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Sub: System improvement in tender / contract management system.

Executive Committee, in its 442nd meeting held on 27.12.2013, while considering the recommendations of Internal Audit on improvement in contract management issued following directives for adherence while awarding contract(s):

- (i) LSTK contracts involving number of components on which quotes are obtained with varied tax implications be addressed by way of clear-cut instructions in the Bid itself or during Pre-bid conference to avoid any subsequent ambiguities.
- (ii) The Check List / Executive summary of agenda brief for EPC should specifically include a point on whether legal vetting has been carried out and comments of Legal included.

In addition to above, any modifications to the contract conditions and amendments involving financial/legal implications should be invariably vetted by Finance / Legal depts. (as the case may be), before they are finalized. Further, in order to make pre-bid conference more effective, issue raised by potential bidders in the pre-bid conference should be examined/considered with adequate application of mind.

Above guidelines should be meticulously followed by all concerned.

C.R. Mohanty
06/04/16

(C.R. Mohanty)
ED-Chief MM Services

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