

*F.No. 900/33/Admn./e-procurement/HRD/2015-Pt.
Directorate General of Human Resource Development
Customs and Central Excise
Plot No.C-4, West Wing,
Ground Floor, IRCON Building, Saket
New Delhi-110017.*

Dated: 11th August, 2017.

To,

REMINDER

All Chief Commissioners/Commissionerates
All Director Generals/Directorates
CBEC.

Sub: E-Procurement in the new GST formations under CBEC– reg.

Consequent to the reorganization of CBEC formations on the roll out of GST w.e.f 1st July, 2017, the newly created formations/ the existing (merged) formations need to be **re-mapped** on the CPP Portal again, to enable e-Procurement in lieu of manual tendering.

2. As per Rule 160, Chapter-6 of GFRs, 2017, it is mandatory for Ministries/Departments to receive all bids through e-procurement portals in respect of all procurements. For enabling procurements required for day-to-day running of offices CBEC has been using the e-procurement solution developed by NIC.

3. For the mapping of the procuring entities (formations) on CPP Portal, the information in the following proforma has been sought by DGHRD vide letter dated 24.07.2017. This information is still awaited from most formations.

Organisational structure of the Zone					
Sr. No.	Name of Zone	Commissionerates under the zone			
		Name of each Commissionerate with address	Nodal Officer nominated in the Commissionerate		Divisions under the Commissionerate with postal address / Contact no. & Email-id
			Name of Nodal Officer	Contact no. & Email-id	

Hence, it is once again requested to provide the same in the proforma provided at the earliest.

Contd.-

- a) A 'Nodal Officer' (an Assistant Commissioner or above level officer) may be nominated by the formation (procuring entities) by sending the duly filled in "Application form for creation of Nodal officer account" (can be downloaded from <https://eprocure.gov.in/cppp/downloadaddisp>) to DGHRD.
- b) It is mandatory that four officers (in addition to the Nodal Officer) in each formation may acquire a Class 2 Digital Signature Certificate (Signing & Encryption) from an authorized vendor to participate in e-Procurement process. The list of authorized vendors is available at NIC website (<https://eprocure.gov.in/eprocure/app?component=%24DirectLink&page=DSCInfo&service=direct&session=T>).

4. For any further queries kindly contact Ms. M. S. Jayanthi(AAD);E-Procurement cell(DGHRD);Ph: 011-29561524;Email ID: dghrdcbec.admin@gov.in

Encl: as above

Yours faithfully,


(Meenu Kumarr)_{11/12/17}

Addl. Director(HRD/Admn.)

Phone No. 011-29561870

Email ID: meenuhrd12@gmail.com