

## कोल इंडिया लिमिटेड

(एक महारत्न कंपनी)

सामग्री प्रबंधन विभाग

कोल भवन, प्लॉट सं.-ए.एफ-३, एक्शन एरिया-१ए

न्यू टाउन, राजरहाट, कोलकाता - ७००१५६

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वेबसाइट: [www.coalindia.in](http://www.coalindia.in)

ईमेल: [gmmm.cil@coalindia.in](mailto:gmmm.cil@coalindia.in)



## COAL INDIA LIMITED

(A MAHARATNA COMPANY)

Materials Management Division,

Coal Bhavan, Premises No.04, Action Area 1A,

New Town, Rajarhat, Kolkata-700156

PHONE: 033-2324 4127, FAX: 033-2324 4115

Website: [www.coalindia.in](http://www.coalindia.in)

E mail: [gmmm.cil@coalindia.in](mailto:gmmm.cil@coalindia.in)

संक्र०: CIL/C2D/Purchase Manual 2020/ 2086

दिनांक: 26.11.2020

### कार्यालय आदेश

**विषय:** Guidelines regarding Earnest Money Deposit, Security Deposit and Additional Performance Security for Abnormally Low Bids in case of Procurement of Goods

Please find enclosed the following three OMs, all numbered F.9/4/2020-PPD and dated 12.11.2020, issued by Department of Expenditure, Ministry of Finance, GoI:

1. Bid Security / Earnest Money Deposit
2. Performance Security
3. Additional Performance Security in case of Abnormally Low Bids (ALBs)

For implementation of the above OMs, the Competent Authority of CIL has approved the following in respect of Procurement of Goods:

**a. With respect to OM no. F.9/4/2020-PPD dated 12.11.2020 regarding 'Bid Security / Earnest Money Deposit':**

In place of Bid Security / EMD, bidders shall have to sign a Bid Securing Declaration accepting that if they withdraw or modify their Bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline or any other default which attracts forfeiture of EMD (as prescribed in existing manuals) as defined in the request for bids document, they will be banned for two years from being eligible to submit Bids in CIL and its Subsidiaries. This banning shall be done under the provisions of the NIT with the approval of Tender Accepting Authority with intimation to all concerned and online blocking of the bidder shall be done on receipt of written communication from the Tender Inviting Authority by Application Admin of CIL e-Procurement portal.

However, in case of compelling circumstances where asking Bid Security is felt necessary, the same can be done with the approval of the next higher authority to the authority competent to finalize the tender.

It shall be kept in the Bid Documents issued till 31.12.2021.

**b. With respect to OM no. F.9/4/2020-PPD dated 12.11.2020 regarding 'Performance Security':**

Security Deposit (i.e. 10% of contract value) shall be reduced to 3%. However, the provision of Performance Bank Guarantee shall be kept as per existing Purchase Manual.

तुषार  
26/11/2020