

Subject No. 635

Subject :- Tenders - Engg. - Proceedure being followed after re-ceipt of tenders and finalisation of tenders in Engg. Perusal - Reg.

AGENDA NOTE:

Tenders are being invited for the works for which Administrative sanctions accorded by Vice-chairman, WUDA. After re-ceipt of tenders, comparative statement will be prepared with the rates of participated tenderers and will be put up to Chief Engineer duly checked. Based on the trend of tenders, if the Chief Engineer, feels that negotiations are necessary, orders will be passed by C.E. for negotiations with the lowest tenderer. As per the proceedure being followed in Government Engg. Departments and the Government orders noted in the 'D' Code, the lowest tenderer will be invited for negotiations. After negotiations with the lowest tenderer, if the tender is considered reasonable, the same will be accepted by Chief Engineer. If the lowest tender after negotiations is not found reasonable, the next lowest will be invited for negotiations. If the second lowest tenderer also not reduces his rates considerably even after negotiations, the third tenderer can be invited for negotiations or tenders can be cancelled and reinvited for fruitful tenders. As per the powers delegated in G.O.Ms. No. 1007, T & B, Dated. 5-11-76, the Chief Engineer can accept the tenders upto 15% excess over estimate rates. The then Vice-chairman, WUDA has permitted the Chief Engineer to exercise the powers of Chief Engineer upto 10% excess over estimate rates for acceptance of tenders vide Office Orders No. 251/94/A1, Dt. 15-1-94. Eventhough the powers are delegated to C.E., the tenders so accepted by C.E. are being submitted

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The tenders accepted by Chief Engineer and perused by Vice-chairman & Chairman will be listed out and the same will be placed before board for its perusal. This subject is placed before V.U.D.A. Board for perusal on procedure being followed on acceptance of tenders.

The following changes for the existing procedure are contemplated, which may be put up to Board for ratification.

- (1) The Lowest 3 tenderers shall be necessarily called for negotiations. Negotiations can be done individually or collectively, as per the need of the situation.
- (2) The lowest tender so arrived after negotiations shall be reasonable (so as to maintain quality) and favourable to the organisation.
- (3) The process of preparation of comparative statement, and negotiations with the 3 lowest tenderers shall be completed preferably on the same day and if not possible, in any case not later than 3 days from date of opening.
- (4) On finalisation of the lowest tender, the file shall be circulated to Vice-chairman and Chairman, before issue of the final work order.
- (5) Work order shall in no case, be delayed before 15 days from date of opening of tenders.

635 :- Allowed and satisfied

P.S.