

**BRIHANMUMBAI MUNICIPAL CORPORATION**

**INFORMATION TECHNOLOGY DEPARTMENT**

Dir/IT/505038 of 19.12.2023

**CIRCULAR**

**Subject:-Using e-Procurement System of Government of Maharashtra (Mahatenders)  
for all tenders in BMC instead of SAP SRM System.**

**Reference:- DIR/IT/F-59 of 10.05.2023**

1. As per the Hon'ble MC approval dt. 08.05.2023, IT department circular u/no. DIR/IT/F-59 of 10.05.2023 was published to inform all the BMC departments and wards to use Mahatenders for all the tenders above 25 Lacs with effect from 15th June 2023. Tenders (above 25 Lacs) which were invited till 14th June 2023 were allowed to process further on SAP SRM system. Only the following tenders were allowed to be created on BMC's eTendering (SAP SRM 7.0) System with effect from 15th June 2023.
  - eQuotations (Tender Value - upto 3 Lacs)
  - Unstar Tenders (Tender Value - from 3 Lacs to 25 Lacs)
  - Three Stage tenders (Tender Value - upto 25 Lacs)
2. Accordingly, all the above 25 lacs BMC tenders are being published on Mahatenders system wef 15th June 2023.
3. Necessary User Manuals as well as Videos are made available on the Mahatenders Portal by NIC. For BMC users the same are also uploaded on BMC's Employee Portal. Details of the same are provided in the SOP (Standard Operating Procedure) published with circular DIR/IT/F-59 dt. 10.05.2023.
4. Standard Operating Procedure for Mahatenders covers the following topics: -
  - a. Prerequisites
  - b. IT Department activities
  - c. Department Nodal Officer Activities
  - d. Department User Activities
  - e. Digital Signature Details

- f. NIC Helpdesk Contact Details
  - g. Training
  - h. IT Department's Contact Details
5. All the Mahatenders related circulars, SOP, manuals, videos, mapping request formats, FAQs, departmental user ID creation form are available on BMC employee portal "<http://mybmcemp.mcgm.gov.in/>".
  6. Now as per the Hon'ble MC approval u/no. MGC/F/1473 dt. 11.12.2023 & 19.12.2023, all the BMC departments and wards shall henceforth use e-Procurement System of Government of Maharashtra (Mahatenders) for below 25 lacs tenders as well.
  7. With effect from 21st December 2023, all the BMC tenders should therefore be published on Mahatenders system only.
  8. In view of above, all the BMC departments and wards are directed to use Mahatenders for all the tenders with effect from 21st December 2023. Tenders which are invited till 20th December 2023 will be processed further on SAP SRM system only until 29th December 2023.
  9. The SAP SRM system will not be available to BMC users and vendors after 30th December 2023.
    - a. Tenders that are in process on SAP SRM system and cannot be completed on system by 29th December 2023 are to be reinvited on Mahatenders portal.
    - b. Departments and wards are directed to download commercial reports and other bid documents of their respective bids, for further references.
    - c. EMD refunds which cannot be refunded in SRM 7 by 29th December 2023, should be processed in S/4 HANA by following the process mentioned in IT department circular no. DIR/IT/2085 dt. 06.10.2021.
  10. Since Mahatenders is a standard system being used across all Government Departments and other Municipal Corporations, BMC departments and wards will have to follow the standards and procedures of the said e-Tendering system of GoM and make relevant changes in their respective tender documents.

11. Nodal Officer creation and mapping of departments/ wards on Mahatenders system is already completed for all major departments and wards. If not done earlier, the departments/ wards are hereby informed to appoint one Nodal Officer and create Nodal Officer's User ID on Mahatenders through IT department. This Nodal Officer can further create User IDs for other users of their respective departments.
12. Administrative decisions / Policies will be finalized by Finance Department/ CPD/E-monitoring Cell/ Vigilance department/ TAVO/ Legal department/ departmental HODs with approval of Competent Authority. IT department will provide support for creation of Nodal Officer ID and department/ ward mapping on Mahatenders in coordination with NIC. Technical support for Mahatenders will be provided by NIC through their Helpdesk.
13. Mahatenders system is user friendly and its use shall also benefit BMC to have wider participation in tenders.
14. All the BMC departments and wards are informed to follow the instructions given above.

Sd/- 12.12.2023  
**(Smt. Meenal Shetye)**  
**Dy. Director 02 (IT)**

Sd/- 12.12.2023  
**(Shri Shushil Chavan)**  
**Dy. Ch. Eng. (CPD)**

Sd/- 12.12.2023  
**(Smt. Vandana Tandel)**  
**Dy. Dean (CPD)**

Sd/- 12.12.2023  
**(Shri. P. V. Gosavi)**  
**Chief Accountant (Finance)**

Sd/- 12.12.2023  
**(Shri. Manish Valanju)**  
**Asst. Commissioner (K/E)**

Sd/- 12.12.2023  
**(Shri Kiran Dighavkar)**  
**Asst. Commissioner (P/N)**

Sd/- 12.12.2023  
**(Shri. Sharad Ughade)**  
**Director (IT)**

Sd/- 12.12.2023  
**(Shri. Vishvas Shankarwar)**  
**DMC (Z-IV)**

Sd/- 14.12.2023  
**(Smt. Ashwini Bhide)**  
**AMC (ES)**

Sd/- 18.12.2023  
**(Dr. I. S. Chahal)**  
**Municipal Commissioner**

# **BRIHANMUMBAI MUNICIPAL CORPORATION**

## **STANDARD OPERATING PROCEDURE**

MDC/4977/OD dtd 21.12.2023

**Sub:** Migration from SRM Module to Mahatender portal for invitation of tenders below 25 Lakhs in BMC.

On Mahatender portal, tenders to be invited in single packet system wherein the BOQ of all bidders will be submitted along with the documents.

Due to time constraint and urgent nature of works following SOP to be followed till the SBD for tender below 25 lakhs comes into force.

1. The bidder shall get vendor registration in BMC and submit the details of the same in Annexure I while bidding. For Vendor Registration following link to be followed <https://www.mcgm.gov.in/irj/portal/anonymous/qlFirstpage>
2. The bidder will be treated as non-responsive on non-submission of following documents without any intimation and the said bid will be offered to the next lowest (L2) bidder.
  - a. Certified copy of PAN documents
  - b. Equivalent Class of Valid Registration Certificate of BMC or other Government Authorities
  - c. Valid Bank Solvency
  - d. GST Certificate
  - e. Partnership Deed if any
  - f. Annexure I
  - g. Undertakings of Class registration within 45 days (New BMC Vendor)
  - h. One similar completed work in last 05 years costing not less than the amount equal to 40% of the estimated cost
  - i. Average Annual financial turnover during the last 3 years, should be at least 30% of the estimated cost. Certificate certified by Chartered Accountant
  - j. Bid Capacity calculation certified by Chartered Accountant (Annexure – II)

- k. Undertaking of Amount of Works in hand with P.O number
  - l. Undertaking of arrangement of requisite equipment and manpower during commencement of work
  - m. No physical submission of documents will be allowed (in case of corrupt files)
  - n. In adequate EMD / Tender fees / Scrutiny fees
  - o. Rate Analysis as applicable (bidde quoting below -15%)
  - p. Undertaking cum indemnity bond in the prescribed format stating that the firm is not under penal action by any govt., Semi govt. And govt. Undertaking etc.
3. Grievance will be considered, if received within 24 hours after opening of tender.
  4. If bidder submits misleading / false documents, 100% EMD will be forfeited. (no provision of partial forfeiture of EMD in Mahatender)
  5. Circular u/no. Ch.E/Vig/1252/B dated Bid capacity criteria for bidders for quoting works in e-quotation or unstar tenders is applicable.
  6. The successful bidder will have to pay contract deposit @ 5% of total contract price for faithful performance of the contract. Such deposit shall be either in the form of Demand Draft or the successful bidder shall pay such Contract Deposit online. Such Contract deposit shall be refunded after completion of DLP period.
  7. The successful bidder should submit affidavit on Rs. 200/- stamp paper stating that they will submit valid insurance policy i.e. work contact policy, CAR policy and Janata policy in due course of time.
  8. The ASD will be applicable as per the circular u/no. CA (F)/42 dtd 09.01.2021

9. Performance Bank Guarantee

% Quoted	Amount of Performance Guarantee
For premium, at par and rebate less 0 to 12%	PG=0.92% X Contract sum Applicable for Rebate of 12%
For Rebate of 12.01% and more	P.G. = (0.92% X contract sum applicable for rebate of 12%) + (X) x Contract sum where X = Percentage rebate quoted more than 12%

10. In case the recommended bidder refuses / fails to

(a) Accept the purchase order issued to them within 3 days.

(b) Start the work on given date after accepting the PO within 2 days.

Such errant vendors will be debarred from participating in future tenders and the security deposit will be forfeited, and blacklisting of such vendors will also be initiated.

11. As per the provision of section 70 (i)(b) of the MMC act 1888, it is necessary that, successful tenderer has to execute the written contract as well as he has to pay legal and stationary charges.

12. All communication addressed to MCGM by the contractor should invariably mention the bid no., Name of work and ward no. for speedy addressing to the correspondence.

13. C&D permission to be obtained as per 'Construction & Demolition Waste Rules 2016'.

14. Barricading shall be provided free of cost as per circular U/no MGC/F/6342 dtd 05.05.2018. As per Annexure I, II and III of Standard drawings and specifications with slogans and department wise colour codes. (Circular is available on MCGM Portal)

15. The scrutiny report as per Annexure III shall be uploaded for Technical Evaluation, accordingly, responsive bidder shall be processed for further Financial Evaluation.

16. Award of contract shall be processed after 48 hours of Financial Evaluation report (if no grievance is received).

17. The process of tender on Mahatender portal is thus completed.

- Sd -

**Assistant Commissioner P/N**

- Sd -

**Assistant Commissioner K/E**

- Sd -

**D.M.C (Z-IV)**

### BIDDER DETAILS

<b>Subject:</b>	Unstar/E-Tender of CWC Work in K/W Ward.
Name of work	
Bid Number	
Premium/ Rebate quoted	
Date of opening	

I, the undersigned, has read the above directions and noted the same for the bid under reference.

Tenderer's Signature

Tenderer's Name : .....

Bidders to provide personal details in this form and submit the same before taking work order.

Name of work	
Bid No.	
Bidder Name	
Name of the firm	
Vendor No.	
Contact Nos.	
E-Mail ID	
Postal Address	

Contractor's Signature

Date : ...../...../.....

**Annexure-I**

DETAILS KEY PERSONNEL WITH TENDERER WHO ARE PROPOSED FOR THIS CONTRACT

Table - A

Name of work	
Bid No	
Name of the firm	
Vendor No.	

Table - B

SrNo	Description of category	Name	Qualification	Professional experience and details of works carried out	Since how long in service with tenderer	Remarks

SEAL OF COMPANY SIGNATURE OF TENDERER :

DESIGNATION :

DATE :

**(Note:** If the bidder fails to submit the BMC vendor number, then the bidder will be treated as non-responsive and 100% EMD will be forfeited.)

## **Annexure-II**

Name of work	
Bid No	
Name of the firm	
Vendor No.	

**The bid capacity of the prospective bidders will be calculated as under:**

**Assessed Available Bid Capacity = (A \* N\* 2 - B)**

Where,

A = Maximum value of Engineering works executed in any one year (year means Financial year) during the last five years (updated to the price level of the Financial year in which bids are received at a rate of 10% per year) taking into account the completed as well as works in progress.

N = Number of years prescribed for completion of the Project/Works, excluding monsoon period, for which bids are being invited.

B = Value of existing commitments (only allotted works) on the last date of submission of bids as per bidding document and on-going works to be completed during the period of completion of the Project/ Works for which these bids are being invited.

**The same shall be certified by Chartered Accountant.**

**Rate Analysis**

Rate Analysis format						
Sr. No.	Item Code	Description of Item	Unit	Quantity	Rate	Amount
		Details of Cost for : 1 Unit				
		for example 1.00 Cum				
		1.00 Sq. Mtr				
		1.00 Rmt				
1		Material				
2		Labour:				
A		Total Material & Labour Cost				
		Total of A:				
B		Overhead & Profit ___% on A	%			
C		Total (A + B)				
D		Per Unit Cost				
					Say	

SEAL OF COMPANY SIGNATURE OF TENDERER :  
 DESIGNATION :  
 DATE :

### **Annexure-III**

Name of Work:
Tender No :
Scrutiny fee :
E.M.D 1% :
Class :
Tender Amount :
40% of amount of tender work
30% of amount of tender work

Sr No	List of Documents	Scrutiny Report Vendor No
1	Certified copy of PAN documents	
2	Equivalent Class of Valid Registration Certificate	
3	Valid Bank Solvency	
4	GST Certificate	
5	Partnership Deed if any	
6	Annexure I	
7	Undertakings of Class registration	
8	One similar work 40% amount	
9	Average Annual financial turnover 30% amount	
10	Bid Capacity calculation certified by Chartered Accountant	
11	Undertaking of Amount of Works with P.O number	
12	Undertaking of arrangement of requisite equipment and manpower during commencement of work	
13	Rate Analysis	
14	Undertaking cum indemnity bond	

**J.E (M)**

**S.E(M)**

**A.E(M)**

**(Note: If the bidder fails to submit the documents as per SOP, then the bidder will be treated as non-responsive and 100% EMD will be forfeited.)**

# **BRIHANMUMBAI MUNICIPAL CORPORATION**

## **STANDARD OPERATING PROCEDURE**

MDC/5066/OD dtd 25.01.2024

**Sub:** Migration from SRM Module to Mahatender portal for invitation of tenders below 25 Lakhs in BMC.

**Ref:** MDC/4977/OD dtd 21.12.2023

Reference is requested to earlier SOP under no. DC/4977/OD dtd 21.12.2023 regarding Migration of SRM Module to Mahatender portal for invitation of tenders below 25 Lakhs in BMC.

By directions, in continuation to earlier SOP, the revised Bid Capacity is approved as under:

### **Annexure-II**

Name of work	
Bid No	
Name of the firm	
Vendor No.	

**The bid capacity of the prospective bidders will be calculated as under:**

**Assessed Available Bid Capacity =  $(A * N * 2 - B)$  (Consider N value as 0.5)**

Where,

A = Maximum value of Engineering works executed in any one year (year means Financial year) during the last five years (updated to the price level of the Financial year in which bids are received at a rate of 10% per year) taking into account the completed as well as works in progress.

N = Number of years prescribed for completion of the Project/Works, excluding monsoon period, for which bids are being invited. (N value as 0.5)

B = Value of existing commitments (only allotted works) on the last date of submission of bids as per bidding document and on-going works to be completed during the period of completion of the Project/ Works for which these bids are being invited.

**The same shall be certified by Chartered Accountant.**

**Further, as per Hon'ble approval vide no. MGC/F/1473 dtd 11.12.2023 to the guidelines for further discrepancy following additional guidelines to be followed**

**Categorization of works –**

Regular, Routine and Maintenance works to be considered for below 25L works, as per SBD.

**Scrutiny Fees:**

The Scrutiny fee is applicable as per the circular u/no. CA/FR/04 dtd 24.05.23

**Allotment of works in case of equal percentage**

To call upon bidders to submit physical bid in sealed packet within 48 hours which will be opened in the chamber of Ex Engr, A.O and bidders; if similiar percentage obtained then successful bidder be decided by physical lottery system.

**Appointment of Desiganted officer for Contractor's Grievances**

Ward Ex Engr shall take decision on the Grievance, if received within 24 hours after opening of tender with approval of -

Tender Bid Amount less than 10 Lakhs -Assistant Commissioner

Tender Bid Amount 10 Lakhs to 25 Lakhs - Zonal DMC

**Extension of Time in Contracts**

Time Extension in next financial year will not be allowed.

**Price Variation:** Not Applicable

**Sub-Letting:** Not Applicable

**ASD:** No exception in ASD will be allowed.

**Penalties:** As per General Conditions of Contract

- Sd -  
**Assistant Commissioner P/N**

- Sd -  
**Assistant Commissioner K/E**

- Sd -  
**D.M.C (Z-IV)**

# बृहन्मुंबई महानगरपालिका

## विधी खाते

परिपत्रक क्र. २६२०६ दि. ३१.०८.२०२३

- विषय - कंत्राट करार करण्यासाठी वसूल करावयाचे विधी आकार (Legal charges) व लेखनसाहित्य आकार (Stationery charges)
- संदर्भ - १. परिपत्रक क्र. १०५३९ दि. २८.०३.२०२३  
२. एमजीसी/एफ/५३४ दि. २८.०८.२०२३

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महानगरपालिकेच्या विविध खात्यांमार्फत मागविण्यात येणा-या निविदांसंदर्भात लेखी करार करताना पक्षकाराकडून एकत्रितरित्या आकारावयाच्या विधी आकार व लेखनसाहित्य आकाराची उपरोक्त संदर्भित क्र. १ वरील परिपत्रकानुसार दि. ०१.०४.२०२३ पासून आकारणी करण्यात आलेली आहे.

तथापि महानगरपालिका आयुक्त यांच्या संदर्भ क्र. २ च्या मंजूरीनुसार कंत्राट करार करण्यासाठी वसूल करावयाचे विधी आकार (Legal charges) व लेखनसाहित्य आकार (Stationery charges) यामध्ये सुधारणा करण्यात आली असून खालील तक्त्यामध्ये दर्शविल्याप्रमाणे दि.०१.०९.२०२३ पासून सुधारीत विधी व लेखनसाहित्य (एकत्रितरित्या) आकार विहित करण्यात आलेले आहेत.

अनु. क्र	कंत्राट किंमत	एकत्रितरित्या आकारावयाचे सुधारीत विधी व लेखन साहित्य आकार दि. ०१.०९.२०२३ पासून दि. ३१.०३.२०२४ पर्यंत
१	रु.. ५०,०००/-	निरंक
२	रु. ५०,००१ ते रु. १,००,००,०००	कंत्राट किंमतीच्या ०.१०% दराने (अशी येणारी रक्कम पुढील शंभराच्या पटीत परावर्तित करणे यासापेक्ष) अधिक १८% दराने वस्तू व सेवाकर ( किमान रु. १०००/- अधिक वस्तू व सेवाकर आणि कमाल रु. १००००/- अधिक वस्तू व सेवाकर )
३	रु. १,००,००,००१ ते रु. १०,००,००,०००/-	रु. १,००,००,०००/- पर्यंतच्या कंत्राट किंमतीसाठी रु.१०,०००/- अधिक रु. १,००,००,०००/- पेक्षा जास्त रक्कमेवर ०.०५% दराने (अशी येणारी रक्कम पुढील शंभराच्या पटीत परावर्तित करणे यासापेक्ष) अधिक १८% दराने वस्तू व सेवाकर

4	रु. 10,00,00,001 ते पुढील कंत्राट किंमतीसाठी	रु. 10,00,00,000/- पर्यंतच्या कंत्राट किंमतीसाठी रु.55,000/- अधिक रु. 10,00,00,000/- पेक्षा जास्त रक्कमेवर 0.01% दराने (अशी येणारी रक्कम पुढील शंभरांच्या पटीत परावर्तित करणे यासापेक्ष) अधिक 18% दराने वस्तू व सेवाकर
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*Shobha*  
31/8/23

( शोभा अजितकुमार )  
उप कायदा अधिकारी  
(हस्तांतरण -2)  
विधि खाते

*Sanjay*  
31-08-2023

( संदिप मो. पाटील )  
संयुक्त कायदा अधिकारी (प्र.)  
(शहर दिवाणी न्यायालय)  
विधि खाते

*Sunil*  
31/8/2023

( सुनिल सोनवणे )  
कायदा अधिकारी  
विधि खाते

परिपत्रक क्र.

दि. 31.08.2023

प्रत ..... यांना माहितीकरीता व पुढील  
आवश्यक त्या कार्यवाहीकरीता अग्रेषित.

*Sanjay*  
31-08-2023

( संदिप मो. पाटील )  
उप कायदा अधिकारी (आस्थापना )  
विधि खाते

**BRIHANMUMBAI MUNICIPAL CORPORATION****Circular**

No. CA/Finance/Project/19 , Date 04.03.2024

Subject - Revised guidelines for payment of EMD for tenders to be uploaded on Mahatender Portal.

- Ref -
1. MDD/7878, dt.27.09.2016.
  2. Dir./IT/F-59, dt.10.05.2023.
  3. Dir./IT/505038 , dt.19.12.2023

As per the guideline issued vide circular mention in reference no. 2 & 3, all department are directed to use Mahatender for all the tenders above 25 lacs with effect from 15<sup>th</sup> June 2023, and for tenders below 25 lacs with effect from 21<sup>st</sup> December 2023 respectively. Accordingly all departments of BMC shall use e-Procurement System of Government of Maharashtra (Mahatender). Further, it has been directed that, all BMC department will have to follow the standard procedures of the said e-Tendering system of GoM and make relevant changes in their respective tender documents.

For participating in bidding process, bidders are required to deposit Earnest Money Deposit (EMD) through the payment gateways while submitting the bids. In BMC's tenders, in some cases, as per the relevant clause of tender, 10% of EMD amount has to be forfeited. Further, in some cases, for more than 2 curable-defects shortfalls, 2% of EMD per instance is forfeited. However, in Mahatender System, there is no such provision of partial forfeiture of EMD amount. Hence, the existing condition of partial forfeiture of EMD elaborated above needs to be modified. Further, the work of modifying Standard Bid Document of BMC under chairmanship of DMC (Infra) is under progress. Final decision regarding partial forfeiture of EMD will be taken by the committee. However, till then, to streamline the process of bidding, interim instructions regarding EMD are as follows;

**1) Mode of payment of EMD**

A tenderer shall pay entire amount of EMD through payment gateways of GoM on URL <http://mahatenders.gov.in>. The bidder shall upload scan copy of online paid EMD along with the bid submission in packet 'A'.

Any bid not accompanied by an acceptable Bid Security shall be rejected by the Employer as non-responsive.

**2) If non-responsive;**

If the bidder is found non-responsive after scrutiny of packet 'A'/'B', in such circumstances, **the bidder will be made non-responsive and financial packet 'C' of non-responsive bidder will not be opened. However, there will not be any forfeiture of EMD.**

**3) Shortfalls:-**

Maximum 5 shortfalls of curable defects shall be allowed and in case, curable defects are not compiled by bidder within given time period, the bidder shall be treated as 'Non-Responsive' & such cases will be informed to Registration and Monitoring Cell. Such non-submission of documents will be considered as 'Intentional Avoidance' and if three or more cases in 12 months are reported, shall be viewed seriously and disciplinary action against the defaulters such as banning/de-registration, etc. shall be taken by Registration Cell with due approval of the concerned AMC.

**4) Refund of EMD :-**

- c) Except successful bidder all other unsuccessful bidders' 100% EMD paid online will be refunded automatically.
- d) The Bid security of successful bidder will be discharged when the bidder has signed the agreement and /or furnish the required Security Deposits as elaborated in Standard Bid Document.

**5) Forfeiture of Entire EMD:-**

The existing conditions laid down in Standard Bid Document regarding forfeiture of entire bid security (EMD) shall remain unchanged.

These, interim-instructions will remain in force till the issuance of circular regarding amendment in SBD.

All the concerned Assistant Commissioners / HoDs shall note the above directives and to incorporate suitable clause in the draft tenders to be invited hereafter with immediate effect.



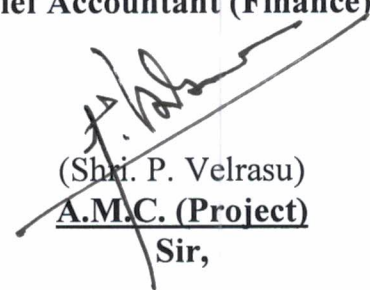
(Pandurang V. Gosavi)  
**Chief Accountant (W.S.S.D.)**



(Pradeep B. Padwal)  
**Chief Accountant (Finance)i/c**



(Shri. P. N. Gaikwad)  
**D.M.C. (Finance)**  
Sir,



(Shri. P. Velrasu)  
**A.M.C. (Project)**  
Sir,

Handwritten notes at the bottom left: 21/2/24, 21/2/24, 21/02/2024

बृहन्मुंबई महानगरपालिका

परिपत्रक

२०२३-२०२४

क्र. सीए/एफआरजी/ १० दिनांक १९.१०.२०२३

विषय :- महानगरपालिकेच्या विविध खात्यांमार्फत मागविण्यात येणा-या अनस्टार दरपत्रिका/  
निविदा/दरपत्रिका/ ई-दरपत्रिका/ ई-निविदा दस्तऐवजांच्या छाननी शुल्काबाबत

संदर्भ :- १) प्रले/एफसीई/२८ दि. १३.०१.२०२३

२) परिपत्रक क्र. सीए/एफआरजी/२१ दिनांक ०८.०२.२०२३

३) एमजीसी/एफ/९५८५ दि. ११.०५.२०२३

४) परिपत्रक क्र. सीए/एफआरजी/०३ दिनांक ११.०५.२०२३

५) अति.आ./प्रकल्प/१३५१ दि. २३.०५.२०२३

६) परिपत्रक क्र. सीए/एफआरजी/०४ दि. २४.०५.२०२३

बृहन्मुंबई महानगरपालिकेच्या विविध खात्यांमार्फत मागविण्यात येणाऱ्या अनस्टार दरपत्रिका/निविदा/दरपत्रिका/ ई-दरपत्रिका/ई-निविदा दस्तऐवजांकरिता छाननी शुल्क आकारण्याबाबत उपरोक्त संदर्भ क्र. ४ व ६ अन्वये परिपत्रक निर्गमित करण्यात आले होते. परिपत्रक क्र. सीए/एफआरजी/०३ दिनांक ११.०५.२०२३ मध्ये पुढील प्रमाणे निर्देश देण्यात आले आहेत.

"सर्व खाते प्रमुख/सहाय्यक आयुक्त/रुग्णालय प्रमुख, अधिष्ठाता यांनी त्यांच्या अखत्यारीतील संबंधित कर्मचारीवृंदांना उपरोक्त सुचनेची काटेकोरपणे अंमलबजावणी करण्याचे तसेच मंजुरीच्या दिनांकापासून मागविण्यात येणाऱ्या अनस्टार दरपत्रिका/ निविदा/ दरपत्रिका/ ई-दरपत्रिका/ई-निविदा दस्तऐवजांकरीता निविदा शुल्क न आकारता सर्व देकारदारांकडून या परिपत्रकातील सुधारीत दरांनुसार इसारा अनामत रक्कमेचा परतावा करण्यापूर्वी छाननी शुल्क अनुज्ञेय वस्तू व सेवाकरासहित वसूल करण्याचे अथवा देकारदाराच्या संमतीने इसारा अनामत रक्कमेतून समायोजित करण्यासंबंधीचे निदेश द्यावेत. "

तदनंतर सुधारित परिपत्रक क्र. सीए/एफआरजी/०४ दि. २४.०५.२०२३ निर्गमित करण्यात आले. सदर परिपत्रकात पुढील प्रमाणे निर्देश देण्यात आले आहेत.

"दरपत्रिका/निविदा/दरपत्रिका/ई-दरपत्रिका/ई-निविदा दस्तऐवजांकरिता मा. महानगरपालिका आयुक्तांच्या मंजुरीच्या दिनांकापासून छाननी शुल्क न आकारता, एसआरएम कार्यप्रणाली मध्ये निविदा शुल्क न आकारण्यासंबंधीची कार्यवाही माहिती व तंत्रज्ञान खात्याकडून पूर्ण झाल्यावर त्यानंतरच निविदाकाराकडून छाननी शुल्क आकारण्यात यावेत. तसेच सदर छाननी शुल्काचा भरणा लेखा संकेताक 140402609 - Scrutiny Fees From Tenders (From May 2023)-Taxable यामध्ये करण्यात यावा."

परिपत्रक क्र. सीए/एफआरजी/०४ दि. २४.०५.२०२३ मध्ये नमूद केल्यानुसार एसआरएम प्रणाली मध्ये आवश्यक ते बदल माहित व तंत्रज्ञान विभागाकडून दि. २३.०६.२०२३ रोजी पूर्ण करण्यात आले आहेत.

दरम्यान माहिती व तंत्रज्ञान विभागामार्फत परिपत्रक क्र. Dir/IT/F-59 दि. १०.०५.२०२३ निर्गमित करण्यात आले. सदर परिपत्रकामध्ये दि. १५.०६.२०२३ पासून रु.२५ लाखावरील सर्व निविदा महानगरपालिकेच्या एसआरएम प्रणालीद्वारे न मागविता महाराष्ट्र शासनाच्या महाटेंडर पोर्टलद्वारे मागाविण्याबाबत निर्देश देण्यात आले आहेत. तसेच परिपत्रक क्र. सीए/एफआरजी/०३ दिनांक ११.०५.२०२३ मध्ये इसारा अनामत रक्कमेचा परतावा करण्यापूर्वी छाननी शुल्क, अनुज्ञेय वस्तू व सेवाकरासहित वसूल करण्याचे अथवा देकारदाराच्या संमतीने इसारा अनामत रक्कमेतून समायोजित करण्यासंबंधीचे निदेश देण्यात आले आहेत. तथापि महाराष्ट्र शासनाच्या महाटेंडर पोर्टलवर इसारा अनामत रक्कमेतून समायोजना करण्याची सुविधा नसल्याने पुढील प्रमाणे सुधारित निर्देश देण्यात येत आहेत.

“महाराष्ट्र शासनाच्या महाटेंडर / एसआरएम प्रणालीद्वारे मागविण्यात येणारे सर्व अनस्टार दरपत्रिका/निविदा/दरपत्रिका/ ई-दरपत्रिका/ ई-निविदा दस्तऐवजांकरिता निविदा शुल्क (Tender Fee) न आकारता सर्व देकारदारांकडून परिपत्रक क्र. सीए/एफआरजी/०३ दिनांक ११.०५.२०२३ मधील सुधारित दरांनुसार छाननी शुल्क (Scrutiny Fee) अनुज्ञेय वस्तू व सेवाकरासहित लिफाफा 'अ' व 'ब' उघडल्यानंतर व लिफाफा 'क' उघडण्याआधी फक्त नागरी सुविधा केंद्रात चलनाद्वारे भरण्यात यावे.”

संदर्भित परिपत्रकातील अन्य निर्देशांमध्ये कोणताही बदल करण्यात आलेला नाही.

सही/-१६.१०.२०२३  
श्री.पांडुरंग गोसावी  
प्रमुख लेखापाल (पा.पु.म.नि.)

सही/-१६.१०.२०२३  
श्री. प्रदिप भा. पडवळ  
प्रमुख लेखापाल (वित्त)प्र.

सही/-१६.१०.२०२३  
श्री. प्रशांत गायकवाड  
उप. आयुक्त (वित्त) प्र.

सही/-१८.१०.२०२३  
श्री. पी. वेलरासू  
अति.आयुक्त (प्रकल्प)

परिपत्रक

२०२३-२४

क्र.सीए/एफआरजी/१० दिनांक १९.१०.२०२३

प्रत .....(जादा .....प्रतीसह ) यांना माहितीकरिता व पुढील  
आवश्यक त्या कार्यवाहीकरिता अग्रेषित.

*M. Bagwe*  
19/10/23  
प्रमुख लेखापाल (वित्त) यांजकरिता