



PMC Cell – MM

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Corporate Materials Management

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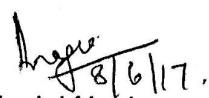
Dated: 08.06.2017

Sub: Modification in para 16.10 of Integrated MM Manual regarding reporting of Nomination cases.

EPC in its meeting (18/2017) held on 06.06.2017 reviewed the provision of Integrated MM Manual regarding reporting of Nomination cases.

As per the directive of EPC, relevant provisions of Integrated MM Manual stand modified as per Annexure-A.

Above instructions should be meticulously followed by all concerned.


Ashwini Nagia
ED-Chief MM Service

Distribution: (Through ONGC's intranet website 'ongcreports.net').

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Copy to:

1. EO to CMD, ONGC, PDU Urja Bhawan, Vasant Kunj, New Delhi.
2. CEA to Director (T&FS) / Director (Offshore) / Director (HR) / Director (Exploration)/ Director (Onshore) / Director (Finance), ONGC, PDU Urja Bhawan, Vasant Kunj, New Delhi.
3. CVO, ONGC, PDU Urja Bhawan, Vasant Kunj, New Delhi.

Annexure-A**Statement showing existing vis-a-modified provisions of Integrated MM Manual.**

Para No.	Existing Provisions	Modified Provisions
16.10.1	<p>All Works including Purchases, Services and Sales awarded on nomination basis above Rs. one crore should be reported to the Board for information. The cases shall include those approved by the Level-I Executive under the Key Executives or respective Key Executive or concerned Director or Executive Purchase Committee. Details on all such cases are to be furnished to ED-Chief MM, Delhi for compilation and submission of Agenda to the Board for information on Quarterly basis. The information on the cases pertaining to each Quarter should be furnished latest by 7th day after completion of the Quarter, for timely submission to the Board.</p> <p>All Works including Purchases, services and Sales awarded on nomination basis above Rs. 10 lakhs and up to Rs. 1 crore shall be reported to the Executive Purchase Committee for information. The concerned key Executive shall ensure that all such nomination cases approved by them or routed through them to the concerned Director shall be reported to the Executive Purchase Committee, with his due endorsement and it should contain all the details and justifications for award on 'nomination basis', on Quarterly basis in proper agenda. The quarter-wise details of these cases submitted to EPC Cell shall be furnished to ED-Chief MM, Delhi for record.</p>	<p>All Works including Purchases, Services and Sales awarded on nomination basis above Rs. one crore should be reported to the Board for information. The cases shall include those approved by the Level-I Executive under the Key Executives or respective Key Executive or concerned Director or Executive Purchase Committee. Details on all such cases are to be furnished to ED-Chief MM, Delhi for compilation and submission of <u>agenda to the EPC for appraisal. After apprising EPC, then the cases shall be reported to the ONGC Board by Chief MM</u> for information on Quarterly basis. The information on the cases pertaining to each Quarter should be furnished latest by 7th day after completion of the Quarter, for timely submission to the Board.</p> <p>All Works including Purchases, services and Sales awarded on nomination basis above Rs. 10 lakhs and up to Rs. 1 crore shall be reported to the Executive Purchase Committee for information. The concerned key Executive shall ensure that all such nomination cases approved by them or routed through them to the concerned Director shall be reported to the Executive Purchase Committee, with his due endorsement and it should contain all the details and justifications for award on 'nomination basis', on Quarterly basis in proper agenda. The quarter-wise details of these cases shall be <u>consolidated by ED-Chief MM and put up for consideration of EPC.</u></p>