

**MINUTES OF THE VIDEOCONFERENCE MEETING HELD ON 08/05/2019 TO DISCUSS  
THE GUIDELINES TO STREAMLINE THE PROCUREMENT PROCESS IN GSI.**

- 1.0** A videoconference meeting under the chairmanship of the ADG (F) & HoD, CHQ was conducted by STSS, CHQ with all the HoDs of Regions, RSAS, M&CSD, GSITI, National Mission Heads (or their representatives), ADG, PSS, ADG AdSS and DDGs of State Units on 08/05/2019 to discuss the important guidelines to streamline the procurement process in GSI.
- 2.0** Initiating the proceedings, Shri K. K. Panda, ADG (F) & HoD, CHQ conveyed that as per the recommendation of VAQ, the earlier lengthy process of procurement needed to be changed and simplified for which the present guidelines have been formulated and implemented from 02/05/2019 with the approval of Ministry of Mines. He emphasised that the sole aim of the guidelines is to simplify the procurement process.
- 3.0** Smt. Neeharika Jha, DDG (M-IIIB) with additional charge of ADG (STSS) elaborated on the provisions of the guidelines and observed that it is necessary to make proper advance planning of the procurements. She requested all the Regions and State Units to communicate their suggestions regarding better implementation of the guidelines to the office of ADG (STSS).
- 4.0** The DDG (M-IIIB) with additional charge of ADG (STSS) requested all HoDs to communicate:
- a. The details of procurements already made, those in the process and the monthly procurement plans pertaining to their Region during FY 2019-20 to the office of ADG (STSS) by 15/05/2019.
  - b. The procurement plans for FY 2020-21 pertaining to their Regions to the office of ADG (STSS) by 31/05/2019 for consideration of the Central Purchase Committee (CPC) and finalisation of procurement planning of GSI for FY 2020-21.
  - c. Monthly summary/ statements on procurements to the office of ADG (STSS) regularly.
- 5.0** Furthering the discussions, the ADG (F) & HoD, CHQ and DDG (M-IIIB) with additional charge of ADG (STSS) interacted with the regional HoDs and DDGs of State Units one by one to record their suggestions for smooth implementation of the new procurement plan if any. Following issues and suggestions were communicated by the Regions and State Units during the discussion:
1. Roles of State Units have not been defined in the flowcharts of the guidelines.
  2. Guideline is not clear about State Unit level procurement committees which need to be included in the guidelines.
  3. It is not clear whether State Units need to take permission of the HoD of the Region before going for procurement within their financial powers or they need only to intimate the HoD in this regard.
  4. Regions / State Units do not have sufficient number of engineers of the required grade pay level to head the respective procurement divisions.
  5. Heading of the procurement divisions should not be restricted to engineers only. Capable officers of the stores stream, wherever available, or any other officer having relevant competency, irrespective of his / her stream, should be given the charge of procurement divisions in Regions / State Units.
  6. In the absence of CTSC, arriving at uniform and best suited specification for similar instruments purchased by different Regions will be difficult.
  7. No separate timeline has been prescribed in the guidelines for global tendering.
  8. GeM procurement should not be mandatory.
  9. Guideline is not clear about outsourcing drilling / survey work.
  10. As per the guidelines, the HoDs themselves are the proposers, approvers as well as the sanctioning authority for all the regional procurements. Contradiction of this situation with any existing Government / CVC rules / guidelines may be checked.

11. State Units based in Regional hqr. which do not have the required stores personnel / infrastructure may face difficulty in carrying out procurements following the guidelines.
12. Clarification is required regarding the procurements already in process before implementation of the guidelines.
13. State Unit level ceiling of cost of procurements may be fixed for better budget planning.
14. Procedure for procurement of services has not been included in the guidelines.
15. Regional Approval Committee (RAC) cannot accord financial sanction as mentioned in the flowchart.
16. HoD being chairman of both Tender Evaluation Committee (TEC) and RAC, how RAC can accept recommendation of TEC.
17. As per CVO guidelines technical evaluation should be done only by technical personnel. However, as per the new procurement guidelines members of finance and stores streams are also included in TEC which is a contradiction of the CVO guidelines.
18. Guidelines should also be communicated to the PAO offices to appraise them about the changes in the procurement process.
19. Timeline given for TEC is insufficient for items involving demonstration at TEC stage.

**6.0** The ADG (F) & HoD, CHQ and DDG (M-IIIB) with additional charge of ADG (STSS) conveyed the following during the course of discussion:

1. The latest DFPR enlists the financial powers of the HoDs and heads of State Units of GSI. They should make procurements at their level up to the maximum limits prescribed by DFPR.
2. Proposals in respect of items beyond the limit of a particular authority only should be sent to next higher authority.
3. Advance planning of procurement for next financial year will be done on the basis of proposals received from Regions / State Units before projection of budget estimate. Adjustment of procurement planning will be done after receiving of budget from Ministry of Mines. Further minor modifications may be made if some unplanned priority procurement is to be done.
4. Preference is to be given to GeM and Rate contract procurements as far as possible.
5. Charge of procurement divisions may preferably be given to engineers as far as possible and not mandatorily.
6. In respect of the procurements already in process before 02/05/2019, the decisions already taken and the stages already completed will remain valid and the rest of the stages of the procurement after 01/05/2019 will be carried out as per the new guidelines.
7. There will be only one RAC at regional level irrespective of the cost the item and it will take decisions for all items costing upto the maximum financial power of the HoD.

**7.0** The DDG (M-IIIB) with additional charge of ADG (STSS) in her concluding remarks observed that there are a lot of queries, doubts and suggestions in everyone's mind regarding the new procurement procedures. She requested all HoDs and heads of State Units to communicate their views / suggestions / queries to office of ADG (STSS) in writing by e-mail on or before 10/05/2019 positively. The issues that can be resolved by STSS will be resolved immediately and the other issues will be put up to the Competent Authority for consideration / advice.

**8.0** The meeting ended with vote of thanks to the chair and to all the distinguished participants.