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Step 1:- Bipartite Agreement -I between DCF&S and Rice Mill:-

At first, DCF&S has to enter details of Bi-Partite details (BP-1) by selecting

"Activities->Bank Guarantee"

option and then filling up the "**Bi-partite Agreement Date**" within 5 days from signing the hard copy of the Bi-Partite Agreement with the concerned Rice mill (ref-Pic-1 below).

DCF&S has to enter the details of Bank Guarantee and also upload the BG document in .pdf format (Ref Pic:-2)

(N.B. After 5 days the DDPS will be able to enter bipartite agreement details in portal)

Welcome		Rice Mill Bank Gu	uarantee				
Paddy Procurment		Select Rice Mill *		ASHA RICE MIL	L (P) LTD.	×	
Procurement ~	1	2					
Set Paddy Target 🗸 🗸		Block	Mill Type	Mill Capacity	[in MT]	Mill Category	Last CMR Delivery On
Capture Aadhar of PO 🛛 🗸		Ketugram - I	Perboiled	60.00		Old	2023-09-24
Requested Rice Mill 🗸 🗸		Bi-partite Agreeme	ent Date		Performance G	irading	Multipy Factor
Activities 🗸		16-10-2023			78.0		1.0
Bank Guarantee							

Pic:1- Entering Bi-Partite Agreement details (BP-1) by DCF&S

Welcome, Paddy Procurment	BG Amoun	t [Rs. in lakh]	BG Date dd-mm-yyyy	BG Expiry Date		Get Paddy Limit
● Set Paddy Target	Upload BG	Document				
Capture Aadhar of PO ~	Choose Fi	le No file chosen		PR	OCEED	
Requested Rice Mill ~				· · · · ·		
Activities ~						
Bank Guarantee	SI.No	Bank Guarantee Date	Bank Guarantee Value	Paddy Quantity	BG Type	BG Document
E-pop Device Mapping Disagreed paddy	1	2023-10-10	130	2075	BG	VIEW
Approve offer quantity Delivery order	Total		130.0	2075.0		
	Q Search		D 😟 🗎 💼 📵) 🚳 💿 🥨	o 🖪 🗸	、ENG 令句 箇 18-10-

Pic2:- Uploading BG Document Details



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Step 2:- Bipartite Agreement -2 between CMR Agency and Rice Mill:-

After signing BP-1 with DCF&S, the same rice mill may sign BP-2 with any CMR Agency, CMR Agency has to enter <u>"Agreement Date of BP-2"</u> in the portal by using the following link from his login:-

"Bi-partite Agreement with Rice Mill" (Ref Pic-3 in the next page)

It is to be mentioned that unless and until a rice mill signs Bi-Partite Agreement with the concerned DCF&S, agreement can not be signed by the CMR Agency.

"Bipartite Agreement with DC(BP-1)" will be fetched by the system automatically.

Billing	~	CMR & RiceMill Bipartite Agree	ement		
Camp Schedule	•••	(
Activities	~	District	Rice Mill	Bipartite Agreement with DC(B1) Date	Agreement Date
CMR Billing Reports	~			16 10 2022	
Check RRO Status	~		ASHA NOE WILL (F)	Will be suite filled	
Bipartite Agreement wit e Mill	n 🗸		Submit	Will be auto-niled	
Bipartite Agreement with Rice Mill					
Bank Validation	~				
Bank Validation Check Bill Status	÷				

Pic3a:- Entering BP-2 details by CMR Agency (with Rice Mill)

o e-Paddy	Ξ	Welcome, (KMS : 2324)	Alert	×		NAFED -
Welcome, Paddy Procurment		MR & RiceMill Bipartit	Your response submitted successfu	lly artite Agreement with DC(B1)		
Procurement		District	Rice Mill	Date	Agreement Date	
Manage Muster Roll		Select District	Select RiceMill	•]		
Set Paddy Target						
Capture Aadhar of PO			Submit			
Reports						

Pic 3b:- Confirmatory Message after entering Bi-Partite Agreement details

After the data entry in proper format, a confirmatory message will appear on screen (Ref Pic 3b above).

Step 3:- Bipartite Agreement -3 between CMR Agency and Society/SHG/FPO/FPC:-



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CMR Agency or District In-charge will able be enter details of Bi-Partite Agreement with Society (BP-3) from his login by clicking on the following link:-

"Procurement->Centre Registration"

It is to be mentioned here that, **new societies** (i.e. societies which did not work with the CMR Agency earlier) can be registered in the portal by CMR Agency (Ref Pic-4 below).

Select District	MURSHIDABAD 🗸	Select Block	Select v	
Centre Type	Select 🗸	Centre Linked	~	
Device Type	Select V			
Centre Pan		Centre Name		
Mobile No		Incharge Name		
Agreement Date		Agreement No		
Submit Reset				

Pic4- Registration of New Society by CMR Agency

Agreement can be signed with societies who worked with the particular CMR Agency in the previous KMS. However, one society can be tagged with only one CMR Agency. CMR Agency has to click "Change Agency" button to sign agreement with this society (Ref Pic5 below). However, if that society has already signed agreement with another agency and made activated, then agency of any society can not be changed.

Sl.No	Agency	Centre Name	Incharge Name	Mobile No.	Centre Type	Change Agency
1	BENFED	CHAMTYA MADHABPUR SKUS LTD(192000233920002)	SOMNATH DHIBAR	9547002175	SOCIETY	Change Agency
2	BENFED	ONDA LS PACS LTD(192000233920003)	DEBDAS DUTTA	9474142176	SOCIETY	Change Agency
3	BENFED	SHYAMNAGAR A SKUS LTD(192000233920004)	CHITTARANJAN NAYEK	9732222315	SOCIETY	Change Agency
4	BENFED	KUCHIAKOL A SKUS LTD(192000233920005)	NEMAI SINGHA	9382622582	SOCIETY	Change Agency
5	BENFED	TALDANGRA SKUS LTD(192000233920006)	KANCHAN MAJI	9735167693	SOCIETY	Change Agency
6	BENFED	PUNCHA SKUS LTD(192000233920007)	SURAJIT GHOSH	7001130386	SOCIETY	Change Agency
7	BENFED	BHIMARA KESHATORA SKUS LTD(192000233920008)	ANIRUDDHA GHOSH	8670514604	SOCIETY	Change Agency

Pic5:- Changing Agency of any society





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Agreement details of **old societies** (i.e. who worked with the CMR Agency in the earlier KMS) can be entered (Ref Pic-6 below).

The button "Agreement No." is to be clicked and then "Agreement Date" should be entered in the textbox.

SI.No	Action	Centre Name	Incharge Name	Mobile No.	Centre Type	Agreement No	Agreement Date	PO User Id	Generate PO User Id	DO User Id	DO Usei Nam
1		Ghoshpara SKUS Ltd(192000133320	Bipin Pal	9382653974	SOCIETY	Agreement No		MSD0002	Generate		
2	ø	Gulhatia SKUS Ltd(192000133320003)	Sharif Ahammed	9734064821	SOCIETY	Agreement No		MSD0003	Generale		
3	Ø	Sannyasitala SKUS Ltd(19200013332	Rabindranath Mandal	9475195818	SOCIETY	Agreement No		MSD0008	Generale		
4		NAITH BAIDORA SKUS LTD(1920004	Samit Majhi	8116207018	SOCIETY	Agreement No		MSD0061	Generate		
5		GOPEGRAM SKUS LTD(19200063332	RUPAK BHATTACCHARYYA	6294211483	SOCIETY	Agreement No		MSD0099	Generale		

Pic-6:- Registration of Old Society by CMR Agency

Only after entering the Agreement Date, a procurement society can be tagged a rice mill.



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Step4 :- Tagging of Procurement centre with Rice Mill by DCF&S

The DCF&S will be allowed to tag **"Only active CPCs/DPC/mCPC**"

DCF&S from his login, will tag rice mills (who have signed BP-I already) with CPCs/DPC/mCPCs by using the following link (ref Pic:-6 below):-

"Activities-> Rice Mill-Center Tagging"

Manage Nico			
Centre to Rice Mill distance mapping	Tagging Ricemill With Procurement Centre		
Rice Mill to Godown distance mapping	Select Rice ASHA	RICE MILL (P) LTD (301)	SUBMIT
Wrong Transaction	Mill*		
Rice miller account verification	Procurement Centre	Select	
Rice Mill-Center Tagging Verify Additional Doc	Baghason Playground adjacent to Baghason High School(222320933510001 - CPC)		
Verify Blending Machine Doc	Bhatar Krishak Bazar(202220933510005 - CPC)		
Verify Rice Miller Performance	BHEDIA COMMUNITY CENTRE CPC(202200633510001 CPC)	-	
Veniy FRK Details	Boro Polason-I GP Office(202220933510025 - CPC)		
MOM Management	Burdwan-I Krishak Bazar(202220933510006 - CPC)		
Suspended Transaction Verification	Debsala Krishak Bazar(202220933510011 - CPC)		
Block Procurement Centre	Eral GP Office(202220933510028 - CPC)		
District reserving Control	ERUAR GP OFFICE CPC(202200633510002 - CPC)		
Manage Muster Roll 🗸 🗸	Calai I Kalabak Baray(202220022540000 CDC)		



DCF&S will first select the following menu:-

a. Activities->Rice Mill-Center Tagging

- b. Then, The DCF&S can select anyone of the Rice Mill with which Bi-partite agreement-1 has been made
- c. The DCF&S can select any one of the active CPCs, DPCs & mCPCs)
- Finally, the DCF&S has to press "SUBMIT" button to finalise the tagging.
 A confirmatory message will appear on screen "Rice mill successfully mapped with Procurement Center" (Pic8)

Welcome, Paddy Procur	nent	Tagging Ricemill With Procurement Centre		
Procuroment		Select Rice ASHA	RICE MILL (P) LTD.(301) ~	SUBMIT
Set Paddy Target	~	Ricemill successfully mapped wit	h Procurement Centre	e
Capture Aadhar of PO	~	Baghason Playground adjacent to Baghason High School(222320933510001 - CPC)		
Requested Rice Mill	*	Bhatar Krishak Bazar(202220933510005 - CPC)		
Activities	•	BHEDIA COMMUNITY CENTRE CPC(20220063351000 CPC)	1-	
Bank Guarantee		Boro Polason-I GP Office(202220933510025 - CPC)		
E-pop Device Mapping		Burdwan-I Krishak Bazar(202220933510006 - CPC)		
Disagreed paddy		Debsala Krishak Bazar(202220933510011 - CPC)		
Approve offer quantity		Eral GP Office(202220933510028 - CPC)		
Dolivon order		ERUAR GP OFFICE CPC(202200633510002 - CPC)		

Pic8:- Message on screen after mapping of Procurement center

This tagging should be changed compulsorily after a particular period as decided by department





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Step5:- Tagging of Procurement centre with Rice Mill by CMR Agency

The CMR Agencies will be allowed to tag "Only active Societies/SHGs/FPC/FPOs"

CMR Agency from his login, will tag rice mills (who have signed BP-I and BP-2 already) with Societies/SHGs/FPC/FPOs by using the following link (ref Pic 9 below):-

"Activities->Tagging Rice Mill with Procurement Center"

Camp Schedule	~	Welcome, (KMS : 2324)	NAFEI
Activities	~	Tagging Ricemill With Procurement Centre	
Rice Mill Offer Block Procurement Centre		Select District*	Select Rice Mill*
Tagging RiceMill with		PURBA BARDHAMAN ~	ASHA RICE MILL (P) LTD.(301) ~
 CMR Billing Reports 	~	Procurement Centre	Select
		AGARDANGA SANGEET SANGHA MMCS LTD(222300633530024 - SHO	3)
Check RRO Status	~	ANKHONA SONAR BANGLA MMCS LTD(192025933530028 - SHG)	
Bipartite Agreement with		ANTARA MMC \$ LTD(192025933530011 - SHG)	
Rice Mill	~	ARUAR ANCHALIK S.K.U.S LTD(192000633520022 - SOCIETY)	
Bank Validation	•	ARUI 1 NO MAHILA MULTIPURPOSE CO OPERATIVE SOCIETY LIMITED(202225933530012 - SHG)	•
Check Bill Status	~	AUSGRAM BIJAYANI FPC LTD(232400633580001 - SOCIETY)	
		BABA BURURAJ FPC LTD(202100633580004 - FPO/FPC)	
Utilities	*	BAISNAVI FARMERS PRODUCER COMPANY LTD(202100333520004 -	

Pic 9a:- Tagging of Rice Mill with Societies/SHGs/FPC/FPOs by CMR Agencies

- a. The CMR Agency can select anyone of the Rice Mill with which Bi-partite agreement-1
 & 2 has been made and data uploaded in portal
- b. The DCF&S can select anyone of the active Society/SHG/FPC/FPO
- c. Finally, the DCF&S has to press "SUBMIT" button to finalise the tagging. (Pic 9b)
- d. A confirmatory message will appear on screen "Rice mill successfully mapped with Procurement Center" (Pic 9c)

Ť	DIDER FIGUREINGER CATRICE		SUCIE IT LID(222300033030003 - SHG)		
	Tagging RiceMill with		PANRUI GPSKUS LTD(202100233520004 - SOCIETY)		
	Procurement Centre		PINDIRA SKUS LTD(192000233520018 - SOCIETY)		
•	CMR Billing Reports	~	RAIKISHARI FARMERS PRODUCER COMPANY LTD(202100333520003 - FPO/FPC)		
0	Check RRO Status	~	RAJOOR SANGHATI SANGHA MOHILA MULTIPURPOSE CO		
	Bipartito Agroomont with		OPERATIVE SOCIETY LTD(222300633530002 - SHG)		
Ric	e Mill	~	SATGACHIA SKUS LTD(192000233520004 - SOCIETY)		
			SRIDHARPUR CO OPERATIVE BANK(192000233520019 - SOCIETY)		
•	Bank Validation	~	SUDPUR SAMABAY KRISHI UNNAYAN SAMITY		
•	Check Bill Status	~	LIMITED(202100633520018 - SOCIETY)		
			URA Chotomuria SKUS Ltd(222300233520001 - SOCIETY)	✓	
0	Utilities	*		SUBMIT	

Pic 9b- Clicking "SUBMIT" button after mapping the center with Rice Mill by CMR Agency

PURBA BARDHAMAN V ASHA RICE MILL (P) LTD. (301)	

This tagging should be changed compulsorily after a particular period as decided by department