



वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्

Council of Scientific and Industrial Research

अनुसंधान भवन, 2-रफी मार्ग नई दिल्ली 110001

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No. 1/CoSP/2011-12

Dated: 11.05.2011

To

Heads of all National Laboratories/Institutes

Ref: CVC Circular Nos. 01/02/11 dated 11/02/11 & No. 02/02/11 dated 17.02.2011.

Sub: (i) Transparency in Tendering System


(ii) Additional Guidelines regarding grant of Mobilization Advance.

Sir,

I am directed to enclose copies of the CVC Circular Nos. 01/02/11 dated 11/02/11 & No. 02/02/11 dated 17.02.2011. It is requested that the same may be brought to the knowledge of all Officers in Stores & Purchase, General Administration, Finance & Accounts and Works (Engg. Section) for information, guidance and compliance.

Kindly acknowledge.

Yours truly,


(Thomas T. Kuriakose) 11/5/2011
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Copy to :

1. IT Division for updating on CSIR website
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3. PS to JS(A), CSIR
4. PA to CVO, CSIR
5. Legal Adviser, CSIR
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7. COFAs/F&AOs of all National Labs./Instts.
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9. Sr. CoSP(APD)/CoSP/SPO/SOs(S&P) at CSIR Complex/CSIR Hqrs. and all National Labs./Instts.

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सत्यमेव जयते

केन्द्रीय सतर्कता आयोग

CENTRAL VIGILANCE COMMISSION



सतर्कता भवन, जी.पी.ओ. कॉम्प्लेक्स,
ब्लॉक-ए, आई.एन.ए., नई दिल्ली-110023
Satarkta Bhawan, G.P.O. Complex,
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No.011/VGL/014

सं./No.

दिनांक / Dated 11th February, 2011

Circular No.01/02/11

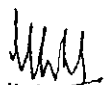
Sub: Transparency in Tendering System

There have been instances where the equipment/plant to be procured is of complex nature and the procuring organization may not possess the full knowledge of the various technical solutions available in the market to meet the desired objectives of a transparent procurement that ensures value for money spent simultaneously ensuring upgradation of technology & capacity building.

2. The Commission advises that in such procurement cases where technical specifications need to be iterated more than once, it would be prudent to invite expression of interest and proceed to finalise specifications based on technical discussions/presentations with the experienced manufacturers/suppliers in a transparent manner. In such cases, two stage tendering process may be useful and be preferred. During the first stage of tendering, acceptable technical solutions can be evaluated after calling for the Expression of Interest (EOI) from the leading experienced and knowledgeable manufacturers/suppliers in the field of the proposed procurement. The broad objectives, constraints etc. could be published while calling for EOI. On receipt of the Expressions of Interest, technical discussions/presentations may be held with the short-listed manufacturers/suppliers, who are prima facie considered technically and financially capable of supplying the material or executing the proposed work. During these technical discussions stage the procurement agency may also add those other stake holders in the discussions who could add value to the decision making on the various technical aspects and evaluation criteria. Based on the discussions/presentations so held, one or more acceptable technical solutions could be decided upon laying down detailed technical specifications for each acceptable technical solution, quality bench marks, warranty requirements, delivery milestones etc., in a manner that is consistent with the objectives of the transparent procurement. At the same time care should be taken to make the specifications generic in nature so as to provide equitable opportunities to the prospective bidders. Proper record of discussions/presentations and the process of decision making should be kept.

3. Once the technical specifications and evaluation criteria are finalized, the second stage of tendering could consist of calling for techno commercial bids as per the usual tendering system under single bid or two bid system, as per the requirement of each case. Final selection at this stage would depend upon the quoted financial bids and the evaluation matrix decided upon.

4. Commission desires that organizations formulate specific guidelines and circulate the same to all concerned before going ahead with such procurements.


(Anil Singhal)
Chief Technical Examiner

To

All Secretaries of Ministries/Departments
All CEOs/Heads of Organisations
All Chief Vigilance Officers

No. 01-11-CTE-SH-100
Central Vigilance Commission

Satarkta Bhawan, Block 'A'
GPO Complex, I.N.A.,
New Delhi- 110023
Dated the 17th Feb, 2011

Circular No. 02/02/11

Sub: Mobilization Advance

Commission had earlier issued guidelines on granting of 'Mobilisation Advance' vide OM No. UU/POL/18 dated 08.12.1997, OM No. 4CC-1-CTE-2 dated 08.06.2004 and OM No. 4CC-1-CTE-2 dated 10.04.2007.

2. The matter has been further reviewed and it has decided by the Commission that following additional guidelines may be followed in case of grant of Mobilisation Advance.

- (i) The Bank Guarantee etc. taken towards security of 'Mobilisation Advance' should be at least 110% of the advance so as to enable recovery of not only principal amount but also the interest portion, if so required.
- (ii) The mobilisation advance should not be paid in less than two instalments except in special circumstances for the reasons to be recorded. This will keep check on contractor misutilizing the full utilisation advance when the work is delayed considerably.
- (iii) A clause in the tender enquiry and the contract of cases providing for interest free mobilisation advances may be stipulated that if the contract is terminated due to default of the contractor, the 'Mobilisation Advance' would be deemed as interest bearing advance at an interest rate of _____%, *(to be stipulated depending on the prevailing rate at the time of issue of NIT)* to be compounded quarterly.


(Anil Singhal)
Chief Technical Examiner

To

All Chief Vigilance Officers