

GOVERNMENT OF PUDUCHERRY  
TRANSPORT DEPARTMENT

- \* \* \* -

No. 05689/TD/A1/2017-18

Puducherry, dt. 23 .08.2017

CIRCULAR

Sub:- TD- Quotations from recognized private workshops –Regarding.

Ref:- (i) No. Circular No. 1589/GAW/C.2/2016-17 dated 16.12.2016(copy enclosed)  
(ii) Transport website- [www.transport.puducherry.gov.in](http://www.transport.puducherry.gov.in)

\*\*\*

With reference to the cited above, it is noticed that the enquiries for repairing various Govt. Departmental vehicles are not being sent to more number of workshops.

The various categories of work and the list of private workshops authorized to undertake these works are detailed in the circular referred under reference (i) above, and the copy of the same is enclosed.

It is brought to the information to all Govt. Departments of Puducherry to make the enquiries with maximum possible number of Govt. approved private workshops listed in the circular mentioned above, in order to get good service to the vehicles at the minimum possible cost.

Apart from the Govt. approved Private workshops referred in the circular, the Authorized Dealers/ Service Centres of Automobile Manufactures of a particular make could be approached for repairing all types of Govt. Vehicles as when required on single quotation basis as per Rule 154 of GFR 2005.

  
(S.D.SUNDARESAN)  
TRANSPORT COMMISSIONER

To

All Heads of Departments/Offices, Puducherry

Copy to

1. The Executive Engineer, G.A.W., Transport Dept.,Puducherry,
2. The Assistant Engineer, G.A.W., Transport Dept.,Puducherry,
3. The Regional Transport Officer, Transport Dept.,Puducherry,
4. The Motor vehicles Inspector, Transport Dept., Puducherry,
5. The Assistant Motor Vehicles Inspector, Transport Dept.,Puducherry,
6. The Programmer, Computer Section, Transport Dept.,Puducherry.(to be hosted in the stage of vehicle maintenance of Transport website- [www.transport.puducherry.gov.in](http://www.transport.puducherry.gov.in).)

GFR

- (iii) Sufficient time should be allowed for submission of bids in Limited Tender Enquiry cases.

**Rule 152. Two bid system :** For purchasing high value plant, machinery etc. of a complex and technical nature, bids may be obtained in two parts as under :-

- (a) Technical bid consisting of all technical details alongwith commercial terms and conditions ; and
- (b) Financial bid indicating item-wise price for the items mentioned in the technical bid.

The technical bid and the financial bid should be sealed by the bidder in separate covers duly superscribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed. The technical bids are to be opened by the purchasing Ministry or Department at the first instance and evaluated by a competent committee or authority. At the second stage financial bids of only the technically acceptable offers should be opened for further evaluation and ranking before awarding the contract.

**Rule 153. Late Bids :** In the case of advertised tender enquiry or limited tender enquiry, late bids (i.e. bids received after the specified date and time for receipt of bids) should not be considered.

**Rule 154. Single Tender Enquiry.**

Procurement from a single source may be resorted to in the following circumstances :

- (i) It is in the knowledge of the user department that only a particular firm is the manufacturer of the required goods.
- (ii) In a case of emergency, the required goods are necessarily to be purchased from a particular source and the reason for such decision is to be recorded and approval of competent authority obtained.
- (iii) For standardisation of machinery or spare parts to be compatible to the existing sets of equipment (on the advice of a competent technical expert and approved by the competent authority), the required item is to be purchased only from a selected firm.

Note : Proprietary Article Certificate in the following form is to be provided by the Ministry / Department before procuring the goods from a single source under the provision of sub **Rule 154 (i) and 154 (iii)** as applicable.

(i) The indented goods are manufactured by  
M/s.....

(ii) No other make or model is acceptable for the following reasons :

.....

.....

.....

(iii) Concurrence of finance wing to the proposal vide :

.....