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वेस्टर्न कोलफील्ड्स लिमिटेड  
( भारत सरकार का मिनि रत्न - श्रेणी 1 उपक्रम )  
**WESTERN COALFIELDS LIMITED**  
(A Mini Ratna - Cat. I, Govt. of India Undertaking)

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निदेशक (तकनीकी)/परियोजन/योजना का कार्यालय  
**OFFICE OF THE  
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Ref. No. WCL/D(T)P&P/Secy/ 2314

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28<sup>th</sup>

### CIRCULAR

Presently, the technical specification for procurement of any new item/equipment/spares/consumables is drawn by concerned technical department and approved by Director In-charge. Wherever there is any change in the technical specification of the item already tendered and procured in the past, the approval is also sought from the concerned Director, whereas the provision in the Purchase Manual is as under:

Quote: "6.1 (d) (ii): Any change in the specification over the standard specification/or over the previous year, must have the approval of the Head of the concerned technical department. The reasons for the change in specifications should be clearly brought out". Unquote

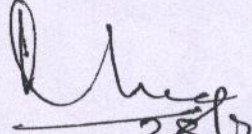
In the above context, the relevant guideline issued by D(T), CIL vide letter No. CIL/DT/095/03/07 dated 16<sup>th</sup> January 2007 is as under:

Quote: 1. For any reason, if the PQ requirement for similar works/purchase than the previous works/purchases need refinement/modification, the same could be changed with proper justification by those proposing the change and with the specific approval of the authority competent to approve NIT, before floating the tender.

2. Also for all the tenders, proposal should invariably contain the previous approved PQR for similar nature of works/purchase, if already one. Unquote

In view of the above, approval of the concerned Director is not required for drawing any technical specification or incorporating any change in the technical specification for any item being procured by MM department as per Purchase Manual. General type of technical specification for any new item/equipment/spares/consumables be drawn complying to the provisions of Purchase Manual and approved by the HOD of concerned technical department so as to ensure wider participation in the best interest of the Company and submitted to MM department directly for procurement action. In case of any change in the technical specification of the items already procured and/or tendered in past, the same shall be guided by above referred letter of D(T), CIL and provisions of Purchase Manual.

The above instructions should be strictly complied by all the technical wings of HQ/Areas and other concerned authorities of WCL with immediate effect.

  
Director (Tech)/P&P