



**GOVERNMENT OF SIKKIM
FINANCE, REVENUE & EXPENDITURE DEPARTMENT
GANGTOK (SIKKIM)**

O. M. N 10 ./Fin/Adm.

Dated: 24/08/2012

OFFICE MEMORANDUM

Subject: Mandatory publication of Tender Enquiries on the State Public Procurement Portal.

Pursuant to the decisions of the Government to improve transparency in the tendering process for public procurement and to regulate the procedure in inviting and accepting tenders and matters connected therewith or incidental thereto, a Committee had been formed on e-tendering setup to look into various issues having an impact on works tender, public procurement policy, standards and procedures. On the recommendation of the Committee it has been decided that :

- (a) NIC will setup a portal called the Sikkim Public Procurement Portal (hereinafter referred to as SPP Portal, with an e-publishing module similar to NIC's e-procurement sites such as pmgsytenders.gov.in and epro-nicsi.nic.in). The SPP Portal will provide links to e-procurement/tender sites being used at present by various Departments, SPSEs and autonomous/statutory bodies.
- (b) While e-publishing of tender enquiries, corrigenda thereto and details of contracts awarded thereon, on the Portal, shall be made mandatory w.e.f. 1st September 2012, with comprehensive end-to-end e-procurement feature and would be implemented w.e.f. 15th September, 2012, for which instructions will be issued separately. In the meantime, digital signature, which is essential for the e-procurement, may be obtained from NIC which is also a Certifying Authority for the Government officials.

E-Publishing:

- (c) It will be mandatory for all Departments of the State Government, their attached and sub-ordinate offices, State Public Sector enterprises (SPSEs) and Autonomous / Statutory bodies to publish their tender enquiries,

corrigenda thereon and details of bid awards on the SPP Portal using e-publishing module for tender above Rs. 3.00 crores w.e.f. following dates:

1. Departments and their attached and subordinate offices, w.e.f. 15th September, 2012.
 2. SPSEs w.e.f. 1st October, 2012.
 3. Autonomous/Statutory bodies w.e.f. 1st October, 2012.
4. (d) Departments, SPSEs and autonomous/statutory bodies that are already publishing their tender enquiries on their respective websites, shall ensure that their tender enquiries are simultaneously published/ mirrored on the SPP Portal also. They may also ensure that all corrigenda and details of the contract awarded as a result of the tender enquiry are also published on the SPP Portal.
- (e) Department, SPSEs and autonomous/ statutory bodies that are already carrying out e-procurement through NIC or their own website or through any other service provider, shall ensure that details of all their tender enquiries, related corrigenda and details of contracts awarded thereon, including those that are issued through e-procurement, are simultaneously published/mirrored on the SPP Portal. As stated at (a) above, they should also ensure that their e-procurement websites is linked to the SPP Portal.
- (f) The above instructions apply to all Tender Enquiries Requests for Proposals. Requests for Expressions of Interest, Notice for pre-qualification/Registration or any other notice inviting bids or proposals in any form, issued on or after the dates indicated at (c) above whether they are advertised, issued to limited number of parties or to a single party, should be hosted in the SPP portal.
- (g) For of procurements made through DGS & D Rate Contracts, only award details need to be published on the Portal.
- (h) These instructions would not apply to procurements made in terms of provisions of Rules, 125 or 126 (purchase of goods by purchase committee) of Sikkim Financial Rules – 1979 (or similar provisions relating to procurements by SPSEs, autonomous bodies).

2 In order to facilitate implementation of aforesaid decisions regarding e-publishing of tender details, NIC will provide detailed guidelines for using the e-publishing module of the SPP Portal. These guidelines will also be available in the SPP Portal. User IDs and Passwords would have to be obtained from NIC for accessing the Portal. Details in this regard will also be available in the SPP Portal.

3 NIC will also provide the following support:

- (a) NIC will make arrangements for necessary training to the concerned officials in the use of the SPP Portal for e-publishing. For this purpose, Departments may contact NIC through email to work out the details.

(b) Detailed guidelines for the use of e-Publishing module will be made available in the SPP Portal and this would also be circulated separately to all Departments.

(c) A demonstration website, similar to the SPP Portal, would be made available for training and hands-on practice. The site will also contain necessary user manuals and presentation materials.

4. Departments are, therefore, directed to take necessary action to ensure that e-publishing of tender details on the Portal commences in terms of the time-frame prescribed in Para 1(c) above. It is also instructed that necessary directives may be issued in this regard to all attached and subordinate offices as also to SPSEs, autonomous and statutory bodies under their administrative control.

BY ORDER

**Sd/-
(K.N. Bhutia)
Commissioner-um- Secretary**

MEMO NO. GoS/Fin/Accts/C-347/12-13/621-627

Dated. 24/08/2012

Copy to:

1. All Secretaries/Heads of Department
2. Pr. Secretary to H.C.M for information of the H.C.M.
3. Pr. P.S. to the Chief Secretary, Govt. of Sikkim for information of the C.S.
4. Accountant General, Govt. of India, Gangtok.
5. Director, Treasury, Pay & Accounts Office (East/West/North/South)
6. District Collector (East/West/North/South)
7. Information & Technology Department, Govt. of Sikkim.
8. National Informatics Centre, Govt. of India, Gangtok.
9. File and
10. Guard File.

Sd/- Gopal Basnett

Controller of Accounts