



PMC Cell – MM

Oil and Natural Gas Corporation Ltd

Corporate Materials Management
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Circular No. 49/2018

No: MAT/PMC/13(13)/2018

Dated: 10.09.2018

Sub: Reporting of procurement of material/services from MSE sub-suppliers/ sub-contractors in LSTK Contracts.

EPC, in its meeting (19/2018) held on 27.08.2018 deliberated on the issue and directed to include following clause in all future LSTK tenders and contracts:

“ONGC is committed to promotion and development of micro and small enterprises Accordingly, bidders are also encouraged to promote the same by considering MSE sub-suppliers/ sub-contractors to the extent possible under the Orders/ Contracts awarded on them by ONGC. All efforts shall be made by successful bidder (Contractor) to encourage procurement thru MSEs (holding valid certificate) through their Sub orders/Sub contract procurement. The successful bidder (Contractor) shall provide only for the purpose of reporting:

a) Monthly Reports for purchase of material/services/sub-contracts (from MSE vendors) to ONGC.

b) The report shall be signed by authorised person of contractor (Successful Bidder).

c) Report shall be submitted in the following format.

Sl. No.	Sub Supplier/Sub Contractor	Work Order no. & Date	Item Description	Amount (In Rs)	Category of MSE Gen/SC/ST	MSME Status Micro/Small with Code	Remarks

Any contractor who reports maximum purchase from MSEs in a FY for a particular project will be felicitated with a certificate. ”

The data so received against above provision should be entered & approved as per the guidelines already stipulated vide circular No. 44/2017 dated 20.09.2017

Above guidelines should be meticulously followed by all concerned.


(Ashwini Nagia)
ED-Chief MM Services

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