Government of West Bengal
Directorate of Forests
Office of the Principal Chief Conservator of Forests, Head of Forest Force
Aranya Bhawan, Block: LA-10A, Salt Lake City, Sector – III, Kolkata: 700 106
Phone - Fax: (033) 2335 8581/7751, e-mail : pccfwb@vsnl.net
Visit us at: www.westbengalforest.gov.in

No: 702(P)/3D- 702(Pt.)/19

Date: 18/11/19

To: The All CCFs /CFs /Jt. Director
West Bengal.

Sub: Submission of contract documents etc. on regular basis for works executed since 2018-19 an onward- regarding.


***

Sir,

With reference to the above, I am directed to enclose herewith a copy of the letter received from the Accountant General (E&R) Sector-Audit, vide under reference, which will speak for itself.

You are requested to kindly arrange for submission of following contract documents to the respective Audit Offices, as stated therein, in your monthly returns:-

i) Copy of the NIT.
ii) Condition of the contract.
iii) Offered rate with BOQ (by the selected contractor).
iv) Credentials submitted by the selected contractor including financial performance of the agency.
v) Letter of acceptance.
vi) Work Order.
vii) Copy of additional performance security deposited, if any.
viii) Any other document related to the NIT.

The monthly returns of your offices must contain the above documents henceforth.

Encl: As Stated above

Additional Principal Chief Conservator of Forests
Finance, West Bengal

No: 702(P)/3D- 702(Pt.)/19

Date:

Copy to:-
Deputy Accountant General (ESA-I), Office the Principal Accountant General, Economic & Revenue Sector-Audit West Bengal Kolkata-700064.

Additional Principal Chief Conservator of Forests
Finance, West Bengal
To
The Principal Chief Conservator of Forests & HoFF, W.B.,
Aranya Bhawan, LA-10A Block, Sector-III,
Saltlake, Kol-700 106

Sub: Submission of Contract documents etc.

Sir,

As per Rule 47 (10) of WBFR Vol. I, as amended vide C.S. No.106 and notified vide Finance Department Notification No.10500 F dated 19.11.2004, the Comptroller and Auditor General of India and other audit authorities under his direction shall have the power to examine the contract documents valued over ₹ 1 Lakh and the executing authorities should send copies of all such contracts and agreements to the respective Audit Offices.

However, no such tenders are being received from the units under your Department.

Hence, it is hereby requested to kindly furnish the copies of the Tender documents, on regular basis for works executed since 2018-19, consisting of the following components, for thorough checking and verification at our end.

(i) Copy of the NIT
(ii) Conditions of the Contract
(iii) Offered rate with BOQ (by the selected contractor)
(iv) Credentials submitted by the selected contractor including financial performance of the agency for five years
(v) Letter of Acceptance
(vi) Work Order
(vii) Copy of Additional Performance Security deposited, if any
(viii) Any other documents related to the NIT.

An early action in this regard is highly solicited.

Yours sincerely,

Deputy Accountant General (ESA-I)

3rd MSO Building (5th Floor), CGO Complex, BF Block, Salt Lake, Kolkata - 700 064
Phone: (033) 2337-9669/3481/0884/4710; FAX: (033) 2337-6966; E-mail: aglbawestbengal@tag.gov.in