

**TENDERING:**

**e-Procurement:** As per Ministry of Finance Office Memorandum 26/12/2014-PPC dt.21-01-2015 and OM No.10/3/2012-PPC dtd.9-1-2014, it is mandatory to do e-tendering for procurement of goods and services above Rs.2 Lakhs. This should be followed. In case of any deviation proper reasons should be recorded and specific approval should be taken.

**Public Procurement Portal:** As per Ministry of Finance OM 10/1/2011-PPD dt.17-05-2016, it is mandatory to publish all tender enquiries on Central Public Procurement Portal as per the guidelines / methodology directed.

Ministry of Finance circular clearly states that e-services can be availed either of NIC or through other service provider / other e-procurement solutions developed inhouse. Copy of circular is placed in the file. We have since appointed M/s. MSTC as our e-procurement service provider w.e.f 10-8-2016 on regular basis.

516, Lok Nayak Bhawan, Khan Market,  
New Delhi. Dated the 17<sup>th</sup> May, 2016

**OFFICE MEMORANDUM**


**Subject: Mandatory publication of tender enquiries on Central Public Procurement Portal**

In pursuance of decision taken in Group of Ministers constituted to consider measures to tackle corruption and ensure transparency, the Department of Expenditure has vide OM of even no. dated 30.11.2011 (copy enclosed), issued instructions for the setting up of Central Public Procurement Portal (CPPP) which is accessible at the [www.eprocure.gov.in](http://www.eprocure.gov.in).

2. It has been brought to notice of this Department that some Ministries/ Departments and other Organizations still continues to e-publish their tender enquires and other details on the NIC website [www.tenders.gov.in](http://www.tenders.gov.in). It is perhaps due to the guidelines of Central Vigilance Commission (CVC) on the use of the NIC portal i.e. (<http://govtenders.nic.in>) for this purpose.

3. In the light of instructions of CVC and to avoid any confusion to the procuring authorities that which website is to be used, the matter was referred to the CVC by this Department. Central Vigilance Commission (CVC) has conveyed their "**no objection**" to switching over from old website [www.tenders.gov.in](http://www.tenders.gov.in) to the new CPP Portal i.e. [www.eprocure.gov.in](http://www.eprocure.gov.in).

4. Accordingly, all Central Government Ministries/Departments are hereby advised to follow the instructions contained in this Department OM of even number dated 30.11.2011 regarding E-Publishing of tender enquiries, corrigenda thereto and details of contracts awarded thereon on CPPP and may discontinue use of [www.tenders.gov.in](http://www.tenders.gov.in) for this purpose. Ministries/Departments may also advice their Attached and Subordinate offices, Central Public Sector Undertakings (CPSE's), Autonomous and Statutory Bodies under their administrative control to use [eprocure.gov.in](http://www.eprocure.gov.in) website for tenders related publications.

  
(Vinayak T. Likhari)

Under Secretary to the Govt. of India

Tele: 24621305

E-mail – [vinayak.likhar@nic.in](mailto:vinayak.likhar@nic.in)

To,

All the Secretaries / Financial Advisor of Central Govt. Ministries /Departments.

Copy to:

1. Secretary, CVC with reference to CVC letter no. 006NGL/043/203799 dated 22nd Feb. 2013.
2. DG, NIC, CGO Complex, New Delhi with a request to close down [www.tenders.gov.in](http://www.tenders.gov.in)

**No. 10/1/2011-PPC  
Ministry of Finance  
Department of Expenditure  
Public Procurement Cell**

North Block, New Delhi  
Dated 30<sup>th</sup> November, 2011

**OFFICE MEMORANDUM**

**Subject: Mandatory publication of Tender Enquiries on the Central Public Procurement Portal**

Pursuant to the decisions of the Group of Ministers constituted to consider measures to tackle corruption and improve transparency, on the recommendations of the Committee on Public Procurement set up to look into various issues having an impact on public procurement policy, standards and procedures, it has been decided that:

- a. NIC will set up a portal called the Central Public Procurement Portal (hereinafter referred to as CPP Portal) with an e-publishing module (similar to NIC's website [www.tenders.gov.in](http://www.tenders.gov.in)) and an e-procurement module (similar to NIC's e-procurement sites such as [pmgsytenders.gov.in](http://pmgsytenders.gov.in) and [epro-nicsi.nic.in](http://epro-nicsi.nic.in)). The CPP Portal will be accessible at the URL **eprocure.gov.in** and will provide links to the non-NIC e-procurement sites being used at present by various Ministries/ Departments, CPSEs and autonomous/ statutory bodies.
- b. While e-publishing of tender enquiries, corrigenda thereto and details of contracts awarded thereon, on the Portal, shall be made mandatory in a phased manner w.e.f 1<sup>st</sup> January 2012, the comprehensive end-to-end e -Procurement feature would be implemented in a phased manner w.e.f. 1<sup>st</sup> April 2012, for which instructions will be issued separately. In the meantime, Digital Signature, which is essential at the e-procurement phase, may be obtained from any Certifying Authority or from NIC which is also a Certifying Authority, for the concerned officials.

**E-Publishing:**

- c. It will be mandatory for all Ministries/ Departments of the Central Government, their attached and subordinate offices, Central Public Sector Enterprises (CPSEs) and autonomous/ statutory bodies to publish their tender enquiries, corrigenda thereon and details of bid awards on the CPP Portal using e-publishing module with effect from the following dates:
  - c.i. Ministries/ Departments and their attached and subordinate offices w.e.f. 1<sup>st</sup> January 2012;
  - c.ii. CPSEs w.e.f. 1<sup>st</sup> February 2012;
  - c.iii. Autonomous/statutory bodies w.e.f. 1<sup>st</sup> April, 2012.



- d. Individual cases where confidentiality is required, for reasons of national security or to safeguard legitimate commercial interest of CPSE's, would be exempted from the mandatory e-publishing requirement. As far as Ministries/ Departments are concerned, decisions to exempt any case on the said grounds should be approved by the Secretary of the Ministry/ Department with the concurrence of the concerned Financial Advisor. In the case of CPSEs, approval of the Chairman & Managing Director with the concurrence of Director (Finance) should be obtained in each case to be exempted. In the case of autonomous bodies/ statutory bodies, approval of the head of the body with the concurrence of the head of the Finance function, should be obtained in each such case. Statistical information on the number of cases in which exemption was granted and the value of the concerned contract, may be intimated on a Quarterly basis to the Ministry of Finance, Department of Expenditure at the email id [cppp-doe@nic.in](mailto:cppp-doe@nic.in)
- e. Ministries/ Departments, CPSEs and autonomous/ statutory bodies that are already publishing their tender enquiries on [www.tenders.gov.in](http://www.tenders.gov.in) and/or on their respective websites, shall ensure that their tender enquiries are simultaneously published / mirrored on the CPP Portal also. They may also ensure that all corrigenda and details of the contract awarded as a result of the tender enquiry, are also published on the CPP Portal.
- f. Ministries/ Departments, CPSEs and autonomous/ statutory bodies that are already carrying out e-procurement through NIC or their own website or through any other service provider, shall ensure that details of all their tender enquiries, related corrigenda and details of contracts awarded thereon, including those that are issued through e-procurement, are simultaneously published / mirrored on the CPP Portal. As stated at (a) above, they should also ensure that their e-procurement website is linked to the CPP Portal.
- g. The above instructions apply to all Tender Enquiries, Requests for Proposals, Requests for Expressions of Interest, Notice for pre-Qualification/ Registration or any other notice inviting bids or proposals in any form, issued on or after the dates indicated at (c) above whether they are advertised, issued to limited number of parties or to a single party.
- h. In the case of procurements made through DGS&D Rate Contracts or through Kendriya Bhandar/ NCCF, only award details need to be published on the Portal.
- i. These instructions would not apply to procurements made in terms of provisions of Rules 145 (Purchase of goods without quotations) or 146 (Purchase of goods by purchase committee) of General Financial Rules – 2005 (or similar provisions relating to procurements by CPSEs, autonomous bodies).

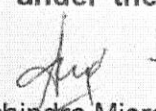


2. In order to facilitate implementation of aforesaid decisions regarding e-publishing of tender details, NIC will provide detailed guidelines for using the e-Publishing module of the CPP Portal. These guidelines will also be available in the CPP Portal. **User IDs and Passwords would have to be obtained from NIC for accessing the Portal. Details in this regard will also be available in the CPP Portal.**

3. NIC will also provide the following support:

- a. NIC will make arrangements for necessary training to the concerned officials in the use of the CPP Portal for e-publishing. For this purpose, Ministries / Departments may contact NIC through email at [cppp-nic@nic.in](mailto:cppp-nic@nic.in) to work out the details.
- b. Detailed guidelines for the use of e-Publishing module will be made available in the CPP Portal and this would also be circulated separately to all Ministries/Departments.
- c. A demonstration web site, similar to the CPP Portal, would be made available for training and hands-on practice. The site will also contain necessary user manuals and presentation materials.

4. Ministries/ Departments are requested to take necessary action to ensure that e-publishing of tender details on the Portal is commenced in terms of the time lines mentioned in para 2 (c) above. **It is also requested that necessary instructions may be issued in this regard to all attached and subordinate offices as also to CPSEs, autonomous and statutory bodies under their administrative control.**

  
(Suchindra Misra)  
OSD (PPC)  
011-23092689

To,

**Secretaries of all Ministries/Departments**

Copy to

**FAs of all Ministries/Departments**

Copy also to **DG (NIC), CGO Complex, New Delhi**

FAX MESSAGE

ED, BACHELI COMPLEX	RPT	ED, NISP
GM, KIRANDUL COMPLEX	RPT	GM, DONIMALAI COMPLEX
GM, PANNA	RPT	JGM (R & D), UPPAL
PM, GEC, RAIPUR	RPT	P M, SIU, PALONCHA

**SUB : CPP PORTAL – GUIDELINES**

COMPETENT AUTHORITY HAS APPROVED THE PROCESS OF TENDERING AND INVITING BIDS THROUGH CPP PORTAL (.) THE DECISION WAS TAKEN FOR IMPLEMENTATION OF INVITING TENDERS THROUGH CPP PORTAL DURING ANNUAL PLAN MEETING FOR THE FINANCIAL YEAR 2017-18 HELD ON 28TH & 19TH APRIL 2017, WITH THE VIEW TO ENSURE WIDER PARTICIPATION IN THE TENDERING PROCESS (.) IT WAS ALSO DIRECTED IN THE MEETING THAT CPP AND E-PROCUREMENT MODES SHOULD BE EFFECTIVELY UTILISED TO ACHIEVE WIDER PARTICIPATION TO ENSURE COMPETITION (.)

THE ABOVE PROCESS IS ADOPTED FOR THE LIMITED TENDERS, SINGLE TENDERS (PROPRIETARY & NOMINATION). THE BIDDERS WHO ARE INTERESTED AND WHO MEETS THE QUALIFYING CRITERIA SHOULD ALSO BE ELIGIBLE FOR BIDDING FOR THE PARTICULAR TENDER (.) HENCE, APART FROM THE LIMITED PARTIES IN CASE OF LIMITED TENDER TO WHOM ENQUIRIES ARE OFFERED INVITED SOME MORE NEW PARTIES WHO ARE ALSO INTERESTED CAN QUOTE PROVIDED THEY FULFIL THE PQC AND SPECIFICATIONS (.) THE FOLLOWING ARE THE GUIDELINES TO BE FOLLOWED:

- I) IN CASE OF PURCHASE VALUE RS.2.00 LAKHS AND ABOVE, AS PER THE GOVT. GUIDELINES, THE TENDERING SHOULD BE THROUGH E-PROCUREMENT MODE.
- II) IN CASE OF LTES, PROPRIETARY & SINGLE TENDERS, ALL SUCH TENDERS SHALL BE INVARIABLY UPLOADED IN THE CPP PORTAL AND NMDC WEBSITE, WHICH IS MANDATORY.
- III) IN CASE OF ALL TENDERS BEING FLOATED IN LTE, STE AND PROPRIETARY MODE, SUCH TENDERS MAY BE SENT TO OUR REGISTERED VENDORS AND UPLOADED IN THE E-PROCUREMENT PLATFORM OF OUR SERVICE PROVIDER AND DISPLAY IN NMDC WEBSITE & CPP PORTAL. HOWEVER, A STIPULATION SHOULD ALSO BE MADE IN THE TENDER DOCUMENT STATING THAT ANY OTHER INTERESTED BIDDER, OTHER THAN THE FIRMS TO WHOM THE LTES ARE FLOATED, MAY ALSO SUBMIT THEIR OFFER IN CASE IF THE SPECIFICATIONS OFFERED EXACTLY MATCH WITH THAT OF SPECS. CONTAINED IN THE TENDER AND ALSO SATISFY PRE QUALIFYING CONDITIONS AS INDICATED BELOW:

**PRE QUALIFYING CONDITIONS:**

- 1) THE TENDERER CAN BE MANUFACTURER & / OR ITS AGENT(S) VIZ. DISTRIBUTOR, DEALER, CHANNEL PARTNER, MARKETING / TRADING HOUSES OR BY WHATEVER OTHER NAME IS KNOWN (.)
- 2) A VALID AUTHORISED DEALERSHIP / TIE UP/AGENCY/PARTNERSHIP CERTIFICATE FROM THE MANUFACTURER TO BE SUBMITTED IN CASE OF DISTRIBUTORS/ DEALERS/ AGENCIES/ PARTNERS ETC..
- 3) PROOF OF SUPPLY OF ATLEAST 50% OF THE TENDER QUANTITY FOR EACH ITEM OF SAME OR HIGHER SPECIFICATIONS TO BE SUBMITTED DURING LAST 5 YEARS ENDING LAST DAY OF THE MONTH PREVIOUS TO THE ONE IN WHICH TENDERS ARE INVITED(.)



**NOTE : IN CASE IF THE QUANTITY IS ONE NUMBER, THE PROOF OF SUPPLY SHALL BE 100% OF THE TENDER QUANTITY AND IN CASE OF ANY ODD QUANTITIES THE 50% SHALL MEAN THE ROUND OFF QUANTITY TO THE NEAREST HIGHER NUMBER(.)**

4) A SELF CERTIFICATE THAT THE PERFORMANCE OF THE SUPPLIES, AGAINST THE PAST POS EXECUTED TO THEIR OTHER CUSTOMERS, IS SATISFACTORY AND THAT THE FIRM IS NOT BLACK LISTED BY ANY OF THE PSUS / GOVT. ORGANISATIONS (.)

**NOTE -1 : ABOVE MAY BE INSISTED FOR INDENT VALUE BELOW RS.10.00 LAKHS**

**NOTE-2 : HOWEVER, IN CASE OF ANY ITEM COMING UNDER THE CATEGORY OF SPARES FOR HEM, PLANT AND OTHER PRECISION EQUIPMENTS, THE PERFORMANCE CERTIFICATE FROM ANY OF THEIR CUSTOMERS TO WHOM THE BIDDER HAD SUPPLIED IS TO BE FURNISHED EVEN IF THE INDENT VALUE IS BELOW RS.10.00 LAKHS (.)**

**NOTE-3 : FOR INDENT VALUE OF RS.10.00 LAKSH & ABOVE, A PERFORMANCE REPORT AS STATED IN THE PREVIOUS PARA SHOULD BE INSISTED(.)**

**NOTE-4 : IN CASE OF EXPLOSIVES THE TENDERERS ARE DIRECTED TO QUOTE FOR PROVEN BRANDS EVEN OF THEIR OWN MAKE AND THERE IS AN APPROVED PROCEDURE FOR MAKING TRIALS FOR ANY NEW BRANDS/ MAKES WHICH SHOULD BE FOLLOWED AND ACCORDINGLY, THE INTERESTED PARTIES SHALL FOLLOW THE PROCESS OF MAKING TRIALS FIRST(.)**

**NOTE-5: FOR GENERAL ITEMS LIKE STATIONERY, COMPUTER CONSUMABLES, ELECTRICAL FITTINGS, LAMPS, HARDWARE, CANTEEN ITEMS, HOSPITAL ITEMS, MEDICINES, SANITARY ITEMS ETC. PERFORMANCE CERTIFICATE NEED NOT BE INSISTED, IRRESPECTIVE OF THE VALUE (.)**

THE ABOVE WILL COME INTO FORCE WITH IMMEDIATE EFFECT (.)

ALL THE CONCERNED OF MM DEALING WITH PURCHASES AT HO AND PROJECTS ARE REQUIRED TO FOLLOW THE GUIDELINES, AS APPROVED BY COMPETENT AUTHORITY AS ABOVE (.)

REGARDS(.)

(J.M. SUDHAKAR RAO)  
GM (MAT.)

No.HQMM/GMM/Corp. APM-2017-18/93/III(b)

Dated : 13-12-2017

**PCC TO :**

1. EXECUTIVE DIRECTOR - BACHELI COMPLEX/ NISP
2. GENERAL MANAGER- KIRANDUL/DONIMALAI/PANNA
3. JGM (R & D) UPPAL, HYDERABAD
4. PROJECT MANAGER- GEC, RAIPUR/ SIU, PALONCHA

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