating a landmark defining central location of such vacancy area.

(ia) The Director of Consumer Goods shall, on receiving an application in Form A or Form A1, as the case may be, from a person or a registered Co-operative Society or a registered Company or a partnership firm, who/which has/have executed an Agreement with an Oil Marketing Company authorizing him/such registered co-operative society/company/partnership firm to carry on trade in Kerosene as Agent under PDS in West Bengal along with application fee as mentioned in Schedule A, cause an enquiry and issue an offer letter in Form-O1 or O2, as the case may be, to the approved candidate/organisation with the direction for furnishing recent passport size photograph(s), security deposit, licensing fee as per Schedule-B and other requisite documents.

(ib) The Director of Consumer Goods shall, on receipt of the documents mentioned in sub-clause (ia), issue license in Form B.";

(2) for sub-clause (vii), *substitute* the following sub-clause:—

"(vii) In case of dissolution of partnership, the reconstituted partnership or proprietorship firm will enter into fresh agreement with concerned Oil Marketing Company and submit application along with copy of fresh agreement for issue of fresh licence to the licensing authority."

(3) for sub-clause (x), *substitute* the following sub-clause:—

"(x) License fee as mentioned in Schedule-A for issue of licence shall be paid in such manner as may be specified by the State Government".

3. For clause 6 *substitute* the following clause:—

"6. Engagement of Dealer.—

(i) In the event of -

(a) Resignation of any dealer

Or

(b) Death or incapacitation of the existing individual dealer or one/ more than one of the partners of the existing partnership firm on medical ground, unless any of the deceased/incapacitated proprietor's/partner's family members is found suitable for engagement on compassionate ground as per paragraph 6 (viii) within the given time frame,

Or

- (c) Dissolution of a Cooperative Society or Sangha/ Mahasangha of Self-Help Group,

Or

- (d) termination of a Dealer,

the resultant vacancy has to be notified by Sub-Divisional Controller, Food & Supplies or Director with prior approval of the State Government:

Provided that no resultant vacancy against a deceased or terminated dealer supplying S.K. Oil in bulk to other dealer(s) shall be notified under any circumstances.

- (ii) If it appears necessary to declare a new vacancy for catering to the need of the consumers in any particular area, the vacancy has to be declared by the Licensing Authority with the approval of the Department as per following procedure:

- (a) In case of resultant as well as new vacancy, the Sub-Divisional Controller, Food & Supplies shall submit the proposal of vacancy of dealer to the District Controller, Food & Supplies, who in turn, will send to the Director with concurrence of the District Magistrate. The Director of Consumer Goods will examine the proposal and if necessary, make re-enquiry and send the proposal to the Department for approval:

Provided that for the vacancy in Kolkata and Bidhannagar area, the Director herself/himself will initiate the proposal and send it to the Department for approval.

- (b) After obtaining approval of the State Government, the vacancy shall be declared stating eligibility criteria through notice in the office notice board, *Official Gazette* and advertisement in a local as well as in a widely circulated daily newspaper. The last date of receiving applications against a vacancy shall be thirty days from the date of Gazette notification or newspaper advertisement, whichever is later.
- (c) Applications for filling up the vacancies as notified in sub-clause (i) and (ii) hereinbefore shall be invited from an individual, registered partnership firm, registered Co-operative society, Sangha or mahasangha of self-help group working within a district. In case of fresh vacancy preference may be given to Sangha or Mahasangha of Self-Help Groups, especially women-run one. If applicant be individual(s), he/she/they should be permanent resident of the concerned sub-division and for other entities they must be working in the sub-division where the vacancy is notified:

Provided that, if the State Government so desires, it may give such opportunity to only Sangha or mahasangha of self-help group and registered Co-operative society by separate notification.

- (iii) Following person shall not be eligible to apply for a licence of a dealer, namely—

- (a) a person holding a license of S. K. Oil dealer or S.K. Oil Agent or FPS Dealer or Distributor or Wholesaler in his name or a relative of such licensees;
- (b) 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 tenure as such capacity;
- (c) a minor or person of unsound mind or an insolvent;
- (d) a person convicted by the court under the Act or in any other criminal proceedings connected with essential commodities;
- (e) 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;
- (f) a limited liability partnership;
- (g) a corporation or company:

Provided that nothing in this clause shall affect the continuance of existing dealer.

- (iv) The applications received in Form-D along with checklist appended therewith and requisite fee as prescribed in Schedule-B within the stipulated time shall be enquired by the Sub-Divisional Controller, Food & Supplies or Area Inspector of Consumer Goods, and the report so prepared shall be sent with his comments to the concerned District Controller, Food & Supplies or the Assistant/Deputy Director of Consumer Goods, as the case may be, within one month from the last date of receipt of the application as notified.
- (v) On receipt of the report, the said District Controller, Food & Supplies or the Assistant/Deputy Director of Consumer Goods, as the case may be, examine the case and shall forward the same with his comments to the Director of Consumer Goods, within a month from the date of receipt of the report. For the purpose of this sub-clause the District Controller, Food & Supplies will take concurrence of the District Magistrate concerned before sending it to the Director of Consumer Goods.
- (vi) The Director of Consumer Goods, if necessary, may arrange for further enquiry into the matter by any competent officer or by a team of officers and thereafter shall accord approval selecting the most suitable candidate for filling up the vacancy.
- (vii) Notwithstanding anything contained in this clause, the State Government may, for the reasons to be recorded in writing, cancel the vacancy at any time before the approval is granted.
- (viii) After obtaining approval of Director, the Licensing Authority shall issue an offer letter in Form-O3 to the approved candidate/organisation with the direction for furnishing recent passport size photograph(s), security deposit, licensing fee as per Schedule-B and other requisite documents.
- (ix) Engagement on compassionate ground:-
  - (a) In case of vacancy arising out of death or in case of incapacitation on medical ground, subject to satisfaction of the authority, of any existing dealership run by individual person, such vacancy shall not initially be notified. Prayer of any of the family members of the deceased or incapacitated dealer having no regular means of income, shall be considered with preference on compassionate ground provided such prayer along with formal application in form D1 along with checklist appended therewith and requisite fee is submitted within 90 days from the death or incapacitation. However, the licensing authority may, on just and sufficient grounds shown by the applicant and for the reasons to be recorded in writing, accept such application upto 120 days:

Provided that while applying, the applicant shall have to furnish "No Objection" in Annexure-II from other family members in the form of an Affidavit executed before a Magistrate except in the following cases:

- (A) If the applicant be the spouse of the deceased licensee,
- (B) If the ex-licensee, because of his being incapacitated/infirm has opted for the applicant.
- (b) In case of death of individual licensee, the Licensing Authority shall forthwith de-link all ration cards from the deceased Dealer and temporarily re-link with nearby Dealer(s) as per convenience of the beneficiaries up to the period of filling up the vacancy.
- (c) The Sub divisional Controller, Food and Supplies shall arrange for an enquiry to verify the eligibility of the applicant and submit the report with his opinion to the District Controller, Food and Supplies. While forwarding a case on medical ground the Sub divisional Controller should satisfy himself on examination of the medical prescription and certificate issued by a Registered Medical Practitioner that the licensee is not in a position to run dealership business considering his health ground. The District Controller, Food & Supplies shall submit the same with his comments before the District Magistrate for final approval:

Provided that in case of Kolkata and Bidhannagar area the functions of Sub divisional Controller, Food and Supplies, District Controller, Food and Supplies and District Magistrate respectively will be discharged by the Area Inspector, Assistant/Deputy Director of Consumer Goods and Director.

- (x) On approval of the case, the Licensing Authority shall issue an offer letter in Form-O4 to the approved candidate, directing him to furnish recent passport size photograph(s), security deposit, licensing fee as per Schedule-B and other requisite documents.
- (xi) On receipt of such requisite document and fees as mentioned in the offer letter under clause (viii) and clause (x), the Licensing Authority shall issue licence. Failure to comply with the direction in such offer letter on the part of the selected candidate/organisation shall make the candidature liable to be cancelled. In such case, the Director of Consumer Goods, in exercising her/his discretion shall select the next suitable applicant or declare the vacancy afresh, as the case may be.
- (xii) Whenever –
  - (a) an individual licensee opts to convert its business into partnership firm for the reason of his physical incapacitation, or
  - (b) a licensee of a partnership firm opts to induct a new partner or substitute the name of an existing partner,

the licensing authorities may, on an application made by the licensee on this behalf, allow him to do so with the approval of the State Government, if and only if any of the family member of licensee having no regular means of income is inducted or substituted as partner and not otherwise:

Provided that in case of death of one of the partner of a partnership firm comprising of only two partners having the dealer's license, the surviving partner shall reconstitute the partnership firm by inducting only the family member of the deceased partner having no regular means of income and not otherwise:

Provided further that –

- (A) in case of death of a partner of partnership firm having the dealer's license, the licensing authorities may, on an application made by the surviving partner, allow him to continue the business for a period of ninety days or till the new license is granted, whichever is earlier;
- (B) in case of death of a partner of partnership firm having the dealer's license and if no eligible family member(s) is found to become the partner or partners, as the case may be, of the said partnership firm, the surviving partner, may apply for the conversion, before the licensing authority, and upon satisfaction of the licensing authority, the said surviving partner will be allowed to continue the business, as a sole licensee, subject to the approval given by the Director in this behalf:
- (C) Provided also that in case of death of an individual licensee, the eligible family member or members, as the case may be, may apply before the licensing authority, for running its business, either as an individual licensee or as the registered partnership firm, subject to the approval given by the Director in this behalf.
- (xiii) In case the District Magistrate delegates the power of licensing authority to an official other than Sub-Divisional Controller, Food & Supplies the functions assigned to Sub-Divisional Controller, Food & Supplies herein would be discharged by such official. However, the functions assigned to the District Magistrate in this order cannot be delegated to any officer below Additional District Magistrate.
- (xiv) The State Government may reserve the right to conduct the entire aforementioned workflow online through a web portal."

4. For clause 7, *substitute* the following clause: –

"7. Renewal of licenses of Agents.- (i) Every licence issued under clause 5 of this order shall be valid up to 31st December of the year in which it has been issued. Thereafter such licence shall be renewed for successive period of three years at a time subject to satisfactory performance and confirmation of the Agent. However, all the ancillary certificates/licences/documents required for renewal of licence will have to be submitted within one month of expiry of the validity of the said documents.

- (ii) The licensee shall submit the application for renewal of licence in Form C within the period of validity to the licensing authority together with the renewal fee as mentioned in Schedule-A and required documents specified for the purpose.

- (iii) If the licensee fails to submit the application for renewal within the period of validity, he may submit application for renewal of licence within 30 days from the date of expiry of validity of licence on payment of such fine as specified in Schedule-A and required corroborative documents:

Provided that the licensing authority may allow a licensee to submit renewal Form beyond 30 days from the date of expiry, as mentioned above and up to a period of next 60 days, on realization of the fine specified in Schedule -A and the required documents, if it thinks that non-submission of renewal Form was beyond the control of the licensee.

- (iv) The licensing authority shall, on receipt of the application of renewal under sub-clause (ii) or sub-clause (iii), as the case may be, renew the licence.
  - (v) If the licensee fails to submit the renewal Form as per sub-clause (i) or sub-clause (ii), as the case may be, the licensing authority may terminate his license from the 1st day of April of the year, in which such renewal was due, and also take administrative and legal action against the licensee, so terminated, for smooth running of the public distribution system in the interest of public.
  - (vi) If a licence granted under this order is defaced, lost or destroyed, the licensing authority may issue a fresh licence in place thereof on payment of a fee as mentioned in Schedule A hereinafter, which shall be payable in the form as prescribed by the State Government and thereupon the licence that has been defaced, lost or destroyed shall be deemed to be cancelled.
  - (vii) The process of renewal shall be carried out in online mode only. ";
5. For clause 7(A) and the Schedule thereof, the following clause and schedule thereof, –

"7A. Renewal of licenses of Dealers. - (i) Every licence issued under clause 6 of this order shall be valid up to 31st December of the year in which it has been issued. Thereafter such licence shall be renewed for successive period of three years at a time subject to satisfactory performance and confirmation of the dealer. However, all the ancillary certificates/licences/documents required for renewal of licence shall have to be submitted within one month of expiry of the validity of the said documents.

- (ii) The licensee shall submit the application for renewal of licence in Form F within the period of validity to the licensing authority together with the renewal fee as mentioned in Schedule-B and required corroborative documents.
- (iii) If the licensee fails to submit the application for renewal within the period of validity, he may submit application for renewal of licence within 30 days from the date of expiry of validity of licence on payment of such fine as specified in Schedule-B and required corroborative documents.

Provided that the licensing authority may allow a licensee to submit renewal Form beyond 30 days from the date of expiry, as mentioned above and up to a period of next 60 days, on realization of the fine specified in Schedule -B and required corroborative documents, if it thinks that non-submission of renewal Form was beyond the control of the licensee.

- (iv) The licensing authority shall, on receipt of the application of renewal under sub-clause (ii) or sub-clause (iii), as the case may be, renew the licence.
- (v) If the licensee fails to submit the renewal Form as per sub-clause (i) or sub-clause (ii), as the case may be, the licensing authority may terminate his license from the 1st day of April of the year, in which such renewal was due, and also take administrative and legal action against the licensee, so terminated, for smooth running of the public distribution system in the interest of public.
- (vi) If a licence granted under this order is defaced, lost or destroyed, the licensing authority may issue a fresh licence in place thereof on payment of a fee as mentioned in Schedule B hereinafter, which shall be payable in the form as prescribed by the State Government and thereupon the licence that has been defaced, lost or destroyed shall be deemed to be cancelled.
- (vii) The process of renewal shall be carried out in online mode only. ";



## Schedule 'A'

Sl. No.	Category	Amount
1	Application fee for new licence	Rs. 1000/-
2	Licence fee	Rs. 15000/-
3	Renewal fee for three years:	
	Up to 100 KL	Rs.30000/-
	More than 100 KL up to 150 KL	Rs. 45000/-
	More than 150 KL up to 250 KL	Rs. 75000/-
	Above 250 KL	Rs. 150000/-
4	Security Deposit	Rs. 100000/-
5	Duplicate Licence fee	Rs. 10000/-
6	Fine for submission of renewal application within 30 days of expiry of validity	Rs. 500/- for each day of default
7	Fine for submission of renewal application beyond 30 days of expiry of validity up to a period of next 60 days	Rs. 1000/- for each day of default

## Schedule - B

Sl. No.	Category	Amount
1	Application fee for new licence	Rs. 500/-
2	Licence fee	Rs. 5000/-
3	Renewal fee for three years:	
	Up to 2 KL	Rs.750/-
	More than 2 KL up to 4 KL	Rs. 1200/-
	More than 4 KL up to 10 KL	Rs. 3000/-
	More than 10 KL up to 25 KL	Rs. 10500/-
	Above 25 KL	Rs. 30000/-
4	Security Deposit	Rs. 10000/-
5	Duplicate Licence fee	Rs. 3000/-
6	Fine for submission of renewal application within 30 days of expiry of validity	Rs. 100/- for each day of default
7	Fine for submission of renewal application beyond 30 days of expiry of validity up to a period of next 60 days	Rs. 200/- for each day of default

6. for sub-clause (iv) of clause 9, *substitute* the following sub-clause:

"(iv) On receiving reply from the Agent, the DCG after giving the licensee an opportunity of being heard and after recording the reasons thereof, may terminate the Agency or reduce the volume of business through reduction of tagged dealers and / or impose a fine as described in Schedule E and of course according to the gravity of the offence. In case of imposition of fine, the fine shall be payable in the form as prescribed by the State Government."

7. for sub-clause (iii) of clause 9A, *substitute* the following sub-clause:

"(iii) The DCG in Kolkata and Bidhan Nagar areas or the District Magistrate in the districts after giving the licensee an opportunity of being heard and after recording the reasons thereof, may terminate the Dealership, reduce the volume of business through reduction of tagged ration cards and / or impose fine mentioned at Schedule E and of course according to the gravity of the offence. In case of imposition of fine, the fine shall be payable in the form as prescribed by the State Government."

(8) for "Schedule E", *substitute* the following Schedule: –

“Schedule E

Licensee	Penalty/Fine
Agent	Thrice the selling price (to consumers) of the quantity of SKO involved in cases of discrepancy of stock of SKO, subject to a minimum amount of Rs. 50,000. In case of irregularity of any other nature, minimum penalty of Rs. 25,000.
Dealer	Thrice the selling price (to consumers) of the quantity of SKO involved in cases of discrepancy of stock of SKO, subject to a minimum amount of Rs. 10,000. In case of irregularity of any other nature, minimum penalty of Rs. 5,000.”

9. In clause 11,–

(1) for sub-clauses (i) and (ii), *substitute* the following sub-clauses: –

"(i) The DCG may issue a Permit requiring an S.K. Oil Agent within Kolkata and Bidhannagar to supply SK Oil to –

(a) Government hospitals, Charitable institutions of repute, Philanthropic Organizations of repute, Government Libraries, Student's Hostels of Government Colleges, Government/Non-Government Educational institutions, ICDS centres, destitute homes/old age homes/homes for physically challenged persons run by Government Organisations and Relief camps set up during natural calamity, if in the opinion of the DCG it is considered to be actually necessary, or

(b) A Dealer.

(ii) The District Magistrate may issue a Permit to an S.K. Oil Agent within the district concerned for the same purpose, if required, to organisations mentioned at (i) (a).

(ia) Requirement of issue of a Permit shall be subservient to availability of adequate stock only after requirement of PDS beneficiaries in the concerned area has been met."

(2) for sub-clause (iv), *substitute* the following sub-clause: –

"(iv) In case no S.K. Oil Agent is available in a Sub Division where S.K. Oil Dealer/s is/are located or in case area under an Agent falls deficient due to temporary lack of functioning/non-functioning of the Agent, the DCFS will issue Order for the concerned distribution month to an S.K. Oil Agent of another Sub Division or area respectively, for supplying SK Oil to the deficient S.K. Oil Dealer/s with the approval of the District Magistrate in such case. In Kolkata and Bidhan Nagar areas, Chief Inspector/Inspector of Consumer Goods may issue such Order with approval of the Joint/Deputy /Director of Consumer Goods, who act on delegated power."

10. For Form-A, *substitute* the following Forms:

**"FORM - A**

**(Application for Issue of Licence for S.K. Oil Agency against a New/Resultant Vacancy under West Bengal Kerosene Control Order, 1968 as amended)**

**(area of vacancy)**

**(OMC vacancy notification no. with date)**

Self-attested Photograph(s) of applicant/ authorised signatory
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**Part- I (primary details of applicant)**

1. Name of the applicant:



2. Nature of the firm: Individual proprietor/Partnership/registered cooperative society/registered SHG/Sangha or Mahasangha of SHG/Pvt. Ltd. Co.

***Part-II (for individual/partnership firm)***

3. Name(s) of proprietor/partner(s):
4. Sex:
5. Citizenship:
6. Date(s) of birth:
7. Aadhaar/EPIC number(s):
8. PAN of the proprietor/firm:
9. Name(s) of father(s):
10. Residential address(es):
11. If partnership firm, partner who would be responsible for day to day functions/ signatory authority:
12. Mobile No(s) of proprietor/such partner:
13. Educational qualification of proprietor/such partner:
14. Whether proprietor/ such partner is physically and mentally fit:

***Part-III (for other entities)***

15. Date of formation:
16. Date of registration:
17. Names and designations of all Office bearers:
18. Aadhaar/EPIC nos. of such members:
19. Citizenship of all members/shareholders of the entity:
20. PAN of the organisation:
21. Office address(es) of the organisation:
22. Office-bearer(s) who would be responsible for day to day functions:
23. Residential address of such office-bearer(s):
24. Educational qualification of such office-bearer(s):
25. Mobile No(s) of such office-bearer(s):

***Part-IV (Storage Godown and Office Details)***

26. Full address of the Storage premises with Dag no and Khatian no./ Holding No:  
Village/Street name,  
Gram Panchayat and Block/Ward and Municipality  
Police Station and Pin Code:
27. Dimension of the storage premises (Length x Breadth x Height in ft.):
28. Character of land of the premises:
29. Type of storage: Underground/ Over ground
30. Storage capacity (in KL):
31. Size of the office (L x B x H in ft.):

32. Whether office and storage point are adjoining: Yes/ No/ \_\_\_\_ ft. apart
33. Whether there is any shed covering the storage premises: Yes/No
34. If yes, nature of construction: Permanent/Temporary
35. Whether dispensing unit(s) is/are calibrated:
36. Width of the approach road (in ft.):

***Part-V (Possession of the Storage Godown)***

37. Rental Possession:
  - a. Name(s) of owner(s) of the premises:
  - b. No. and date of execution of registered lease/tenancy deed:
  - c. Period of lease/tenancy under registered agreement deed:
38. Ownership:
  - a. Mode of acquisition: Gift/Purchase/Inheritance/Others
  - b. No. and date of execution of conveyance deed:
  - c. Extent of ownership: Absolute/ Shared
39. OMC arranged:
  - a. Name(s) of owner(s) of the premises:
  - b. No. and date of execution of registered lease/tenancy deed, if not owned by OMC:
  - c. Period of lease/tenancy under registered agreement deed, if not owned by OMC:

***Part- VI (Other details)***

40. Whether financially solvent to run the Agency:
41. Prior experience of business, if any:
42. If yes, give details with nature and area of business:
43. Whether the applicant is/includes a person holding a license of S. K. Oil dealer or S.K. Oil Agent or FPS Dealer or Distributor or Wholesaler in his name or a relative of such licensees:
44. If yes, give details with name, licence no. and location:
45. Whether the applicant is/includes a person who is 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 tenure as such capacity
46. If yes, give details:
47. Whether the applicant is/includes a person convicted by the court under the Act or in any other criminal proceedings connected with essential commodities:
48. If yes, give details:
49. Whether involved in litigation against Govt. of WB or of India in any court of law:
50. If yes, give details with case no. and name of court of law:

**Declaration**

I/we certify that the statements above are true to the best of my/our knowledge and that for any suppression of fact(s) detected later on, the licence granted to me / us is liable to be cancelled.

Date:

Place:

.....

Signature of Proprietor/Signatory Authority

**ACKNOWLEDGEMENT**

Application in Form-A1 has been received from \_\_\_\_\_ (name of applicant) on \_\_\_\_\_ (date) at \_\_\_\_\_ am/pm (time) at this office.

Contents of the application has not been verified. He/she/they will be contacted by the Enquiry Officer with prior intimation.

ADCG/DDCG

Checklist to Form- A**Checklist of documents to be submitted with Application Form:***Part- I:*

1. Application fees challan
2. Agreement with OMC

*Part- II:*

3. Identity proof of the Proprietor/Partners [EPIC(s) / Aadhaar Card(s)/PAN(s)/Passport(s)]
4. Proof of residential address of the Proprietor/Partners ( Photocopy of EPIC/Aadhar/Passport /recent Electric bill/ Driving License)
5. Proof of date of birth of the Proprietor/Partners (birth certificate/ admit card of madhyamik or equivalent / EPIC/ Aadhaar Card/ Passport)
6. PAN Card of Proprietor/Firm
7. In case of partnership firm, registered partnership deed
8. Power of Attorney in favour of Signatory Authority (not in case of proprietorship)
9. Proof of educational qualification of proprietor/ signatory partner (Certificate or Marksheet )
10. Medical certificate of fitness of proprietor/ signatory partner from a Registered Medical Practitioner

*Part- III:*

11. Identity proof of the office bearers
12. Proof of residential address of the office bearers ( Photocopy of EPIC/Aadhar/ Passport/ recent Electric bill / Driving License)
13. PAN Card of the organisation
14. Registration Certificate
15. Resolution of Board of Directors/Governing Body for venture into SKO Agency
16. Power of Attorney in favour of signatory office bearer
17. Proof of educational qualification of signatory office bearer
18. Medical certificate of fitness of signatory office bearer

*Part- IV:*

19. A layout map showing offered godown, office, space for loading & unloading of trucks and approach road.
20. Up to date Fire Licence
21. Up to date Calibration Certificate

*Part-V:*

22. Rental Possession:
  - a. RoR of the owner
  - b. Lease Deed or Tenancy Agreement (Registered)
  - c. Up to date rent receipt
23. Ownership:
  - a. RoR in name of applicant
  - b. Deed of conveyance/purchase/gift (Registered) if RoR is not furnished
  - c. Up to date property tax receipt
  - d. NOC of other co-owners, if applicable
24. OMC arranged:
  - a. RoR of the owner
  - b. Lease Deed or Tenancy Agreement (Registered)
  - c. Up to date rent receipt
  - d. LFR

*Part- VI:*

25. Proof of financial solvency (Account statement/ Deposit Certificate(FD/TD/RD/Flexi)/ photocopy of updated Passbook issued by a recognized bank as reflected on the day of application and 6 (Six) months preceding the date of application continuously)
26. Other licence(s) under GoWB, if any
27. Affidavit in Annexure-I
28. Income Tax Return for last 3 FYs, if applicable
29. Audit Report for last 3 FYs, if applicable
30. Up to date Trade Licence
31. Up to date GST Return

Date:

Place: .....

Signature of Proprietor/Signatory Authority

**FORM - A1****(Application for Issue of Licences for S.K. Oil Agency on Re-constitution under  
West Bengal Kerosene Control Order, 1968 as amended)**

Self-attested Photograph(s) of applicant/ authorised signatory
--

***Part-I (primary details of previous dealership)***

1. Name of SKO Agency:
2. Nature of firm (proprietorship/partnership)
3. Name(s) of deceased/incapacitated proprietor/partner(s):
4. Date of demise/incapacitation:
5. In case of incapacitation, reason:

***Part-II (details of new proprietor/ partner)***

6. Name of the new SKO Dealership (only if change of name is applied for. Eg. From 'ABC Enterprise' to 'XYZ Enterprise')
7. Name(s) of newly incorporated proprietor/partner(s):
8. Sex:
9. Date(s) of birth:
10. Name(s) of father(s):
11. Relation with deceased proprietor/partner:
12. Citizenship:
13. Aadhaar/EPIC no(s):
14. PAN of the firm:
15. Residential address(es):
16. Whether physically and mentally fit:
17. Partner who would be responsible for day to day functions/ signatory authority (not for proprietorship):
18. Mobile No(s) of newly incorporated proprietor/partner(s):
19. Educational qualification of proprietor/partner:

***Part-III (Storage Godown and Office Details)***

20. Full address of the proposed storage premises with Dag no and Khatian no./ Holding No:  
Village/Street name,  
Gram Panchayat and Block/Ward and Municipality  
Police Station and Pin Code:
21. Whether the same storage premises was in use under previous Agency:
22. Dimension of the storage premises (Length x Breadth x Height in ft.):
23. Character of land of the premises:
24. Type of storage: Underground/ Over ground

25. Storage capacity (in KL):
26. Size of the office (L x B x H in ft.):
27. Whether office and storage point are adjoining: Yes/ No/ \_\_\_\_ ft. apart
28. Whether there is any shed covering the storage premises: Yes/No
29. If yes, nature of construction: Permanent/Temporary
30. Whether dispensing unit(s) is/are calibrated:
31. Width of the approach road (in ft.):

***Part-III (Possession of the Storage Godown)***

32. Rental Possession:
  - a. Name(s) of owner(s) of the premises:
  - b. No. and date of execution of registered lease/tenancy deed:
  - c. Period of lease/tenancy under registered agreement deed:
33. Ownership:
  - a. Mode of acquisition: Gift/Purchase/Inheritance/Others
  - b. No. and date of execution of conveyance deed:
  - c. Extent of ownership: Absolute/ Shared
34. OMC arranged:
  - a. Name(s) of owner(s) of the premises:
  - b. No. and date of execution of registered lease/tenancy deed, if not owned by OMC:
  - c. Period of lease/tenancy under registered agreement deed, if not owned by OMC:

***Part- IV (Other details)***

35. Whether financially solvent to run the Agency:
36. Prior experience of business, if any:
37. If yes, give details with nature and area of business:
38. Whether the newly incorporated proprietor/partner is a person holding a license of S. K. Oil dealer or S.K. Oil Agent or FPS Dealer or Distributor or Wholesaler in his name or a relative of such licensees:
39. If yes, give details with name, licence no. and location:
40. Whether the newly incorporated proprietor/partner is a person who is 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 tenure as such capacity
41. If yes, give details:
42. Whether the newly incorporated proprietor/partner is a person convicted by the court under the Act or in any other criminal proceedings connected with essential commodities:
43. If yes, give details:
44. Whether involved in litigation against Govt. of WB or of India in any court of law:
45. If yes, give details with case no. and name of court of law:



**Declaration**

I/we certify that the statements above are true to the best of my/our knowledge and that for any suppression of fact(s) detected later on, the licence granted to me / us is liable to be cancelled.

Date:

Place:

.....

Signature of Proprietor/Signatory Authority

**ACKNOWLEDGEMENT**

Application in Form-A2 has been received from \_\_\_\_\_ (name of applicant) on \_\_\_\_\_ (date) at \_\_\_\_\_ am/pm (time) at this office.

Contents of the application has not been verified. He/she/they will be contacted by the Enquiry Officer with prior intimation.

ADCG/DDCG

Checklist to Form- A1

**Checklist of documents to be submitted with Application Form:***Part- I:*

1. Death Certificate (in case of demise)
2. Medical Certificate from a Govt. Hospital (in case of incapacitation)
3. Application fees challan
4. Agreement with OMC i.r.o. reconstituted firm

*Part- II:*

5. Identity proof of the newly incorporated proprietor/partner [EPIC(s) / Aadhaar Card(s)/PAN(s)/Passport(s)]
6. Proof of residential address of the newly incorporated proprietor/partner (Photocopy of EPIC/Aadhar/Passport /recent Electric bill/ Driving License)
7. Proof of date of birth of the newly incorporated proprietor/partner (birth certificate/ admit card of madhyamik or equivalent / EPIC/ Aadhaar Card/ Passport)
8. PAN Card of Proprietor/Firm
9. Legal heir certificate of the deceased proprietor/partner
10. NOC of other legal heirs in Annexure-II
11. In case of partnership firm, registered partnership deed of previous Agency
12. In case of partnership firm, registered partnership deed of reconstituted firm
13. Power of Attorney in favour of signatory partner for partnership firm, if applicable
14. Proof of educational qualification of proprietor/ signatory partner (Certificate or Marksheet )
15. Medical certificate of fitness of proprietor/ signatory partner from a Registered Medical Practitioner.

*Part- III:*

16. A layout map showing offered godown, office, space for loading & unloading of trucks and approach road.
17. Up to date Fire Licence

18. Up to date Calibration Certificate

*Part-IV:*

19. Possession:
- a. RoR of the owner
  - b. Lease Deed or Tenancy Agreement (Registered)
  - c. Up to date rent receipt
20. Ownership:
- a. RoR in name of applicant
  - b. Deed of conveyance/purchase/gift (Registered) if RoR is not furnished
  - c. Up to date property tax receipt
  - d. NOC of other co-owners, if applicable
21. OMC arranged:
- a. RoR of the owner
  - b. Lease Deed or Tenancy Agreement (Registered)
  - c. Up to date rent receipt
  - d. LFR

*Part- V:*

22. Proof of financial solvency (Account statement/ Deposit Certificate(FD/TD/RD/Flexi)/ photocopy of updated Passbook issued by a recognized bank as reflected on the day of application and 6 (Six) months preceding the date of application continuously)
23. Other licence(s) under GoWB, if any
24. Affidavit in Annexure-I
25. Income Tax Return for last 3 FYs, if applicable
26. Audit Report for last 3 FYs, if applicable
27. Up to date Trade Licence
28. Up to date GST Return

Date:

Place: .....

Signature of Proprietor/Signatory Authority

11. For Form-D, *substitute* the following Forms:

**"FORM - D**

**(Application for Issue of Licences for S.K. Oil Dealership against a New/Resultant Vacancy under West Bengal Kerosene Control Order, 1968)**

**(area of vacancy)**

**(Vacancy notification no. with date)**

Self-attested Photograph(s) of applicant/ authorised signatory
--

***Part- I (primary details of applicant)***

1. Name of the applicant:
2. Status of Applicant: Individual proprietor/Partnership/registered cooperative society/Sangha or Mahasangha of SHG

***Part- II (for individual/partnership firm)***

3. Name(s) of proprietor/partner(s):
4. Sex:
5. Citizenship:
6. Date(s) of birth:
7. Aadhaar number(s):
8. PAN of the proprietor/firm:
9. Name(s) of father(s):
10. Residential address(es):
11. If partnership firm, name of partner who would be responsible for day to day functions as signatory authority:
12. Mobile No(s) of proprietor/ such partner:
13. Educational qualification of proprietor/ such partner:
14. Whether proprietor/ such partner is physically and mentally fit:

***Part-III (for Sangha or Mahasangha of SHG/Cooperative Societies)***

15. Date of formation:
16. Date of registration:
17. Names of all the office bearers :
18. In case of Sangha or Mahasangha of SHG, whether an women-run one:
19. Aadhaar/ EPIC nos. of all the office bearers:
20. Citizenship of all the office bearers:
21. PAN of the organisation:
22. Office address of the organisation:
23. Office-bearer(s) who would be responsible for day to day functions as signatory authority:
24. Residential address of office-bearer(s):
25. Educational qualification of office-bearer(s):
26. Mobile No(s) of office-bearer(s):

**Part-IV (Storage Godown and Office Details)**

27. Full address of the proposed shop-cum-godown with Dag no and Khatian no./ Holding No:  
Village/Street name,  
Gram Panchayat and Block/Ward and Municipality  
Police Station and Pin Code:
28. Details of the proposed shop-cum-godown:
- Dimension of the storage godown (Length x Breadth x height in ft.):
  - Character of land of the premises:
  - Size of the sales counter (L x B x H in ft.), if separate from godown:
  - Whether constructions in sl. nos. a & c are pucca:
  - Whether godown and sales counter are adjoining (if separate): Yes/ No/ \_\_\_ ft. apart
  - Whether roof is of concrete:
  - Whether measurement containers are calibrated:
  - Whether there is shed for queue of beneficiaries:
  - Width of the approach road (in ft.):

**Part-V (Possession of the Storage Godown)**

29. Rental Possession:
- Name(s) of owner(s) of the premises:
  - No. and date of execution of registered lease/tenancy deed:
  - Period of lease/tenancy under registered agreement deed:
30. Ownership:
- Mode of acquisition: Gift/Purchase/Inheritance/Other
  - No. and date of execution of conveyance deed:
  - Extent of ownership: Absolute/ Shared

**Part- VI (Other details)**

31. Whether financially solvent to run the Dealership:
32. Prior experience of business, if any:
33. If yes, give details with nature and area of business:
34. Whether the applicant is/includes a person holding a license of S. K. Oil dealer or S.K. Oil Agent or FPS Dealer or Distributor or Wholesaler in his name or a relative of such licensees:
35. If yes, give details with name, licence no. and location:
36. Whether the applicant is/includes a person who is 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 tenure as such capacity
37. If yes, give details:
38. Whether the applicant is/includes a person convicted by the court under the Act or in any other criminal proceedings connected with essential commodities:

39. If yes, give details:
40. Whether involved in litigation against Govt. of WB or of India in any court of law:
41. If yes, give details with case no. and name of court of law:

**Declaration**

I/we certify that the statements above are true to the best of my/our knowledge and that for any suppression of fact(s) detected later on, the licence granted to me / us is liable to be cancelled.

Date:

Place: .....

Signature of Proprietor/Signatory Authority

**ACKNOWLEDGEMENT**

Application in Form-D has been received from \_\_\_\_\_ (name of applicant) on \_\_\_\_\_ (date) at \_\_\_\_\_ am/pm (time) at this office.

Contents of the application has not been verified. He/she/they will be contacted by the Enquiry Officer with prior intimation.

SCF&S/ADCG

(Name of Sub-Division)

Checklist to Form- D

**Checklist of documents to be submitted with Application Form:**

*Part- I:*

01. Application fees challan

*Part- II:*

02. Identity proof of the Proprietor/Partners [EPIC(s) / Aadhaar Card(s)/PAN(s)/Passport(s)]
03. Proof of residential address of the Proprietor/Partners ( Photocopy of EPIC/Aadhaar/Passport /recent Electric bill/ Driving License)
04. Proof of date of birth of the Proprietor/Partners (birth certificate/ admit card of madhyamik or equivalent / EPIC/ Aadhaar Card/ Passport)
05. PAN Card of Proprietor/Firm
06. In case of partnership firm, registered partnership deed
07. Power of Attorney in favour of Signatory Authority (not in case of proprietorship)
08. Proof of educational qualification of proprietor/ signatory partner (Certificate or Marksheet )
09. Medical certificate of fitness of proprietor/ signatory partner from a Registered Medical Practitioner

*Part- III:*

10. Identity proof of the office bearers
11. Proof of residential address of the office bearers ( Photocopy of EPIC/Aadhaar/ Passport/ recent Electric bill/ Passport / Driving License)
12. PAN Card of the organisation

13. Registration Certificate
14. Resolution of Board of Directors/Governing Body for venture into SKO Dealership
15. Power of Attorney in favour of signatory office bearer
16. Proof of educational qualification of signatory office bearer
17. Medical certificate of fitness of signatory office bearer

*Part- IV:*

18. A layout map showing offered godown, office, space for loading & unloading of trucks and approach road

*Part-V:*

19. Rental Possession:
  - a. RoR of the owner
  - b. Lease Deed or Tenancy Agreement (Registered)
  - c. Up to date rent receipt
20. Ownership:
  - a. RoR in name of applicant
  - b. Deed of conveyance/purchase/gift (Registered) if RoR is not furnished
  - c. Up to date property tax receipt
  - d. NOC of other co-owners, if applicable

*Part- VI:*

21. Proof of financial solvency (Account statement/ Deposit Certificate(FD/TD/RD/Flexi)/ photocopy of updated Passbook issued by a recognized bank as reflected on the day of application and 6 (Six) months preceding the date of application continuously)
22. Other licence(s) under GoWB, if any
23. Affidavit in Annexure-I
24. Income Tax Return for last 3 FYs, if applicable
25. Audit Report for last 3 FYs, if applicable

Date:

Place: .....

Signature of Proprietor/Signatory Authority



**FORM - D1****(Application for Issue of Licences for S.K. Oil Dealership under Compassionate Ground under West Bengal Kerosene Control Order, 1968 as amended)**

Self-attested Photograph(s) of applicant/ authorised signatory
--

***Part-I (primary details of previous dealership)***

1. Name of SKO Dealership :
2. Nature of firm (proprietorship/partnership) :
3. Name(s) of deceased/incapacitated proprietor/partner(s) :
4. Date of demise/incapacitation :
5. In case of incapacitation, reason :

***Part-II (details of new proprietor/ partner)***

6. Name of the new SKO Dealership (only if change of name is applied for. Eg. From 'ABC Enterprise' to 'XYZ Enterprise')
7. Name(s) of newly incorporated proprietor/partner(s) :
8. Sex :
9. Date(s) of birth :
10. Name(s) of father(s) :
11. Relation with deceased proprietor/partner :
12. Citizenship :
13. Aadhaar/EPIC no(s) :
14. PAN of the firm :
15. Residential address(es) :
16. Whether physically and mentally fit :
17. Partner who would be responsible for day to day functions/ signatory authority (not for proprietorship) :
18. Mobile No(s) of newly incorporated proprietor/partner(s) :
19. Educational qualification of proprietor/partner:

***Part-III (Storage Godown and Office Details)***

20. Full address of the proposed shop-cum-godown with Dag no and Khatian no./ Holding No :  
Village/Street name,  
Gram Panchayat and Block/Ward and Municipality  
Police Station and Pin Code :
21. Whether the same shop-cum-godown was in use under previous dealership :
22. If not, distance between the previous and newly proposed premises :

23. Details of the proposed shop-cum-godown :
  - a. Dimension of the storage godown (Length x Breadth x height in ft.) :
  - b. Character of land of the premises :
  - c. Size of the sales counter (L x B x H in ft.), if separate from godown :
  - d. Whether constructions in sl. nos. a & c are pucca :
  - e. Whether godown and sales counter are adjoining (if separate): Yes/ No/ \_\_ ft. apart
  - f. Whether roof is of concrete :
  - g. Whether measurement containers are calibrated :
  - h. Whether there is shed for queue of beneficiaries :
  - i. Width of the approach road (in ft.) :

***Part-III (Possession of the Storage Godown)***

24. Rental Possession :
  - a. Name(s) of owner(s) of the premises :
  - b. No. and date of execution of registered lease/tenancy deed :
  - c. Period of lease/tenancy under registered agreement deed :
25. Ownership :
  - a. Mode of acquisition: Gift/Purchase/Inheritance/Other
  - b. No. and date of execution of conveyance deed :
  - c. Extent of ownership: Absolute/ Shared

***Part- IV (Other details)***

26. Whether financially solvent to run the Dealership :
27. Prior experience of business, if any :
28. If yes, give details with nature and area of business :
29. Whether the newly incorporated proprietor/partner is a person holding a license of S. K. Oil dealer or S.K. Oil Agent or FPS Dealer or Distributor or Wholesaler in his name or a relative of such licensees :
30. If yes, give details with name, licence no. and location:
31. Whether the newly incorporated proprietor/partner is a person who is 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 tenure as such capacity
32. If yes, give details :
33. Whether the newly incorporated proprietor/partner is a person convicted by the court under the Act or in any other criminal proceedings connected with essential commodities :
34. If yes, give details :
35. Whether involved in litigation against Govt. of WB or of India in any court of law :
36. If yes, give details with case no. and name of court of law :

**Declaration**

I/we certify that the statements above are true to the best of my/our knowledge and that for any suppression of fact(s) detected later on, the licence granted to me / us is liable to be cancelled.

Date :

Place :

.....

Signature of  
Proprietor/Signatory Authority

**ACKNOWLEDGEMENT**

Application in Form-D1 has been received from \_\_\_\_\_ (name of applicant) on \_\_\_\_\_ (date) at \_\_\_\_\_ am/pm (time) at this office.

Contents of the application has not been verified. He/she/they will be contacted by the Enquiry Officer with prior intimation.

SCF&S/ADCG  
(Name of Sub-Division)

Checklist to Form- D1

**Checklist of documents to be submitted with Application Form :***Part- I :*

1. Death Certificate (in case of demise)
2. Medical Certificate from a Govt. Hospital (in case of incapacitation)
3. Application fees challan

*Part- II :*

4. Identity proof of the newly incorporated proprietor/partner [EPIC(s) / Aadhaar Card(s)/PAN(s)/ Passport(s)]
5. Proof of residential address of the newly incorporated proprietor/partner (Photocopy of EPIC/Aadhar/Passport /recent Electric bill/ Driving License)
6. Proof of date of birth of the newly incorporated proprietor/partner (birth certificate/ admit card of madhyamik or equivalent / EPIC/ Aadhaar Card/ Passport)
7. PAN Card of Proprietor/Firm
8. Legal heir certificate of the deceased proprietor/partner
9. NOC of other legal heirs in Annexure-II
10. In case of partnership firm, registered partnership deed of previous Dealership
11. In case of partnership firm, registered partnership deed of reconstituted firm
12. Power of Attorney in favour of signatory partner for partnership firm, if applicable

13. Proof of educational qualification of proprietor/ signatory partner (Certificate or Marksheet )
14. Medical certificate of fitness of proprietor/ signatory partner from a Registered Medical Practitioner.

*Part- III :*

15. A layout map showing offered godown, office, space for loading & unloading of trucks and approach road.

*Part-IV :*

16. Possession :
  - a. RoR of the owner
  - b. Lease Deed or Tenancy Agreement (Registered)
  - c. Up to date rent receipt
17. Ownership :
  - a. RoR in name of applicant
  - b. Deed of conveyance/purchase/gift (Registered) if RoR is not furnished
  - c. Up to date property tax receipt
  - d. NOC of other co-owners, if applicable

*Part- V :*

18. Proof of financial solvency (Account statement/ Deposit Certificate(FD/TD/RD/Flexi)/ photocopy of updated Passbook issued by a recognized bank as reflected on the day of application and 6 (Six) months preceding the date of application continuously)
19. Other licence(s) under GoWB, if any
20. Affidavit in Annexure-I
21. Income Tax Return for last 3 FYs, if applicable
22. Audit Report for last 3 FYs, if applicable

Date :

Place :

.....  
Signature of Proprietor/Signatory Authority

## 12. In Form E, -

- (1) for the words " to sell to tagged individual ration card holders/permit holder from his/her shop", *substitute* the words "to sell to tagged individual ration card holders/dealer/permit holder from his/her shop/depot";
- (2) under the sub-heading "Conditions", for items 1 and 2, *substitute* the following items:

- "1. The licensee may purchase PDS kerosene from any S. K. Oil Agent or subject to approval of the licensing authority, from any other dealer supplying S.K. Oil in bulk as per allocation order/programme made by the licensing authority.
2. The licensee shall sell kerosene at a price and scale fixed by the licensing authority, to a ration card holder or subject to approval of the licensing authority, to other dealer or permit holder, as the case may be."

13. for Annexure-I *substitute* following Annexure : -

**"ANNEXURE-I****[To be enclosed with Form-A, A1, D & D1]****[To be customized as per requirement]****AFFIDAVIT**

I, Sri/Smt./\_\_\_\_\_, S/O or D/  
O or W/O \_\_\_\_\_ aged about \_\_\_\_\_ years, by religion  
\_\_\_\_\_ by occupation \_\_\_\_\_, by nationality \_\_\_\_\_ residing  
at \_\_\_\_\_, P.O.: \_\_\_\_\_,  
P.S.: \_\_\_\_\_, Dist.: \_\_\_\_\_,  
West Bengal, do hereby solemnly affirm and declare as follows :

1. That I am a citizen of India
2. That I am not in any employment either in any Government Service/undertakings or any other local bodies and my name is not in pay roll of any other organization or I am not holding any office of profit.
3. That I am unemployed. I have not any other source of income and I am solely dependent on the earning of S.K. Oil business.
4. That I have not been convicted by any Court of India or no case is pending against me in any Court of India, for any offence under the Essential Commodities Act, 1955 and sentenced in respect thereof to imprisonment, at any time prior to the date of application.
5. That I am not an elected member of any self governance or a member of Assembly or Parliament.
6. That the statements made in above paragraphs are true to the best of my knowledge and belief.

Place :

Date :

\_\_\_\_\_  
Signature of deponent

Identified by

Advocate

**ANNEXURE-II****[To be enclosed with Form-A1 & D1]****[To be customized as per requirement]****AFFIDAVIT**

I/we, the following person(s),

Sl. No.	Name	S/o or D/o or W/o	Age	Address
1.	Sri/Smt./....			
2.	Sri/Smt./....			
3.	Sri/Smt./....			

do hereby solemnly affirm and declare as follows :

1. That I/ We am/are citizen (s) of India.
2. That Sri/Smt. /....., S/O or D/O or W/O ..... is known to me since he/she belongs to the same family.
3. That I/ we have 'no objection' if he/ she is engaged as an S.K. Oil Agent/Dealer in place of .....
4. That if any objection is raised by me/us in future about furnishing this '**no objection**' , that will not stand valid in the eye of law.
5. That the statements made in the above paragraphs are true to the best of my/ our knowledge and belief.

Place :

Date:

..... Signature of the deponent(s)

1.

2.

3.

Deponent(s) is are identified by me

.....

(Sig. of Advocate)".

14. For the Form entitled "Offer letter for getting SK Oil Dealership", *substitute* following Forms :

**"Form-01**

**OFFER LETTER**

**To Selected Candidate for SKO Agency against New/Resultant Vacancy**

**[under para 5 of WBKCO, 1968]**

Memo No. :

Date :

To

(Name of the Applicant)

(Office Address of the Applicant)

*Sub : Offer letter for New SKO Agency*

*Ref : Yours application dt. \_\_\_\_\_ for SKO Agency at (place of vacancy)*



This is to inform you that your above referred application in Form- A for SKO Agency at (place of vacancy) has been found suitable for appointment as SKO Agent by the competent authority.

You are requested to deposit Rs. 15000/- (rupees fifteen thousand) only as licence fee and Rs. 1,00,000/- only as Security Deposit under head of account 1456-800-01-27 within 7 (seven) days of receipt of this letter.

Failure in compliance on your part will be viewed as rejection of the offer.

**Director of Consumer Goods**

Copy forwarded for information :

- 1.
- 2.
- 3.
- 4.
- 5.

**Dy. Director of Consumer Goods**

**Form-O2**  
**OFFER LETTER**  
**for SKO Agency on Compassionate Ground**  
**[under para 5 of WBKCO, 1968]**

Memo No. :

Date :

To

(Name of the Applicant)

(Office Address of the Applicant)

*Sub : Offer letter for SKO Agency on Compassionate Ground*

*Ref : Yours application dt. \_\_\_\_\_ for SKO Agency at in place of (earlier SKO Agency)*

This is to inform you that your above referred application in Form- A1 for SKO Agency in place of (earlier SKO Agency), at (address of the storage godown) has been found suitable for appointment as SKO Agent by the competent authority.

You are requested to deposit Rs. 15000/- (rupees fifteen thousand) only as licence fee and Rs. 1,00,000/- only as Security Deposit under head of account 1456-800-01-27 within 7 (seven) days of receipt of this letter.

Failure in compliance on your part will be viewed as rejection of the offer.

**Director of Consumer Goods**

Copy forwarded for information :

- 1.
- 2.
- 3.
- 4.
- 5.

**Dy. Director of Consumer Goods**

**Form-O3**

**OFFER LETTER**

**To Selected Candidate for SKO Dealership against New/Resultant Vacancy**

**[under para 6 of WBKCO, 1968 as amended]**

Memo No. :

Date :

To

(Name of the Applicant)

(Office Address of the Applicant)

*Sub : Offer letter for New SKO Dealership*

*Ref : Yours application dt. \_\_\_\_\_ for SKO Dealership at (place of vacancy)*

This is to inform you that your above referred application in Form- D for SKO Dealership at (place of vacancy) has been found suitable for appointment as SKO Dealer by the competent authority.

You are requested to deposit Rs. 5000/- (rupees five thousand) only as licence fee and Rs. 10000/- (rupees ten thousand) as security deposit under head of account 1456-800-01-27 within 30 (thirty) days of receipt of this letter and submit with the following documents :

1. Valid Fire Licence
2. Valid Trade Licence
3. Valid Calibration Certificate of all measuring equipments

Failure in compliance on your part will be viewed as rejection of the offer.

**SCF&S, \_\_\_\_\_**

**Or, Director of Consumer Goods**

Copy forwarded for information :

- 1.
- 2.
- 3.
- 4.
- 5.

SCF&S, \_\_\_\_\_

Asst./Dy. Director of Consumer Goods

**Form-O4**

**OFFER LETTER**

**for SKO Dealership on Compassionate Ground**  
**[under para 6 of WBKCO, 1968 as amended]**

Memo No. :

Date :

To

(Name of the Applicant)

(Office Address of the Applicant)

*Sub : Offer letter for SKO Dealership on Compassionate Ground*

*Ref : Yours application dt. \_\_\_\_\_ for SKO Dealership in place of (earlier SKO Dealership)*

This is to inform you that your above referred application in Form- D1 for SKO Dealership in place of (earlier SKO Dealership), at (address of the storage godown and shop) has been found suitable for appointment as SKO Dealer by the competent authority.

You are requested to deposit Rs. 5000/- (rupees five thousand) only as licence fee and Rs. 10000/- (rupees ten thousand) as security deposit under head of account 1456-800-01-27 along with the following documents within 30 (thirty) days of receipt of this letter :

4. Valid Fire Licence
5. Valid Trade Licence
6. Valid Calibration Certificate of all measuring equipments

Failure in compliance on your part will be viewed as rejection of the offer.

SCF&S, \_\_\_\_\_

Or, Director of Consumer Goods

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Copy forwarded for information :

- 1.
- 2.
- 3.
- 4.
- 5.

**SCF&S, \_\_\_\_\_**  
**Asst./Dy. Director of Consumer Goods".**

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By order of the Governor,

PARWEZ AHMAD SIDDIQUI  
*Secretary to the Govt. of West Bengal*  
*Department of Food & Supplies*