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**MINUTES OF THE MEETING OF THE PROCUREMENT REDRESSAL
COMMITTEE HELD ON TUESDAY, THE 20TH DAY OF AUGUST, 2013
AT 5.30 P.M. IN THE CONFERENCE ROOM OF HIS LORDSHIP'S
CHAMBER AT 201, 2ND FLOOR NEW BAKE HOUSE, MAHARASHTRA
CHAMBER COMMERCE LANE, FORT, MUMBAI 400 023.**

PRESENT

1. Hon'ble Mr. Justice F.I. Rebello (Retd) .. Chairman
2. Shri Patil, Dy Commissioner (Retd.) .. Member
3. Smt. Prof. Meeta Bhoumik .. Member
4. Shri Pawar .. Dy Commissioner (CPD)
5. Shri Uday Mande .. Registrar

A Preliminary Meeting of the Procurement Redressal Committee was held today, i.e., on 20th August, 2013. The Chairman along with two members were present. The Committee agreed to issue certain directions for the purpose of disposing of the applications which will come up before the Committee.

The Committee has decided that the following procedure will be followed:-

1. The applications will be entertained from the aggrieved parties who have moved the Procurement Entity in terms of the guidelines fixed by the Municipal Corporation of Greater Mumbai (M.C.G.M) under the Grievance Redressal Mechanism .


2. The Committee will be guided by the principles contained in the Public Procurement Bill, 2012 including the principles as contained in Chapter III thereof.
3. Any bidder or prospective bidder who is entitled to move the Procurement Redressal Committee (PRC) will do so within the time as stipulated in the guidelines for grievance Redressal mechanism.
4. The application should set out the ground/grounds on which the parties aggrieved challenges the order in not more than 4 pages in Arial Font Size 12.
5. B.M.M.C will respond to the grounds by the aggrieved party within 10 days in not more than 4 pages in Arial Font Size 12.
6. The Applicant may file Rejoinder if any, in not more than 3 pages in Arial Font Size 12 within 5 days on receipt of reply from B.M.M.C.
7. The Application, Reply and Rejoinder will be communicated to the Committee at its _____ Website. Each of the parties to forward the Application, Reply and Rejoinder to the other party after filing.
8. The Registrar for the Committee will make available hardcopies to the Committee, 5 days before the hearing of the grievance.

9. The parties can advance oral arguments for not more than 30 minutes and Rejoin in maximum 15 minutes.
10. Once the matter is fixed no adjournment will be granted except in exceptional cases. On failure of the parties to remain present, the matter will be proceeded Ex-parte.
11. If any other bidders, other than the Applicant party, and who is entitled to appear in terms of the guidelines framed for the Grievance Redressal Mechanism, will also be allowed an oral hearing before the Committee.

The Registrar is directed if such party make an application to make available the copies of the Application, Reply and Rejoinder if any on payment of Rs.25/- per page for the print out, which will be collected personally or sent to the email ID/Address of such bidder.

12. All Applications, hearings and decision of the Committee will be in English for convenience.
13. The Application will be heard on the date fixed by the Committee.

14. The Committee will sit every 1st and 3rd Thursday of every month between 4.00 p.m. and 7.00 p.m. to hear the matters which are listed for hearing.


JUSTICE P.I. REBELLO (Retd.)
CHAIRMAN