

No.C.31011/05/2011 - C.V.O
GOVERNMENT OF PUDUCHERRY
CONFIDENTIAL AND CABINET DEPARTMENT
CHIEF VIGILANCE OFFICE

Puducherry, the

10 SEP 2013

I.D. NOTE / OFFICE MEMORANDUM

Sub: C.V.O, Chief Secretariat – Implementation of e-Procurement Mission Mode Project in the U.T of Puducherry - Reg.

Ref: G.O. Ms. No.1 dt. 21.2.2012 of the Chief Vigilance Office, Puducherry.

The Department of Commerce, Ministry of Commerce & Industry, Govt. of India, New Delhi, which is funding the e-Procurement Project, has recently conducted a Regional Workshop at Bangalore to review the status of implementation of e-Procurement in respect of Southern States/UTs. The Ministry has felt that the volume of tenders processed through the e-Procurement portal in the U.T of Puducherry is comparatively low, though the infrastructure for migrating to this new system is readily available. Hence, it has requested this Administration to scale up the figures by including more Departments in the ambit of e-Procurement and by reducing the threshold value for e-tenders.

2. The Heads of Departments are therefore requested to assess the stage at which the Department/Corporation stands at present in implementing e-procurement such as:

- i) Applying for Digital Signature Certificate for the officials involved in the tender process.
- ii) Issuing Office Order defining the role to be performed in the e-procurement activities such as Tender Creator, Publisher, Opener, Evaluator and Nodal Officer.
- iii) Standardizing the Tender document.
- iv) Furnishing Organization hierarchy.
- v) Attending training in the e-procurement cell.
- vi) Hosting demo. bid in the demo website (<http://demoeproc.nic.in>)
- vii) Furnishing list of prospective bidders for the purpose of training.
- viii) Launching Pilot tender in the e-Procurement Portal of the U.T(<https://pudutenders.gov.in>)

3. For the ease of Departmental users, formats of Standard bidding document, sample tenders, forms, Circulars, Instructions regarding e-Procurement are given under one roof in the Chief Vigilance Office website under the head "e-Procurement"(<https://cvo.puducherry.gov.in>)

4. It is observed that some Departments/Institutions are continuing to process tenders through Manual/legacy system, in violation of G.O.Ms.No.1 dt.21.2.2013, despite training has been imparted and necessary Digital Signature Certificates (DSCs) have been issued to them. This practice has been viewed seriously by the Secretary to Govt.(Finance)-cum-Chairman, Core Committee (e-Procurement).

5. It is requested that the Departments shall be proactive in their approach and expedite implementation of e-Procurement at an early date. Extensive Training/Handholding support is being given to the Departmental users and to their prospective bidders by the Facility Management Personnels (FMPs) in the e-Procurement Cell. Help desk facility is available in the e-Procurement Cell (Help desk No.2220225) for guidance.

6. The Secretary to Govt.(Finance)-cum-Chairman, Core Committee (e-procurement) has proposed to conduct review on **12.9.2013** at **4.00** p.m. at Training Hall, "C" Block, I Floor, Chief Secretariat, Puducherry with the Head of Departments which are yet to complete the prerequisites for implementing e-Procurement. Hence, it is requested to make it convenient to attend the said meeting with details.

/By Order/


(V. THENRALI) 10/9/2013

Under Secretary to Govt.-cum-Member
Secretary (Core Committee, e-procurement)

To

The Head of Departments as per the list enclosed.

Copy to:

- i) The Joint Secretary to Govt. of India, Ministry of Commerce & Industry, Department of Commerce, Udyog Bhavan, New Delhi 110 107.
- ii) The Nodal Officer (e-Procurement MMP), Dept. of Commerce, Govt. of India, Secretary Office, No.143, Udyog Bhawan, New Delhi 110 107
- iii) The Secretaries/Additional Secretaries/Joint Secretaries/Deputy Secretaries Under Secretaries to Govt., Puducherry.
... with a request to assess the readiness to e-Procurement implementation pertaining to the Departments concerned.
- iv) Members of the Core-Committee (e-procurement), Puducherry.
- v) The Technical Director/State Informatics Officer, NIC, Chief Secretariat, Puducherry.
- vi) The Joint Resident Commissioner, Puducherry Guest House, Chanakayapuri, New Delhi 110 021.
- vii) P.S. to C.S.



ANNEXURE

Sl. No.	Name of the Department
1.	Health & Family Welfare Services
2.	Education
3.	Agriculture
4.	Police
5.	Fire Service
6.	Fisheries & Fisherman Welfare
7.	Puducherry Municipality
8.	Oulgaret Municipality
9.	Karaikal Municipality
10.	Yanam Municipality
11.	Mahe Municipality
12.	Villianur Commune Panchayat
13.	Bahour Commune Panchayat
14.	Ariankuppam Commune Panchayat
15.	Nettapakkam Commune Panchayat
16.	Mannadipet Commune Panchayat
17.	Kottucherry Commune Panchayat
18.	Nedungadu Commune Panchayat
19.	Neravy Commune Panchayat
20.	Thirunallar Commune Panchayat
21.	T.R. Pattinam Commune Panchayat
22.	Tourism
23.	Social Welfare
24.	Adi Dravidar Welfare
25.	Port
26.	Jail
27.	Govt. Automobile Workshop
28.	Indian System of Medicine & Homeopathy
29.	Pondicherry Textile Corporation (PTC)
30.	Pondicherry Tourism Devt. Corp. (PT & TDC)
31.	Pondicherry Distilleries Ltd.
32.	PASIC
33.	PAPSCO
34.	Pondicherry Slum Clearance Board
35.	Pdy. Power Corporation
36.	Puducherry Transport Corporation

V. Thenrali
(V. THENRALI) 10/9/2013

Under Secretary to Govt.-cum-Member
Secretary (Core Committee, e-procurement)

10/9