

NPA Circular No: (03)

My No: NPA/CEO/18
National Procurement Agency
Level 22, West Tower
World Trade Centre
Colombo 01.

26th October, 2005.

To: All Secretaries of Ministries
Chief Secretaries of Provincial Councils
All Heads of Departments
Chairmen of State Corporations & Statutory Bodies
Fully Government Owned Companies and
Heads of Local Authorities

**Enhancing of Payments for the Members of the Tender Boards,
TECS, and other officers assisting Tender Boards**

The authority limits of different types of Tender Boards were enhanced by the addendum (3) **Public Finance Circular No: FIN 358(5) dated 14th September 2004**. But the rates of payments introduced by the Chapter II, Clause 18.5 of the Guidelines on Government Tender Procedure, Revised Edition 1997, were slightly increased by the subsequent **Public Finance Circulars Nos: FIN 358 dated 02.07.1998 and 358(5) dated 06.09.2002**. However, it has been observed that these rates are not adequate and do not commensurate with the valuable time and the responsibility undertaken both by members of Tender Boards and TECs in executing tender activities.

The National Procurement Agency which considered this situation, decided to enhance the existing rates of payments as follows for the under-mentioned categories.

1. Rates of Payments for CATB & CANC Members

1.1	<u>Local Funded Value Rs. Million</u>	<u>Foreign Funded Value Rs. Million</u>	<u>Chairman per Tender Board (Rs)</u>	<u>Member per Tender Board (Rs)</u>
	1,000 ≥	3,000 ≥	25,000	20,000
	500 < 1000	2,000 < 3000	20,000	17,500
	250 < 500	1,000 < 2000	17,500	15,000
	100 < 250	500 < 1000	15,000	12,500

1.2 TEC & Project Committee Members

	<u>Local Funded Value Rs. Million</u>	<u>Foreign Funded Value Rs. Million</u>	<u>Chairman per Tender Board (Rs)</u>	<u>Member per Tender Board (Rs)</u>
	1,000 ≥	3,000 ≥	17,500	15,000
	500 < 1000	2,000 < 3000	15,000	12,500
	250 < 500	1,000 < 2000	12,500	10,000
	100 < 250	500 < 1000	10,000	7,500

**1.3 Staff Officer & Clerical Officer who are assisting
Tender Boards of CATB & CANC levels**

Staff Officer - Rs.5000/- per tender
Clerical Officer - Rs.2500/ per tender

(Irrespective of above limits)

2. Rates of Payments for MTB Tenders

2.1 MTB Tenders

<u>Local Funded Value Rs. Million</u>	<u>Foreign Funded Value Rs. Million</u>	<u>Chairman per Tender Board (Rs)</u>	<u>Member per Tender Board(Rs)</u>
25 < 100 Mn.	100 < 500 mn	10,000	7,500

2.2 TEC Members

<u>Local Funded Value Rs. Million</u>	<u>Foreign Funded Value Rs. Million</u>	<u>Chairman per Tender Board (Rs)</u>	<u>Member per Tender Board(Rs)</u>
25 < 100 Mn.	100 < 500 mn.	6,000	5,000

2.3 Staff Officer & Clerical Officer

Staff Officer	Rs.2,500/- per tender
Clerical Officer	Rs.1,250/- per tender

3. Rates of Payments for DTB Tenders

3.1 DTB Members

<u>Local Funded Value Rs. Million</u>	<u>Foreign Funded Value Rs. Million</u>	<u>Chairman per Tender Board (Rs)</u>	<u>Member per Tender Board(Rs)</u>
Up to Rs.25 mn.	Up to Rs.250 mn	3,000	2,000

3.2 TEC Members

Up to Rs.25 mn.	Up to Rs.250 mn.	3,000	2,000
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3.3 Staff Officer Clerical Officer

Rs.1,500/- per tender	Rs.750/- per tender
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4. Rates of Payments for Project Tender Boards

4.1 PTB Members

<u>Foreign Funded (Value Rs. Million)</u>	<u>Chairman per Tender Board (Rs)</u>	<u>Member per Tender Board(Rs)</u>
Up to 100 mn.	2,000	1,000

4.2 TEC Members

<u>Foreign Funded (Value Rs. Million)</u>	<u>Chairman per Tender Board (Rs)</u>	<u>Member per Tender Board(Rs)</u>
Up to 100 mn.	2,000	1,000

4.3 Staff Officer Clerical Officer

Rs.1000/- per tender	Rs.500/- per tender
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5. **Rates of Payments for Minor/Regional Tender Boards**

5.1 **Minor/Regional Tender Boards**

<u>Local Funded (Value Rs. Million)</u>	<u>Chairman per Tender Board (Rs)</u>	<u>Member per Tender Board(Rs)</u>
Up to 05 mn.	1,000	500

5.2 **TEC Members**

Up to 05 mn.	1,000	500
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5.3 **Staff Officer**

Clerical Officer

Rs.500/- per tender

Rs.250/- per tender

The above rates of payments are applicable only to the Tender Boards & TECs appointed after **01st of January 2005**. The payments shall be effected by the respective executing agency.

Members of the Tender Boards, TECs and alternate members shall be paid for participation at such meetings. The payment shall be reduced by 40% in the 1st instance of absence. Any further absence by the same member shall result in no payments at all and such occurrence shall be immediately notified to the NPA. However, in the case of CATB (CAPC - Cabinet Appointed Procurement Committee) and MTB (MPC - Ministry Procurement Committee) if prior arrangement were made by the member for an alternative member to attend the meeting such member is entitled to a payment proportionate to number of meetings attended. The balance payment will be made to the alternate member.

Please note that relevant clauses of the Public Finance Circulars mentioned in paragraph 1 are amended as above.

This Circular is issued with the concurrence of the Secretary to H.E. the President and the Secretary to the Treasury.



Daya Liyanage
Chairman/CEO
National Procurement Agency

Cc: Mr. W J S Karunaratne - Secretary to the President - for information pl.

Dr. P B Jayasundara - Secretary to the Treasury - for information pl.