



भारतीय अन्तर्देशीय जलमार्ग प्राधिकरण

(पत्तन, पोत परिवहन और जलमार्ग मंत्रालय, भारत सरकार)

मुख्यालय : जलमार्ग भवन, ए-13, सेक्टर-1, नौएडा-201 301, (उ० प्र०)

INLAND WATERWAYS AUTHORITY OF INDIA

(Ministry of Ports, Shipping and Waterways, Govt. of India)

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No. IWAI-11014/54/2020-ADMIN RECTT-

Dated: 21.07.2023

OFFICE MEMORANDUM

Sub: Contract Management -reg

With reference to the above, as it is known that Contract management is the process of managing legally-binding agreements for works/projects from initiation through to execution, effective contract management helps an organization to improve outcomes and realise maximum value from their agreements.

2. In the above context, to ensure the effective contract management for works/projects under execution/ to be executed in IWAI, it has been directed by the Competent Authority :-

a. To appoint a dedicated Contract Manager viz. Engineer in Charge, Traffic Managers etc. of level Chief Engineer/Directors/ Deputy Directors etc who will be responsible for overseeing and managing all contracts within IWAI. The Contract Manager will be accountable for ensuring efficient contract administration, compliance with contractual terms and conditions, and timely execution of contracts.

b. That TEC (Technical evaluation Committee)/committees for tendering etc. **will consist of regular officers only**. Assistance of consultants/contract employees may be taken.

This issues with the approval of the Competent Authority.

Asst. Secretary (A&E)

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Phone No. 0120-2474050

Copy to (By E-Mail):

1. Chief Engineer & P.M (JMVP)/ Hy. Chief/ Dy. Secretary (P&C)/ CAO/ Director (M)/ Director (NER)/ Director (Tech.)/ Director (T&L) / Director (Hy.) / Director (Resi. & IT)/ Assistant Secretary (P&C)/ Assistant Secretary (H&L), IWAI, Noida.
2. Director, IWAI, Kolkata/ Patna / Kochi/ Guwahati/Patna/ Bhubaneswar
3. Sub Office Varanasi, Prayagraj, Sahibganj, Vijayawada, Dibrugarh, Dhubri.
4. IT Cell – For uploading on IWAI Website
5. Hindi Cell – For Hindi Translation

Copy for kind information to (By E-Mail):

P.P.S./P.S./P.A. to Chairman/ Vice-Chairman/ Member (Finance)/ Member (Technical)/ Member (Traffic & Logistics) / Secretary, IWAI, Noida.