



CENTRAL PUBLIC WORKS DEPARTMENT

OFFICE MEMORANDUM

No. DGW/MAN/42

ISSUED BY AUTHORITY OF DIRECTOR GENERAL OF WORKS

NIRMAN BHAWAN, NEW DELHI

5th January, 2000

PUBLICITY OF TENDERS

Instructions regarding publicity of tenders for CPWD works are contained in Section 18 of the CPWD Manual vol.II. These have been reviewed and the following additional provisions are made:

1. All NITs, whether issued by the Sub-Division or the Division, shall be assigned a serial number in the form 'X' of 'Y' where 'X' is the serial number of the NIT issued in a particular financial year and 'Y' represents that financial year. Abbreviations for Division and the place may be added. No NIT shall be publicised either on the notice board or in press without a serial number.
2. The serial number shall be assigned by the Executive Engineer from a register maintained in the Divisional office. The format of the register shall be as given in the Annexure to this OM. The serial number shall be continuous irrespective of the level of the NIT approving authority i.e. Assistant Engineer to Chief Engineer.
3. The AEE / AE shall intimate the details of the prospective NIT to the Executive Engineer in writing in duplicate. On receipt of the intimation, the first serial number available in the register shall be assigned to the NIT, details noted in the register and the duplicate copy of the intimation returned to the Sub-Division with serial number of the NIT noted on it under the signature of the EE. In cases where EE decides not to issue a particular NIT, serial number may not be assigned to it.
4. In Sub Divisions located out station of the head quarters of the Division, a similar register shall be maintained. NITs may be issued under serial numbers assigned through this register but it shall be necessary to intimate the details to

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the EE and obtain a serial number from the main register of the Division in a manner detailed in para 3 above, before the work is awarded on the basis of such NIT.

5. The agreement with the contractor shall bear the serial number of the NIT along with other details on the cover page. This shall be checked and reconciled while making payment of the first bill to the contractor.
6. In case of works estimated to cost upto Rs.2 lakhs, advertisement may not be inserted in press but the NIT shall be necessarily displayed on the notice boards of the issuing Sub-Division, Division and all the other Sub Divisions of that Division located in the same station.
7. Emergent works can be awarded on work orders in the usual manner by the competent authority, as per its delegated power.

After the above system comes into operation in the Division, sending copies of NIT to Contractors' Associations may be discontinued. The NIT register shall, however, be made available to contractors for perusal during a fixed time on working days and also to higher authorities during their inspection.

The Executive Engineers are required to adopt this system immediately and send confirmation to their Chief Engineers who shall furnish consolidated information to this Directorate positively by 31.1.2000. No work shall be awarded without assigning the number to the NIT on or after 1.2.2000.



(P.K.Mathur)

Superintending Engineer (C&M)

File No. 6/4/98/SE/CM

Copy forwarded, as per mailing list

Name & address of Division _____

[illegible]

Serial Number first available in register

Division

100

Sub-Division

Number assigned to NIT shall be :

5

1999-2000

Construction Division IV

Leah

2/CDD-IV (If outstation, suffix suitable initials)

5/1999-2000/CD-IV/Delhi/2