

Batkar Gram Panchayat

Vill+PO-Batkar : Block-Illambazar : Dist-Birbhum

Email-batkar.gp@gmail.com

Memo No. :- 23/BatGP/2025

Date- 04-02-2025

B.O.
ne

Notice Inviting E-Tender
NIT-05/BatGP/2024-25

Notice Inviting e-Tender No. - 05/BatGP/2024-25 of The Pradhan, Batkar Gram Panchayat invites e-tender for the work detailed in the table below.

Sl. No.	Name of Scheme	Activity Id	Fund	Amount put to Tender (Rs.)	E.M.D (RS.)	Time of Completion	Tender Participatory FEES (RS.)
1	Construction of pacca drain from Paschimpara Manik's house to Sarul Molla's house at Khustigiri.	98109705	15th CFC (Tide)	200676.00	4100.0	30 Days	500.0
2	Construction of pacca drain from Khustigiri Kalu house to Jugi Pukur at Nabagram.	98110188	15th CFC (Tide)	200676.00	4100.0	30 Days	500.0
3	Construction of pacca drain from Makram Mondal house to Sona pukur at Makra.	98112654	15th CFC (Tide)	347909.00	7000.0	30 Days	500.0
4	Installation of Mini submercible pump at Balta Dharamtala.	98117587	15th CFC (Tide)	117906.00	2400.0	30 Days	300.0
5	Installation of Mini submercible pump at Ikhusara Khanpara Gorostan.	98118459	15th CFC (Tide)	117906.00	2400.0	30Days	300.0
6	Installation of Mini submercible pump at Kurmitha Chuitirpara.	98118654	15th CFC (Tide)	117906.00	2400.0	30Days	300.0
7	Construction of PCC raod from Bijoy Hazra house to Pandit Bagdi house at Batkar East.	98083980	15th CFC (Un Tide)	199961.00	4000.0	30Days	500.0
8	Construction of PCC raod from Hanif shop to Ibrahim house at Narasunda.	98089109	15th CFC (Un Tide)	200348.00	4100.0	30Days	500.0
9	Construction of PCC raod from Hira house to Ibrahim house at Ikshusara.	98090509	15th CFC (Un Tide)	199961.00	4000.0	30Days	500.0
10	Construction of PCC raod from Prasanta Hazra's house to Cannelpar at Kurmitha.	98092960	15th CFC (Un Tide)	199961.00	4000.0	30Days	500.0
11	Construction of PCC raod from Abhilas Mohali house to Panswar Mohali house at Dangalpara.	98097777	15th CFC (Un Tide)	199961.00	4000.0	30Days	500.0
12	Construction of Cultural Shed with ladies toilet at Batkar football ground at Batikra East.	98076467	5th SFC (Tide)	249716.00	5000.0	90Days	500.0
13	Cultural shed at Batkar Gosaitala.	98081131	5th SFC (Un Tide)	249996.00	5000.0	90Days	500.0

1) In the event of e-filing, intending bidder may download the tender documents from the website <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate. Necessary cost of tender documents (tender fees) and Earnest Money be remitted separately through **NEFT/RTGS in favour of "Pradhan, Batikar Gram Panchayat". (Earnest Money- Account No-11770100000042, IFSC Code-UCBAORRBPG, PASCHIMBANGA GRAMIN BANK & Cost of Prequalification of bid documents Account No-11770110102445, IFSC Code- UCBAORRBPG, PASCHIM BANGA GRAMIN BANK)** in case of on-line payment through bank accounts in any scheduled bank approved by RBI in India. also to be documented through e-filing. The receipt against tender fees, Earnest Money Deposit (EMD) (scan copy of tender fees & EMD should be uploaded) and all relevant documents (if required) should be submitted physically to the Office of Pradhan, Batikar Gram Panchayat, under sealed cover. Onwards otherwise bidders will not be qualified by the Tender Evaluation Committee.

2) Both Technical Bid and Financial Bid are to be submitted concurrently duly Digitally signed in the website <http://etender.wb.nic.in>

3) Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done online as per Time Schedule stated below.

4) The FINANCIAL OFFER of the prospective tenderer will be considered only if the TECHNICAL BID of the tenderer is found qualified by the 'Tender Evaluation Committee' formed by the Pradhan, Batikar Gram Panchayat. The Decision of the 'Tender Evaluation Committee' will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.

5) Eligibility criteria for participation in the tender

i. Contractors, as per G.O. Labour Co-Operative Societies or MSME having credential during the last 3 (Three) consecutive years from the date of issue of this Notice at least one work of similar nature as a prime agency under authority of State / Central Government, State / Central Government undertaking / Statutory Bodies Constituted under the Statute of the Central / State Government at least in the magnitude of 40% (Forty percent) of the amount for a single similar nature of work put to tender. (All original documents scan copy should be uploaded by the bidders)

ii. Trade Registration Certificate, Income Tax Acknowledgement for the Last 3(Three) Assessment year, P. T. Payment Certificate for Current year, Pan Card, GST Registration Certificate with up-to-date documents, Up-to-date Challan and other relevant Original documents are to be accompanied with the Technical Bid Documents.

iii. The prospective bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 3 (Three) consecutive years. Such abandonment or rescission will be considered as disqualification towards eligibility. (A declaration in this respect through affidavit has to be furnished by the prospective bidders without which the Technical Bid & Financial Bid shall be treated as non-responsive & will be rejected.

iv. In case of Proprietorship, Partnership Firms and Company, Tax Audit Report in 3CD Form (where applicable) are to be furnished along with the Balance Sheet and Profit and Loss Account, and all the documents along with schedules forming the part of Balance Sheet and Profit & Loss Account should be in favour of applicant. No other name along with applicant's name in such enclosure will be entertained. [statutory documents]

v. The prospective bidders should own or arrange through lease hold registered agreement, the required plant and machineries. Conclusive proof of ownership in favour of owner or leaser of plant and machineries in working condition shall have to be submitted. (Ref. Section - B, Form - III) (Where applicable)

vi. Registered Partnership Deed for Partnership Firm only along with Power of Attorney is to be submitted. The company shall furnish the Article of Association and Memorandum [statutory documents]

vii. Registered Labour Co-operative Societies are required to furnish valid Bye Law, Current Audit Report (for last financial year), Minutes of last A.G.M., valid certificate from A.R.C.S. Along with other relevant supporting papers.

6) No mobilization advance and secured advance will be allowed.

7) Security Deposit: Security at the prescribed rate will be deducted at source and security will be refunded after expiry of warranty period, as per Govt. Rule

8) Retention money towards performance Security amounting to 10% (ten percent) of the value of the work shall be deducted from the running account bill of the tenderer as per prevailing order. No interest will be paid on Security Deposit.

9) Agencies shall have to arrange land for erection of Plant & Machineries, storing of materials, labour shed, laboratory etc. at their own cost and responsibility.

10) All materials required for the proposed work including cement and steel shall be of specified grade and approved brand in conformity with relevant code of practice (latest revision) and manufactured accordingly and shall be procured and supplied by the agency at their own cost including all taxes. Authenticated evidence for purchase of cement and steel are to be submitted along with challan and test certificate. If required by the Engineer-in-Charge, further testing from any Government approved Testing Laboratory shall have to be conducted by the agency at their own cost.

11) Constructional Labour Welfare CESS @ 1% (one percent) of cost of construction will be deducted from every Bill of the selected agency (where applicable). GST deducted as per Govt. norms whichever is applicable.

12) There shall be no provision of Arbitration. The Clause No. 25 of 2911(ii) is omitted vide Notification No. 558/SPW Dated: 13th December, 2011 of the Secretary, P.W. Department and modified time to time by the P.W. Department.

13) Bid shall remain valid for a period not less than 90 (Ninety) days from the last date of submission of Financial Bid / Sealed Bid. If the bidder withdraws the bid during the validity period of bid, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

14. Important Dates and Time

SL No.	Particulars	Date & Time
1	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	05/02/2025, 04:00 PM
2	Documents download/sell start date (Online)	05/02/2025, 04:00 PM
3	Bid submission start date (Online)	05/02/2025, 04:00 PM
4	Bid submission closing date (Online)	20/02/2025, 04:00 PM
5	Bid opening date for Technical Proposal (Online)	22/02/2025, 04:00 PM
6	Date of uploading list for Technically Qualified Bidder (online)	WILL BE INTIMATED LATER
7	Date for opening of Financial Bid (Online)	WILL BE INTIMATED DURING TECHNICAL EVALUATION

15) Site of work and necessary drawings may be handed over to the agency phase wise. No claim in this regards will be entertained.

16) Earnest Money: The amount of Earnest Money @ 2.0% (two point zero percent) Or above nearest rounded off of the Estimated Amount put to tender. This clause is also applicable for all categories of applicants except those are exempted as per prevailing Government Order. This clause is also applicable for all categories of applicants except those are exempted as per prevailing Government Order.

17) Refund of EMD: The Earnest Money of all the unsuccessful tenderers deposited in favour of the concerned Pradhan, Batikar Gram Panchayat will be refunded by the said Pradhan, Batikar Gram Panchayat on receipt of application from tenderers.

18) Conditional/ Incomplete tender will not be accepted under any circumstances.

19) Guiding Schedule of Rates: Rates have been taken from current P.W.D. (W.B.) Schedule of Rates for "Electrical & Building & S&P"-2019 as and where required.

20) The Pradhan, Batikar Gram Panchayat reserves all the right to cancel the N.I.T. due to unavoidable circumstances without assigning any reason and no claim in this respect will be entertained.

21) Before issuance of the WORK ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderer if found necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favour of the said Tenderer under any circumstances. And 10% additional performance security will be submitted by the lowest bidder before issuing work order if quoted rate is less than 20% of estimated amount as per finance dept. order.

22) If any discrepancy arises between two similar clauses on different notification, the clause as stated in later notification will supersede the former one in following sequence:

- 1) N.I.T.
- 2) Technical Bid
- 3) Financial Bid

23) Qualification criteria:

1) The tender inviting and Accepting Authority through a "Tender Evaluation Committee" will determine the eligibility of each bidder. The bidders shall have to meet all the minimum criteria regarding :

2) Financial Capacity

3) Technical Capability comprising of personnel & equipment capability

4) Documents as per clause 5. (i) to (vii)

5) Experience / Credential The eligibility of a bidder will be ascertained on the basis of the document(s) in support of the minimum criteria as mentioned in (a), (b) & (c) above and the declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarized. If any document submitted by a bidder is either manufactured or false, in such cases the eligibility of the bidder / tenderer will be rejected at any stage without any prejudice.

6) Escalation of Price on any ground and consequent cost over run shall not be entertained under any circumstances. Rates should be quoted accordingly.

SUMMARY OF TECHNICAL DOCUMENTS SHOULD BE SUBMITTED

Sl No.	Category Name	Detail(s)
1	Certificate(s)	PAN, P Tax Payment Certificate (uptodate), Challan (Current year). GST registration And uptodate Challan, Latest IT Receipt IT - Saral for Assessment year (Last three year including Current year)
2	Company Detail	Proprietorship Firm (Trade License), Partnership Firm (Partnership Deed, Trade License), Ltd. Company (Incorporation Certificate, Trade License) Society (Society Registration Copy, Trade License) Power of Attorney.
3	Credential	40% of Similar nature of work in the term of Payment certificate/ Valid credential / Completion certificate for single work (which is applicable for eligibility in this tender.) during last three consecutive years.

S Mondul
Prodhan
 Batikar Gram Panchayat
 Batikar, Birbhum
 Batikar Gram Panchayet

Memo No- 23/BatGP/2025

Date- 04-02-2025

Copy forwarded for favour of information & with a request to arrange for wide publicity to: -

1. The Sub-Division Officer, Bolpur.
2. The DP&RDO, Birbhum
3. The BDO Illambazar Panchayat Samity.
4. The Savapati, Illambazar Panchayat Samity.
5. Bengala Sahayata Kendra
6. Post Office
7. News Paper
8. Office Notice Board.
9. Office Copy

S Mondul
Prodhan
 Batikar Gram Panchayat
 P.O. Batikar, Birbhum
 Batikar Gram Panchayet

Batkar Gram Panchayat

Vill+PO-Batkar : Block-Illambazar : Dist-Birbhum

Email-batkar.gp@gmail.com

Memo No. :- 23/BatGP/2025

Date- 04-02-2025

Notice Inviting E-Tender

NIT-05/BatGP/2024-25

B.O.

Notice Inviting e-Tender No. - 05/BatGP/2024-25 of The Pradhan, Batkar Gram Panchayat invites e-tender for the work detailed in the table below.

Sl. No.	Name of Scheme	Activity Id	Fund	Amount put to Tender (Rs.)	E.M.D (RS.)	Time of Completion	Tender Participatory FEES (RS.)
1	Construction of pacca drain from Paschimpara Manik's house to Sarul Molla's house at Khustigiri.	98109705	15th CFC (Tide)	200676.00	4100.0	30 Days	500.0
2	Construction of pacca drain from Khustigiri Kalu house to Jugi Pukur at Nabagram.	98110188	15th CFC (Tide)	200676.00	4100.0	30 Days	500.0
3	Construction of pacca drain from Makram Mondal house to Sona pukur at Makra.	98112654	15th CFC (Tide)	347909.00	7000.0	30 Days	500.0
4	Installation of Mini submercible pump at Balta Dharamtala.	98117587	15th CFC (Tide)	117906.00	2400.0	30 Days	300.0
5	Installation of Mini submercible pump at Ikhusara Khanpara Gorostan.	98118459	15th CFC (Tide)	117906.00	2400.0	30Days	300.0
6	Installation of Mini submercible pump at Kurmitha Chuitirpara	98118654	15th CFC (Tide)	117906.00	2400.0	30Days	300.0
7	Construction of PCC raod from Bijoy Hazra house to Pandit Bagdi house at Batkar East.	98083980	15th CFC (Un Tide)	199961.00	4000.0	30Days	500.0
8	Construction of PCC raod from Hanif shop to Ibrahim house at Narasunda.	98089109	15th CFC (Un Tide)	200348.00	4100.0	30Days	500.0
9	Construction of PCC raod from Hira house to Ibrahim house at Ikshusara.	98090509	15th CFC (Un Tide)	199961.00	4000.0	30Days	500.0
10	Construction of PCC raod from Prasanta Hazra's house to Cannelpar at Kurmitha.	98092960	15th CFC (Un Tide)	199961.00	4000.0	30Days	500.0
11	Construction of PCC raod from Abhilas Mohali house to Panswar Mohali house at Dangalpara.	98097777	15th CFC (Un Tide)	199961.00	4000.0	30Days	500.0
12	Construction of Cultural Shed with ladies toilet at Batkar football ground at Batikra East.	98076467	5th SFC (Tide)	249716.00	5000.0	90Days	500.0
13	Cultural shed at Batkar Gosaitala.	98081131	5th SFC (Un Tide)	249996.00	5000.0	90Days	500.0

1) In the event of e-filing, intending bidder may download the tender documents from the website <http://wbttenders.gov.in> directly with the help of Digital Signature Certificate. Necessary cost of tender documents (tender fees) and Earnest Money be remitted separately through **NEFT/RTGS in favour of "Pradhan, Batikar Gram Panchayat"**. (Earnest Money- Account No-11770100000042, IFSC Code-UCBA0RRBPBG, PASCHIMBANGA GRAMIN BANK & Cost of Prequalification of bid documents Account No-11770110102445, IFSC Code- UCBA0RRBPBG, PASCHIM BANGA GRAMIN BANK) in case of on-line payment through bank accounts in any scheduled bank approved by RBI in India. also to be documented through e-filing. The receipt against tender fees, Earnest Money Deposit (EMD) (scan copy of tender fees & EMD should be uploaded) and all relevant documents (if required) should be submitted physically to the Office of Pradhan, Batikar Gram Panchayat, under sealed cover. Onwards otherwise bidders will not be qualified by the Tender Evaluation Committee.

2) Both Technical Bid and Financial Bid are to be submitted concurrently duly Digitally signed in the website <http://etender.wb.nic.in>

3) Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done online as per Time Schedule stated below.

4) The FINANCIAL OFFER of the prospective tenderer will be considered only if the TECHNICAL BID of the tenderer is found qualified by the 'Tender Evaluation Committee' formed by the Pradhan, Batikar Gram Panchayat. The Decision of the 'Tender Evaluation Committee' will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.

5) Eligibility criteria for participation in the tender

i. Contractors, as per G.O. Labour Co-Operative Societies or MSME having credential during the last 3 (Three) consecutive years from the date of issue of this Notice at least one work of similar nature as a prime agency under authority of State / Central Government, State / Central Government undertaking / Statutory Bodies Constituted under the Statute of the Central / State Government at least in the magnitude of 40% (Forty percent) of the amount for a single similar nature of work put to tender. (All original documents scan copy should be uploaded by the bidders)

ii. Trade Registration Certificate, Income Tax Acknowledgement for the Last 3(Three) Assessment year, P. T. Payment Certificate for Current year, Pan Card, GST Registration Certificate with up-to-date documents, Up-to-date Challan and other relevant Original documents are to be accompanied with the Technical Bid Documents.

iii. The prospective bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 3 (Three) consecutive years. Such abandonment or rescission will be considered as disqualification towards eligibility. (A declaration in this respect through affidavit has to be furnished by the prospective bidders without which the Technical Bid & Financial Bid shall be treated as non-responsive & will be rejected).

iv. In case of Proprietorship, Partnership Firms and Company, Tax Audit Report in 3CD Form (where applicable) are to be furnished along with the Balance Sheet and Profit and Loss Account, and all the documents along with schedules forming the part of Balance Sheet and Profit & Loss Account should be in favour of applicant. No other name along with applicant's name in such enclosure will be entertained. [statutory documents]

v. The prospective bidders should own or arrange through lease hold registered agreement, the required plant and machineries. Conclusive proof of ownership in favour of owner or leaser of plant and machineries in working condition shall have to be submitted. (Ref. Section - B, Form - III) (Where applicable)

vi. Registered Partnership Deed for Partnership Firm only along with Power of Attorney is to be submitted. The company shall furnish the Article of Association and Memorandum [statutory documents]

vii. Registered Labour Co-operative Societies are required to furnish valid Bye Law, Current Audit Report (for last financial year), Minutes of last A.G.M., valid certificate from A.R.C.S. Along with other relevant supporting papers.

6) No mobilization advance and secured advance will be allowed.

7) Security Deposit: Security at the prescribed rate will be deducted at source and security will be refunded after expiry of warranty period, as per Govt. Rule

8) Retention money towards performance Security amounting to 10% (ten percent) of the value of the work shall be deducted from the running account bill of the tenderer as per prevailing order. No interest will be paid on Security Deposit.

09) Agencies shall have to arrange land for erection of Plant & Machineries, storing of materials, labour shed, laboratory etc. at their own cost and responsibility.

10) All materials required for the proposed work including cement and steel shall be of specified grade and approved brand in conformity with relevant code of practice (latest revision) and manufactured accordingly and shall be procured and supplied by the agency at their own cost including all taxes. Authenticated evidence for purchase of cement and steel are to be submitted along with challan and test certificate. If required by the Engineer-in-Charge, further testing from any Government approved Testing Laboratory shall have to be conducted by the agency at their own cost.

11) Constructional Labour Welfare CESS @ 1 % (one percent) of cost of construction will be deducted from every Bill of the selected agency (where applicable) GST deducted as per Govt. norms whichever is applicable.

12) There shall be no provision of Arbitration. The Clause No. 25 of 2911 (ii) is omitted vide Notification No. 558/SPW Dated : 13th December, 2011 of the Secretary, P.W. Department and modified time to time by the P.W. Department.

13) Bid shall remain valid for a period not less than 90 (Ninety) days from the last date of submission of Financial Bid / Sealed Bid. If the bidder withdraws the bid during the validity period of bid, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

14. Important Dates and Time

SL No.	Particulars	Date & Time
1	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	05/02/2025, 04:00 PM
2	Documents download/sell start date (Online)	05/02/2025, 04:00 PM
3	Bid submission start date (Online)	05/02/2025, 04:00 PM
4	Bid submission closing date (Online)	20/02/2025, 4:00 PM
5	Bid opening date for Technical Proposal (Online)	22/02/2025, 4:00 PM
6	Date of uploading list for Technically Qualified Bidder (online)	WILL BE INTIMATED LATER
7	Date for opening of Financial Bid (Online)	WILL BE INTIMATED DURING TECHNICAL EVALUATION

15) Site of work and necessary drawings may be handed over to the agency phase wise. No claim in this regards will be entertained.

16) Earnest Money: The amount of Earnest Money @ 2.0 % (two point zero percent) Or above nearest rounded off of the Estimated Amount put to tender. This clause is also applicable for all categories of applicants except those are exempted as per prevailing Government Order. This clause is also applicable for all categories of applicants except those are exempted as per prevailing Government Order.

17) Refund of EMD: The Earnest Money of all the unsuccessful tenderers deposited in favour of the concerned Pradhan, Batikar Gram Panchayat will be refunded by the said Pradhan, Batikar Gram Panchayat on receipt of application from tenderers.

18) Conditional: Incomplete tender will not be accepted under any circumstances.

19) Guiding Schedule of Rates: Rates have been taken from current P.W.D. (W.B.) Schedule of Rates for "Electrical & Building & S&P"-2019 as and where required.

20) The Pradhan, Batikar Gram Panchayat reserves all the right to cancel the N.I.T. due to unavoidable circumstances without assigning any reason and no claim in this respect will be entertained.

21) Before issuance of the WORK ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderer if found necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favour of the said Tenderer under any circumstances. And 10% additional performance security will be submitted by the lowest bidder before issuing work order if quoted rate is less than 20% of estimated amount as per finance dept. order.

22) If any discrepancy arises between two similar clauses on different notification, the clause as stated in later notification will supersede the former one in following sequence:

- 1) N.I.T.
- 2) Technical Bid
- 3) Financial Bid

23) Qualification criteria:

- 1) The tender inviting and Accepting Authority through a "Tender Evaluation Committee" will determine the eligibility of each bidder. The bidders shall have to meet all the minimum criteria regarding:
- 2) Financial Capacity
- 3) Technical Capability comprising of personnel & equipment capability
- 4) Documents as per clause 5 (i) to (vii)
- 5) Experience / Credential The eligibility of a bidder will be ascertained on the basis of the document(s) in support of the minimum criteria as mentioned in (a), (b) & (c) above and the declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarized. If any document submitted by a bidder is either manufactured or false, in such cases the eligibility of the bidder / tenderer will be rejected at any stage without any prejudice.
- 6) Escalation of Price on any ground and consequent cost over run shall not be entertained under any circumstances. Rates should be quoted accordingly.

SUMMARY OF TECHNICAL DOCUMENTS SHOULD BE SUBMITTED

Sl No.	Category Name	Detail(s)
1	Certificate(s)	PAN, P Tax Payment Certificate (uptodate), Challan (Current year) GST registration And uptodate Challan, Latest IT Receipt IT -Saral for Assessment year (Last three year including Current year)
2	Company Detail	Proprietorship Firm (Trade License), Partnership Firm (Partnership Deed, Trade License), Ltd. Company (Incorporation Certificate, Trade License) Society (Society Registration Copy, Trade License) Power of Attorney.
3	Credential	40% of Similar nature of work in the term of Payment certificate/ Valid credential / Completion certificate for single work (which is applicable for eligibility in this tender.) during last three consecutive years.

S. Moni Lal
Pradhan

Batkar Gram Panchayat
Illambazar Dev Block

Memo No- 23/BatGP/2025

Date- 04-02-2025

Copy forwarded for favour of information & with a request to arrange for wide publicity to :-

1. The Sub-Division Officer, Bolpur
2. The DP&RDO, Birbhum
3. The BDO Illambazar Panchayat Samity
4. The Savapati, Illambazar Panchayat Samity
5. Bengala Sahayata Kendra
6. Post Office
7. News Paper
8. Office Notice Board
9. Office Copy

S. Moni Lal
Pradhan

Batkar Gram Panchayat
Illambazar Dev Block