

## **Rule 6, Guidelines to the Tender Initiating Authority intending for Judicial Preview**

- (i) The tender initiating department intending to initiate a tender process for any infrastructure or other project enumerated in the schedule appended to the Act, shall prepare tender related documents and submit the same two working days in advance for judicial preview i.e., preliminary examination by the Judge, before the date fixed for interaction as per sub-rule 2 below, to provide advice or suggestion for any changes or modifications to be carried out before submitting the documents in FORM-I (Annexed), along with all the enclosures and upload the same in the official website of Judge, Judicial Preview. All the documents submitted to the Judge Judicial preview office shall bear the signatures and stamps of the concerned Principal Secretary, the head of the Department or entity and the Technical Sanctioning authority concerned.
- (ii) The tender initiating department intending to initiate a tender process for any infrastructure of other project enumerated in the schedule appended to the Act, shall coordinate with the Judge, Judicial Preview office to fix a date for preliminary examination of the tender documents and enclosures thereof for interaction with the Principal Secretary of the Department and also the Engineer-in-Chief or Chief Engineer concerned of the Department and / or other administrative and technical sanctioning authority as the case may be, for the preliminary changes or modifications if any supra.
- (iii) The tender initiating department to initiate a tender process for any infrastructure project or other project enumerated in the schedule appended to the Act, shall along with Form- I, submit for the Judicial Preview in a sealed cover providing a list of experts in the field for its internal consumption.
- (iv) The tender initiating department shall also submit a sealed cover containing detailed technical sanction and administrative sanction, which may not be uploaded in the official website but be available for reference and information for the judicial preview process.
- (v) The tender initiating department intending to initiate a tender process for any infrastructure or other project enumerated in the schedule appended to the act, shall along with Form 1, also submit in a sealed cover the proposed tender notice and also the proposed contractual agreements for verification and analysis by the Judge Judicial preview to serve the objects of Rule 5 supra of the rules.
- (vi) The tender initiating department intending to initiate a tender process for any infrastructure or other project enumerated in the schedule appended to the Act, along with Form-I, also submit a sealed cover mentioning the name of liaison officer of the department to coordinate and be available continuously in the office of the Judge, Judicial Preview. The liaison officer shall be responsible to assist the office of Hon'ble Judge Judicial Preview in receiving the day to day suggestions/ objections cause uploading if any, compiling/responding the same immediately, so that the judicial preview process is carried out within specified

timeframes in an efficient and objective manner as per the spirit of the Act and the rules.

- (vii) The honourable Judge after receipt of the FORM-I as per sub-rule 1, shall cause to place the relevant tender relating documents in the Public Domain by placing in its official website. The same shall, simultaneously be kept in the public domain (website) of the tender initiating department also. The documents will be in the public domain for seven (7) working days for inviting suggestions/objections from the public, including from the intending bidders/contractors/service providers as the case may be, by uploading the details on the official website and by email to [judge-jpp@ap.gov.in](mailto:judge-jpp@ap.gov.in) , [apjudicialpreview@gmail.com](mailto:apjudicialpreview@gmail.com). (or) to the Office of the Honourable Judge in writing.
- (viii) There will be no process of pre-bid/pre tender meetings by the tender initiating department with the intending bidders/contractors/service providers as the case may be, as all the suggestions/objections are bound to be raised by way of suggestions/objections within 7 working days after the date of publication of date on the official website of Judicial Preview.
- (ix) The suggestions/objections received by the Honourable Judge pursuant to sub-rule (vi) above, shall be forwarded to the tender initiating department on the same day, as far as practicable.
- (x) At the end of the publication period, the Honourable Judge shall conduct the process of judicial preview so as to conclude the same within eight (8) working days duly taking into account the submissions of the Tender initiating department to the office of the Judge, Judicial Preview on any suggestions & objections from public to the extent considered relevant. At the end of this preview period, the Honourable Judge shall communicate the recommendations, including reasons thereof to the tender initiating department in FORM-II.
- (xi) Within seven (7) clear working days from the receipt of FORM-II, the tender initiating department shall comply with recommendations of the preview in the tender related documents, duly informing the Honourable Judge of the same in Form-III (Annexed).
- (xii) The Honourable Judge may adopt such further procedure as is demand reasonable and practicable in the judicial preview process.
- (xiii) The Tender Initiating Authority (TIA) shall submit a pen drive containing the tender documents (Bid document / Tender document / RFP (Request for Proposal, Specifications, Drawings, etc.,) both in word and pdf formats to cause upload the same in the public domain / the official website of the Judicial Preview.

(xiv) 4 sealed A4 size covers containing:

1. Tender notice and Contractual Agreement
2. Administrative and Technical Sanction.
3. List of Experts with name, designation, phone number and e.mail.id.
4. Details of the Liaison Officer.

(Note: Name of the work shall be typed on each of the four covers above)