

**Government of West Bengal
Finance Department
Audit Branch**

No.3814 -F(Y)

Dated, Kolkata the 22nd July 2014.

MEMORANDUM

It has come to the notice of the State Government that the provision of minimum period of time for submission of tender as enjoined in note-3 below Rule 47(8) of WBFR, Volume-I since amended vide notification no. 5400-F(Y) dated 25th June 2012, is not being properly observed by the tender inviting authority.

2. It is reiterated that the provision of minimum period of time to be given to the bidders for submission of tenders should be counted from the date on which the notice inviting tender including e-tender is actually published in the newspaper(s) as per the criteria given in note-2 and note-3 below Rule 47(8) *ibid*.

3. Tender publication date is the date on which the advertisement actually appears in the newspapers wherein it should be specified that the bid needs to be submitted by the date to be fixed after allowing the minimum period of time for submission of bids according to the provision given in note-3 *ibid*. In case of publication of the NIT in more than one newspaper as per the provisions in note-2 below Rule 47(8) *ibid* , all the advertisements should appear simultaneously on the same day in all these newspapers.

4. For instance, in case of tender valued exceeding Rs. 1 crore, the date of submission of the tender should be fixed not earlier than 21 days to be counted from the date of publication of the tender notice in the newspaper(s). Likewise, the period should be counted according to the time schedule given at serial numbers (a) and (b) of note-3 below Rule 47(8) for submission of tender valued between Rs. 1 lakh and Rs. 1 Crore.

5. In case of e-tender, publication of brief referral advertisement in newspaper(s) and uploading of the notice including tender documents in the State Government e-tender portal shall be simultaneous on the same day in order to ensure that the tender documents are visible in the website <https://wbtenders.gov.in> as soon as the brief referral advertisement appears in the newspaper(s).

Sd/-H.K. Dwivedi
Principal Secretary to the
Government of West Bengal

Copy forwarded for information and necessary action to-

1. The Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kolkata-700 001.
2. The Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kolkata-700 001.
3. The Accountant General (Receipts, Works and Local Bodies Audit), West Bengal, CGO Complex, MSO Building, 5th floor, Block DF, Sector-I, Salt Lake, Kol - 64
4. The Chief Secretary to the Government of West Bengal.
5. The Additional Chief Secretary/Principal Secretary/Secretary ,
..... Department, Govt. of West Bengal.
6. PA to the Principal Secretary, Finance Department, Government of West Bengal.
7. Secretary, Finance (Audit) Department, Government of West Bengal
8. Secretary, Finance (Budget) Department, Government of West Bengal.
9. Financial Advisor,Department, Govt. of West Bengal.
10. The Commissioner, _____ Division.
11. The OSD & Ex-Officio Principal Accounts officer & Joint Secretary, Finance (Budget) Department, for uploading this order in the Finance Department website.
12. The _____ Department
13. The Director of Treasuries & Accounts, West Bengal, The New India Assurance Building, 4, Lyons Range (2nd & 3rd floor), Kolkata – 700 001.
14. Director _____
15. The District Magistrate/Judge/Supdt. Of Police, _____
16. The Sub-Divisional Officer, _____
17. The Pay & Accounts Officer, Kolkata Pay & Accounts Office – I, 81/2/2, Phears Lane, Kolkata – 700 012.
18. The Pay & Accounts Officer, Kolkata Pay & Accounts Office – II, P-1, Hyde Lane, Kolkata – 700 012.
19. The Pay & Accounts Officer, Kolkata Pay & Accounts Office – III, IB Market, 1st Floor, Salt Lake, Sector –III, Kolkata – 700 106.
20. The Treasury Officer, _____
21. The Group _____ / _____ Branch, Finance Department.

(G. Samanta)

Joint Secretary to the
Government of West Bengal