

V.O.CHIDAMBARANAR PORT TRUST
FINANCE DEPARTMENT

No: FIN-OFFAO-CRT-MONIT-VI-21

Date : 20.12.2021

CIRCULAR No. 04/2021-22

With a view to ease the tender process, a revised statement indicating Committee Members from various departments for opening, evaluation and negotiation of Tenders amendment is enclosed, which is in supersession of earlier Circular No.01/2017-18 dated 3.5.2017.

This issues with the approval of Chairman.

Encl:Annexure


FINANCIAL ADVISER &
CHIEF ACCOUNTS OFFICER

To

- 1.All Heads of Department.
- 2.Resident Senior Audit Officer
- 3.Senior Deputy Director, EDP Centre
- 4.All Officers of Finance Department

Copy to :

1. PA to Chairman
2. PA to Deputy Chairman

5. As per the Ministry's Letter No. 17011/1/2005-PG dated 11.02.2015 on Delegation of enhanced financial powers to Major Port Trusts AT Sl.NO.5,6 and 8, the following officers are nominated as spot Purchase Committee (SPC) Members;

- a. Up to Rs.50,000 /- - Assistant Secretary /Accounts Officers Grade-I/ ATM Gr-I/ Assistant Engineer/ Assistant EE etc. or an officer of equivalent rank.
- b. Above Rs.50,000 to Rs.1 lakh - Senior Assistant Secretary/Senior AO/Senior ATM/ Assistant EE/ Executive Engineer etc. or an officer of equivalent rank.
- c. Above Rs. 1 lakh to Rs.2 lakhs - Deputy Secretary/Dy.CAO/Dy.TM/Executive Engineer/Superintending Engineer etc. or an officer of equivalent rank.
- d. Above Rs.2 lakhs and up to Rs.3 lakhs - Senior Deputy Secretary/Senior Deputy CAO/Senior DTM/Deputy CE/Deputy CME etc. or an officer of equivalent rank.
- e. Above Rs.3 lakhs - Specific approval of Chairman to be obtained.

6. In respect of PPP projects, Special Tender Committee shall be formed as per the approval of Chairman.

7. Estate related tenders:

Sl. No.	Opening of Tenders		Estimate value	Evaluation of technical bid & Opening of Price Bids on approval by the competent authority			Negotiation with L1 bidder on approval by competent authority		
	Estimate value	Tender Committee Members		Civil Dept./Estate Division	Finance side	Traffic Dept.	Civil Dept./ Estate Division	Finance Dept.	Traffic Dept.
01	Upto Rs.2 crores	SE/EE or its equivalent rank along with one representative each from Finance and User Departments.	Up to Rs. 5 lakhs	AEE Estate	AO/ Revenue- II	ATM	Grade I Officer	AO Grade I	ATM
02	Above Rs.2 crores to Rs .5 crores	Deputy Chief Engineer or its equivalent rank along with one representative each from Finance and User Department.	Above Rs. 5 lakhs to Rs. 25 lakhs	EE Estate	AO/Revenue-II	Sr .ATM	EE or an equiv. rank Superintending Engineer or an equivalent	Senior AO	Sr .ATM
03									
04	Above Rs.5 crores	HoD of the respective Department along with FA & CAO and HoD of the User Department.	Above Rs.25 lakhs to Rs. 50 lakhs	Superintending Engineer or an equivalent	DCAO	DTM	Deputy Chief Engineer or anequivalent	Deputy CAO	DTM
05			Above Rs.50 lakhs to Rs.1 crore	Deputy Chief Engineer or an equivalent	Sr. DCAO	Sr. DTM	Head of Department	Senior DCAO	Sr.DTM
			Above Rs. 1 crore.	Head Department of	FA&CAO	TM	HoD & Deputy Chairman	FA&CAO/	TM

Note : the notes mentioned 1 to 3 will apply for the estate related tenders also.

8. This shall be applicable to all tenders being invited by all Departments.