



# **Democratic Socialist Republic of Sri Lanka**

## **Supplement – 40**

**To the**

### **Procurement Manual of the Procurement Guidelines – 2006**

Procurement of Works, Goods and Services other than Consultancy  
Services

Guideline Reference: 2.14.1 and 9.3.1

**Issue Date: 25.06.2024**  
**Effective Date: 25.06.2024**

The Supplement 35 and 38 to the Procurement Manual are  
repealed herewith.

**DEPARTMENT OF PUBLIC FINANCE**

This Supplement is issued with the concurrence of the National Procurement  
Commission (NPC)

## PROCUREMENT GUIDELINE REFERENCE: 2.14.1

### AUTHORITY LIMITS OF PROCUREMENT COMMITTEE FOR CONTRACT AWARD RECOMMENDATION/DETERMINATION

When Open Competitive Bidding Procedure (Guideline 3.1, 3.2 or 3.3), Direct Contracting Procedure (Guideline 3.5) or Repeat Order Procedure (Guideline 3.6) is followed for the Procurement of goods, works and services other than consultancy services.

1. The total cost estimate of each procurement shall be considered in deciding the Procurement Authority;
2. In the case of rentals and leases, the contract value for the entire rental or lease period shall be considered in deciding the procurement authority.

<b>Procurement Committee</b>	<b>Limits of Authority (Rs. Mn)</b>	
	<b>GOSL Funded Projects</b>	<b>Foreign Funded Projects</b>
Standing Cabinet Appointed Procurement Committee (SCAPC)	More than 750	More than 1500
Cabinet Appointed Procurement Committee (CAPC)		
Ministry Procurement Committee (MPC)	Upto 750 .	Upto 1500
Department Procurement Committee (DPC)/Project Procurement Committee (PPC)	Upto 400	Upto 800
Regional Procurement Committee (RPC)	Up to 50	Upto 100

**PROCUREMENT GUIDELINE REFERENCE: 2.14.1 (Cont ...)****When Shopping Procedure (Guideline 3.4) is followed for the procurement of goods, works and services other than consultancy services**

1. For supply & service contracts, quotations may be invited from:
- a) Suppliers listed in SLT rainbow pages etc, if sufficient number of reputed vendors are listed
  - b) Suppliers registered with the Procuring Entity: if applicable
  - c) Suppliers registered under electronic Government Procurement (e-GP) platform, [www.promise.lk](http://www.promise.lk)

2. For construction contracts, quotations may be invited from registered contractors including Community Based Organizations (CBO)

The Procuring Entity shall use standard documents in line with the Government Procurement Guidelines, where applicable and bids shall be closed at pre-disclosed deadline and public bid opening.

Procurement Committee /Authority	As per the Section 3.4 of the Procurement Guidelines, by inviting at least three (03) quotations	Limits of Authority (Rs. Mn)	
		GOSL funded	Foreign Funded
MPC	Works	Up to 40	Up to 40
	Goods & Services other than Consultancy Services	Up to 25	Up to 35
DPC/PPC	Works, Goods & Services other than Consultancy Services	Up to 20	Up to 30
RPC	Works, Goods & Services other than Consultancy Services	Up to 6	Up to 6
HD / PD/ CAO	Works	Up to 2	
	Goods & Services other than Consultancy Services	Up to 1	

**PROCUREMENT GUIDELINE REFERENCE: 2.14.1 (Cont ...)****Direct Purchase of smaller value repair works, goods and services (Guideline 3.5 and 3.6)  
(by GOSL funds or foreign funds)**

<b>Authority</b>	<b>Requirements to be fulfilled</b>	<b>Authority Limit(Rs)</b>
CAO/HD/PD	<b>Works</b> Satisfying the requirements given under Guideline 3.5 or 3.6 where there is no competition among contractors	Up to 1,000,000.00
	<b>Works</b> Notwithstanding fulfilment of the guideline provision 3.5 and 3.6, direct sourcing, when it is uneconomical to follow competitive procedure. <ul style="list-style-type: none"><li>• CAO /HD/PD must ensure the economy of procurement.</li><li>• This authority should be used under the personnel Supervision of CAO/HD/PD &amp; should not be delegated to any person.</li></ul>	Up to 500,000.00
	<b>Goods &amp; Services other than Consultancy Services</b> Satisfying the requirements given under Guideline 3.5 or 3.6 where there is no competition among suppliers	Up to 500,000.00
	<b>Goods &amp; Services other than Consultancy Services directly from open market</b> Notwithstanding fulfilment of the guideline provision 3.5 and 3.6, direct sourcing, when it is uneconomical to follow competitive procedure. <ul style="list-style-type: none"><li>• CAO/HD/PD must ensure the economy of procurement.</li><li>• This authority should be used under the personnel supervision of CAO/HD/PD.</li></ul>	Up to 200,000.00
HD/PD	<b>Repairs to motor vehicles and other equipment</b> When it is uneconomical to follow competitive procedure. <ul style="list-style-type: none"><li>• HD/PD must ensure the economy of procurement.</li><li>• This authority should be used under the personnel supervision of HD/PD.</li><li>• For repairs exceeding Rs. 700,000/- CAO's personnel approval should be obtained</li></ul>	Up to 700,000.00
Regional Heads or officers in charge of separate units who were delegated authority by HD	<b>Goods or Services including equipment of smaller value not exceeding Rs. 20,000/- per event per day.</b> <ul style="list-style-type: none"><li>• Total of such purchases during any calendar month should not exceed Rs. 100,000/-.</li></ul>	Up to 20,000.00
	Repair motor vehicle to a value not exceeding Rs. 100,000 per month	Up to 100,000.00

<b>PROCUREMENT GUIDELINE REFERENCE 9.3</b>
<b>Repairs to Motor Vehicles and Equipment</b>
9.3.1 a) Repairs to motor vehicles and other equipment may be carried out through the local accredited agents of the manufacturer provided that the Procuring Entity (PE) is satisfied that the quotation is reasonable, having taken into account the economy of the repair cost, the age and condition of the vehicles. b) Head of Department may delegate the authority as given in the Procurement Manual. However, the approval of the Secretary to the Ministry should be obtained for repairs exceeding the cost of SLR 700,000/- (Sri Lanka Rupees Seven Hundred Thousand)

**PROCUREMENT GUIDELINE REFERENCE: 2.14.1 (Cont ...)**

**AUTHORITY LIMITS FOR DEVIATING FROM PROCUREMENT PROCEDURE**

When it becomes necessary to deviate from tender procedures in very urgent and exceptional circumstances with regard to procurements under funds of the Government of Sri Lanka, the following competent authorities may authorize such deviations within the limits prescribed, provided that, the reasons are explicitly recorded in writing and a copy is forwarded to the Auditor General.

<b>Competent Authority</b>	<b>Authority limits for deviating from Procurement Procedure</b>
Head of Department (His personal approval is required)	Up to Rs. 250,000.00
Department Procurement Committee (DPC)	Up to Rs. 5 Mn
Ministry Procurement Committee (MPC)	Up to Rs. 10 Mn
Cabinet of Ministers	Above Rs. 10 Mn

**APPROVING AUTHORITY**

Before the contract is awarded approval from the following authorities (subject to the delegation of authority provided under FR 135) should be obtained for the recommendation / determination by the PCs.

Regional Procurement Committee (RPC)	Head of the Department
Project Procurement Committee (PPC)	Chief Accounting Officer
Department Procurement Committee (DPC)	
Ministry Procurement Committee (MPC)	
Cabinet Appointed Procurement Committee (CAPC)	Cabinet of Ministers

The Chief Accounting Officer (CAO) may appoint a minor committee(s) to take action on smaller value procurements within the authority limits of the MPC/DPC/PPC. Accordingly, CAO may consider changing the composition given under the Procurement Manual 2.7.4, 2.7.5 and 2.7.6.