



Democratic Socialist Republic of Sri Lanka

Supplement – 16

To the

PROCUREMENT MANUAL

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(To be used along with Procurement Guidelines 2006 Goods & Works)

**This supplement supersedes the sections
PROCUREMENT GUIDELINE REFERENCE: 2.14.1
AUTHORITY OF PROCUREMENT COMMITTEES FOR CONTRACT AWARD
RECOMMENDATION/DETERMINATION**

DEPARTMENT OF PUBLIC FINANCE

AUTHORITY OF PROCUREMENT COMMITTEES FOR CONTRACT AWARD RECOMMENDATION/DETERMINATION

When Open Competitive Bidding Procedure (guideline 3.1, 3.2 or 3.3) or Direct Contracting (Guideline 3.5 or 3.6) procedures are followed:

1. For these authority limits the Provincial Councils are considered as Ministry Procurement Committee;
2. For annual programs, recurrent expenditure and maintenance programs, the total block provision for the year shall be considered in deciding the procurement authority;
3. In the case of rentals and leases, the contract value for the entire rental or lease period shall be considered in deciding the procurement authority.

Authority	GOSL Funded Projects	Foreign Funded Projects
Cabinet Appointed Procurement Committee (CAPC) ¹³ for Works	More than or equal to Rs.100m	More than or equal to Rs.500m
Cabinet Appointed Procurement Committee (CAPC) ¹⁴ for Goods and Services	More than or equal to Rs.100m	More than or equal to Rs.300m
Ministry Procurement Committee (MPC) for major contracts - Works	Less than Rs.100m	Less than Rs.500m
Ministry Procurement Committee (MPC) for minor contracts ¹⁵ – Works (when Procuring Entity is ministry)	Less than Rs.10m	Less than Rs.25m
Ministry Procurement Committee (MPC) for major contracts - Goods and Services	Less than Rs.100m	Less than Rs.300m
Ministry Procurement Committee (MPC) for minor contracts ¹⁶ – Goods and Services (when Procuring Entity is ministry)	Less than Rs.5m	Less than Rs.10m

¹³ CAPC will make recommendation to the Cabinet of Ministers and the determination will be made by the Cabinet

¹⁴ CAPC will make recommendation to the Cabinet of Ministers and the determination will be made by the Cabinet

¹⁵ The CAO may appoint a minor committee(s) to take Procurement Action to higher values within the authority limits of the MPC. If so CAO may consider to change the composition given under procurement Manual reference 2.7.4.

¹⁶ The CAO may appoint a minor committee(s) to take Procurement Action to higher values within the authority limits of the MPC. If so CAO may consider to change the composition given under procurement Manual reference 2.7.4.

Department Procurement Committee (DPC) for major contracts - Works	Less than Rs.25m	When a department is directly responsible in implementing a foreign funded project the Project Procurement authority limits are applicable
Department Procurement Committee (DPC) for minor contracts ¹⁷ - Works	Less than Rs.3m	
Department Procurement Committee (DPC) for major contracts – Goods and Services	Less than Rs.25m	
Department Procurement Committee (DPC) for minor contracts ¹⁸ – Goods and Services	Less than Rs.1m	
Project Procurement Committee (PPC) –for major contracts - Works	Less than Rs.25m	Less than Rs.100m
Project Procurement Committee (PPC) for minor contracts ¹⁹ – Works	Less than Rs.3m	Less than Rs.10m
Project Procurement Committee (PPC)– for major contracts - Goods and Services	Less than Rs.25m	Less than Rs.50m
Project Procurement Committee (PPC) for minor contracts ²⁰ – Goods and Services	Less than Rs.1m	Less than Rs.5m
Regional Procurement Committees (RPC)	< Rs.5m	< Rs.5m
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- Shifted to the Procurement Manual page No. 42 -		

¹⁷ The CAO may appoint a minor committee(s) to take Procurement Action to higher values within the authority limits of the DPC. If so CAO may consider to change the composition given under procurement Manual reference 2.7.5.

¹⁸ The CAO may appoint a minor committee(s) to take Procurement Action to higher values within the authority limits of the DPC. If so CAO may consider to change the composition given under procurement Manual reference 2.7.5.

¹⁹ The CAO may appoint a minor committee(s) to take Procurement Action to higher values within the authority limits of the PPC. If so CAO may consider to change the composition given under procurement Manual reference 2.7.6.

²⁰ The CAO may appoint a minor committee(s) to take Procurement Action to higher values within the authority limits of the PPC. If so CAO may consider to change the composition given under procurement Manual reference 2.7.6.

AUTHORITY OF PROCUREMENT COMMITTEES FOR CONTRACT AWARD RECOMMENDATION/DETERMINATION

When Shopping (Guideline 3.4) Procedure is followed

1. For supply and service contracts quotations may be invited from:
 - a) suppliers registered with the Procuring Entity;
 - b) registrations updated annually; or
 - c) suppliers listed in Yellow pages and Rainbow pages etc, if sufficient number of reputed vendors are listed;
2. For construction contracts quotations may be invited from ICT AD registered contractors preferably registered with Procuring Entity;
3. Procurement Entities should keep register/s of suppliers and contractors and update them at least annually by open advertisement;

The Procuring Entity shall use Standard Documents approved by NPA, wherever available.

Authority	GOSL Funded Projects	Foreign Funded Projects
MPC (minor committee), following Shopping Procedures for Works by inviting not less than five sealed quotations, from ICT AD registered contractors, closing at pre-disclosed deadline and public bid opening.	< Rs.5m	< Rs.5m
MPC (minor committee), following Shopping Procedures for Goods and Services by inviting not less than five sealed quotations, from registered suppliers closing at pre-disclosed deadline and public bid opening.	< Rs.2m	< Rs.3m
DPC (minor committee) and PPC (Minor Committee), following Shopping Procedures for Works by inviting not less than five sealed quotations from ICT AD registered contractors closing at pre-disclosed deadline and public opening.	< Rs.2m	< Rs.5m
DPC (minor committee) and PPC (Minor Committee), following Shopping Procedures for Goods and Services by inviting not less than five sealed quotations, closing at pre-disclosed deadline and public opening.	< Rs.2m	< Rs.3m
MPC (minor committee), DPC (Minor Committee) and PPC (Minor Committee), following Shopping Procedures for Goods by inviting not less than three quotations from registered suppliers closing at pre-disclosed deadline.	< Rs.1m	< Rs.1m
RPC, following Shopping Procedures for Works by inviting not less than five sealed quotations from ICT AD registered contractors closing at pre-disclosed deadline and public opening.	< Rs.1m	< Rs.1m
RPC, following Shopping Procedures for Goods and Services by inviting not less than five sealed quotations, closing at pre-disclosed deadline and public opening.	< Rs.500,000	< Rs.500,000
Heads of Sri Lanka Missions abroad (subjected to prior approval from the Secretary to ministry of Foreign affairs)	Not exceeding US\$ 1,000 per month	
CAO/HD/PD following Shopping Procedures for Works by inviting not less than three sealed quotations.	< Rs.500,000	
CAO/HD/PD following Shopping Procedures for Goods and Services by inviting not less than three sealed quotations.	< Rs.250,000	

Direct Purchase of smaller value repair works, goods and services (Foreign Funded or GOSL Funded)	
CAO/HD/PD, when direct contracting procedure is used for works satisfying the requirements given under Guideline 3.5 or 3.6	< Rs.250,000
CAO/HD/PD, when direct contracting procedure is used for goods satisfying the requirements given under Guideline 3.5 or 3.6	< Rs.100,000
CAO/ HD/PD may procure works directly up to a value not exceeding Rs.100,000 when it is uneconomical to follow competitive procedure. CAO/HD/ PD must ensure the economy of procurement when using this method. This authority should be used under the personnel supervision of CAO/HD/PD and should not be delegated to any person.	< Rs.100,000
CAO/ HD/PD may procure goods or services directly from open market up to a value not exceeding Rs.50,000 when it is uneconomical to follow competitive procedure. CAO/HD/ PD must ensure the economy of purchase when using this method. This authority should be used under the personnel supervision of CAO/HD/PD.	< Rs.50,000
HD/PD may procure repair to motor vehicles and other equipments directly from open market up to a value not exceeding Rs.100,000 when it is uneconomical to follow competitive procedure. HD/ PD must ensure the economy when using this method. This authority should be used under the personnel supervision of HD/PD. For repairs exceeding Rs.100,000 CAO's personnel approval should be obtained.	< Rs.100,000
HD may delegate to Regional Heads or officers in charge of separate units or sections to purchase goods or services including equipment of smaller value not exceeding Rs.5,000 per event per day. Total of such purchases during any calendar month should not exceed Rs.20,000	< Rs.5,000
HD may delegate to Regional Heads or officers in charge of separate units or sections to repair motor vehicle to a value not exceeding Rs.20,000 per month.	< Rs.20,000