



# **KANDLA PORT TRUST**

## **VIGILANCE DEPARTMENT**

NO: KPC/4048-Vig/332

Date 11/07/2017

### **CIRCULAR NO. 28**

#### ***Sub : Specifications/Scope of Tender Items - reg.***

While Vigilance scrutiny and inspection in some of the works being carried out in Civil and Mechanical Departments it was noticed that the department had accepted materials of make/brand other than the ones specified in the tender conditions. Such practice is not as per the tendering norms as it will open the scope for accepting sub-standard and spurious materials.

Normally, the tender item's specification/scope should be broad enough with the objective to cover the standard and comparable make/brands in vogue in the market. However, in any case if any make/brands are required to be mentioned in the specification then due care should be taken to include and consider at least 3 to 4 make/brands which are comparable technically as well as price range. It is therefore advised that the HOD's may ensure that the tender conditions for items to be procured by the contractor for supply as well as for use in works awarded to them may be modified to the effect that the contractor should supply the materials of only the particular brands/make specified in the tender. A condition may also be incorporated separately specifying that, if none of the make/brands are available in the market then the department may accept an equivalent make/brand subject to the contractor producing a letter of non-availability from the manufacturer only. It will be the responsibility of the concerned Engineer-in-Charge to ascertain the veracity of

:12:

that letter directly from the manufacturer before accepting any material not specified in the tender after obtaining the approval of the authority who has approved the respective tender.

All HOD's are advised to ensure the above and comply the above suggestions in all the future tenders and non-compliance of the above will be viewed seriously and attract suitable action against the concerned official of the department.

This issues with the approval of the Chairman.



Chief Vigilance Officer

Secretary/T M/D.C/FA & CAO/C.M.E/ C.E/ C.M.O/C.O.M

Copy to : Sr. PS to Chairman/PS to Dy. Chairman