

GOVERNMENT OF MANIPUR
SECRETARIAT: FINANCE DEPARTMENT
(EXPENDITURE SECTION)

OFFICE MEMORANDUM
Imphal, the 22th October, 2012

No. 1/1/2003-FX (EXP): It has come to the notice of Finance Department that in a few cases, Tender Notice/Forms issued by certain Heads of Departments did not adequately and comprehensively reflect the detailed particulars of the quantum and value of items for which the tenders were invited. Lack of detailed particulars is not conducive to competitive bidding and hampers correct price and quality evaluation. Administrative secretaries may undertake utmost care to ensure that all Tender documents including Tender Notice and Forms before their advertising and publication do not suffer from unwanted information gap which is likely to adversely affect the bidding process. Finance Department will not consider any proposal for tender committee meeting if these conditions are not fulfilled.


(Barun Mitra)
Principal Secretary (Finance)
Government of Manipur.

Copy to:

1. Secretary to the Governor, Raj Bhawan, Manipur.
2. Secretary to the Hon'ble Chief Minister, Govt. of Manipur.
3. PS to Hon'ble Ministers, Manipur.
4. Staff Officer to the Chief Secretary, Govt. of Manipur.
5. The Accountant General, Manipur.
6. All Principal Secretaries, Govt. of Manipur.
7. All Commissioners/Secretaries, Govt. of Manipur.
8. All Heads of Department, Manipur.
9. All Deputy Commissioners, Manipur.
10. The Director of Treasuries and Accounts, Manipur.
11. All Treasury Officers/Sub-Treasury officers, Manipur.
12. Guard file/Order Book