

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

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Puducherry, the

**20 MAY 2013**

**I.D. NOTE / OFFICE MEMORANDUM**

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

Ref: G.O. Ms. No.1 dt. 21.2.2012

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The Additional Secretary to Govt.(AR Wing)/Member, Core Committee (e-procurement) has proposed to conduct review regarding preparedness of the Departments/Corporation (as per the Annexure enclosed) in implementing e-procurement on **24.5.2013** at 4.00 p.m. at the Conference Hall, Chief Secretariat, Puducherry. Hence, it is requested to make it convenient to attend the said meeting.

2. It is requested to asses the stage at which the Department stands at present in implementing e-procurement such as:

- i) Applying for Digital Signature Certificate.
- 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 bidding document.
- iv) Organization hierarchy.
- v) Attending training in the e-procurement cell.
- vi) Hosting demo. Bid in the demo website.
- vii) Launching the pilot tender.

3. The Departments which are yet to furnish the details regarding the volume of tenders and nature of procurement are requested to furnish the same at an early date.

4. As the success of e-procurement depends on the participation of Departments as well as bidders, it has been proposed to conduct training to the bidders. Hence, it is requested to furnish a list of prospective bidders of your department alongwith their contact details, so as to make arrangement for training the bidders in the e-procurement cell.

/By Order/

  
(V. THENRALI) 20/5/2013

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

To  
The Head of Departments/Corporation as per the list enclosed.

Copy to:

- 1) The Secretary to Govt. (Finance)/Chairman, Core Committee (e-procurement).
- 2) The State Informatics Officer, NIC, Chief Secretariat, Puducherry.
- 3) P.S. to C.S.

**ANNEXURE**

Sl. No.	Name of the Department
1.	Electricity
2.	Health & Family Welfare Services
3.	Education
4.	Agriculture
5.	Police
6.	Fire Service
7.	Animal Husbandry & Animal Welfare
8.	Fisheries & Fisherman Welfare
9.	Local Administration
10.	Stationery & Printing
11.	Tourism
12.	Social Welfare
13.	Adi dravidar Welfare
14.	Women & Child Development
15.	Port
16.	Science, Tech. & Emt.
17.	Election
18.	Jail
19.	Govt. Automobile Workshop
20.	Transport
21.	Forest & Wild Life
22.	Information Technology
23.	O/o. the Deputy Collector (Excise)
24.	The Managing Director, PASIC.

  
(V. THENRALI) 20/5/2012

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