



# COAL INDIA LIMITED

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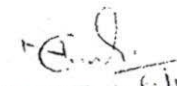
Date: 06.01.2011

## CIRCULAR

Following preventive and systemic improvement measures have been suggested by CVC while examining one of the cases:-

01. Authenticity of collaboration documents submitted by a firm with a foreign partner is to be ascertained and legal opinion taken to establish the authenticity before placing any order to a firm having foreign collaboration.
02. Confirmation in writing regarding authenticity of copies of supply orders enclosed by the firm have to be obtained from the purchaser for ascertaining the price reasonableness and obtaining the same over telephone will not suffice.
03. The format of integrity pact should invariably be available in all the tender notices issued by CIL and its subsidiary companies.
04. The Tender Committee members should sign the minutes of the tender proceedings mentioning their date of signatures also.
05. Information published by the manufacturers in websites cannot be out right set aside, without seeking any clarification from the party concerned as these claims are made by the manufacturers in public domain and cannot be treated as unauthentic. In case of difference of parameters submitted by the party in writing to that of the information posted by the manufacturers on websites, clarification should be sought to ascertain the submission made by the manufacturers. Also, adequate care should be taken while drafting the NITs as in the instant case the term 'shelf life' had been stated as 'self life' in the NIT.

This is being circulated for compliance and implementation of the same while finalizing the tenders.

  
(N C Jha)  
Director (Technical)

### Distribution :

01. Chairman-cum-MDs - ECL/BCCL/CCL/WCL/SECL/MCL/NCL.
02. Director (Tech)- (Oprn./ P&P) - ECL/BCCL/CCL/WCL/SECL/MCL/NCL
03. Executive Director(Safety), CIL, Kolkata.
04. GM(MM) - CIL/ ECL/BCCL/CCL/WCL/SECL/MCL/NCL
05. GM, NEC.
06. HoDs under Technical Directorate - CIL Hq.

### Copy for information to :-

01. Chairman, CIL, Kolkata.
02. EVO, CIL, Kolkata - This has reference to his note bearing No.CIL/VIG/VD No.550/50(CVC)/882 dated 22.12.2010.
03. Director (Finance)/Director(P&IR)/Director(Marketing), CIL, Kolkata.

V. No. 1865/11  
Date: 11/01/11

  
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