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सेन्ट्रल माईन प्लानिंग एण्ड डिजाइन इन्स्टीच्यूट लिमिटेड
(कोल इण्डिया लिमिटेड की अनुबंधी कम्पनी/ भारत सरकार का एक लोक उपकरण)

गोन्दवाना प्लैस, काँके रोड, राँची - 834 031, झारखण्ड (भारत)

Central Mine Planning & Design Institute Limited

(A Subsidiary of Coal India Limited / Govt. of India Public Sector Undertaking)

Gondwana Place, Kanke Road, Ranchi - 834 031, Jharkhand (INDIA)

CORPORATE IDENTITY NUMBER - U14292.TH1975GOI001223

Ref. No. CMPDI/VIG/SI/FS-08:24/2024/ 981/E-1442592 Date: 20.03.2024

Advisory

Sub: Anomalies observed during file scrutiny related to procurement of goods in GeM portal.

During the scrutiny of files related to procurement of goods in GeM portal by Vigilance Department, it was observed that single and known party participated in the bidding process from which quotation was sought for preparation of estimate. The specification prepared by the technical department was same as that of the party from which quotation was sought.

2. Declaration as per Clause 13.15.14 of Purchase Manual, 2020 was not included and signed by TC members in the TC deliberation. This is also mandatory as per CVC Office Order No. 71/12/5 dated 09.12.2005 and Clause 9.16.5 (a) of Vigilance Manual, 2021.

3. Following advisories are issued in this regard:

- i. The specification should be based on need based technical requirement and it should not be tailored made to suit a particular make/brand.
- ii. Rate reasonability was not discussed in TC proceedings and just because the L1 rate is less than the estimate does not mean that the rates are reasonable. All attempts should be made to compare with last accepted rate where supplies have been satisfactorily completed wherever applicable.
- iii. The estimate and framing of technical specification should be based on budgetary offers from at least three vendors for different makes of equipment. In case proven LARs are available, the same may also be considered for purpose of estimation.
- iv. The cases where only particular make is required, their Proprietary Article Certificate (PAC) must be accompanied with indents. However, advertised tendering may be preferred to explore the possibility of equivalent substitute. It is clarified that technical tailor made specification is no substitute for PAC.



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v. TC deliberation should consist of salient features (Tender ref. no, Description of items to be procured, Competent Approval, Budget Concurrence, complete details of tender.), details about Tender Committee constitution, bid opening details and thereon till recommendation of contract to L1-bidder, discussion on price reasonability, declaration of "No Conflict Interest", etc. This is as per Annexure 11 of TC Recommendation format of Manual for Procurement of Goods-2022.

4. All HOD's and RD's may bring this in the notice of all officials working under them.

pkh 20/3/2024

(Sumeet Kumar Sinha)
CVO/ CMPDI

Copy to:

1. CMD, CMPDI for kind information.
2. All Directors, CMPDI for kind information & n.a.
3. All RD's, CMPDI.
4. All HoD's of CMPDI HQ.

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