

**Proceeding of two days workshop on Procurement & Contract Management was held  
on 31<sup>st</sup> Januray 2012 & February 1<sup>st</sup> 2012 in the conference hall of  
O/o the E.I.C ( CIVIL ), Odisha , Nirman Soudha , Bhubaneswar**

**1. Objective of the Workshop:-**

A two day workshop on Procurement and Contract Management on 31<sup>st</sup> Januray 2012 to 1st February 2012 was held to update and familiarize the PMU officers and other officials dealing with World Bank Aided projects on contract Management, Procurement of Works , goods and services . It covered contract programmes, procurement details, description, roles of Employer, Engineer, Contractor, dispute resolution, EOT variations, claim, bidding process.

**2. Inauguration session**

The Welcome address was delivered by Chief Engineer (World Bank Projects), Odisha followed by Inaugural speech by Engineer- in –Chief – Cum – Secretary to Government in Works Department, Odisha. An over view of procurement in World Bank funded projects was delivered by Mr Yash Gupta, Procurement Specialist of The World Bank.

**3. List of participants**

<b>Name</b>	<b>Designation</b>
Sri G. pradhan	Addl Secretary to Govt.(works)
Sri M.K Mohanty	Deputy Secretary to Govt.(works)
Sri P.K Rout	F.A.(works)
Smt M. Das	A.F.A.(works)
Sri J.N Das	Under Secretary to Govt.(works)
Sri M. Naik	Under Secretary to Govt .(works)
Miss Jayashree Tripathy	Under Secretary to Govt .(Finance)
Er.Nalini Kanta Pradhan	Chief Engineer , World Bank
Er. Ramesh Chandra Nayak	Superintending Engineer,P.M.Unit
Sri M.B Acharya	F.A
Er. Rashmi Ranjan Bohidar	Executive Engineer
Er. Bijoy Chandra Tripathy	Executive Engineer
Dr.Narayan Chandra Pal	Executive Engineer
Er.Fakir Mohan Panigrahi	Executive Engineer
Er. Saroj Kumar Misra	Executive Engineer
Er.Digambar Biswal	Executive Engineer cum Resident Engineer-P01
Er.Anil Kanta Tripathy	Executive Engineer cum Resident Engineer-P02
Er.Manoranjan Mishra	Executive Engineer cum Resident Engineer-P03
Mr.Pradipta Kumar Nanda	Dy.Comm(LA) ,P.M.Unit
Mr.Sukanta Kumar Behera	Sp.LAO,P.M.Unit
Mr.Jayadev Misra	Sr.DAO,P.M.Unit
Mr. Ajit Kumar Satpathy	DFO,P.M.Unit
Er.Sameer Hota	Asst. Engineer
Er.Amiya Nayak	Asst. Engineer
Er. Ramesh Chandra Panda	Asst. Engineer
Er. Bidhan Chandra Majhi	Asst. Engineer
Er.Akshya Kumar Sahoo	Asst. Engineer
Er. S.S.Swain	Asst. Engineer
Er.Abani Kanta Das	Asst. Engineer
Er. Kasinath Patra	Junior Engineer
Er.B.B.Rao	Junior Engineer

Er.Pradeep Kumar Mishra	Junior Engineer
Er.Prafulla Kumar Behera	Junior Engineer
Er.Rajendra Kumar Behera	Junior Engineer
Er.Narayan Prasad Behera	Junior Engineer
Er. Nancy Pattanaik	Junior Engineer
Er. Babula Behera	Junior Engineer
Er.Manoranjan Das	Junior Engineer
Er.Bhuti Prakash Mohanty	Junior Engineer

#### **4. Procurement Aspect of the Training ( Day-1 ) :-**

The procurement aspect of the training programme was delivered by Mr .Yash Gupta , Procurement specialist of the World Bank on 31.1.2012.

##### **The salient features of the training programme are mentioned as below:**

- The detailed procedure & applicable guidelines for consultancy services in World Bank financed projects
- General terms and conditions on selection procedures.
- Preparation of TOR
- Preparation of RFP which includes
  - a. LOI ( Letter of invitation )
  - b. ITC( Information to consultants)
  - c. TOR
  - d. Technical and financial forms
  - e. Draft of proposed contract
- Advertisement ( seeking EOI)
  - A- UNDB
  - B- National , International News paper
  - C- Technical Magazines
- Evaluation strategy :- Proposed key staffs, General qualification of staffs
- The procedures of Formation of Evaluation committee.
- Methods of QCBS, QBS, LCS, SSS.
- Types of contracts & Important provisions for contracts
- Guidelines for procurement of work , goods , consultancy.
- Project implementation
- Business community perception
- Methods of procurement
- Limitations of ICB & NCB.
- Direct contracting
- Performance security
- Evaluation of bids for civil works
- Service standards.

##### **Qurries of participants & the response**

1. Whether e-procurement system can be followed for National Competitive Bidding (NCB)?

Ans:-“E-procurement” system may be followed for the National Competitive Bidding (NCBs). To substantiate it was informed that the Bank had cleared to adopt the e-procurement system in the Assam State Procurement earlier.

2. Whether the bids can be rejected at bid opening stage?

Ans:- No bid should be rejected at bid opening stage. Even if a firm have not submitted its bid security along the bid document then it is advisable to do the bid evaluation and then reject the bid at the evaluation level mentioning the Non-submission.

Non submission of Bid Security may not result in non opening of bid document.

3. Whether bidders proposal can be rejected if bidder does not submit the previous year's financial turnovers?

Ans:- As the previous year financial turnover can be categorized as information of "historical nature" and which cannot be created, hence we may seek, clarification regarding the same from the firm (within a certain time frame) and may proceed with whatever documents submitted/received.

5. ( Day-2) on 1' February 2012

Aspect of the Training :

The contract Management aspect of the training was delivered by Mr Narayan D. Sharma, Engineer, Advocate ( Member SC Bar Association, Nepal) on 1.2.2012.

The salient features of the training are mentioned as below:

a- Contract Management :

- 1- Introduction & background to FIDIC contracts
- 2- Description of FIDIC :
  - A- Red Book ( 1957)
  - B- Yellow book (1999)
  - C- Silver book (1999)
- 3- Contact procedures, project management, Contractor's programs, Guidelines for preparing and maintaining the update of records , communication
- 4- Working strategies of Employer, Engineer, and Contractor.
- 5- Descriptions of risk allocation, entitlement of EOT, procedures for granting EOT, Variations in contracts.
- 6- Claims and dispute resolution in contract management.
- 7- Check lists of contract Management.
- 8- Core principles relating to delays & compensations.
- 9- Guidelines on Protocol's position on core principles matters relating to delays and compensations.

Replies to the queries made by different participants were given with reference to the clauses of the contract.

The meeting ended with a vote of thanks to the Chairman.

Approved  
  
Chief Engineer  
World Bank Projects, Odisha