

# DEENDAYAL PORT TRUST

## VIGILANCE DEPARTMENT

NO: KPC/4049-Vig/ 62\

Date 3\ /12/2018

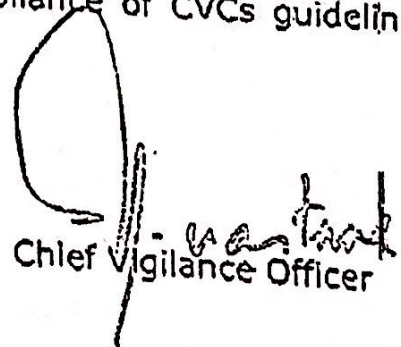
### CIRCULAR NO. 32

Sub : Systematic Improvement In Tender Processing - reg.

The CTE-CVC, New Delhi during their inspections in a case has observed that the department has failed in co-ordination and planning for a tender and caused unusual delay in finalising the tender which has led to further delay in completion of the work thereby failing to fulfil the objective of such projects. Further, in certain cases it has been observed that the department failed to finalise the tenders within the time frame and have had to resort to requesting the bidder for extension of validity of price bids. Such delays also result in unnecessary expenditure if bid validity is not extended and raises financial burden on the organisation. Therefore, the delay as pointed out should be avoided and all the HODs are advised to monitor the progress at all stages in a meticulous manner to ensure the timely completion of the entire tender process within the prescribed time frame.

It has also been observed that the auxiliary assignments and engagement of consultants is being done for all stages of the primary projects, right from preparation of tenders, evaluation of tender bids and other responsibilities till completion of the primary projects. Such advanced and anticipatory move of the department would invite financial burden if the primary project does not materialize. Hence, it is advised that in case such agencies/consultants are required to be engaged then the agreement with them should be framed in a clear manner bifurcating each stage of the primary project so as to avoid any financial burden by foreclosing the agency/consultant's tender at any stage in case the primary project is required to be dropped.

All HOD's are therefore advised to ensure strict compliance of this circular and non-adherence to the above will tantamount as non-compliance of CVCs guidelines and may be viewed seriously.

  
Chief Vigilance Officer

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

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