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No. IPH-B-(A)9-1/2010-II  
Government of Himachal Pradesh  
Irrigation & Public Health Department

From

The Secretary (IPH) to the  
Government of Himachal Pradesh.

To

The Engineer-in-Chief,  
IPH Department, HP, US Club, Shimla-1.

Dated: Shimla-171002, the 3/1/18 /2018  
Subject: - Instruction reg. Tendering Process in IPH Department, Himachal Pradesh.

Sir,

I am directed to refer to the subject cited above and to say that the State Government has decided to switch over to the CPWD manual with up to date amendments with immediate effect. In addition to this, the following instructions be adhered strictly while calling the tenders in IPH Department:-

1. As already notified, the tenders in any form except e-tendering shall not be accepted for the amount involving above 5 lakh. All tendering process such as sale of tender documents, processing fee, deposit of earnest money and submission of bid document shall be carried out online through e-procurement website [hptenders.gov.in](http://hptenders.gov.in). All payments regarding purchase of Bid Document and deposit of earnest money shall be strictly through online mode (e-Payment) only. The Contractors/Agencies/L&C Societies are advised to open Bank accounts with Core banking Solution Branches (with NEFT/RTGS facility) to participate in tendering in the department.
2. To ensure transparency and to link to e-tendering, the tendering contractor/Firm shall submit/upload the scanned copies of the documents as required with the tender. No physical submission of documents will be allowed. Any documents/information found false/fabricated during scrutiny or later anytime, the tender will be liable to be cancelled immediately. In Such case EMD shall be forfeited.
3. The fixed dates of publication of the tender notices shall be 7<sup>th</sup> and 21<sup>st</sup> of the Month. In case the given date happen to be holiday then the next date of working day be considered. The floating of tenders may be allowed on any other date also with the permission of the Chief Engineer concerned, who has to pass on speaking orders justifying exigent circumstances.

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4. After the publication of the tender notice, following time line be adhered:-

Sr. No.	Particular Action	Days	Commuted total days
1.	Days of acceptance of bids from online publication	14	14
2.	Additional days for tender scrutiny/verification of scanned copies of EMD/Tender cost etc & opening of tender.	2	16
3.	Justifications/evaluation of tender at Divisional level/circle level/Chief Office and above	21	37
4.	Processing of tender for negotiation & issue of approval letter.	14	51

5. In order to reduce the extravagances, the tender notice to be published in the news paper or any other media should be of minimum size conveying mostly the nature of work, timeline for bidding etc. For more detail indicate the website portal.

6. No post negotiation with the Lowest Bidder (L-1) will be allowed. If the L-1 backs out, his earnest money shall be forfeited and the bid shall be recalled. At any stage no negotiation will be done with L-2 and L-3.

7. The executing authority shall nominate the adjudicator and indicate the same in the DNIT as per the guidelines of the department.

Yours faithfully,

*(Signature)*

(D.D. Sharma)

Special Secretary (I&PH) to the  
Government of Himachal Pradesh

Endst.No. As above, dated: Shimla-2

3 / 10 /2018.

Copy forwarded for strict compliance to:-

1. All the Chief Engineers, IPH Zones, HP viz. Shimla/Mandi/ Hamirpur/  
Dharamshala.

2. All S.E.s, IPH Circles of HP for similar necessary action.

*(Signature)*

Special Secretary (I&PH) to the  
Government of Himachal Pradesh