





भारत सरकार वित्त मंत्रालय व्यय विभाग नार्थ ब्लॉक, नई दिल्ली - ११० ००१ GOVERNMENT OF INDIA MINISTRY OF FINANCE DEPARTMENT OF EXPENDITURE NORTH BLOCK, NEW DELHI-110 001

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12th December, 2011

Dear

In pursuance of the recommendations of the Committee on Public Procurement headed by Shri Vinod Dhall and the decisions thereon of the Group of Ministers constituted to consider measures to tackle corruption and ensure transparency, the Department of Expenditure has, vide OM dated 30th November 2011, issued instructions for setting up a Central Public Procurement Portal (CPP Portal) with an e-publishing (of tender details) module and an e-procurement module. The CPP Portal will be set up by the National Informatics Center (NIC) and will be accessible at the URL **eprocure.gov.in**. While e-publishing of tender enquiries, corrigenda thereto and details of contracts awarded thereon, on the CPP Portal, shall be made mandatory in a phased manner w.e.f. 1st January 2012, the comprehensive end-to-end e-Procurement feature would be implemented in a phased manner w.e.f. 1st April 2012.

- 2. The CPP Portal is expected to be functional from 19th December 2011. It will be mandatory for all Ministries/ Departments of the Central Government, Central Public Sector Enterprises (CPSEs) and autonomous and statutory bodies to publish all their tender enquiries issued on or after the following dates, on the CPP Portal:
 - a. In the case of Ministries/ Departments and their attached and subordinate offices w.e.f. 1st January 2012;

b. In the case of CPSEs w.e.f. 1st February 2012;

- c. In the case of Autonomous/statutory bodies w.e.f. 1st April, 2012.
- 3. In order to facilitate implementation of the project, the following activities are planned:
 - a. A workshop for Nodal Officers of all Ministries/ Departments will be held on 19th December 2011 at Department of Expenditure to sensitize them of the features of the CPP Portal and the methodology of operating the Portal.

b. NIC will arrange training programmes for concerned officials in batches with

hands-on sessions, starting from 20th December 2011.

c. A demo site for practice and training will also be available on the Portal from 19th December 2011, which will contain the documents on implementation quidelines, detailed presentation materials, etc.

- d. From 20th December 2011, NIC will start issuing User IDs, Passwords and Digital Certificates for operating the Portal.
- e. NIC will set up a call centre for clarifying doubts regarding operation of the Portal. In addition, NIC will also keep a core team to clarify doubts and assist in implementation.
- Necessary action may please be taken to ensure that e-publishing of tender details 4. on the CPP Portal is commenced as per the dates mentioned in para 2 above. Necessary instructions may also be issued in this regard to all attached and subordinate offices as also to CPSEs, autonomous and statutory bodies. In this context, the following action is also requested:
 - a. A suitable Nodal Officer (preferably at the Joint Secretary level) may be nominated to coordinate the implementation of the project. The Nodal Officer may be assisted by a Director/DS level officer for day-to-day coordination with NIC and Department of Expenditure. The name and contact details of the Nodal Officer may be intimated by 13th December 2011 to Department of Expenditure and NIC at email ids cppp-doe@nic.in and cppp-nic@nic.in.
 - b. The Nodal Officer may be asked to attend the Workshop to be held in Department of Expenditure on 19th December 2011. The workshop will be in two batches one in the forenoon and another in the afternoon. The list of Ministries/ Departments to be covered in each batch will be available on the website of this Department and on the CPP Portal by 15th December 2011.
 - c. To enable planning of the training effort and support services, certain information regarding the offices from where tender enquiries are issued such as their location, number of tender enquiries issued and number of officials required to be trained, is required. Information in this regard, relating to the Ministry/ Department and its attached and subordinate offices as per the format at Annexure I may be forwarded at the aforesaid email ids by 15th December 2011. Information relating to CPSEs and autonomous/ statutory bodies as per formats at Annexures II and III may be emailed by 22nd December 2011.

With regards,

Yours sincerely, sd/-

(Sumit Bose)

To

All the Secretaries of GOI

Copy to: **DG(NIC)** for information

Details of the Offices of the Ministry/ Department, its Attached and Subordinate Offices, from where tender enquiries are issued Ministry/ Department Name:

(A) Details of the offices of the Ministry/ Department from where tender enquiries are issued

SI. No.		Office of Minis		lal Officer at M		tment	Approximate no. of tenders floated per year	Estimated no. of officials to be trained on e-	If tenders are being floated on the website,		
	Name	Address	City	State	Name	Designation	Email Id	Contact Nos.	by the office	Procurement system	the address of the websites
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(B) Details of the Attached Offices from where tender enquiries are issued

SI. No.		Attached Office with HQ Address			Nodal Officer at HQ			T, W	Approximate no. of tenders floated per year by the HQ	Estimated no. of officials to be trained on	If tenders are being floated on the website,
	Name	Address	City	State	Name	Designation	Email Id	Contact Nos.	including their Subordinate Offices	e-Procurement system at HQ	the address of the websites
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(C) Details of the Subordinate Offices from where tender enquiries are issued

Name of relevant Department/ Attached Office:

SI. No.		Subo	rdinate Office			Nodal Officer at	Estimated no. of officials to be trained		
	Name	Address	City	State	Name	Designation	Email Id	Contact Nos.	on e-Procurement system

Annexure-II

Details of the Central Public Sector Enterprises (CPSEs) under the Ministry/ Department

Ministry/ Department Name:

(A) Details of the CPSE Hqrs

SI.		CPSE with	HQ Address	,		Nodal Of	ficer at HQ	2	Approximate no. of tenders floated per year by the CPSE Estimated no of officials to be trained or each of the company of the		If tenders are being floated on the website,
	Name	Address	City	State	Name	Designation	Email Id	Contact Nos.	including their Field <i>I</i> Branch Office	Procurement system	the address of the websites
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(B) Details of Field/ Branch Offices of each CPSE from where tender enquiries are issued

Name of CPSE:

SI. No.	Name	of the CPSE wit	h Field/Branch Off	fice Address		al Officer at Field Designation, Ema	Estimated no. of officials to be trained on e-Procurement		
	Name	Address	City	State	Name	Designation	Email Id	Contact Nos.	system
								-	
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Details on the Autonomous / Statutory Bodies under the Department

Ministry/ Department Name:

(A) Details of the Autonomous / Statutory Bodies

SI.	Autonomous / Statutory Bodies with HQ Add						Nodal Officer at HQ tenders floated per year by the trained o		tenders floated per officials to be	If tenders are being floated on the website, the address of	
	Name	Address	City	State	Name	Designation	Email Id	Contact Nos.	Statutory Bodies	system	the websites
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(B) Details of the Field/ Branch offices of each Autonomous / Statutory Body from where tender enquiries are issued

Name of the Autonomous/ Statutory Body:

SI. No.		Field/ Bra	nch Office		1	Nodal Officer at F	Estimated no. of officials to be trained on e-Procurement		
NO.	Name	Address	City	State	Name	Designation	Email Id	Contact Nos.	system
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