



MOIL LIMITED
(A Government of India Enterprise)

VIGILANCE VANI

MONTHLY NEWS LETTER OF VIGILANCE MOIL

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Surprise Inspection of Mines

All the Vigilance Officers have done a surprise Inspection at their respective mines on 18rd/19th/20th of July, 2024 for Ore Stock Measurement as on 30th June, 2024. Inspection was done along with Mine Manager, Surveyor & his team of the mine.



Monthly News Letter "Vigilance Vani" are available on MOIL Website under Vigilance tab 'e-publishing'. Details of Systemic Improvement are available on MOIL intranet under Knowledge sharing Tab-Vigilance.

Preventive Vigilance training: One-day training programme on “Preventive Vigilance” was organized by Vigilance Department at Head-Office Nagpur, MOIL Ltd on 16th July' 2024 for the employee. The topics covered in the session were PIDPI Complaint, GeM procurement, Preparation of estimate, Common mistake in work contracts & during bill passing, Cyber Hygiene & Security and cases on Conduct Rules.

Total 35 employees had participated in training programme. Quiz was also conducted at the end of the training session to create interest amongst the participants during training as well as to test the understanding of the subject matter by the participants. Following employees emerged as the top 3 winners at the end of the quiz involving 35 participants.

1st Prize: Dr. Amit G. Tiwari, D.G.M. (Medical Services), H.O Nagpur MOIL LTD.

2nd Prize: Sh. Sanjay B. Chaudhari Jt.G.M. (Material) H.O Nagpur Mine MOIL LTD.

3rd Prize: Sh. Niranjan Parate, A.G.M. (Mechanical), Munsar Mine MOIL LTD.



Sh. Pradeep Kamle, CVO presenting on “PIDPI Awareness”.



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Irregularities in Public Procurement observed by CPSEs

A booklet titled **Public Procurement-Challenges and way forward** was published by the CVC as a part of preventive vigilance initiatives of the commission in which irregularities observed along with relevant case studies of CPSEs and PSBs have been captured. As a way forward, Dos and DON'Ts for various stages of procurement have also been brought out.

MOIL Vigilance has published a booklet on Preventive Vigilance in 2023 in which precautions to be observed at various stages of procurement have been given to guide the employees during decision making in procurement cases.

Additional guidelines based on the irregularities brought out in the booklet published by CVC are enclosed for the guidance of the officials involved in decision making during public procurement in MOIL are given below.

This has also been uploaded on MOIL Intranet for easy accessibility by all employees under the tab "Booklets Published by Vigilance Department".

Additional guidelines to be observed in conjunction with the Booklet on Preventive Vigilance published by the vigilance department

Administrative approval and expenditure sanction

- AA & ES to be accorded by an authority competent
- No Splitting to keep AA & ES at lower level

Tender Stage

- Provision of pre-dispatch inspection of machines before supply
- Methodology of splitting of work/quantity to be pre-defined in the bid document

Tender evaluation

- No Dilution in criteria of bid evaluations after receiving the bids
- Refund of EMD not to be done on undue grounds benefiting the L1 bidder
- Sufficient time for bid submission after issuing corrigendum
- No award of same work at different rates to same/different firms at same/almost same time
- Not allowing submission of mandatory documents after bid opening

Award of Contracts and Signing of Agreement

- Verification of credentials submitted by the bidder during techno commercial evaluation
- Benefit of reduction in GST rate to be passed on to the company
- Don't issue of completion certificate without physical completion of the work
- No undue foreclosure of the contract instead of termination of the contract

Execution stage

No undue benefit to be given to the contractor by

- Not en-cashing PBG after failure to execute the work
- Not recovering royalty payment
- Admitting inadmissible extra item
- Change in brand or item specification during execution which has financial implication
- Allowing deviation in contract conditions having financial implication during execution
- Allowing unauthorized and in-experienced sub-contractor to execute the work

Consultancy Contracts

- Don't engage consultant in spite of availability of in-house resources
- No special material requirement prescribed resulting in monopoly at tender/execution stage e.g. moulded SS prescribed with 3 potential manufacturers but actually only one capable of supplying which quoted exorbitant rates
- Proper qualifying criteria prescribed for bidders
- No Conflict of interest between the consultant and the contractor
- Eligibility criteria should not be decided after bid opening
- No lack of transparency in evaluation of presentations of the bidders by the expert group
- No restrictive criteria for selection of the consultant
- No vague eligibility criteria like using the phrases "State of art" without defining what is actually meant by it in tender documents
- No condition of transferring consultant's responsibility to the contractor by manipulation of the documents benefiting the consultant
- No delay in award of contract leading to additional expenditure
- No abnormal increase in consultancy value after award of contract by charging for modifications suggested by him during execution
- Submission of forged experience certificate by the bidders to be checked
- Serious deficiency in the design of the consultant to be checked
- No complete or majority work offloading to third party
- Don't Consider incomplete work in eligibility against the criteria of completed work given in tender
- No relaxation in norms or contract conditions during execution
- Don't allow contractor to take away useful items from site after work completion
- Ensure deduction of admissible charges from the bills
- Ensure deployment of machinery/equipments of required specifications

Project Management Consultancy

- Ensure action against consultant for replacement of key experts in PMC contract
- Don't make payment without any work
- Don't Allow non-execution of items having financial implication
- Don't allow use of sub-standard material and not carrying out test checks

Resolution of Disputes and Remedial Measures

- Maintain all records to defend organization's stand
- No undue insistence on mobilization of resources in spite of non-availability of site leading to its non-utilization for long time
- Don't challenge arbitration award on flimsy ground

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