



GOVERNMENT OF ASSAM
PANCHAYAT & RURAL DEVELOPMENT DEPARTMENT
DISPUR:: GUWAHATI-781006

No.PDA.296/2018/259

Dated: Dispur, the 30th June, 2022

From : The Secretary to the Govt. of Assam,
Panchayat and Rural Development Department,
Dispur, Guwahati-6

To : 1. All Chief Executive Officer, Zilla Parishad
2. All Executive Officer, Anchalik Panchayat

Sub : Preparation of Document Verification Report against each of Hat, Ghats, Ferry etc. by the concerned Chief Executive Officer/ Executive Officer – reg.

Sir,

With reference to the subject cited above, I am directed to inform you that it has come to the notice of the Government that complaints have been filed regarding deviation from the guidelines and terms and conditions prescribed in the Notice Inviting Tender in the settlement of Haat, Ghat, Fisheries etc. which has resulted in various litigations being filed before the Hon'ble High Court as well as before the Hon'ble District Civil Court in every Panchayat Financial Year and which also has accounted for substantial loss in revenue on the part of the PRIs.

In view of the above and in order to maximize the collection of revenue through settlement, you are requested to prepare a Document Verification Report at your end as the Ex-Officio Secretary of the General Standing Committee, as envisaged under Section 82(5) and Section 52(5) of the Assam Panchayat Act, 1994, against each of the participant bidders for each of Hats, Ghats, Fisheries and Pounds etc. whose settlement are being offered by the concerned Zilla Parishad/ Anchalik Panchayat. After preparation of such Document Verification Report, you are requested to upload the same in the Govt. portal pnrassam.org immediately. Thereafter, you are requested to furnish a copy of the Document Verification Report to the Government and also to the Commissioner, Panchayat & Rural Development, Assam; in both hard copy and soft copy and then place the same along with all the tender documents; before the meeting of the General Standing Committee for their necessary examination and consideration for settlement. You are requested to prepare the Document Verification Report conclusively on the basis of the original records submitted by the bidders.

This is for the favor of your information and urgent needful action.

Yours faithfully,

Secretary to the Govt. of Assam,
Panchayat and Rural Development Department
Dated: Dispur, 30th June, 2022

Memo No.PDA.296/2018/259 - A

Copy to:-

1. The Commissioner, Panchayat & Rural Development, Assam, Juripar for information and necessary action.
2. P.S. to the Principal Secretary to the Govt. of Assam, Panchayat & Rural Development, Assam for kind appraisal of the Principal Secretary.
3. Office copy.

By order etc.,

Joint Secretary to the Govt. of Assam,
Panchayat and Rural Development Department

Document Verification Report for settlement of Haat/ Ghat/ Fisheries etc for the Panchayat Financial Year _____

Name of the Haat/ Ghat/ Fisheries

Name of the AP/ZP

Govt. Scheduled Rate of the Haat/Ghat etc

Sl. No.	Name & Address of Tenderer	Bid Value	Monthly/ Annual?	Court Fee submitted? (Yes/No)	Earnest Money		Name of Guarantor	Caste Certificate of Tenderer	No Liability Certificate (Tenderer)			No Liability Certificate (Guarantor)			Land Holding Certificate (Tenderer/ Guarantor)				Bank Guarantee	Affidavit	Photo Attached?	Others	Remarks
					Amount	FD/ Bank Draft submitted?			ZP	AP	GP	ZP	AP	GP	Recent Jamabandi	Non Encumbrance Certificate	Land Valuation Certificate	Land Value					

Name & Signature of the CEO/ BDO