



भाकृअनुप - भारतीय मसाला फसल अनुसंधान संस्थान
ICAR-INDIAN INSTITUTE OF SPICES RESEARCH
(भारतीय कृषि अनुसंधान परिषद Indian Council of Agricultural Research)



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(ISO 9001:2008 Certified Institute)

F.No.4/25/PL/2018-19/Stores

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NOTE

We have received complaints from various firms that, most of the specifications received for the procurement of equipments are not generic. Hence all the HD's are request to follow the guidelines furnished below while submitting indents.

1. The specifications of the goods shall meet only the actual and essential needs of the user because "Over Specification" will unnecessarily increase the cost will make and may stifle competition.
2. Specification should aim at procuring the latest technology and avoid procurement of obsolete goods.
3. Specification should not be too restrictive and it should be generic in nature as the aim should be to attract reasonable number of competitive tenderers.
4. Wherever Indian Standards exists for the required goods, the same should be adopted. Preference should be given to procure the goods, which carry BIS (Bureau of Indian Standards) mark. For any deviations from BIS or for any additional parameters for better performance, specific reasons for deviations/modifications should be duly recorded with the approval of the Competent Authority.
5. The specification and the technical details should be expressed with proper clarity without any ambiguity or double meaning. Wherever necessary, the written specifications should be supplemented with drawings for additional clarity etc.

This is issued with the approval of Director

(P. Sundaran)

Asst. Administrative Officer
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