Office Order No.13/3/05

Subject: Details on award of tenders/contracts publishing on Websites/Bulletins.

The Commission vide its Circular No.8(1)(h)/98(1) dated 18.11.1998 had directed that a practice must be adopted with immediate effect by all organisations within the purview of the CVC that they will publish on the notice board and in the organisation’s regular publication(s), the details of all such cases regarding tenders or out of turn allotments or discretion exercised in favour of an employee/party. However, it has been observed by the Commission that some of the organisations are either not following the above mentioned practice or publishing the information with a lot of delay thereby defeating the purpose of this exercise, viz. increasing transparency in administration and check on corruption induced decisions in such matters.

2. The Commission has desired that as follow up of its directive on use of “website in public tenders”, all organisations must post a summary every month of all the contracts/purchases made above a certain threshold value to be decided by the CVO in consultation with the head of organisation i.e. CEO/CMD etc. as per Annexure-I. The threshold value may be reported to the Commission for concurrence.

3. Subsequently, the website should give the details on the following:

   a) actual date of start of work
   b) actual date of completion
   c) reasons for delays if any

   A compliance report in this regard should be sent by the CVOs along with their monthly report to CVC.

   Sd/-
   (Anjana Dube)
   Deputy Secretary

To

All Chief Vigilance Officers
### Details of contractors concluded during the Month

<table>
<thead>
<tr>
<th>Tender No.</th>
<th>Item/ Nature of work</th>
<th>Mode of Tender Enquiry</th>
<th>Date of Publication of NIT</th>
<th>Type of Bidding (Single/ Two Bid System)</th>
<th>Last date of receipt of tender</th>
<th>Nos. of tenders recd.</th>
<th>Nos. and names of parties qualified after technical evaluation</th>
<th>Nos. and names of parties not qualified after technical evaluation</th>
<th>Whether contract awarded to lowest tenderer/ Evaluated L1</th>
<th>Contract No. &amp; Date</th>
<th>Name of Contractor</th>
<th>Value of Contract</th>
<th>Scheduled date of completion of supplies</th>
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