

कोल इंडिया लिमिटेड

(एक महारत्न कंपनी)

सामग्री प्रबंधन विभाग

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

न्यू टाउन, राजरहाट, कोलकाता - ७००१५६

फ़ोन: ०३३-२३२४ ४१२७, फ़ैक्स: ०३३-२३२४ ४११५

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संक्र०: CIL/C2D/Scrap Disposal/Amendment/2021/A-551

दिनांक: 07.04.2021

कार्यालय आदेश

विषय: Amendment to Uniform Policy for Disposal of Scrap & inclusion of e-waste policy.

CIL Board has in its 420th meeting held on 25.03.2021 approved amendments to certain clauses of Uniform Policy for disposal of Scrap and inclusion of e-waste policy. The existing provision of the Policy for disposal of Scrap and the amended provisions of these clauses are enclosed as Annexure –A. Standard Operating Procedure for e-waste Disposal is enclosed as Annexure – B.

Encl.: Annexure - A

Annexure - B

कार्यकारी निदेशक (एम एंड सी)

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 (तकनीकी), बीसीसीएल/सीसीएल/सीएमपीडीआईएल/ईसीएल/एमसीएल/एनसीएल/एसईसीएल/डब्ल्यूसीएल
४. मुख्य सतर्कता अधिकारी, सीआईएल
५. कंपनी सचिव, सीआईएल
६. सीआईएल के अध्यक्ष के तकनीकी सचिव
७. महाप्रबंधक(वित्त)/महाप्रबंधक(प्रशासन)/महाप्रबंधक(ईईडी)/महाप्रबंधक(उत्पादन)/महाप्रबंधक(सिविल)/महाप्रबंधक(सीएम सी)/ महाप्रबंधक(सीवी), 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

Amendments to Uniform Policy for Disposal of Scrap.

Sl	Clause No. as per policy	Existing Clause	Amendments / Additional Provisions
1	4.1	1. Provisional/ Technical Survey off Report (For Equipment/ P&M items) "The concerned head of the Technical wing at HQ will obtain approval of CMD of the Subsidiary Co.s / Director (Technical) in case of CIL HQ for equipment /P&M items, as the case may be, to consider them as provisionally surveyed off for disposal."	The existing Para of clause 4.1 of disposal policy may be replaced as " " The concerned Head of the Technical Dept. at HQ will obtain approval of Director (Tech)/CMD, as per DoP of subsidiary company, for declaring the equipment as provisionally surveyed off for initiating the procurement action. "
2	4.2 A	Grounding of Equipment/ P&M "After competent approval of Provisional Survey off Report, and grounding of the surveyed off equipment / P&M and vehicles, the lot will be put up to the Survey off Committee for final survey off and disposal. Final Survey-off report after grounding shall be approved by The General Manager /Administrative Head of Area/CWS/CS/General Manager (Administration) in case of HQ along with the Reserve Value."	Competent Authority shall be same as indicated in Clause 4.1 in line with Purchase Manual Clause 7.4.2.2
3	5	Acceptance of Bids	
4	6	Continuation of disposal of Scrap and unserviceable materials as per existing Selling Agency Agreement with the service provider till the development of new e-auction portal by CIL.	Existing Portal terms & Conditions may be continued, as it was mentioned that existing Selling Agency Agreement to continue
5	6.2	Approval for sending the lots for sale through e-auction to the Service Provider "The Store section of the MM department at CIL HQ / Subsidiary HQ will obtain approval of GM (MM)/HOD for putting up these Lots for sale through e auction. If required the lots, received from different Areas, departments may be consolidated, before putting up for auction."	The clause shall be amended as "The Store section of the MM department at CIL HQ / Subsidiary HQ will obtain approval of GM (MM)/HOD after <u>vetting of Associate Finance</u> for putting up these Lots for sale through e auction. If required the lots, received from different Areas, departments may be consolidated, before putting up for auction".
6	6.15	Every auction will be prepared with a pre-determined opening and closing date and time which will be duly intimated to Bidders by Service Provider. Bidding will be accepted within that fixed period provided there is no continuation of bidding at that point of time. The closing time shall automatically be extended by further 10 minutes, every time, if a Bid is recorded within last 10 minutes closing of Bids.	Existing Portal terms & Conditions may be continued, as it was mentioned that existing Selling Agency Agreement to continue
7	6.16	Refund of Pre-Bid EMD "Every bidder will have to deposit Pre-Bid EMD of Rs. One Lakh only against each auction to service provider before the e-auction. The Pre-Bid EMD will remain deposited with the Service Provider. The Pre-Bid EMD will be refunded to unsuccessful bidder within 3 days after closing of the auction by the Service Provider. In case of successful bidder, the Pre-Bid EMD will be retained by the service provider till the full payment of the Lots is submitted by the successful bidder to the concerned Subsidiary Company HQ / CIL HQ through NEFT."	In case of successful bidder, the Pre-Bid EMD will be retained by the service provider till the full payment of the Lots is submitted by the successful bidder to the concerned

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