

FINANCE CIRCULAR

MINISTRY OF FINANCE

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CIRCULAR NO: 21/2014

27th October, 2014

FIN: 21/2/5

FROM: Permanent Secretary for Finance

TO: All Permanent Secretaries and Heads of Departments

SUBJECT: VALIDITY OF ADVERTISED TENDERS AND GOVERNMENT TENDER BOARD (GTB) APPROVALS

1.0 Objective

1.1 This circular serves to advise all Ministries and Departments of the validity of advertised tenders and Government Tender Board (GTB) approvals.

2.0 Introduction

2.1 The Government Tender Board has noted with concern the prolonged period taken by some Ministries and Departments to evaluate tenders after its closing date and submitting it to the Board for consideration.

2.2 It has been noted that some Ministries and Departments have taken up to 6 months and even longer to complete this process resulting in unnecessary requests for extensions of previous contracts and in some instances losses due to price changes of tendered price.

2.3 Furthermore, it has also been noted that some Ministries and Departments attempt to procure goods and services in the current fiscal year using GTB approval issued in the last fiscal year.

3.0 Validity of Advertised Tenders

3.1 All tenders advertised must be evaluated and submitted to the Government Tender Board (GTB) for a decision within three (3) months from the tender closing date.

3.2 After three (3) months all tenders still not evaluated and submitted will be deemed invalid and should be withdrawn and re-advertised.

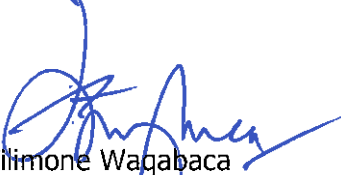
3.3 The GTB will only consider those tenders which have been submitted after the 3 month timeline if appropriate justification is provided. Ministries and Departments will also need to provide reasons if their tenders are to be exempted from the 3 month deadline.

4.0 Validity of GTB Approval

4.1 The GTB approval for any tender submission is only valid for the fiscal year in which it was given, as funding will also lapse at the end of that financial year.

5.0 Conclusion

5.1 For any clarification please contact Seini Tabete on telephone 3221296 or email skacisolomone@finance.gov.fj



Filimone Waqabaca

Permanent Secretary for Finance

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