



वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्
Council of Scientific and Industrial Research

अनुसंधान भवन 2 रफी मार्ग नई दिल्ली 110001
Anusandhan Bhawan, 2 Rafi Marg, New Delhi-110001
Tel. Phone No. 011-23765091, Tele-Fax – 011-23715188.



सा./No. SP-13021/8/2022-S and P-CSIR HQ

11th May, 2022

सेवा में / To,

सी.एस.आई.आर. की सभी राष्ट्रीय प्रयोगशालाओं/संस्थानों/मुख्यालय/एकको के निदेशक/प्रधान
The Directors of all CSIR Laboratories/Institutes/ Units of CSIR Headquarters

विषय:/Sub: Operationalization of Integrity Pact (IP) and IEM Scheme in CSIR

महोदया /महोदय / **Madam / Sir,**

CSIR has notified appointment of **Shri Prabakaran Palaniappan**, IAS(Retd.) and **Dr. Rajan S Katoch**, IAS (Retd.) as Independent External Monitors (IEMs) for CSIR vide OM No. 6-15(15)/18-IEM-E.III dtd. 01.02.2022.

2. The role and function of IEMs have been enunciated in the latest SOP issued by CVC vide circular No. 05/01/2022 and OM *ibid* issued by CSIR (both copies enclosed). The essential actionable points as given in the said SOP/ Guidelines are briefly (not exhaustively) summarized hereunder:

- The scheme of **Integrity Pact (IP)** is to be implemented in CSIR in all procurements - **Goods, Works and Services** - with a threshold estimated value of **Rs. 3 crore or more** to prevent/reduce/eliminate corruption, bribe or any unethical practices
- IEMs appointed will review independently and objectively whether and to what extent parties (CSIR or its Lab/ Contractor) have complied with their obligations under the Integrity Pact (IP)

- The IEMs would be provided access to all officers and all documents/records of CSIR or its Labs/Instts./Units pertaining to the contract for which a complaint or issue has been raised before them, as and when warranted. However, the documents/records/information having National Security implications are not to be disclosed
- The IEMs would examine all complaints received by them and give their recommendations/views to the Director/Head in case of Lab/Instt./Unit and the Joint Secretary in case of CSIR Hqrs.
- The IEMs' recommendation is advisory in nature
- The IEMs are not subject to instructions by the representatives of the parties and perform their functions neutrally and independently.
- The advice once tendered by the IEMs would not be subject to review at the request of the organization
- Issues like warranty/guarantee etc. should be outside the purview of IEMs.
- The secretarial assistance to IEMs for rendering their job as IEM will be provided by the respective organization.

3. As the role of IEMs is to monitor the tendering process from inception to the culmination of the contract in respect of all tenders covered under the Integrity Pact (Rs. 3.00 crores or more), all such cases in the categories of **Goods, Works and Services** are to be intimated to the IEMs from the stage of initiation of procurement process. It shall be the responsibility of the respective dealing units/officers to scrupulously follow this provision without exception. It may further be noted that the cases which were monitored by earlier IEM and which are still in process need also be intimated to the newly appointed IEMs.

4. In order to efficiently operationalize the scheme of IP/IEM in all categories of procurements viz., **Goods, Works and Services** and in order to

ensure regular flow of information to Headquarters, it has been decided that the **Sr. COA/COA** of the respective labs./Institutes/ Units will act as the **Co-Ordinator**. It will be the responsibility of the Co-Ordinator to collect, collate and submit one time/ quarterly/ annual reports, as the case may be, in the attached formats to CSIR Hqrs. through **email only** by the first week of ensuing quarter/ calendar year at spo.hqrs@csir.res.in . In this regard, please find attached herewith an abstract of actionable points for reference. For authenticity, the original OM and SOP alone will hold good.

भवदीय/Yours faithfully,

**SRIDEB
NANDA**

Digitally signed by SRIDEB NANDA
DN: c=IN, o=COUNCIL OF SCIENTIFIC AND INDUSTRIAL
RESEARCH, ou=CONTROLLER OF STORES AND PURCHASE,
pseudonym=s1e1f65d259a19c48bd05c48f95b070823a1d
68f482d69f94baea3d947ce625, postalCode=110001,
#C=IN,
serialNumber=947d99d1f68d9f9059f40190b152daf7ba8
185f0e12d55c77510206696a, cn=SRIDEB NANDA
Date: 2022.05.11 17:21:13 +05'30'

(श्रीदेब नंदा/ Srideb Nanda)
नियंत्रक, भंडार एवं क्रय

Controller of Stores & Purchase

Email: sridebnanda@csir.res.in

Encl: As above

प्रतिलिपि/Copy to :

1. Sr. PPS to the Director General, CSIR
2. PS to the Joint Secretary (Admin.), CSIR
3. PS to JS & FA, CSIR
4. Chief Engineer, CSIR
5. All Sr. COSPs/COSPs/SPOs
6. All Sr. COAs/COAs/AOs
7. All Sr. COFAs/COFAs/FAOs
8. Head IT – With the request to upload on CSIR Website

Copy for information to:

1. Shri Prabakaran Palaniappan, IAS(Retd.), IEM
2. Dr. Rajan S Katoch, IAS(Retd.), IEM

Abstract of Actionable Points with regard to operation of Integrity Pact & IEMs
(Based on CSIR OM dtd. 01.02.2022 & CVC SOP dtd. 03.06.2021)

Theme	Actionable Points	Reference
Applicability	<ul style="list-style-type: none"> ➤ All tenders/EOIs/RFPs etc. for procurement of Goods, works and Services with an estimated value of Rs. 3 crores and above. ➤ Names of both the IEMs, including their email IDs need to be mentioned as detailed below: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Shri Prabakaran Palaniappan IAS (Retd.) New No. 9, (Old No. 4B/14), Venkateswara Nagar 3rd Street Adyar, Chennai 600 020 (Tamilnadu) <i>Email: pprabakaranias@gmail.com</i></p> </div> <div style="width: 45%;"> <p>Dr. Rajan S. Katoch IAS (Retd.) A-91, Alkapuri Bohpal – 462 022 (MP) <i>Email: rkatoch@nic.in</i></p> </div> </div> ➤ Names of both the IEMs should be available on the website of the CSIR and its Labs./Insttts/Units. 	<p><i>CSIR OM T&C No.2</i></p> <p><i>CVC SOP Sl.No. 3.4</i></p> <p><i>CVC SOP Sl.No. 5.14</i></p>
Meeting	<ul style="list-style-type: none"> ➤ Structured annual and quarterly meetings (<i>January- March, April-June, July- September and October – December</i>) of the IEMs with the Director/JS/Heads are to be held. ➤ to discuss/review the information on tenders awarded during the previous quarter. ➤ Additional sittings can be held as per requirement ➤ A summary of tenders initiated, which are covered under the IP, shall be compulsorily shared with the IEMs on quarterly basis during the meeting ➤ All the deliberations during the IEMs’ meeting should be minuted and in the next meeting, the IEMs should confirm the recorded minutes of the previous meeting 	<p><i>CVC SOP Sl.No. 4.2 & CSIR OM T&C No.16</i></p> <p><i>CSIR OM T&C No.25</i></p>
Fees	<ul style="list-style-type: none"> ➤ IEMs shall be paid Rs. 7500/- per sitting subject to overall ceiling of Rs. 3,00,000/- (Rupees Three Lakh only) for whole of CSIR. ➤ To ensure that the above ceiling is not exceeded the payments to IEMs must be made by the Lab/Instt./Unit only after obtaining confirmation from CSIR Hqrs. over email spo.hqrs@csir.res.in. Payment details will be maintained at Headquarters as per inputs from Labs./Insttts./Heads. ➤ Proforma for seeking confirmation from CSIR Hqrs. is attached 	<p><i>CSIR OM T&C No.27</i></p>
Entitlement for TA/DA	<ul style="list-style-type: none"> ➤ IEMs will be entitled to TA/DA as per their entitlement immediately before their retirement read with TA/DA rules applicable to the employees of CSIR. 	<p><i>CSIR OM T&C No.23</i></p>