

<b>Directorate General of Human Resource Development</b> <b>Customs and Central Excise</b> Plot No.C-4, West Wing, Ground Floor, IRCON Building, Saket <b>New Delhi-110017</b>	
F.No. 900/55/Admn./e-proc& GeM/HRD/2017	Date:21/06/2017

**CIRCULAR**

**Sub:- CVC Advise to initiate systematic improvements in tendering process- reg.**

Kind attention is invited to the Office Memorandum of CVC issued vide File no. 016/CEX/030 dated 03/04/2017 (copy enclosed) by Central Vigilance Commission(CVC) wherein it has been observed that PQ criteria in line with CVC guidelines issued vide OM dt. 17/12/2002 has not been followed properly by the field formation of CBEC.

2. The CVC has directed that:

- (i) The process of issuing tender document only to bidders who meet PQ (Prequalification Criteria) does not appear to be fair. The tender should be issued to every prospective bidder and may be shortlisted during PQ criteria as in the case of three envelope system.
- (ii) Further the turnover and work experience criteria should be realistic to attract more number of prospective bidders and should be based on the cost and nature of the project.

3. In view of the above, it has been advised by the CVC that the department should consider the PQ criteria in line with CVC guidelines issued vide OM dt.17/12/2002 (Copy Enclosed) in order to attract more number of prospective bidders and have more competition.

4. All field formations are requested to adhere to the above guidelines issued by the CVC.

- Encl.: 1. CVC advise dated 03/04/2017.  
 2. CVC guidelines dated 17/12/2002.

Yours Faithfully,

*Meenu Kumarr*  
 (Meenu Kumarr) 21/6/17

Additional Director (EMC/Admn.),DGHRD  
 Ph: 011-29561870, Fax No. 29561861  
 E-mail ID: [meenuhrd12@gmail.com](mailto:meenuhrd12@gmail.com)

To,

- 1. All Chief Commissioners/Director Generals Under CBEC.
- 2. CBEC Website.

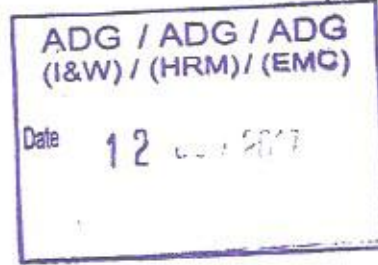
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**DIRECTORATE GENERAL OF VIGILANCE  
CUSTOMS, CENTRAL EXCISE & SERVICE TAX**

F.No.V-623/02/2016/ 5186

07 06  
Dated: 18.05.2017

✓ The Director General,  
Human Resource Development,  
Customs & Central Excise,  
C-4, West Wing, Ground Floor,  
IRCON Building, District Centre,  
Saket, New Delhi 110017

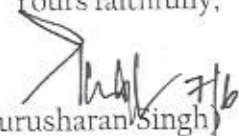


**Sub.: CVC Advise to initiate systematic improvements in tendering process.- reg.**

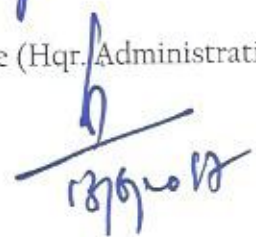
Kindly find enclosed herewith a copy of CVC OM dt. 03.04.2017, wherein systematic improvements in related to tendering process have been suggested. These are brought to your attention for suitable guidelines in tender process may be considered accordingly.

This issues with the approval of the DG Vigilance.

~~ASG~~ Agal Kishor (EMC)  
Koon emly for  
soft guidelines.

Yours faithfully,  
  
(Gurusharan Singh)  
Commissioner

Copy to : The Director (Hqrs.), Department of Revenue (Hqr. Administration), North Block,  
New Delhi 110001.

  
Commissioner

Plus soft Guidelines.  
ASD (EMC)

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13/6

AIA D (Hqrs.)  
1 arm  
13/6

Telegraphic Address :  
"SATARKTA: New Delhi

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Website  
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24600200

फैक्स / Fax : 24651186



सत्यमेव जयते

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Confidential

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केन्द्रीय सतर्कता आयोग  
CENTRAL VIGILANCE COMMISSION

सतर्कता भवन, जी.पी.ओ. कॉम्प्लेक्स,  
ब्लॉक-ए, आई.एन.ए., नई दिल्ली-110023  
Satarkta Bhawan, G.P.O. Complex,  
Block A, INA, New Delhi-110023



सं./No..... 016/CEN/030-24295

दिनांक / Dated..... 03/04/2017

OFFICE MEMORANDUM

1. In stage advice in r/o Complaint against Shri H N Meena, GM, Govt. Opium & Alkaloid  
Works, Neemuch.

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2. CBEC may refer to their U.O. Note F.No.V.623/02/2016/739 dated 29.11.2016 on the  
subject cited above.

3. On the overall consideration of the facts and circumstances of the case and perusal of  
records, the Commission, in agreement with the recommendation of CBEC, would advise  
closure of the complaint against Shri H N Meena, GM.

4. Further, the Commission would advise CBEC following systemic improvement measures  
on the basis of the observations of CCEO, CVC.

(i) The process of issuing tender document only to bidders who meet PQ criteria does  
not appear to be fair because in this case TC does not come in to picture for  
evaluation of documents submitted by bidders before issuing of tenders. Instead of  
following this method, Tender should be issued to every prospective bidder and may  
be shortlisted during P Q criteria, as in the case of three envelope system.

(ii) In this particular case, estimated cost was calculated as Rs. 2.2 Crore thus 30% of this  
amount works out to be Rs. 66 Lakhs. However, as per PQ criteria mentioned in the  
tender notice, turnover to the tune of Rs. 20 Crore was sought which appears to be on  
higher side.

Similarly work experience criteria were also kept on higher side i.e. Rs. 3 Crore for  
one similar work instead of Rs. 1.76 Crore. Rs. 2 Crore for four works.

(iii) In view of the above, the department may consider the PQ criteria in line with CVC  
guidelines vide OM dt. 17.12.2002 in order to attract more no. of prospective bidders  
and have more competition.

Handwritten notes and signatures on the left margin, including "6.4" and "AOC (GS)".



4. Department's files No F.No. V.623/02/2016/739 alongwith case records as received are returned herewith. Receipt of Commission's advice and Department's file may be acknowledged.

*R. S. Desai*  
(Rakesh Desai)  
Director

Encl: As above.

C. B. I. C.  
(Shri Raj Kumar Barthwal, CVO)  
Room No-280, Samrat Hotel  
Chanakypuri, Kautilya Marg,  
New Delhi.