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GOVERNMENT OF ODISHA
WORKS DEPARTMENT

No. FA-Codes - 6/2012 - 6592 W, Dated

Office memorandum

Bhubaneswar the,

Sub: - Guidelines for Unblocking of Portal Registration.

After introduction of e-Procurement in Govt. of Odisha, necessary guidelines/procedure has been issued in Works Department Office Memorandum No. 1027 dt. 24.01.2009 which consists of the procedural requirement of e-Procurement and shall be made part of the Detailed Tender Call Notice (DTCN) or instruction to Bidder for all works/tenders hosted in the portal. Para-14(f) (vi) of the O.M. provides the procedure/guidelines for debarring the bidder from participating in the on-line bidding system, blocking of portal registration and cancellation of registration certificate for non-submission of bid security within the designated period.

Field functionaries face difficulties to unblock the portal registration of the bidder on receipt of proposal from the competent authority since there is no such guidelines. After careful consideration, Government have been pleased to approve the procedure for unblocking of Portal Registration as follows.

1. Unblocking of Portal Registration:

Unblocking of portal registration of a contractor shall be done by a Committee consisting of the following members.

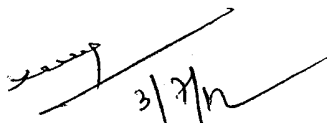
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EES & BB'S.
JK

- | | | |
|--------------------------------|---|----------|
| EIC (Civil)-cum-CPO | - | Chairman |
| Engineer-in-Chief (WR) | - | Member |
| Concerned Chief Engineer | - | Member |
| Sr. Manager (Finance), SPC | - | Member |
| Officer Inviting Tender | - | Member |
| Chief Manager (Technical), SPC | - | Convener |

2. The Chief Manager (Tech), State Procurement Cell will be the convener and he will maintain all records for this purpose. The Committee shall meet not less than once in a month if required & shall consider the recommendation of the officer inviting tender for unblocking of portal registration. The quorum of the meeting will be four.
3. The minimum period of blocking of Portal Registration shall in no case be less than 90 days. After blocking of Portal Registration, the Contractor whose Portal Registration has been blocked may file application to the concerned officer inviting tender showing sufficient ground for unblocking of his portal registration along with a Treasury Challan showing deposit of Rs. 10,000/- (Rupees ten thousand) only (nonrefundable) under the head of accounts '0059 - Public Works' as processing fees. The officer inviting tender shall forward the application filed by the contractor to the Chief Manager (Tech), State Procurement Cell.
4. On receipt of recommendation from the concerned Chief Engineer along with the copy of challan as mentioned above, the Chief Manager (Tech) being the member Convener of the Committee shall place the case before the Committee for examination and taking a decision in this regard. After examination the Committee may recommend for unblocking of the portal registration of said contractor if the Committee is satisfied that the fault committed by the contractor is either unintentional or done for the first time.
5. After scrutiny by the State Procurement Cell if it is found that the portal registration of a contractor has been blocked for the 2nd time the Chief Manager (Tech), SPC may not consider his case to be placed before the Committee and may advise the concerned OIT to issue show cause notice to the contractor asking him to explain as to why his portal registration shall not remain blocked. On receipt of show cause reply from the contractor the officer inviting tender shall examine the same & if considered proper he may report to the Chief Manager (Tech), SPC along with his views furnishing the copy of the show cause reply for placement of the same before the Committee for taking a decision in respect of blocking / unblocking. If the Committee found that the contractor is in habit of committing such fault again and again intentionally the committee may advise the

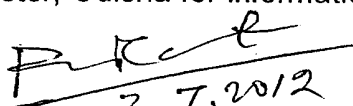
concerned officer inviting tender to initiate proceeding for blacklisting as per the existing rule.

This has been concurred in by the Finance Department vide their U. O. R. No. 39 -WF-I dt. 09.02.2012 and Law Department vide their U. O. R. No. 846/L dt. 28.04.2012.


EIC-cum-Secretary to Government

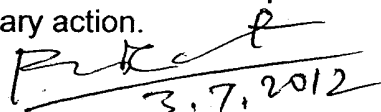
Memo No. 6573 W., Dated, the 4.7.12

Copy forwarded to P.S. to Hon'ble Chief Minister, Odisha for information and necessary action.


3.7.2012
FA- cum- Addl. Secretary to Government

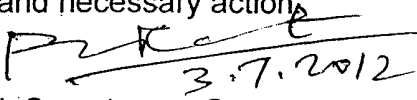
Memo No. 6574 W., Dated, the 4.7.12

Copy forwarded to OSD to Chief Secretary, Odisha / P.S. to Development Commissioner-cum-Additional Chief Secretary, Odisha / P.S. to Principal Secretary to Chief Minister, Odisha for information and necessary action.


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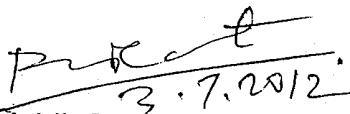
Memo No. 6575 W., Dated, the 4.7.12

Copy forwarded to Finance Department /Department of Water Resources / Housing & Urban Development Department/ / Rural Development Department/ Panchayati Raj Department/ All other Departments / Managing Director, OB & CC Ltd. / Managing Director, OCC Ltd. for information and necessary action.


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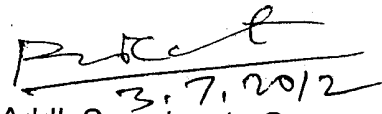
Memo No. 6576 W., Dated, the 4.7.12

Copy forwarded to the EIC (Civil), Odisha/ EIC, Water Resources, Odisha/ EIC-cum-Principal Chief Electrical Inspector, Odisha/ FA-cum-Addl. Secretary to Govt. RD Deptt. / FA-cum-Addl. Secretary to Govt. W.R. Deptt. / FA-cum-Addl. Secretary to Govt. H&UD Deptt. / FA-cum-Addl. Secy. to Govt., Energy Deptt. / Joint Secy. to Govt., Finance Deptt. / Chief Engineer, DPL & Roads, Odisha/ Chief Engineer, Buildings, Odisha/ Chief Engineer, National Highways, Odisha/ Chief Engineer, R.D. & Q.P., Odisha/ Chief Engineer, World Bank Project, Odisha/ Chief Architect, Odisha/ Chief Engineer, Water Resources, Odisha/ Chief Engineer, R.W.-I, Odisha/ Chief Engineer, R.W.-II, Odisha/ Chief Engineer, P.H. (Urban), Odisha/ Chief Manager (Tech.), State Procurement Cell, Odisha for information and wide circulation among subordinate offices.


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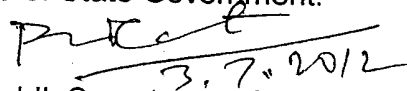
Copy forwarded to the Accountant General (A&E), Odisha, Bhubaneswar/ Senior D.A.G. (Works Audit & Projects), Odisha, Puri for information and necessary action.


3.7.2012
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Memo No. 6578 W., Dated, the 4.7.12

Copy along with softcopy forwarded to the Head, State Portal Group, IT Centre, Ground Floor, North Annex of State Secretariat for information and necessary action.

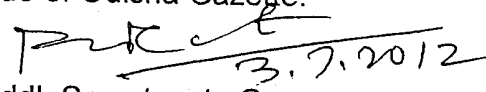
He is requested to display in the web-site of State Government.


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Memo No. 6579 W., Dated, the 4.7.12

Copy along with softcopy forwarded to the Director, Printing, Stationery & Publication, Odisha, Cuttack for information and necessary action.

He is requested to publish in the next issue of Odisha Gazette.


3.7.2012
FA - cum- Addl. Secretary to Government