

कोल इंडिया लिमिटेड

(एक महारत्न कंपनी)

सामग्री प्रबंधन विभाग

कोल भवन, प्लाट सं.-ए.एफ-३, एक्शन एरिया-१ए

न्यू टाउन, राजरहाट, कोलकाता - ७००१५६

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

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संक्र०: CIL/C2D/Purchase Manual 2020/SIM/ 584

दिनांक: 19.10.2021

कार्यालय आदेश

विषय: Systemic Improvement Measures regarding Procurement of Goods

The following Systemic Improvement Measures arising out of Intensive Examination conducted by CTE, CVC are issued with the approval of Chairman, CIL for information and compliance:

1. Four (4) officers shall be identified as Bid Openers and approval for the same will also be obtained at the time of seeking approval of Draft NIT from HOD (MM) of CIL HQ / Subsidiary HQ or Area GM, as the case may be.
2. In case of tender involving Reverse Auction for large number of items, the Reverse Auction may be conducted either for each item or different groups of items separately, i.e. RA may be started at different times, in order to make it easier for the bidders to monitor the bids during Reverse Auction.
3. In case of tenders for multiple items especially involving multi-sheet BoQ templates, the Technical Parameter Sheet (TPS) should be designed in such a manner that the bidder has to specify in the TPS at the first instance whether they are bidding against a particular item or not. In case the bidder chooses not to bid against a specific item, all the subsequent fields/rows with respect to that item should be locked in the TPS so that the bidder is not able to fill any data in respect of that particular item. The multi-sheet BOQ template shall facilitate generation of Comparative Statement to reflect 'TR' (Technically Rejected) as per the standard nomenclature of the NIC portal to show that the bidder has "Not Quoted" for that item even if '0' appears in BoQ1 sheet for that particular item for which the bidder has not quoted in the TPS. This is to prevent prices being reflected as "0" in the auto generated Comparative Statement for tenders having such multi-sheet BoQ templates.
4. The latest version of GePNIC has made available the IP addresses used for submitting the bids against a tender in the MIS data of the e-Procurement Portal. Further, in cases of tenders with Reverse Auction, the IP addresses used for bidding during the e-Reverse Auction are reflected in the 'Auction Hall History' in MIS data. Bids of different bidders having same IP address can be considered as suspicion of Cartelization and the Tender Inviting Authority shall take appropriate action as per Clause-13.19 of CIL's Purchase Manual.

महाप्रबंधक (सामग्री प्रबंधन)

सुधा

वितरण:

१. अ.प्र.नि, बीसीसीएल/सीसीएल/सीएमपीडीआईएल/ईसीएल/एमसीएल/एनसीएल/एसईसीएल/डब्ल्यूसीएल
२. निदेशक (तकनीकी)/निदेशक (कार्मिक)/निदेशक (वित्त)/निदेशक (विपणन), सीआईएल
३. निदेशक(तक.)-पी&पी/सं, बीसीसीएल/सीसीएल/सीएमपीडीआई/ईसीएल/एमसीएल/एनसीएल/एसईसीएल/डब्ल्यूसीएल
४. मुख्य सतर्कता अधिकारी, सीआईएल
५. कार्यकारी निदेशक (समन्वय) / अध्यक्ष के तकनीकी सचिव, सीआईएल
६. कार्यकारी निदेशक (ईएनई) / कार्यकारी निदेशक (एस&आर), सीआईएल
७. महाप्रबंधक(वित्त)/महाप्रबंधक(प्रशासन)/महाप्रबंधक(ईईडी)/महाप्रबंधक(उत्पादन)/महाप्रबंधक(सीवी)/महाप्रबंधक(कोवी)/महाप्रबंधक(प्रणाली)/महाप्रबंधक(ई&टी), सीआईएल
८. महाप्रबंधक (सा प्र), बीसीसीएल/सीसीएल/सीएमपीडीआईएल/ईसीएल/एमसीएल/एनसीएल/एसईसीएल/डब्ल्यूसीएल
९. महाप्रबंधक (वित्त), बीसीसीएल/सीसीएल/सीएमपीडीआईएल/ईसीएल/एमसीएल/एनसीएल/एसईसीएल/डब्ल्यूसीएल
१०. महाप्रबंधक, एनईसी
११. सा.प्र विभाग, सी.आई.एल के सभी अधिकारीगण