



भारतीय अन्तर्देशीय जलमार्ग प्राधिकरण
INLAND WATERWAYS AUTHORITY OF INDIA
(पोत परिवहन मंत्रालय, भारत सरकार)
(Ministry of Shipping, Govt. of India)

14

क्षेत्रीय कार्यालय:

गायघाट, पोस्ट-गुलजारबाग, पटना- 800007
फोन : 0612-2310026
फैक्स : 0612-2310029

Regional Office:

Gaighat, P. O. – Gulzarbagh,
Patna – 800007
Phone/Tele fax :0612-2310029
E-mail:dirpat.iwai@nic.in

IWAI/Patna/Admn/Office Order/2018-19/1201

Dated: 01/01/2019

OFFICE ORDER

Sub: Procedure to be followed for submitting & processing procurement cases at R.O. Patna

Regional Office Patna is currently engaged in multifarious activities related development of safe navigation and related national waterways infrastructure development on NW-1 and other waterways.

With the advent of New Year 2019, we are entering the final phase of current FY 2018-19. R.O. Patna has the onerous task of developing / maintaining fairways of a large stretch of NW-1 alongwith new waterways under development, consisting of rivers Ghagra, Gandak and Kosi. Development of waterways is part of key priority areas defined by the Government and sufficient resources through various approved schemes have been provided to achieve these objectives. Thus R.O. Patna has been entrusted with huge responsibility for achieving this vision.

In order to not to fall short of these expectations , it is imperative that we work with new resolve towards achieving these objectives within time. Procurement of various Assets/ equipment and Services are an important & essential component /link in this chain of activities. Therefor in order to streamline this process, all wings of R.O. Patna are directed to adhere to following Publications and Policy directives promulgated by Govt from time to time.

- (i) **The Constitution of India**
- (ii) **Indian Contract Act, 1872,**
- (iii) **Sale of Goods Act, 1930 and Mercantile Laws**
- (iv) **GFR, 2017**
- (v) **Ministry of Finance's Manuals for Procurement of Goods and Services**
- (vi) **'Delegation of Powers'** promulgated by IWAI, HO, as amended from time to time.

Beyond these, no other Document is to be followed as 'policy' if not promulgated by any Competent Authority.



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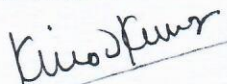
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Above documents are to be followed in letter and spirit broadly, with contextual leeway wherever allowed by IWAI 'Delegation of Powers' to achieve the highest objectives of the organization in a given situation.

Directives for Indenting departments while submitting procurement proposals: Each indenting department is to put up their procurement proposal with statement of purpose and with explanation as to how this proposal is in line with the organizational objectives together with the applicable scheme and estimated amount available therein, The proposed/ preferable mode of procurement in the given situation is also to be brought out. The proposal is then to be put up for consideration by the Competent Authority 'approval in principle'. Once the 'approval in principle' is given by the Authority, it is to be submitted for 'financial concurrence'.

Directives for Finance & Accounts wing for processing proposals for 'financial concurrence': The proposals submitted for financial concurrence is to be studied for financial incongruity and submitted to Competent Authority with comments and suggestions relevant to the proposal within the parameters of promulgated policy directives at various levels by Govt of India. Any serious comment affecting the proposal is to be backed by reference to promulgated policy, with copy of relevant extracts enclosed. Personal opinions / suggestions are to be indicated separately from the 'remarks on financial concurrence'. After the 'financial concurrence', the proposal is to be submitted for consideration by the Competent Authority for final decision on the Procurement proposal. Once approved by the Competent Authority, the proposal may be taken up for procurement as per the due process.

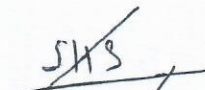
This order is issued for strict compliance by all departments under R.O. Patna.


(V.K. Kureel)
Chief Engineer

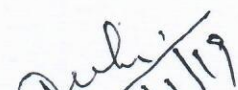
To,

All Head of Departments,
Regional Office, IWAI, Patna

MINI, PRINCIPAL


DD (S)

Sr. A.O.


11/1/19
11/1/19

मुख्य कार्यालय : ए-13, सेक्टर-1, नोडा,
जिला-गौतमबुद्ध नगर (उ० प्र०)
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