

कोल इंडिया लिमिटेड

(एक महारत्न कंपनी)

सामग्री प्रबंधन विभाग

कोल भवन, प्लॉट सं.-ए.एफ-3, एक्शन एरिया-१ए

न्यू टाउन, राजरहाट, कोलकाता - ७००१५६

फोन: ०३३-२३२४ ४१२७, फैक्स: ०३३-२३२४ ४११५

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क्र० सं० सीआइएल/सी२डी/पीएम 2020/1939

दिनांक: 30.09.2020

कार्यालय आदेश / Office Order

विषय/Sub: **Systemic improvement in procurement process – CVC Instructions on tendering**

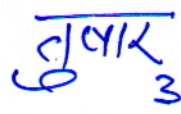
An OM no. DPE/14(5)/2020-Fin. dated 05.08.2020 (copy is enclosed) from Department of Public Enterprises (DPE), Ministry of Heavy Industries & Public Enterprises has been received, wherein reference is drawn to OM dated 30.06.2020 of Central Vigilance Commission suggesting the following systemic improvement in tendering process of CPSEs:-

1. All tender process to be in line with Contract & Procurement (C&P) Manual of the CPSE.
2. Tendering process is to be reviewed and tendering process / procedures and C&P Manual to be in sync with the extant public procurement policies and CVC guidelines.
3. CPSE may strengthen its project monitoring and quality assurance units and develop objective procedures / SoPs so that it can take effective and timely action against non-serious contractors.
4. Outright rejection of low bids on basis of minimum cap vis-à-vis estimated price is not recommended. Procuring agency needs to call justification from the bidder making low bid and to look into its merit.
5. Cost estimation has to be proper, based upon recommended indices; practice of tweaking estimates by Director / MD is not advisable.

While the existing provisions of CIL Manuals for procurement of Goods, Works and Services are compliant with the above suggestions given by CVC, suggestion at Point No. 5 is of advisory nature which is to be followed by all concerned in the tender process.

The above is circulated for information and compliance.

Encl.: As above


30/9/2020
(तुषार कान्त मिश्रा)
महाप्रबंधक (सामग्री प्रबंधन)

प्रतिलिपि/Copy to:

1. निदेशक (तकनीकी)/ निदेशक (वित्त) / निदेशक (कार्मिक) / निदेशक (विपणन), सी.आई.एल.
2. अध्यक्ष सह प्रबंध निदेशक,
ईसीएल/बीसीसीएल/सीसीएल/एसईसीएल/डबल्यूसीएल/एनसीएल/एमसीएल/सीएमपीडीआईएल
3. निदेशक (तकनीकी),
ईसीएल/बीसीसीएल/सीसीएल/एसईसीएल/डबल्यूसीएल/एनसीएल/एमसीएल/सीएमपीडीआईएल
4. मुख्य सतर्कता अधिकारी, सी.आई.एल
5. अध्यक्ष सी.आई.एल के तकनीकी सचिव
6. निदेशक (तकनीकी) सी.आई.एल के तकनीकी सचिव
7. महाप्रबंधक (ई ई डी) /महाप्रबंधक(ई एंड एम) / महाप्रबंधक (उत्खनन) / महाप्रबंधक (वित्त) /
महाप्रबंधक (सिविल) / महाप्रबंधक (सी एम सी) / महाप्रबंधक (प्रशासन) / महाप्रबंधक (उत्पादन) /
महाप्रबंधक (सी वी), सी.आई.एल.
8. महाप्रबंधक (सामग्री प्रबंधन),
ईसीएल/बीसीसीएल/सीसीएल/एसईसीएल/डबल्यूसीएल/एनसीएल/एमसीएल/सीएमपीडीआईएल
9. महाप्रबंधक, नॉर्थ ईस्टर्न कोलफील्ड्स लिमिटेड
10. महाप्रबंधक(वि. एवं यां.) / महाप्रबंधक (उत्खनन) / महाप्रबंधक (वित्त),
ईसीएल/बीसीसीएल/सीसीएल/एसईसीएल/डबल्यूसीएल/एनसीएल/एमसीएल/सीएमपीडीआईएल
11. समस्त अधिकारीगण, सामग्री प्रबंधन विभाग, सी आई एल

No. DPE/14(5)/2020-Fin.
Government of India
Ministry of Heavy Industries & Public Enterprises
Department of Public Enterprises

Public Enterprises Bhawan
Block No.14, CGO Complex
New Delhi - 110003

Date: 5 August, 2020

OFFICE MEMORANDUM

Subject: Central Vigilance Commission Instructions on tendering -regarding

The undersigned is directed to refer to Central Vigilance Commission OM dated 30.6.2020 in which the following measures have been suggested for systemic improvement in tendering process in CPSEs:

- i) All tender process to be in line with Contract & Procurement (C&P) Manual of the CPSE
 - ii) Tendering process is to be reviewed and tendering process/ procedures and C&P Manual to be in sync with the extant public procurement policies and CVC guidelines
 - iii) CPSE may strengthen its project monitoring and quality assurance units and develop objective procedures/SoPs so that it can take effective and timely action against non-serious contractors
 - iv) Outright rejection of low bids on basis of minimum cap vis-à-vis estimated price is not recommended. Procuring agency needs to call justification from the bidder making low bid and to look into its merit.
 - v) Cost estimation has to be proper, based upon recommended indices; practice of tweaking estimates by Director/ MD is not advisable.
2. All the administrative Ministries/ Departments of CPSEs are requested to ensure compliance of the directions/ instruction by CPSEs under their administrative control.
 3. This issues with the approval of competent authority.

K. Mishra
(Kalyani Mishra)
Director
Tel.24362061

To

- i) All the Secretaries to the Administrative Ministries/Departments of CPSEs
- ii) Chief Executives of CPSEs

Copy for information to:

Shri Shiv Ratan Agrawal, Director, Central Vigilance Commission, Satarka Bhawan, GPO Complex, Block A, INA, New Delhi-110023

Sent by e-mail to	AA FDs; AACMDs, CVO.
on	06.08.2020
	C. GM (MM)/GM (Fin) / GM (Vg)

Raj