

**154.** Tenders, which should always be sealed, should invariably be invited in the most open and public manner possible, whether by advertisement in the Government Gazette or local news papers, or by notice in English and the vernacular posted in public places, and tenderers should have free access to the contract documents. The Officer opening the tenders should invariably date and initial on all the pages of the tender document.

(G.O.Ms. No. 1597, P.W.D., Dt. 18—6—1965) The notice should in all cases state—

(i) When and where the contract documents can be seen and the blank forms of tender can be obtained and also the amount to be paid for set of plans or other tender documents;

[(ii) When and where tenders are to be received and opened, the date of receipt of tenders should be atleast 15 days for works costing Rs. 1.00 lakh and less, and 21 days for works costing more than one lakh and upto Rs. 5.00 lakhs and one month or more for work costing over 5 lakhs from the date of issue of the Chit tender notice].

[G.O.Ms.No.1007, T.R. & B., Dt. 5-11-1976]

**Note** :—Sale of tender schedules should be stopped three clear days before the date fixed for receipt of tenders. The officer issuing tender notice may reduce the time for any special reasons to be recorded.

(iii) [The amount of earnest money to accompany the tender shall be 1 ½ % of the estimated amount of the contract, subject to a maximum of Rs. 1.00 lakh in the case of contractors, who have not deposited a lumpsum of standing security deposit of Rs. 1.00

lakh with the Chief Engineer, concerned, and 1 per cent only subject to a maximum of Rs.75,000/— in the case of Contractors who have deposited a lumpsum of standing security deposit of Rs. 1.00 lakh with the Chief Engineer concerned].

[Sub. by G.O.Ms.No. 4710, Tr., Roads & Blds. (Cl) Depts., Dt. 7—10—1983]

**Note** :—Minor Irrigation works in Telangana area under the administrative control of P.W. Department entrusted to the ayacutdars for execution are exempt from the collection of earnest money deposit.

(iv) With whom or what authority, the acceptance of the contract will rest.

No tender should be accepted from a person who has been or who has in his employ, a person who has been in the Gazetted Service of Government in any capacity, and has retired within a period of two years prior to the date of tender, except in cases where the officer concerned has obtained specific sanction of Government to do so prior to the date of tendering. Such tender, if accepted, because such information has not been furnished by the tenderer, shall be cancelled when the fact of such tendering comes to the notice of the tender accepting authority.

(G.O.Ms.No. 1845, PWD, Dt. 8—9—1963)

Authority should always be reserved to reject any, or all, of the tenders so received without the assignment of a reason, and this should be expressly stated in the advertisement.

In the case of works to be given on contract based on the lumpsum tender, as defined in the Andhra Pradesh Standard Specifications, the forms of tender notice and tender

(standardized as P.W.D. Forms No. V—53(a) and 53(b) should be used with such modifications as any particular work may require.

No tender should be accepted from any person directly or indirectly connected with the Government service — vide Paragraph 72 of this Code.

The Executive Engineer or the Superintending Engineer, as the case may be, should open the tenders in the presence of the tenderers or their authorized agents who may choose to be present at the time. The officer opening the tenders should invariably date and initial not only the corrections in the schedule of quantities, schedule of materials to be issued, specifications and other essential parts of contract documents but should invariably date and initial all the pages of the tender documents irrespective of whether they contain or do not contain any corrections, overwritings, etc. If there are corrections in the tender unattested by the tenderer, a note of such corrections should be made on the tender itself, when it is opened — vide Paragraph 9 of the Standard Tender Notice PWD Form No.15(a). The Officer opening the tenders should keep a personal note of the total number of tenders opened by him and verify therewith the number in the comparative statement of tenders.

Tenders should be decided within a period of one/two/three months after the expiry of last date prescribed for the receipt of the tenders by the Executive Engineer/Superintending Engineer/Chief Engineer respectively and the decision regarding the disposal of tenders should be indicated at any time within the said period.

During the above mentioned period no plea by the tenderer for any sort of modifications of the tender based upon or arising out of any alleged misunderstanding or misconception or mistake or for any reason be entertained.

(G.O.Ms.No. 271, PWD, Dt. 20—2—1970)