

## SKILLS STRENGTHENING FOR INDUSTRIAL VALUE ENHANCEMENT [STRIVE]

### FORMAT FOR REPORTING AND DISCLOSING PROCUREMENT-RELATED COMPLAINTS

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Date of Report : Nil

S. No.	Complaint Tracking Number	Name of Procuring Entity	Category of Procurement	Method of Procurement	Tender ID/Procurement Package Number/Procurement File Number	Name of Complainant, including Name of Firm	Nature of Complaint	Complaint Received Date	Initial Response Date	Complaint Closing Date	Status of Complaint	Time Take for Resolution [Days]	Remarks [If Any]
[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]	[10]	[11]	[12]	[13]	[14]
1	Nil	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA



Principal

Dalmia Private Industrial Training Institute  
Rajgangpur

**STRIVE**

**SUGGESTED CATEGORIZATIONS OF PROCUREMENT RELATED COMPLAINTS AND RESOLUTION OF COMPLAINTS**

**AND**

**PROCUREMENT COMPLAINT TRACKING NOMENCLATURE**

S. No.	Suggested Categorization of Procurement Related Complaints
1	Allegation of Fraud and Corruption
2	Transparency Issue
3	Shortlist [Consultancy Services]
4	Technical Specifications [Goods and Minor Civil Works]
5	Terms of Reference [TOR]
6	Quality of Bidding Document/RFQ/RFP
7	Conflict of Interest
8	Eligibility
9	Irregularities in issuing of bidding document/RFQ/RFP
10	Bid/Proposal submission/Opening/Minutes
11	Comparison of Quotations
11	Irregularities in bid/financial proposal evaluation
12	Bid Security
13	Application of Evaluation Criteria [Goods and Minor Civil Works]
14	Technical Evaluation [Consultancy Services]
15	Combined Financial and Technical Rating [Consultancy Services]
16	Contract Negotiations
17	Application of Preferential Purchase Policies
18	Contract Award
19	Performance Security
20	Own Qualification Criteria
21	Disqualification of Bid/Proposal
22	Qualification of Other Firm
23	Contract Administration
24	Payment
25	Other [Explain]

S. No.	Suggested Resolutions
1	No Complaint Registered
2	No Complaint Registered
3	No Complaint Registered
4	No Complaint Registered
5	No Complaint Registered

Procurement Complaint Tracking Number Nomenclature	
Level 1	Nil
Level 2	Nil
Level 3	Nil
Level 4	Nil
Level 5	Nil
	Nil
Level 6	Nil
Level 7	Nil

**Notes :**

- 1 Copies of complaints received to be kept by Procuring Entities
- 2 Dated copy of Initial Response to be kept by Procuring Entities
- 3 Dated copy of Complaint Resolution [internal approvals] to be kept by Procuring Entities
- 4 Dated copy of final resolution as conveyed to complainant to be kept by Procuring Entities