



PMC Cell – MM

## Oil and Natural Gas Corporation Ltd

Corporate Materials Management

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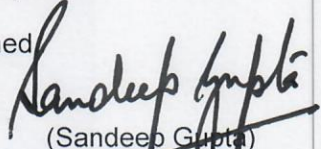
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**Sub: Award of Rate Contract (RC) without estimated expenditure and not as per prescribed procedure.**

During investigation of a case, Vigilance Department has observed that in one of the cases, Rate Contract for Two years duration was finalized without estimating the quantity or the estimated value of goods to be procured.

In this context, all concerned are advised that while finalizing Rate Contracts for a given period, estimated quantity to be procured and estimated value of goods to be procured during RC period must be ascertained and accordingly tender process should be adopted based on total estimated expenditure likely to be incurred during the RC period.

Above guidelines should be meticulously followed by all concerned

  
(Sandeep Gupta)  
ED-Chief MM Services  
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