



*Government of West Bengal
Irrigation & Waterways Department
Jalasampad Bhaban, 3rd Floor, Western Block
Bidhannagar, Salt Lake City, Kolkata 700091*

Memo No. 231 - IB
IW/P/IB-Misc-62/2012

Dated, 4th July, 2018

From: A. Ghosh
Deputy Secretary to the
Government of West Bengal

To: The Superintending Engineer
Investigation & Planning Circle-II
Irrigation & Waterways Directorate

Sub: Engagement of a Consultant and setting up of a dedicated "Documentation-cum-Publication Unit" (DPU) in the Irrigation & Waterways Department.

It has been decided by the Government in the Irrigation & Waterways Department to engage a Consultant for setting up of a dedicated "Documentation-cum-Publication Unit" (DPU) under the supervision of the Executive Engineer, Damodar Survey & Investigation Division and an Assistant Secretary of this Department.

The functions of the DPU would be as below:

A. Documentation:

- i. Collection of raw data from the field offices in the districts and their compilation.
- ii. Collection of various data and reports from the districts and framing of compiled reports.
- iii. Collection of Audio Visuals of developmental projects and activities and its documentation.
- iv. Interaction with the beneficiaries and stake holders and its documentation.
- v. Documentation of physical assets of the Department like dams, barrages, sluices, canals, buildings, roads etc.
- vi. Compilation of Land records and utilisation status etc.

- vii. Documentation of inflow and discharge data of dams, barrages and rivers with historical data and its preservation.
- viii. Preparation of various power-point presentations from inputs provided by the Departmental Officers from time to time.
- xi. Write programmes for software modules for departmental review and monitoring purposes.

B. Publications & Advertisements:

- i. Prepare drafts for advertisements
- ii. Publication of statistical hand book
- iii. Publication of annual administrative report
- iv. Publication of brochures and monograms
- v. Publication of departmental journals and magazines
- vi. Keeping liaison with electronics and print media
- vii. Keeping liaison with Information & Cultural Affairs Department
- viii. Publication of e-books, R&D papers, e-library for preservation of records
- ix. Publicity and advertisement as per guidelines of CMO and I&CA Department
- x. Audio Visual works
- xi. Media management

2. The above scope of consultancy work relates to e-Governance activities and hence Panel E of the Finance Department Notification No. 3738-F(Y) dated 11.06.2018 is found to be suitable.

2.1 In terms of Finance Department order referred above, Limited Tender Enquiry is to be invited for obtaining financial bids from the following three empanelled Technical Advisor (TA) / Consultants:

Sl. No.	Name of the Transaction Adviser	Address	Contact Nos. & e-mail	Contact person
1.	Pricewaterhouse Coopers (PwC) Private Limited	Plot No. D.N 56-57, Sector 5, Salt Lake, Kolkata 700 091	033-4404 4288 M-98301 10790 e-mail: yogesh.daruka@pwc.com	Mr. Yogesh Daruka
2.	Ernst & Young, LLP	3 rd & 4 th Floor, Worldmark-1, IGI Airport Hospitality District, Aerocity, New Delhi 110037	M- 98112 80735 e-mail: abhaya.agarwal@in.ey.com , ankur.kathuria@in.ey.com	Mr. Ankur Kathuria

Sl. No.	Name of the Transaction Adviser	Address	Contact Nos. & e-mail	Contact person
3.	KPMG Advisory Services Private Limited	Godrej Waterside, Unit #603 & 604, 6 th Floor, Tower 1, Sector-V, Salt Lake City, Kolkata 700 091	M +91 99030 43317 e-mail: sumouleendra@kpmg.com	Mr. Sumouleendra Ghosh

- 2.2 The initial contract period will be for three years after which the contract may be renewed or fresh bid invited depending upon the performance and need for a further period of two years.
- 2.3 Since the empanelled Consultants have already pre-qualified as capable of providing Consultancy Services, further technical evaluation is not required. The Chief Engineer, D&R shall appoint the Consultant based on the lowest financial quotes at least from three participating empanelled Consultants Panel. However, in case of less than three bids in the 1st call, re-tender is to be invited. In case of 2nd call, a minimum of 2 bids will be required to select the Consultant for the project.
- 2.4 The Superintending Engineer, I& P Circle-II is being authorised as the procuring authority who shall recommend to the Chief Engineer (D&R) the L1 bid out of the empanelled consultants obtained from three financial proposals by Limited Tender enquiry. Seeking a proposal and financial quote from the selected Consultants:
- 2.5 The Superintending Engineer, I&P Circle-II shall prepare specific Terms of Reference (ToR) and the Contract document comprising Agreement. It should also provide background of the project, how it is currently being managed, and the role of other Consultants/Transaction Advisers where relevant.
- 2.6 The ToR and Agreement to be executed with the selected Consultant needs to be referred to the Department for vetting / concurrence by the Chief Engineer (D&R) prior to inviting financial bids for selection.
- 2.7 The requisite expenditure will be met out of the available (voted) budgetary provisions of this Department under detailed head of account 2700-80-001-003-28-02.
- 2.8 This order is issued in terms of Finance Department Notification No. 3738-F(Y) dated 11.06.2018 read with Finance Department No. 8385-F(Y) dated 22.11.2013 with the

concurrence of Financial Advisor, and approval of the Additional Chief Secretary of this Department.

All concerned are being informed,


(A. Ghosh)
Deputy Secretary to the
Government of West Bengal

Memo No. 231/1(7) - IB

Dated, 4th July, 2018

Copy forwarded for information to:

1. P.S to Hon'ble Minister-in-Charge
Irrigation & Waterways Department
2. P.A to Additional Chief Secretary
Irrigation & Waterways Department
3. Joint Secretary
Finance Department, PPP Cell
NABANNA, 12th Floor
325, Sarat Chatterjee Road
Howrah 711 102
4. Chief Engineer (Design & Research)
Irrigation & Waterways Directorate
5. The Executive Engineer
Damodar Survey & Investigation Division
Irrigation & Waterways Directorate
6. The Financial Advisor
I&W Department &
Ex-officio Joint Secretary
Finance Department
- ✓ 7. Shri Sujay Saha
OSD & Ex-officio Deputy Secretary-III
Irrigation & Waterways Department

He is requested to upload this order in the departmental website.


(A. Ghosh) 4.7.2018
Deputy Secretary to the
Government of West Bengal