



ORISSA STATE CIVIL SUPPLIES CORPORATION LTD.
C/2, NAYAPALLI, BHUBANESWAR-12

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No.-PP (Q.C) 17/2011/ **15969**

Date: 28.08.2011

From

Suresh Kumar Vashishth, IAS,
Managing Director

To

All CSO-cum-District Managers,
O.S.C.S.C. Ltd.

Sub: **Functioning of Departmental Storage Centres - Guideline for purchase of miscellaneous equipments and furniture.**

Sir,

Inviting a reference to the subject cited above, I am to say that Govt. in F.S. & C.W. Deptt. have decided for functioning of Departmental Storage Centre (DSC) along with door step delivery of stock at retail point. In order to ensure functioning of RRC-cum-DSC with prescribed infrastructure, it is required to arrange equipments and furniture for each godown.

The following equipments and furniture are required for functioning of each Rice Receiving Centre-cum-Departmental Storage Centre.

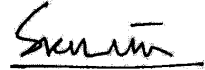
- (i) Wooden ladder
- (ii) Wooden patta
- (iii) Furniture consisting following items.
 - (a) Chair – 4 nos. of s-type chairs.
 - (b) Table - 2 nos. – one (4^l x 2^l) & one (5^l x 3^l) size
 - (c) Almirh – 1 no. (H-78” x W-36” x D-19”) of 1mm thickness
 - (d) Rack – 1 no. (6^l height)
 - (e) Bench – 1 no. (5^l length)
 - (f) Stool – 2 nos.

District Managers have to assess the requirement well in advance and are authorised to purchase above materials from local market observing required formalities.

- (1) No miscellaneous equipments and furniture shall be provided for the godown of CWC & OSWC under use or hired godown under their management where the proposed Departmental Storage Centre will function.
- (2) District Managers, OSCSC Ltd. are allowed to purchase more than one set of above equipments if required considering no. of staff deployed and storage capacity.
- (3) In the existing RRCs where any of the above equipments and furniture are available in good condition, the requirement of purchase may be revised accordingly.
- (4) All the equipments & furniture after purchase shall be entered in asset register maintained at district level & RRC-cum-DSC.

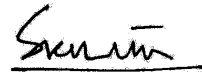
I am to request you to assess the requirement of miscellaneous equipments and furniture at an early date and complete the purchase so that the suppliers can deliver the equipments well in advance in order to ensure functioning of proposed RRC-cum-DSC with all infrastructure. In no case RRC-cum-DSC shall be allowed to operate without required infrastructure.

Yours faithfully,



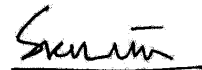
Managing Director

Memo No- **15970** Date- 28.08.2011
Copy to all Collectors for information and necessary action.



Managing Director

Memo No- **15971** Date- 28.08.2011
Copy submitted to the Commissioner-cum-Secretary to Government, F.S. & C.W.
Department for favour of kind information and necessary action.



Managing Director