Form: S&P 10

Proprietary Article Certificate

(Valid for Current Financial Year)

Name of Indenter: ______________________ Department: _______________
Indent Number ____________________________ Date: ___________________

1. Description of article: ____
2. Forecast of quantity / annual requirement: _____________________________
3. Approximate estimated value for above quantity: ________________________
4. Makers name and address: ____
5. Name of authorised dealer / stockist: _________________________________
6. I approve the above purchase on PAC basis and certify that: -

(Please tick (√) the appropriate box, whichever is applicable and cross (X) others. Please do confirm Sl. (a) without which PAC certificate will be invalid.)

a)	This is the only firm who is manufacturing / stocking this item **And**	☐
b)	A similar article is not manufactured / sold by any other firm, which could be used in lieu **OR**	☐
c)	No other make / brand will be suitable for following tangible reasons (like OEM/ Warranty spares) **OR**	☐
d)	No other make / brand will be suitable for following intangible reasons (if PAC was also given in the last procurement cycle, please also bring out efforts made since then to locate more sources)	☐

7. Reference of concurrence of Finance wing to the proposal: _________________

History of PAC purchase of this item for past three years may be given below			
Name of the supplier			
Order / Tender Reference & Date	Quantity ordered	Basic rate on order	Adverse performance if any

Signature of indenting Officer ……………………. Approving authority………………….
Date: ……………………. Date ………… Designation …………

General Conditions for PAC

a) Users should enclose, with their Indent, a PAC certificate indicating the justification and approval at the appropriate level as per DPFR/SoPP, for sourcing an item from OEM or PAC firms or their authorised agents;

b) Proprietary items shall be purchased only from a nominated manufacturer or its authorised dealer as recorded in the PAC certificate.

c) In certain unavoidable cases, the procuring authority may have no alternative but to waive Payment of EMD/SD for procurement on a proprietary basis.

d) To the extent feasible, the firm may be asked to certify that the rates quoted by them are the same and not higher than those quoted with other Government, public sector or private organisations.

e) In case of PAC/single tender procurements: Reports relating to such awards should be submitted to the Ministry every quarter, Internal audit may be required to check at least 10 (ten) per cent of such cases, and details of such contracts should be published on the website of the Procuring entity.

f) No item should be procured on PAC basis for more than three years, after which a mandatory OTE mode may be used, to test the market.

g) The firm should be asked to accept a “fall clause” undertaking that, in case it supplies or quotes a lower rate to other Governments, public sector or private organisations, it would reimburse the excess. Negotiations may be called for to get prices reduced.