



# TRANSPARENCY INTERNATIONAL-PAKISTAN

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8<sup>th</sup> April, 2017

TL17/0804/5A

Administrator,  
Market Committee,  
Burewala,  
Punjab.

Sub: Violation of Punjab Procurement Rules 2014, Administrator, Market Committee, Burewala's  
Quotation Notice for Purchasing of Items and Renting of Centre.

Dear Sir,

This is with reference to Market Committee, Burewala's Quotation Notice, published in daily "Express" on 6<sup>th</sup> April, 2017. It is observed that the advertisement is in violation of the Violation of Punjab Procurement Rules 2014.

1. As per advertisement, only the date of submission of bids is mentioned in the advertisement, whereas it should also include the time of submission of bids and date and time of opening of bids that shall be on the same day. Therefore the advertisement is in a violation of Punjab PRA Rules 2014, Rule 30(1). Stated as under;

*30. Opening of bids.— (1) The date for opening of bids and the last date for the submission of bids shall be the same; and, bids shall be opened at the time specified in the bidding documents which shall not less than thirty minutes after the closing time for the submission of bids.*

It is mentioned in Punjab PPRA 'Tender Guidelines' on their website, that the Tender Notice should contain closing date, time and place for receiving bids, as well as time of public opening of bids. (Copy Attached).

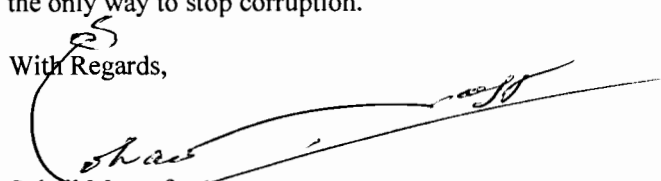
2. Also, "Market Committee may increase or decrease the quantities of the items", whereas per rules, any change in tender conditions, specifications and quantity after the opening of the bid by procuring agency is not allowed under Rules. However according to PPRA 2014, Rule No. 59 (c) (iv), repeat orders cannot exceed more than 15% of the original quantity. Stated as under;

*59. Alternative methods of procurements.- A procuring agency may utilize the following alternative methods of procurement of goods, services and works:  
(c) direct contracting: a procuring agency shall only engage in direct contracting if any of the following conditions exist:  
(iv) repeat orders not exceeding fifteen per cent of the original procurement;*

The above information is forwarded for the purpose of avoiding mis-procurement charge under Rule No. 69, and with request to re-invite the quotation under the prescribed procedures or issue a corrigendum and extend date accordingly.

Transparency International Pakistan is striving for across the board application of Rule of Law, which is the only way to stop corruption.

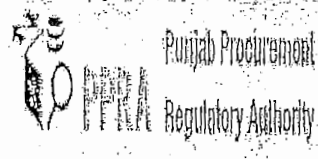
With Regards,

  
Sohail Muzaffar  
Chairman

Copies forwarded for the information with request to take action under their mandate to:

1. Chief Minister, Government of Punjab, Lahore
2. Director General, NAB, Lahore.
3. Chief Secretary, Government of Punjab, Lahore.
4. Registrar, Lahore High Court, Lahore.
5. Managing Director. Punjab PRA. Lahore.





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## Tender Guidelines

The tenders should essentially include the following information:

- o Name of procuring agency
- o Tender number (for identification)
- o Procurement Title (indicating type and quantity)
- o Contact person (for seeking bidding documents)
- o Last date for obtaining bidding documents and its price (if any)
- o Closing time and date as well as place for receiving bids
- o Time and Place of public opening of bids (Bids must be opened on the closing date at least thirty minutes after the deadline for submission of bids)
- o Amount of bid security (% age of bid price)
- o Procurement method
- o In case the tender notice involve different categories of goods, work or services, the procuring agency must mention to whether the evaluation shall be item wise or on accumulative cost basis
- o Bid validity period
- o The bidding document shall be made available to the interested firms/prospecting bidders, immediately after the bidding notice is published

Standard Tender Specification Format

