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GOVERNMENT OF ARUNACHAL PRADESH
DEPARTMENT OF FOOD AND CIVIL SUPPLIES
BLOCK NO. 3, 5TH FLOOR, CIVIL SECRETARIAT
ITANAGAR.

NOTIFICATION

The 16th January, 2017

Subject : GUIDELINES FOR APPOINTMENT OF DISTRICT PUBLIC DISTRIBUTION SYSTEM (PDS) LANDROUTE CARRIAGE CONTRACTOR FOR PROCUREMENT, DRAWAL, LIFTING AND TRANSPORTATION OF PUBLIC DISTRIBUTION SYSTEM (PDS) ITEMS FROM FOOD CORPORATION OF INDIA.

No. DFCS/PDC-3 (CONTRACT) 2016.—In supersession of all earlier guidelines issued by the Government of Arunachal Pradesh on the subject from time to time, the Governor of Arunachal Pradesh is pleased to make the following guidelines to regulate and streamline the appointment of District Public Distribution System (PDS) landroute carriage contractors in Arunachal Pradesh which shall come into force with immediate effect.

I. APPOINTMENT OF DISTRICT PUBLIC DISTRIBUTION SYSTEM (PDS) LANDROUTE CARRIAGE CONTRACTOR

- (i) Appointments of District Public Distribution System (PDS) carriage contractors shall be made invariably through floating of open tender/calling of Notice Inviting Tender only on district-wise basis, however in cases as stated in clause-VII, the provisions of this clause shall be relaxed on the approval of the Government.
- (ii) The Deputy Commissioner will issue/Publish Notice Inviting Tender for appointment of District Public Distribution System (PDS) Carriage Contractor in local newspaper with due consultation with the Director of Food and Civil Supplies. Wide circulation/publicity of the Notice Inviting Tender (NIT) within the concerned district and constitution of board etc, shall be the responsibility of the concerned Deputy Commissioner . Intending tenderers shall collect the tender documents from the concerned Deputy Commissioner's office/District Food and Civil Supplies Office.
- (iii) Only registered Co-operative Societies under the Arunachal Pradesh Cooperative Societies Act, 1978 belonging to a particular district will be eligible for participating in the tendering process for appointment of PDS Carriage Contractor for that particular district.
- (iv) If there are less than three tenderers/participations, the concerned Deputy Commissioner shall re-issue Notice Inviting Tender (NIT).
- (v) In the event of non participation by tenderers of that particular district, only Registered Cooperative Societies under the Arunachal Pradesh Cooperative Societies Act. 1978 of the nearest adjacent district shall be allowed to participate in the tender process for appointment of District Public Distribution System (PDS) Carriage Contractor and notified in the newspapers.
- (vi) After floating of the tender, the concerned Deputy Commissioner will forward his/her specific recommendations with full justifications and all relevant papers, terms and conditions, comparative statement duly signed by the board members, suggestions and recommendations of the Board, copy of the local newspapers wherein the tender notice was published etc. to the Director of Civil Supplies for scrutiny and obtaining Government approval.
- (vii) The constitution of Board for opening of tenders shall be as follows :
 - (a) ADC — Chairman (In the absence of ADC the seniormost EAC may be the Chairman of the Board).
 - (b) DFCSO — Member Secretary.
 - (c) Two officers from other department to be nominated by the concerned DC — Member.

- (viii) The tendering process shall be completed by December and the specific recommendations of the concerned Deputy Commissioner should reach the Directorate of Food and Civil Supplies by the first week of January.
- (ix) Only the registered Co-operative Society who is appointed as carriage contractor through open tender will be awarded the contract for the entire district, subject to fulfillment of other terms and conditions as laid down in this guidelines.
- (x) The carriage contractors who are accepted through open tender for appointment as carriage contractor shall apply to the concerned Deputy Commissioner for award of District Public Distribution System (PDS) Carriage Contractor license. For this purpose the appointed carriage contractor shall deposit an amount of ₹ 50,000 (Rupees fifty thousand) only through treasury challan under Head of Account (H/A)-1456-Civil Supplies as license fee which shall be non refundable and an amount equivalent to 10% of the contract value, to be worked out by the concerned Deputy Commissioner in the form of Deposit at Call Receipt (DCR)/Fixed Deposit Receipt (FDR) in favour of the concerned Deputy Commissioner drawn on a Nationalised/Scheduled bank situated at the concerned district HQ as security deposit which shall be refundable on satisfactory performance/completion/expiry/termination/exhaustion of the validity of the contract period.
- (xi) No registered Co-operative Societies, granted license as District Public Distribution System (PDS) Carriage Contractor for Public Distribution System (PDS) items shall no sub-let the license or engage any other party to carry on the business of drawal of Public Distribution System (PDS) items and their transportation.
- (xii) The carriage contract will be awarded for 2 (two) years only. The contract could be considered for renewal/extension for another 1 (one) year on satisfactory performance as recommended by the concerned Deputy Commissioner and at the discretion of the State Government . The party on extension shall be required to deposit ₹ 25,000 (Rupees twenty five thousand) only as renewal fee to be deposited in favour of Director of Food and Civil Supplies, Naharlagun through treasury challan under Head of Account No. 1456-Civil Supplies which shall be non refundable.

II. HANDLING AND TRANSPORTATION OF FOODGRAINS.

- (i) The carriage rates for handling and transportation of priority Household (PHH) and Antodaya Anna Yojana (AAY) rice shall be at ₹ 1.00 per kg irrespective of distances in respect of soft belt Districts namely Papum Pare, Itanagar Capital Complex, Lower Subansiri, East Siang, Lower Dibang Valley, Lohit and Namsai subject to amendment by the Government of India/State Government from time to time under National Food Security Act, 2013 (NFSA/2013). The concerned Deputy Commissioner will float NIT for technical biddings only in respect of these districts. The transportation rate shall be liable to be reviewed/re-fixed by the Government from time as and when warranted.
- (ii) The carriage rate for handling and transportation of Priority Household (PHH) and Antodaya Anna Yojana (AAY) rice shall be at ₹ 3.27 per kg irrespective of distances in respect of hard belt Districts namely Tawang, West Kameng, East Kameng, Kurung Kumey, Kra Daadi, Upper Subansiri, West Siang, Upper Siang, Siang, Dibang Valley, Anjaw, Changlang, Tirap. The concerned Deputy Commissioner will float NIT for technical biddings only in respect of these district. The transportation rate shall be liable to be reviewed/re-fixed by the Government from time as and when warranted.
- (iii) The carriage cost for transportation of General Household Category (GHH) Rice shall be passed on to the consumers. The transportation rate irrespective of distance for soft areas shall be ₹1.77 per kg and ₹ 3.27 per kg for hard areas. The transportation rate shall be liable to be reviewed/re-fixed by the Government from time as and when warranted.
- (iv) As per the provision under Chapter-III. Section-8 of National Food Security Act, 2013, in the event of non-supply of the food grains within stipulated time, the carriage contractor shall be liable to pay Food Security Allowances to the consumers at the rate fixed by the State Government as per the procedures prescribed by the Government and liable for further action including registering of proceedings and cancellation of the contract and blacklisting of the firm after due process of Law.

III. PROCUREMENT, DRAWAL, DISPATCH OF PUBLIC DISTRIBUTION SYSTEM (PDS) ITEMS.

- (i) The Director of Food and Civil Supplies, Government of Arunachal Pradesh, Naharlagun shall make district wise monthly sub-allocation of Public Distribution System (PDS) items based on allocation made by Government of India under National Food Security Act, 2013. Subsequently, Deputy Commissioner of concerned district shall make monthly sub-allocation and drawal authority for drawal of the commodities from Food Corporation of India or any other agency of the Government of India.
- (ii) The allotted quota of Public Distribution System (PDS) items shall be procured from Food Corporation of India/Stockist and transported to the Principal Distribution Centres and its enroute/offroute FPS locations by the first week of the month of allocation, which should be maintained in hygienic condition and subsequently transported and delivered to the Fair Price Shops as per sub-allocation of Deputy Commissioner of concerned districts. Any problem regarding non-availability of stock in Food Corporation of India (FCI) depot, poor quality, disruption of surface communication affecting smooth flow of Public Distribution System items etc shall immediately be reported by the Public Distribution System carriage contractor to the concerned Deputy Commissioner for follow up action.

- (iii) The carriage contractor shall be required to have their godown and office in the district Headquarters with telephones in working condition.
- (iv) The carriage contractor shall make available the registration number of trucks carrying PDS items and the Deputy Commissioner will verify those with the corresponding entry made at the check gate of the respective districts or through any other means.
- (v) The carriage contractor shall submit weekly statement to the concerned District Food & Civil Supplies Officer, showing the item-wise details of stock drawn from Food Corporation of India and other stockiest godown during the week with reason for less drawal/lapse, if any.
- (vi) The carriage contractor shall submit a weekly statement to the District Food & Civil Supplies Officer of concerned district on every Monday about item wise details of stock issued to the different FPS during the week as per sub-allocation of the concerned Deputy Commissioner.
- (vii) The carriage contractor shall also submit other reports and returns of Public Distribution System (PDS) items drawn from FCI base depots/stockiest godown as and when called for by the authorities.
- (viii) Stock Register/Books of Accounts showing drawal/receipt, issue and balance etc shall be maintained separately for different category of PDS items.

IV. SUBMISSION OF UTILIZATION CERTIFICATE AND TRANSPORTATION/CARRIAGE BILLS.

- (i) On the basis of challan receipt duly countersigned by the local Administrative Officer and the representative of Vigilance committee, the concerned Deputy Commissioner shall submit the Transportation/Carriage Bills in respect of Priority Household (PHH) and Antodaya Anna Yojana (AAY) to the Director of Food & Civil Supplies after through/strict verification of such as per the prescribed format in **Proforma-I and Proforma-II** alongwith its enclosures. Copies of the format are enclosed.
- (ii) The district authority shall submit monthly Utilization Certificate as prescribed in the National Food Security, 2013.

V. In addition to the above terms and conditions, the carriage contractor shall abide by the provisions of the following Acts and control orders while dealing with Public Distribution System items, subject to review/ amendment by Government of India/State Government from time to time in due course of time upon implementation of the National Food Security Act, 2013 from 1st April, 2016.

- (a) Essential Commodities Act, 1955.
- (b) Arunachal Pradesh Food Grains (Licensing and Control) Order, 2005.
- (c) Arunachal Pradesh Food Stuff (Hoarding and Profiteering) Control Order, 2005.
- (d) Arunachal Pradesh Declaration of Stock and Prices and Monitoring of Essential Commodities Order, 2005.
- (e) Arunachal Pradesh Public Distribution of Articles Order, 2005 (now amended as Arunachal Pradesh Targeted Public Distribution System (Control) Order, 2016.
- (f) Arunachal Pradesh Kerosene (Licensing and Distribution) Control Order, 2005.
- (g) And any other provisions of the Law/Act as applicable from time to time.

VI. The carriage contract may be terminated at any time due to failure on the part of the carriage contractor to fulfill any of the terms and conditions laid down in the guidelines and in the Deed of Agreement and license, by giving 15 days notice after attending personal hearing.

VII. In case of expiry/termination/exhaustion of validity of the contract period and also in the event of any court order etc. against any carriage contractor, the Deputy Commissioner shall make interim arrangement of a Carriage Contractor for a maximum period of 3 (three) months from amongst the experienced and eligible registered cooperative societies of the concerned districts or from the nearest adjoining district at the existing government approved rate subject to approval of the Government and shall take immediate simultaneous action to re-float open tender (Notice Inviting Tender) from the registered cooperative societies only in the event of any urgency or circumstances beyond the control of the carriage contractor.

And if any department godown is used by the carriage contractor, the monthly standard government approved rent shall be paid by the carriage contractor monthly to the concerned Deputy Commissioner who shall deposit it to the Government treasury under H/A-1456 Civil Supplies.

IX. Model deed of agreement to be executed with the PDS Landroute Carriage Contractor, form of license for functioning as PDS Landroute Carriage Contractor and model terms and conditions for floating of open tender are enclosed at **Annexure-I, II and III** respectively for guidance.

X. The above clauses in the guidelines are subject to modification/amendment by the State Government from time to time as and when warranted for.

This issues with the approval of the Government vide UO No. 148 dated 13th January, 2017.

Jokey Angu, IAS
Secretary, Food & Civil Suppliers,
Government of Arunachal Pradesh,
Itanagar.