

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>)

