



ORISSA STATE CIVIL SUPPLIES CORPORATION LTD.

PLOT NO.C/2, NAYAPALI, BHUBANESWAR-12.

P-II-25/11 No: 14254 Date 03.08.2011

FAX No-0674-2395291
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From

Suresh Kumar Vashishth, IAS,
Managing Director.

To

The Collector & District Magistrate,
Gajapati, Jagatsinghpur, Kalahandi,
Kandhamal, Keonjhar, Koraput, Malkangiri,
Mayurbhanj, Nuapada, Rayagada, Sundargarh & Deogarh.

Sub:- **Functioning of Departmental Storage Centres- Transportation of PDS items to retailer points on pilot basis.**

Sir / Madam,

Inviting a reference to the subject cited above, I am to say that Government has decided that in 37 locations in different districts as per the list enclosed, where Corporation is already operating Departmental Storage Agency, the PDS commodities will be transported to retail points by the Corporation on pilot basis from the allotment month of September'2011.

2. For this purpose, the Departmental Storage Centres will function as Rice Receiving Centre-cum-Departmental Storage Centre (RRC-cum-DSC).
3. Such arrangement shall be made on pilot basis in a Block / ULB in full or in part, as the case may be, as per the present operation of Departmental Storage Agency, as mentioned in the list enclosed at Annexure-I.
4. Required number of custom millers of the district will be tagged to these centres for delivery of CMR to meet the requirement under PDS of the area tagged.
5. Weighment of stock at these RRC-cum-DSC and retail centres of tagged Block / ULB shall be made in following manner.
 - (i) Stock shall be weighed at the time of receipt and issue where weighbridge are available in the RRC-cum-DSC.
 - (ii) The OSCSC.Ltd. will utilize the services of private weighbridges if it is situated within 05 K.M. of RRC-cum-DSC.
 - (iii) The cost of weighment shall be borne by the Handling & Transport Contractor as he will quote the rate for H & T operation in the Tender accordingly.
 - (iv) In case where there is no weighbridge facility the stock shall be issued on 10 % weighment of sample bags.

- (v) While issuing the stock for doorstep delivery the retailers will be intimated in advance to remain present in the RRC-cum-DSC at the time of weighment of stock. The weighment of sample bags shall be made as per the selection by the retailers.
 - (vi) If retailer does not remain present during weighment then H & T Contractor will deliver the stock at the retail point on 10 % weighment of sample bags to be selected by the retailers. The cost of 10 % weighment at the retail point shall be borne by the Transport Contractor.
 - (vii) If any retailer demands 100 % weighment of stock at the retail points, then H & T Contractor shall make the 100 % weighment. However the labour for such weighment and weighing scale required for the weighment will be arranged by the retailer at his own cost.
6. The Handling & Transport Contractor shall be appointed for these RRC-cum-DSC through tender process for handling operation at RRC-cum-DSC, transportation of stock to retail centres and for handling operation at retail centres in delivering the stock to the retailers.
7. A District Tender Committee shall be constituted with the following members in finalizing the selection of the H & T Contractor.

| | |
|---|-----------------|
| a) Collector & District Magistrate | Chairman |
| b) District Labour Officer / Assistant Labour Officer | Member |
| c) District Social Welfare Officer | Member |
| d) Regional Transport Officer | Member |
| e) CSO-cum-District Manager, OSCSC Ltd. | Member Convener |

Collector may nominate any other Officer as member of the Committee, as he/she thinks fit.

8. The Guideline / Instructions for finalization of tender (up to Price Bid) is enclosed at Annexure-II. These Guideline / instructions may be referred for issue and receipt of Tender Paper and to finalize the tender in appointing H & T Contractor.
9. The district name, district website, RRC-cum-DSC name and other information are required to be filled in the Tender Call Notice & Tender Paper as mentioned in the list at Annexure-III. CSO-cum-District Manager may be instructed to fill up the same before publishing the Tender Call Notice & sale of Tender Papers.
10. Sample Tender Call Notice is also enclosed at Annexure-IV for publication in district edition of 02 Odiya dailies widely circulated in the district. In case there is no district edition of Odiya dailies, the notice may

be published in the edition of nearby district. There shall not be publication in more than 02 dailies and more than one edition.

11. **The sample Tender Paper is enclosed at Annexure-V. It is also available in the Corporation website (www.oscsc.in) under the link “Sample Tender Document for Door Step Delivery to Retail Points”.**
12. The tender document after necessary corrections may also be made available in the district website.

I am to request you to complete the tender process as per the date line mentioned below, so that transportation of stock to retail centres of the tagged area can be made by 4th September'2011 for 1st phase distribution of stock for the allotment month of September. These dates are tentative. You may modify the dates as per the convenience. However it must be borne in mind that quota for September shall be transported through Handling & Transport Contractor .

| Important Datelines | |
|--|--|
| Issue of advertisement at district level | By 08-08-2011 |
| Sale of tender papers | 09-08-2011, 11 A.M. to 22.08.2011 up to 2 P.M. |
| Receipt of tender papers | By 22-08-2011 up to 3 P.M. |
| Opening of Technical Bid | By 22-08-2011 at 4 P.M. |
| Opening of Price Bid | By 24-08-2011 at 11 A.M. |
| Execution of Agreement | By 27-08-2011 |

- Enclosures:-**
- (i) List of Departmental Storage Centres - (Annexure-I).
 - (ii) Guideline / Instructions for finalization of tender (up to Price Bid) - (Annexure-II).
 - (iii) List of information required to be filled in the Tender Call Notice & Tender Paper. - (Annexure-III).
 - (iv) Sample Tender Call Notice. - (Annexure-IV).
 - (v) Sample Tender Paper (47 pages) - (Annexure-V).

Yours faithfully,



Managing Director

Memo No 14255 Date 03.08.2011

Copy to the CSO-cum-District Managers, OSCSC.Ltd. Gajapati, Jagatsinghpur, Kalahandi, Kandhamal, Keonjhar, Koraput, Malkangiri, Mayurbhanj, Nuapada, Rayagada, Sundargarh & Deogarh for information and necessary action.



Managing Director

Memo No 14256 Date 03.08.2011

Copy to the Commissioner-cum-Secretary to Government, FS & CW Department, Bhubaneswr for kind information with reference to Government letter No.11328 dt.01.07.2011.



Managing Director