

No.G.17018/1/2002-FEC
GOVERNMENT OF MIZORAM
FINANCE DEPARTMENT
(EXPENDITURE CONTROL)

OFFICE MEMORANDUM

Dated 23rd February, 2021

Subj : Procedure for procurement under Mizoram Public Procurement Rules, 2020

Attention of all Heads of Administrative Department and Heads of Department are hereby invited to provisions of Mizoram Public Procurement Rule, 2020 which have come into force with effect from 10.02.2020. Before placing their proposals for recommendation of Purchase Advisory Board or Works Advisory Board, Departments should ensure that the following provisions are followed :-

1. Purchase of goods involving more than Rs. 100.00 lakhs shall be considered by State Purchase Advisory Board and purchase of goods involving upto Rs. 100.00 lakhs shall be considered by Departmental Purchase Advisory Board. (Rule 11)
2. Tendered works and services having an estimated value of more than Rs.100.00 lakhs shall be considered by State Works Advisory Board (SWAB) and tendered works and services having an estimated value up to Rs.100.00 lakhs shall be placed before Departmental Works Advisory Board. (Rule 12)
3. All procurement of goods and works shall be made through Open Competitive Bidding (Rule 15). However, there are some situations where other methods can be applied as below-
 - (a) **Method of limited bidding (Restricted Tender)** can be applied when estimated value of goods to be procured does not exceed Rs.25.00 lakhs subject to conditions prescribed in Rule 16 (1)(a)(b).
 - (b) **Method of Single Source Procurement (Single Tender Enquiry)** can be used irrespective of the amount subject to conditions laid down in Rule 17 (1).
 - (c) **If procurement is made from GeM portal i.e, gem.gov.in.** (Rule 26)
4. When works are to be executed through empanelled firms, procedures to be followed depend upon the estimated cost of work as below (Rule 96).
 - ✓(a) **If estimated cost does not exceed Rs. 25.00 lakhs**, Department can resort to Restricted Tender from at least three firms empanelled by Govt. of Mizoram, Finance Department. In the case of restricted tender from empanelled firms, only financial bids may be invited since tender will be restricted to empanelled firms which are already eligible or pre-qualified.

✓ (b) If estimated cost exceeds Rs.25.00 lakhs, enquiry for seeking Expression of Interest from empanelled firms should be published as per the mode of publication prescribed under Rule 33(4)(b). On the basis of responses received from the interested parties, firms meeting requirements should be short listed. The number of short-listed firms should not be less than three. Technical bid and financial bid should be invited from shortlisted firms. To the extent practicable, all non-price evaluation / technical criteria shall be objective and quantifiable. Bid evaluation criteria for technical bid and weightage of marks to be assigned to technical bid and financial bid should be invariably mentioned in the bidding documents.

No criteria other than those mentioned in the bidding documents shall be used in evaluation, nor shall the criteria mentioned in the bidding documents be relaxed (Para 1.7 (6) of Appendix to the Procurement Rules). The Bid Evaluation Committee which must be constituted under Rule 13 should provide complete and detail observation and findings to the concerned Board.

5. Departments are advised not to submit proposals for restricted tender to Finance Department unless necessary conditions for limited tender/ restricted tender prescribed in Public Procurement Rules, 2020 are fulfilled.
6. Publicity for procurement of goods, service and work for different estimated value of procurement should be done as per the manner indicated in the table shown in Rule 33 (4) ibid.

The Mizoram Public Procurement Rules, 2020 can be downloaded from Finance Department website <https://finance.mizoram.gov.in> .

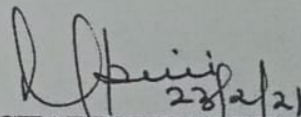
Sd/- LALTHANSANGA
Secretary to Govt. of Mizoram
Finance Department

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Copy to :

1. Sr. P.P.S to Chief Secretary, Government of Mizoram.
2. All Administrative Departments for information and necessary action.
3. All Heads of Departments for information and necessary action.
4. Accountant General, Mizoram
5. All Jt. Director of Accounts/Dy. Director of Accounts/FAOs
6. Guard File


(CHAWNGZIKPUTI)

Under Secretary to the Govt. of Mizoram,
Finance Department (EC)