



TEA BOARD
14, Biplabi Trailokya Maharaj Sarani
Kolkata - 700001

Dated : 28.09.2026

OFFICE ORDER NO. 52/2026

In suppression of all previous orders, the undersigned is directed to state that in exigencies of Board's work and administrative requirement, Shri K.Vivek, Factory Advisory Officer, Tea Board, Kolkata will henceforth look after all the works related to Central Stores of Board's Head Office, Kolkata along with GeM, in addition to his normal duties of Licensing Branch, Head Office without any additional financial benefit, until further orders.

This issues with the approval of the Competent Authority.


(Dr. Amrita Chakraborty)
Secretary (I/C)

Distribution :-

1.	Shri K.Vivek, FAO, Kolkata	Please take over the charge of Central Stores, HQ and GeM from Shri Sachin Vyankatrao Somwanshi, FAO immediately.
2.	Shri Sachin Vyankatrao Somwanshi, FAO	Please hand over all the official documents/files etc. related to Central Stores and GeM to Shri K.Vivek, FAO immediately.
3.	Controller of Licensing	For kind information please.
4.	All HoDs in Head Office, Kolkata (except Dy. Chairman)	For information please.
5.	Dy. Director (Hindi)	For Hindi version please.
6.	PA to Dy. Chairman	For kind information of Dy. Chairman please.
7.	IT Cell	Please upload in the Board's website.
8.	Estt Branch	With spare copies.

File No. 2(1)/Estt/2024/Part-I