

**Office of the  
Pr. Chief Commissioner of Income Tax,  
Andhra Pradesh & Telangana,  
10<sup>th</sup> Floor, I.T. Towers, AC Guards, Masab Tank,  
Hyderabad – 500004.  
Tel. No: 040-23425236 Fax: 040-23425199**

F.No.CCAP/ITO(F)/2016-17

Dated: 22.03.2017

To

The Commissioners of Income Tax-1/2/3/4/5/6/7, Hyderabad,  
The Commissioners of Income Tax – CO/Audit/TDS/DR(ITAT)-I, II, Hyderabad,  
The Commissioner of Income Tax (Exemptions), Hyderabad,  
The Commissioners of Income Tax, Vijayawada/Guntur/Tirupathi & Kurnool,  
The Commissioner of Income Tax(TDS), Vijayawada,  
The Superintending Engineer, Valuation Cell, Hyderabad,  
The Executive Engineer, Valuation Cell, Vijayawada.  
All the DDOs under the Budgetary controlling authority of Pr.CCIT, AP & TS, Hyderabad.

Sir / Madam,

Sub: Implementation of comprehensive end-to-end e-procurement - Reg.  
Ref: DITs(Infra) letter in F.No.ADG(infra)/U-I/Misc./1/2016-17/2391dt: 29.08.2016

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I am directed to forward herewith a copy of the OM F.No.14/3/2017-IFU(B&A) DT dated 22/02/2017 of Director (F/DT), Ministry of Finance, Department of Revenue regarding the implementation of comprehensive end-to-end e-procurement for information and necessary action. The same is uploaded in [www.incometaxhyderabad.org](http://www.incometaxhyderabad.org).

Yours faithfully,



(D.SUBBA REDDY)

Income Tax Officer(Hqrs)(Finance)  
O/o. Pr.CCIT, AP & TS, Hyderabad.

Encl: As above

GOVERNMENT OF INDIA  
MINISTRY OF FINANCE  
Department of Revenue  
Income Tax Dept.  
8043  
20 MAR 2017  
Directorate of Income Tax (Infra), CBDT,  
A wing, 3rd floor, Hudco Vishala Building,  
14, Madam Bhikaji Cama Place, New Delhi-110066  
Phone No:- 011- 26103161 Fax No:- 011-26103191



मुख्य आयकर अधिकारी का कार्यालय  
/o. the Chief Commissioner  
of Income Tax

21 MAR 2017

आयकर अधिकारी (मुख्य) (वित्त)  
I.T.O. (Hqrs.) (Finance)

(1526)

F.No.ADG(Infra)/U-I/Misc./1/2016-17/2391

Dated: 16/03/2017(Thu)

To,

The Principal Chief Commissioner of Income Tax (CCA),  
Ahmedabad, Bhopal, Bhubaneswar, Chandigarh, Chennai, Guwahati,  
Hyderabad, Jaipur, Kochi, Kolkata, Lucknow and Principal DGIT (NADT), Nagpur.

Sir / Madam,

**Sub: Implementation of comprehensive end-to-end e-procurement - Reg.**

Kindly find enclosed herewith the OM F.No.14/3/2017-IFU(B&A)DT dated 22/02/2017 of Director (F/DT), Ministry of Finance, Department of Revenue [IFU (B&A)DT] along with OMs of Department of Expenditure dated 30/03/2012, 09/01/2014 and 21/01/2015 regarding the implementation of comprehensive end-to-end **e-procurement** for information and necessary action at your end.

Encl.: As above.

Yours faithfully,

(Mohsin Alam)  
Addl. Director General (Infra)-1  
New Delhi.

Copy to: Database Cell for uploading on website [www.irsofficersonline.gov.in](http://www.irsofficersonline.gov.in)

(Mohsin Alam)  
Addl. Director General (Infra)-1  
New Delhi.

Pls circulate to  
all HOAD / Range heads  
& DDOs

170/Fms

FTS NO- 395134

F.No. 14/3/2017 - IFU (B&A) DT  
Government of India  
Ministry of Finance  
Department of Revenue  
IFU (B&A) DT

New Delhi, the 20<sup>th</sup> February, 2017  
22<sup>nd</sup>

OFFICE MEMORANDUM

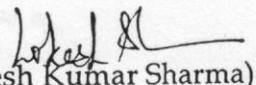
Subject: Implementation of comprehensive end-to-end e-procurement - reg.

Reference is invited to the Ministry of Finance, Department of Expenditure's O.M. dated 30.03.2012 (copy enclosed) vide which it was conveyed that the Ministries/ Departments of the Central Government, their attached and subordinate offices would need to commence e-procurement in respect of all procurements with estimated value of Rs. 10.00 lakh or more in a phased manner.

2. Department of Expenditure vide their OM dated 09.01.2014 (copy enclosed) further conveyed that the tender value limit of Rs. 10.00 lakh set in respect of e-procurement is to be brought down to Rs. 5.00 lakh w.e.f. 01.04.2015 and further down to Rs. 2.00 lakh w.e.f. 01.04.2016. Subsequently, Department of Expenditure vide their OM dated 21.01.2015 (copy enclosed) has conveyed that the Ministries/ Departments of the Central Government, their attached and subordinate offices would need to commence e-procurement in respect of all procurements with estimated value of Rs. 2.00 lakh or more in a phased manner.

3. It is observed that the aforesaid instructions are not being complied by CBDT & CBEC. Accordingly, it is requested to ensure strict compliance of the aforesaid instructions related to e-procurement.

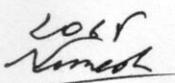
Encls: As above.

  
(Lokesh Kumar Sharma)  
Director (F/DT)  
Tele: 23093269

To

(1) The Chairman,  
Central Board of Direct Taxes,  
North Block,  
New Delhi

(2) The Chairman,  
Central Board of Excise & Customs,  
North Block,  
New Delhi



H CDT) in mfg.  
M/PW)  
JSUA  
DGL/1109  
20/3/17  
ADEL (infra)

No. 10/3/2012-PPC  
Ministry of Finance  
Department of Expenditure  
Public Procurement Cell

\*\*\*\*

North Block, New Delhi  
30<sup>th</sup> March, 2012

OFFICE MEMORANDUM

**Subject: Implementation of comprehensive end-to-end e-procurement**

Reference is invited to this Department's O.M No.10/1/2011-PPC dated 30th November, 2011 vide which instructions were issued for mandatory publication of all tender enquiries, corrigenda thereto and details of contracts awarded thereon on the Central Public Procurement Portal (CPP Portal) by all Ministries/Departments, their attached and subordinate offices, Central Public Sector Enterprises and autonomous/statutory bodies. These instructions further envisaged implementation of comprehensive end-to-end e-procurement, guidelines for which were to be issued subsequently.

2. In pursuance of the above, it has now been decided that Ministries/ Departments of the Central Government, their attached and subordinate offices may commence e-procurement in respect of all procurements with estimated value of Rs.10 lakh or more in a phased manner as per the month-wise schedule given at Annexure I.

3. In this context, NIC has developed an e-procurement solution which can be accessed on the link <http://eprocure.gov.in>. Detailed guidelines on using the solution on e-procurement will be circulated by NIC separately and the same will also be available on the CPP Portal. However, the basic requirement to be met by Ministries/Departments is enclosed as Annexure II. NIC will also provide a training schedule, a demo site and hands on training on how to use their e-procurement solution, details of which will also be made available on the CPP Portal. Training request may be forwarded to [cphp-nic@nic.in](mailto:cppp-nic@nic.in). The proposed training schedule is enclosed as Annexure III.

4. Ministries/Departments, which are already carrying out e-procurement through other service providers or have developed e-procurement solutions in house, may continue to do so, ensuring that,

- i. the e-procurement solution meets all the requirements notified by Department of Information Technology under the "Guidelines for compliance to Quality requirements of e-procurement Systems" published on the e-Governance Standards Portal (<http://egovstandards.gov.in>);
- ii. the procurement procedure adopted conforms to the general principles envisaged under General Financial Rules- 2005 and the CVC guidelines;
- iii. details of all their tender enquiries, related corrigenda and details of contracts awarded thereon, through e-procurement are simultaneously published / mirrored on the CPP Portal.

.....contd...2/-

5. Ministries/Departments which do not have a large volume of procurement or carry out procurements required for day to day running of offices and also have not initiated e-procurement through any other solution provider may use the e-procurement solution developed by NIC.

6. Ministries/Departments with large volume of procurement other than of the nature covered in para 5 above may either use the e-procurement solution developed by NIC or engage any other service provider following due process.

7. As already stated, the implementation of e-procurement is to be done in a phased manner as per the month-wise schedule proposed vide Annexure I. In the first month, the Ministry/Department should commence e-procurement in the Ministry/Department itself and thereafter cover all attached and subordinate offices within a period of six months. Ministries/Departments should draw up a time frame for implementing e-procurement in their attached and subordinate units/ offices and issue necessary instructions so as to ensure complete implementation in all units/ offices within the prescribed timelines.

8. Ministries/Departments which are already doing some e-procurement or which are considering implementation of e-procurement have been included in the first two months in the proposed month-wise schedule. These Ministries/Departments should also ensure that all attached and subordinate offices under them commence e-procurement within a period of six months from the commencement of e-procurement in the Ministry/Department.

9. The Nodal Officers appointed by various Ministries/Department during the implementation of mandatory e-publishing of tender enquiries on the CPP Portal will oversee all aspects of implementation of e-procurement as well. Ministries/Departments which face any difficulty in following the proposed month-wise schedule may send their requests for alternate slots to email id [ppc-exp@nic.in](mailto:ppc-exp@nic.in)

10. Ministries/Departments may also tie up with NIC for training and support where e-procurement solution developed by NIC is adopted so that timely commencement of e-procurement is ensured. In this regard, request for training and support may be sent to [cphp-nic@nic.in](mailto:cphp-nic@nic.in).

11. These instructions will not apply to procurements made by Ministries/Departments through DGS&D rate contracts or through Kendriya Bhandar and NCCF. However, as stated in para 1 (h) of this Department's O.M dated 30<sup>th</sup>, November 2011, award details in such cases are to be published mandatorily on the CPP Portal under the e-publishing module.

12. Although, all cases above Rs.10 lakh are to be covered by e-procurement, however in individual cases where national security and strategic considerations demand confidentiality, Ministries/Departments may exempt such cases after seeking approval of the Secretary of the Ministry/Department with the concurrence of their Internal Financial Advisers. Statistical information on the number of cases in which exemption was granted and the value of the concerned contract may be intimated on a Quarterly basis to the Ministry of Finance, Department of Expenditure at the email id [ppc-exp@nic.in](mailto:ppc-exp@nic.in).

13. Ministries/ Departments are requested to take necessary action to ensure that e-procurement is commenced in terms of the time lines mentioned in para 7 above.

*Yashashri Shukla*

(Yashashri Shukla)  
Director (PPC)  
011-23093457

To, Secretaries of all Ministries/Departments

Copy to: FAs of all Ministries/Departments

Copy also to: DG (NIC), CGO Complex, New Delhi.

## Annexure I

## Proposed schedule for implementation of e-procurement in Ministries/ Departments

Month from which e-procurement is to commence	Name of the Ministry/ Department	Time by which all attached and subordinate offices shall have commenced e-procurement
May 2012	Ministry of Railways Ordnance Factory Board, Ministry of Defence Ministry of Rural Development for PMGSY CPWD, Ministry of Urban Development DGS&D, Department of Commerce NHA, Ministry of Road Transport and Highways Planning Commission Department of Information Technology Department of Expenditure	October 2012
June 2012	Department of Commerce for procurement other than of DGS&D Ministry of Rural Development for procurement other than of PMGSY Ministry of Urban Development for procurement other than of CPWD Ministry of Road Transport and Highways for procurement other than by NHA Department of Economic Affairs Department of Public Enterprises Department of Telecommunication Ministry of Drinking Water and Sanitation Ministry of External Affairs Department of Agriculture and Cooperation	November 2012
July 2012	Department of Revenue Department of Land Resources Ministry of Mines Ministry of Coal Ministry of Corporate Affairs Ministry of Culture Department of Science and Technology Department of Fertilizers Department of Consumer Affairs Department of Heavy Industries	December 2012
August 2012	Department of Disinvestment Department of Health and Family Welfare Department of Higher Education Ministry of Information and Broadcasting Ministry of Labour and Employment Ministry of New and Renewable Energy	January 2013

	Department of Personnel and Training Ministry of Petroleum and Natural Gas Department of Posts Ministry of Shipping	
September 2012	Department of Financial Services Ministry of Planning Department of Scientific and Industrial Research Department of Animal Husbandry, Dairying and Fisheries Department of Pharmaceuticals Department of Defence Research and Development Ministry of Earth Sciences Department of AIDS Control Department of Official Language Department of School Education and Literacy	February 2013
October 2012	Legislative Department Ministry of Overseas Indian Affairs Ministry of Parliamentary Affairs Ministry of Power Ministry of Civil Aviation Ministry of Textiles President's Secretariat Prime Minister's Office Cabinet Secretariat Department of Ex-Servicemen Welfare	March 2013
November 2012	Vice President's Secretariat Ministry of Food Processing Industries Department of Agricultural Research and Education Department of Food and Public Distribution Department of Defence Production Department of Health Research Department of Internal Security Department of Justice Department of Pensions and Pensioners Welfare Ministry of Social Justice and Empowerment	April 2013
December 2012	Ministry of Tribal Affairs Ministry of Water Resources Department of Space Department of Atomic Energy Department of Sports Department of Chemicals and Petro-Chemicals Department of Industrial Policy and Promotion Department of Defence Ministry of Development of North Eastern Region Department of Ayurveda, Yoga & Naturopathy, Unani, Siddha and Homoeopathy (AYUSH)	May 2013
January 2013	Ministry of Panchayati Raj Department of Administrative Reforms and Public Grievances Department of Bio-Technology	June 2013

OFFICE MEMORANDUM

	Ministry of Statistics and Programme Implementation Ministry of Tourism Ministry of Environment and Forests Department of States Department of Home Department of Jammu and Kashmir Affairs Ministry of Micro, Small and Medium Enterprises	
February 2013	Ministry of Minority Affairs Ministry of Steel Ministry of Housing and Urban Poverty Alleviation Ministry of Women and Child Development Department of Youth Affairs Department of Legal Affairs Department of Border Management	July 2013

No. 10/3/2012-PPC  
 Ministry of Finance  
 Department of Expenditure  
 Procurement Policy Division

North Block, New Delhi  
 Dated the 9<sup>th</sup> January, 2014.

OFFICE MEMORANDUM

Subject: Implementation of comprehensive end-to-end e-procurement

This has reference to this Department's O.M. of even number dated 30<sup>th</sup> March 2012 vide which it was conveyed that the Ministries/Departments of the Central Government, their attached and subordinate offices would need to commence e-procurement in respect of all procurements with estimated value of Rs.10 lakh or more in a phased manner as per the prescribed schedule. In this regard an option was given to the procuring entities either to use the e-procurement solution developed by NIC accessible through Central Public Procurement Portal ( CPP Portal) or to continue to carry out e-procurement through other service provider/other e-procurement solutions developed in house, provided the conditions/guidelines envisaged in the O.M. referred to above are fulfilled.

2. In this context it is highlighted that, the Prime Minister's Committee on National e-Governance Plan ( NeGP) during its second meeting held on 1<sup>st</sup> July 2013 has an endorsed DeITY proposal that e-Procurement should be adopted both for publication and processing of tenders above a prescribed cut of value. The need to mandate all Ministries/Departments to adopt end to end e-Procurement was also emphasized in the meeting of the Apex Committee on NeGP held on 5<sup>th</sup> November 2013.

3. In pursuance of the decision taken during the above meetings to promote e-Procurement further and to ensure maximum participation of tenders through e-Procurement mode, it has been decided that the tender value limit of Rs. 10 lakh set in respect of e-Procurement is to be brought down to Rs. 5 lakh w.e.f 01.04.2015 and further down to Rs 2 lakh w.e.f 01.04.2016. Ministries/Departments are therefore requested to ensure and follow the limits which have now been decided in respect of mandatory publishing of tenders through e-Procurement mode.

4. Ministries / Departments are therefore requested to take necessary action to ensure that all tenders above Rs.10 lakh are compulsorily processed through e-Procurement as per the instruction already issued by this Department vide above OM. A report in the following format in this respect is now to be intimated on a quarterly basis to the Ministry of Finance, Department of Expenditure at the email id [ppp@nic.in](mailto:ppp@nic.in).

Name of the Ministry/Department \_\_\_\_\_  
 Period of Report: \_\_\_\_\_ to \_\_\_\_\_ Quarter ending on \_\_\_\_\_

Number of Tenders floated amounting to Rs. 10 lakh or more	Number of Tenders Processed through e-Procurement (whether NIC or using other solution)	Number of Tenders exempted due to National security and strategic Considerations demanding confidentiality	Cases of Non-compliance with reasons
Total	Total	Total	Total

Contd./-

5. In this context it is further reiterated that:
- i. Ministries / Departments using other than NIC e-Procurement solution have to ensure that details of all their tender enquiries, related corrigenda and details of contracts awarded thereon, through e-Procurement are simultaneously published / mirrored on the CPP Portal using XML facility of NIC .
  - ii. Ministries / Departments that have not yet appointed Nodal officers and have not got User IDs and Passwords issued from NIC for accessing the portal may please ensure that the Nodal officers are appointed immediately. Action may also be taken to start acquiring Digital Signatures from NIC Certifying Authority or any other Certifying Authority, being an essential requirement for e-procurement.
  - iii. Ministries / Departments must also tie up with NIC for training and support where e-Procurement solution developed by NIC is adopted and a need in this regard is being felt by sending an e-mail to [cppp-nic@nic.in](mailto:cppp-nic@nic.in). NIC is periodically organizing training programmes on their e-Procurement Module. Action may be taken to nominate representatives to attend the ongoing training programs as per schedule published on the CPP Portal.
6. It is also requested that necessary instructions in this regard may be issued to all attached and subordinate offices under your administrative control.
7. Hindi version of this O.M. will follow.

02  
9-1-14  
(Sanjay Aggarwal)  
Director (PPD)  
Tel.No 23094961(O)

To

- (i) Secretaries of all Ministries/Departments of the Government of India.
- (ii) FAs of all Ministries/Departments of the Government of India.
- (iii) DG (NIC), CGO Complex, New Delhi.

This OM is also available on our website <http://finmin.nic.in>

No.26/12/2014-PPC  
Ministry of Finance  
Department of Expenditure  
Public Procurement Cell  
\*\*\*

Room No.168-C,  
North Block, New Delhi  
Dated the 21<sup>st</sup> January, 2015

**OFFICE MEMORANDUM**

**Subject: Implementation of comprehensive end-to-end e-procurement**

This has reference to this Department O.M. of even No. dated 30<sup>th</sup> March, 2012 and 9<sup>th</sup> January, 2014 vide which it was conveyed that the Ministries / Departments of the Central Government, their attached and subordinate offices would need to commence e-procurement in respect of all procurements with estimated value of Rs. 2.0 lakh or more in a phased manner.

2. In this context, it is now decided that apart from Ministries/Department of the Central Government, their attached and subordinate offices, Central Public Sector Enterprises (CPSEs), autonomous /Statutory bodies will also be required to commence e-procurement as per above referred threshold limits.

3. Ministries/ Departments are requested that necessary instructions may be issued to all attached/subordinate offices, CPSEs and autonomous /Statutory bodies etc., under their administrative control to commence e-procurement.

  
21.1.15  
( Sanjay Aggarwal )  
Director (PPD)

T No.23094961  
e-mail [sanjay.aggarwal68@nic.in](mailto:sanjay.aggarwal68@nic.in)

Secretaries of all Ministries/Departments

FAs of all Ministries/Departments

Copy to :  
DG (NIC), CGO Complex, New Delhi.