

Circular No. 23/2020

No: MAT/PMC/13(18)/2020

Dated: 06.05.2020

Sub: Processing of tenders considering current market condition across the globe due to COVID 19

EC, in its 9th special meeting held on 30.04.2020 has taken various decisions which are brought out as under :

1. Reference is invited to Letter no. DLH/ED-CCF/BDP dated 21.04.2020 of Chief Corporate Finance regarding suspension of purchase powers of the executives below L-1 authority till further orders. EC in its meeting dated 30.04.2020 clarified that only for time being purchase power of executive below L-1 are suspended and all TC will be held at appropriate level considering purchase power as per BDP-2015. However, TC recommendations are to be submitted to concerned L-1 for purchase approval through respective L-4/L3/L2 as the case may be.

2. EC directed that all ongoing tenders be classified into Vital, Essential and Desirable categories. Tenders in Vital category be processed in May 2020, only after review by Committee of Directors consisting of Director concerned, Director (Finance) and Director-I/c MM. It was clarified that responsibility of purchase approval will be with CPA.

3. EC while noting its earlier decision regarding all purchase decisions to be taken in consultation with concerned Directors, clarified that purchase approvals for all cases falling within powers of L-1 or below level as per existing BDP/MM manual shall now require purchase approval from concerned L-1 level till further orders. Work center shall submit details of case along with categorisation in Vital, Essential and Desirable and justification to the concerned Director for his in principle consent to go ahead with the purchase process. While putting up such proposals to concerned Directors, the reasonability of rates be ensured after factoring in the current market conditions.

In order to avoid crowding of proposals at Directors level, the above process shall be applied only for cases valuing above Rs.10 Lakh. Concerned L 1 shall be responsible to ensure all compliances/formalities as per BDP/MM manual for award of work and proposal shall be put up to Directors only to get in principle consent based on inputs provided by the work center.



Above directives of Executive Committee should be meticulously followed by all concerned.


(A. P. Tripathi) 6/5/2020
ED-Chief MM Services

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