

IMMEDIATE

F.No.TA-2-10003(01)/4/2021-TA-II/66
Government of India
Ministry of Finance
Department of Expenditure
O/o Controller General of Accounts

Mahalekha Niyantarak Bhawan,
Block-E, GPO Complex, INA, New Delhi,
Dated: 16.2.2021.

OFFICE MEMORANDUM

Subject: Seeking inputs from Stakeholders on Draft Standard bidding Documents (SBDs) for Procurement of Goods-reg.

Please find enclosed a copy of reference received from DoE vide their O.M. No. F.1/11/2019-PPD dated 7-1-2021 on the above subject. (The OM issued by DoE along with the draft Standard bidding Documents (SBDs) is also available on the website of Department of Expenditure (<https://doe.gov.in/procurement-policy-divisions>).

2. As many field formations are engaged in bidding or members of Tender committees/ Works boards, etc., it is requested to kindly offer your comments to this Office immediately. The comments may be sent to the undersigned through mail (neelakantan.r@nic.in).

This issues with the approval of CGA.

Encl: As above.


(Neelakantan R.)
Sr. Accounts Officer (TA-II)

To

All Pr.CCAs/CCAs/CA(IC) of Ministries/Departments.

copy to: Sr. AO (ITD) for uploading on CGA website.

No.F.1/11/2019-PPD
Government of India
Ministry of Finance
Department of Expenditure
Procurement Policy Division

512, Lok Nayak Bhawan,
New Delhi. Dated the 7th January, 2021

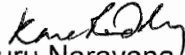
OFFICE MEMORANDUM

Subject : Seeking inputs from Stakeholders on Draft Standard Bidding Documents (SBDs) for procurement of Goods.

In continuation of this Department's various initiatives for increasing effectiveness, good governance, competition, and value-for-money in public procurement, it has now developed Draft SBD for the procurement of Goods (enclosed). Background Note in this regard is enclosed at Annexure-I.

2. Feedback is solicited from all stakeholders including Ministries/ Departments, attached/ subordinate bodies, CPSUs, Industry & individuals etc. for the SBD only in the format placed at Annexure-II.

3. The feedback may please be sent to undersigned and **girish.bhatnagar@gmail.com** by 15th February 2021. The copy of this OM is also available on the website of Department of Expenditure.


Kotluru Narayana Reddy
Deputy Secretary to the Govt. of India
Tel. 011-24621305
Email : kn.reddy@gov.in

To,

All the Secretaries/ Financial Advisers of Central Government
Ministries/ Departments

Background

The Model Tender Document is intended to be used by all Central Government Ministries/ Departments and their attached and subordinate offices, Central Public Sector Entities, Autonomous Bodies and Statutory Bodies.

This generic document is made for Single Stage, Two Covers, Domestic Open Tenders through GePNIC eProcurement of general Goods. However, core clauses have been added (without making the document unwieldy) so that it can be customised by adding suitable additional clauses in AITB and SCC to suit Global tender; Single cover; Annual Running Supply Contracts; Rate Contracts; Capital Goods; Contracts involving fabrication/ installation/ Commissioning etc.

This document is for use by different organisations and customisations may be required for many parameters e.g., name of organisation; whom is the bid to be addressed (The President of India, through), Tender number, Title of Tender, portal of e-procurement etc. These may occur at hundreds of places in text and in header/ footer. So, these are embedded in such a way that these can be customised at one place and rest of occurrences would get automatically changed. This would require a modicum of expertise in 'Word'. Please try it out.

There is no standardised nomenclature in Public Procurement in India and a mix of American, European, and Indian nomenclature has become common. 'Tender' is taken to mean (i) 'Tender Document' or 'Tender Process' as well as (ii) the 'Bid' submitted by the bidders. Similarly, participants in the Tender are called tenderers and bidders. This duality is reflected in "Notice Inviting Tenders' and 'Instructions to Bidders' etc.

Although this is not an appropriate forum to discuss this topic in detail that it deserves, an attempt is made to standardise for this document 'Tender' for the (i) above and Bid for (ii) and hence Bidder is used instead of Tenderer and the document is being called 'Tender Document' instead of 'Bid Document'. Similar attempts are made in standardising other nomenclature in this document, without disturbing the nomenclature embedded in CPPP portal.

Please make suggestions also regarding readability; ease of comprehension and length of the document.

Please read obverse sides of cover page and inner cover page for details.