

தலைமைச் செயலாளர் செயலகம், கிழக்கு மாகாணம்
ප්‍රධාන ලේකම් කාර්යාලය, නැගෙනහිර පළාත
Secretariat of the Chief Secretary, Eastern Province

Web Site : www.ep.gov.lk

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ත්‍රිකුණාමලය.

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මගේ අංකය
எனது இல
My No } EP/09/BD/02/2016/PTC

ඔබේ අංකය
உமது இல
Your No }

දිනය
திகதி
Date } 15.02.2016

Provincial Treasury Circular No - PT/09/2010 (iv)

Secretaries,
Deputy Chief Secretaries,
Heads of Department,
Provincial Statute Authorities,
Eastern Province.

PROCUREMENT OF WORKS, GOODS AND SERVICE IN CONFORMITY
WITH THE PROCUREMENT GUIDELINES-2006
EASTERN PROVINCIAL COUNCIL (EPC)

Your attention is drawn to the PT circulars no. PT/09/2010 dated 16.07.2010, PT/09/2010 (ii) dated 10.04.2015 and PT/04/2014 dated 20.06.2014 based in relation to procurement of works, goods and service in conformity with the procurement guidelines, manual and supplement 28th to the Procurement Manual.

In respect of supplement 28th to the Procurement Manual dated 04.07.2014 on shopping procedures, the following clarification sought from Director General, Department of Public Finance, General Treasury. (Copy annexed)

- I. When shopping procedures is followed, minimum of three or five seal quotations should be called (invited) as the case maybe. At the time of bids opening if less than three or five quotations are received, the Procurement Entity can proceed with the procurement process to select a lowest evaluated bidder.
- II. For your convenience, attention is drawn to the Procurement Guideline 7.12.2(a), which describes that even if one bid is received after **giving wide publicity**, the bidding process


could be considered as valid if the **price quoted are reasonable and quality** is at acceptable level.

As such when shopping procedures is followed by inviting three or five quotations, the same provisions could be applied accordingly.

However, when applying the above shopping procedure you should ensure ethics in procurement and the objectives of the procurement process as follows,

- i. Least cost and high quality
- ii. Adhering rules, regulations and standards
- iii. Fair, equal and maximum opportunity for eligible interested parties / suppliers.
- iv. Expeditious execution of works and delivery of goods and service.
- v. Compliance with Laws and Regulations.
- vi. Ensuring transparency and consistency in the evaluation and selection procedure.
- vii. Retaining confidentiality of information provided by bidders.

Sgd.
D.M.S.Abeyagunawardena,
Chief Secretary,
Eastern Province.


S.Kumaraguru,
Deputy Chief Secretary-Finance,
Eastern Province.

Copy to : Secretary to the Hon. Governor, EP.
Secretary to the Hon. Chief Minister, EP.
Assistant Auditor General, EP, Trincomalee.
Chief Internal Auditor, EP.



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அரச நிதித் திணைக்களம்

DEPARTMENT OF PUBLIC FINANCE

මහා තාණේධාරය, මුදල් අමාත්‍යාංශය, කොළඹ-01, ශ්‍රී ලංකාව.
பொதுத் திறைநெளி, நிதி அமைச்சு, கொழும்பு-01, இலங்கை.
General Treasury, Ministry of Finance, Colombo-01, Sri Lanka.

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எனது இல
My No

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මගේ අංකය
உமது இல
Your No

No:BP/09/AD/02/Gen.Ad

දිනය
திகதி
Date

01.02.2016

Chief Secretary
Eastern Province.

Dear Sir

Supplement 28 to the Procurement Manual issued dated 04.07.2014
Shopping Procedure

This has reference to your letter dated 28.12.2015 on the above caption.

In accordance with the provisions in the Supplement 28 dated 04.07.2014 issued to the Procurement Manual 2006; when shopping procedure is followed, minimum of three or five sealed quotations should be called as the case may be. At the time of bids opening, if less than three or five quotations are received, the Procurement Entity can proceed with the procurement process to select a lowest evaluated bidder.

For your convenience, I would like to draw your attention to the Guideline 7.12.2 (a) of the Government Procurement Guidelines -2006 which describes that even if one bid is received after giving wide publicity, the bidding process could be considered as valid if the prices quoted are reasonable and quality is at acceptable level. When shopping procedure is followed by inviting three or five quotations, the same provision could be applied accordingly.

Thank you

Yours faithfully

P. Algama

P. Algama
Director General

