

VIGILANCE ALERT

No. : 03/2023

Date : 04.09.2023

Sub: Preventive steps for dealing with Works tenders

In a surprise inspection carried out by the vigilance team concerning Civil tenders, deficiencies were identified. It was determined that following the download of the BOQ and BOQ comparative chart, were manipulated by altering the quoted values of L1 bidder.

An employee had been using the executives' DSC to download bid documents. He used to download the BOQ/BOQ comparative chart, manipulate the bid values of the L1 bidder by increasing the quoted amount near to the L2 bidder's offer, and then present it to the TC members for recommendation. The TC members neglected to independently verify the details and instead relied on the altered documents provided by the employee. It is possible that similar incidents may have occurred in other areas as well.

To address the identified deficiencies revealed during the surprise inspection, the following measures should be taken immediately:

1. All members of the Tender Committee (TC) must individually verify the tender documents and BOQ before signing the TC recommendations. Each TC member shares equal responsibility for this task.
2. The approving authority, prior to granting final approval for a tender, should verify that the awarded value aligns with the BOQ value and ensures that it is either the same or lower than the quoted amount in the BOQ. The tender approving authority bears equal responsibility in cases where such discrepancies occur due to a failure to fulfil their duties.
3. In each Area, an empowered committee comprising of concerned departments should be constituted, who would be responsible for conducting random internal audits of tender files on a regular basis. This measure is intended to detect any deficiencies including the recurrence of such irregularities.
4. Any future instances of such irregularities should be promptly reported to CCL HQ and the Vigilance department.
5. The practice of handing over Digital Signature Certificates (DSCs) to colleagues (such as junior officers or staff) is contributing to these lapses. It should be noted that a DSC is equivalent to a physical signature, and therefore, any lapses in DSC usage will result in the DSC holder being held accountable.

04-4/9/2023
(Pankaj Kumar, IRTS)
Chief Vigilance Officer/CCL

Copy To:

1. Chairman cum Managing Director/CCL – For Kind Information
2. All Functional Directors - For Kind Information and further necessary action
3. All Area General Managers – for necessary action
4. All Concerned – for necessary action