



“हर काम देश के नाम”  
रक्षा लेखा महानियंत्रक कार्यालय  
उलान बटार रोड, पालम, दिल्ली छावनी-110010  
CONTROLLER GENERAL OF DEFENCE ACCOUNTS  
Ulan Batar Road, Palam, Delhi Cantt.- 110010  
(एकिकृत वित्तीय सलाहकार स्कन्ध) (IFA WING)

75  
असतो मा सद्गमय  
सिद्धिं लब्धुं शक्नुमः

Phone: 011 – 25665571, 572 Fax: 011-25674806 Email: cgdaifa.dad@gov.in

No. IFA/17/SOP/MES

Dated: 22.12.2023

Instruction Order No. 10 of 2023

To

All PCsDA/PIFAs/CsDA/IFAs/IFAs(Works)  
(Through CGDA Website)

Sub: Implementation of Integrated Financial Advice System (IFA System) in  
MES: Vetting of NIT/RFP and Financial Concurrence.

\*\*\*\*\*

Post implementation of IFA System in MES, many issues from MES CEAs/CFAs are being received in this HQrs office duly highlighting the followings:

- (i) IFAs (Works) are issuing observations on AoN/Administrative Approval issued by the CFA and Technical Sanction by CEA during vetting of NIT/RFP.
  - (ii) IFAs (Works) are according AON concurrence on draft NIT/RFP of works cases instead of vetting the same.
  - (iii) IFAs (Works) are demanding extra documents such as market analysis, previous year details etc. during vetting of NIT/RFP.
  - (iv) Whether only draft NIT is required to be forwarded to IFA for vetting prior to publishing the tender or all connected documents such as AoN/Administrative Approval, Technical Sanction along with costed schedule, draft BOQ, Particular Specifications, special conditions etc. are also required to be submitted along with draft NIT/RFP for vetting.
2. As per provisions of Para 25, 31 and Appendix'D' of DWP-2020 power of Acceptance of Necessity (AoN) and Administrative Approval (AA) is vested with CFA of Army, Navy and Air Force with or without concurrence of IFA. At this stage IFA of

concerned CFA of Army, Navy and Air Force are involved to accord concurrence of AoN and AA as per delegation of financial powers.

3. As per Para 5 SOP to exercise delegated financial powers of CFAs/CEAs of MES with IFAs *"the IFA provide financial advice to the CEAs in exercise of delegated powers as laid down in the revised Table-B of RMES. However, during the IFA consultation stage, Acceptance of Necessity and Administrative Approval as per DFPDS-2021/Appendix 'D' of DWP-2020 as amended time to time will not reviewed de-novo.*

4. As per para 6 of SOP *"Once Administrative Approval (AA) has been accorded by the CFA for the execution of the works, after due examination of the AEs, the Technical Sanction will be issued by the Competent Engineering Authority (CEA) as per the delegated powers for according technical sanction to works services as provided in Table 'B'. As per Note 1 below item No. 1 of revised Table-B of RMES, "the powers under Technical Sanction will be exercised without IFA consultation".*

5. As per para 7(a) of SOP *"After schedule of work for a project or sub-project has been technically sanctioned by the CEA, draft 'Notice of Tender/Notice Inviting Tender/RFP' will be prepared by the engineer authority. The Notice of Tender/Notice Inviting Tender/RFP is most important document in the procurement process. The Notice of Tender/Notice Inviting Tender/RFP should be prepared with due care and with complete details including all terms & condition and clear instructions to bidders. The Notice of Tender/Notice Inviting Tender/RFP including all the terms and conditions should be vetted by IFA".*

6. In view of the above the following has been clarified:

(i) IFA (Works) cannot review AoN/Administrative Approval issued by the CFA of Army, Navy and Air Force (if applicable) and Technical Sanction issued by CEA. However, IFA (Works) may confirm/check inter-alia, the followings:

(a) Whether Administrative Approval and Technical Sanction have been issued before vetting of draft NIT/RFP.



- (b) Whether one or more than one Administrative Approval is involved and total estimated tender value.
- (c) Whether one or more than one Technical sanction is/are involved.
- (d) Whether scope of work/item of work mentioned in draft NIT/RFP is per Admin Approval/Budget.
- (e) To concur mode of tendering.
- (f) Whether any deviation in scope/item in technical sanction vis-à-vis Administrative Approval vis-à-vis tender inquiry. If yes, financial implication of such deviation with justification. In case it is beyond tolerance limit/more than 10% of Administrative Approval, the necessary approval of competent authority/revised administrative approval has been taken or not as per provisions of DWP/RMES.

Hence the copies of Administrative Sanction (if applicable) and Technical sanction is required to be submitted to IFA along with draft NIT/RFP.

- (ii) Apart from above, all the documents such as draft NIT/RFP along with all terms & conditions, instructions to bidder, BOQ and tender documents including particular specification required to also be submitted to IFA (Works) for vetting to enable IFA office to check/confirm inter-alia, the followings:
  - (a) Whether class of contractor indicated in the eligibility criteria are as per DWP/RMES or not.
  - (b) Duration between Bid Start and Bid end date.
  - (c) Whether the conditions of contract are as per DWP/MSER/Contract manual/Instant Government Order/CVC Guidelines etc.
  - (d) Whether any deviation in the tender document.
  - (e) Whether special clauses requiring consideration/approval \* of Competent Authority.
  - (f) EMD and PSD/PBG Amount.


(g) Warranty/Guarantee/defect liability clause.

(iii) Market Analysis and Previous year details are not required to be submitted for vetting of draft NIT/RFP. However, the same was be required at the time of analysis of rates, carrying out effective negotiations, whenever required as per rule, etc.

(vi) While scrutinizing draft NIT/RFP in works cases, IFA(Works) vets the draft NIT/RFP.


7. All the CFAs/CEAs/IFAs are required to ensure implementation of the directions issued by MoJ with regard to IFA System in MES in true spirit.

This issues with the approval of CGDA.

  
(Rakesh Kumar)  
Sr. Dy.CGDA (IFA)

Copy to:

E-in-C's Branch Kashmir House New Delhi	It is requested to sensitize concerned authorities appropriately.
CWE(AF) Borjhar	for information w.r.t letter No. 8985//TEZ/2023-24/08/E8 dated 01.12.2023.
GE(AF) Nal, Eikaner	For information w.r.t letter No. 8424/08//E8 dated 28.11.2023.
AOGE Borjhar	for information and necessary action please.
AO GE (AF) Nal, Bikaner	For information and necessary action please.

  
(Rakesh Kumar)  
Sr. Dy.CGDA (IFA)