

**GOVERNMENT OF KARNATAKA**

No : FD 685 Exp-12/2021

Karnataka Government Secretariat

Vidhana Soudha

Bangalore, dated:29.11.2021.

**CIRCULAR**

Sub : Opening and Processing of tenders – Specifying the timelines.

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1. The Procurement Entity as defined under Section 2(d) of Karnataka Transparency in Public Procurements Act, 1999 is required to procure goods and services only by inviting the tenders as per the procedure outlined in the Karnataka Transparency in Public Procurements Act, 1999 and Rules, 2000. Rule 28 of KTPP Rules, 2000 prescribes that evaluation of tenders and award of contract shall be completed as far as possible, within the period for which the tenders are held valid. Hence, in order to complete the evaluation of technical and financial bids in a time bound manner and to ensure transparency in the procurement process, it has been felt necessary to prescribe the timelines for each stage of the evaluation of the tender.
2. In view of the above, the detailed timelines for each activity are prescribed as bellow;

Sl No	Activity	Timeline from the last date for submission of tender
1	Opening of technical bid	Within 48 hours
2	Evaluation of Technical Bid to be completed	On or before 30 <sup>th</sup> day
3	Opening of Financial Bid	On or before 35 <sup>th</sup> day
4	Evaluation of Financial Bid to be completed	On or before 50 <sup>th</sup> day
5	Awarding of contract and Issue of Lol	On or before 70 <sup>th</sup> day
6	Furnishing of performance security and entering into agreement	On or before 90 <sup>th</sup> day
7	Issue of work order/purchase order	On or before 91 <sup>st</sup> day

3. Any relaxation in the above timelines shall be specifically authorised by the authority superior to the Tender Accepting Authority for the reasons to be recorded in writing.

4. All Procurement Entities shall ensure that the above guidelines are strictly followed. It may be noted that any violation attracts the penal provision under Section 23 of the KTPP Act.

(I.S.N.PRASAD)  
Additional Chief Secretary to Government  
Finance Department

To:

All Procurement Entities of Government of Karnataka.

Sr No	Activity	Timeline from the start date for submission of tender
1	Opening of technical bid	Within 15 days
2	Evaluation of Technical bid to be completed	On or before 30 <sup>th</sup> day
3	Opening of financial bid	On or before 25 <sup>th</sup> day
4	Evaluation of financial bid to be completed	On or before 30 <sup>th</sup> day
5	Awarding of contract and issue of bill	On or before 15 <sup>th</sup> day
6	Issuance of performance security and initiation of agreement	On or before 30 <sup>th</sup> day
7	Issue of work order/bill of material	On or before 31 <sup>st</sup> day