



PMC Cell – MM

Oil and Natural Gas Corporation Ltd Corporate Materials Management

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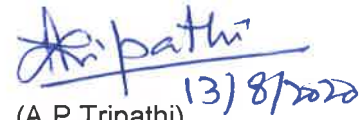
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Sub: Systemic improvement in processing of tenders.

As a systemic improvement, following guidelines are issued for compliance in cases of procurement of High Value capital equipment:

1. For high value tenders of capital equipment procurement where suppliers are limited, intensive market survey of domestic & international market will be done to ensure latest and appropriate technology without any significant time lag in market study prior to finalizing technical BEC/ specifications / scope of work.
2. As per IMMM manual of ONGC, there is a provision of Category Management System with prime objective to develop sourcing strategy with in-depth market understanding. Category Manager will also carry out following functionalities under supervision of concerned Key executive and concerned Director:
 - (a) Suggest induction of latest technology/ variants/ models after study & analysis of market trend of national/international user/buyer.
 - (b) Find out potential & quality vendors/ contractors based on their performance in jobs executed by them.
 - (c) Formulate procurement strategy & address the major concerns of the potential vendors to encourage their participation in the tendering process.
 - (d) Give inputs for analysing the price received in tender w.r.t. market trend.

Above guidelines shall be meticulously followed by all concerned.


13/8/2020

(A P Tripathi)

ED-Chief MM Services

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