



वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्  
Council of Scientific & Industrial Research  
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13-4(01)/2015-16/S&P/Policy

13<sup>th</sup> September, 2017

**Subject: Implementation of e-Procurement in CSIR Labs/Instts.**

To

The Directors of all CSIR labs/Instts.

Sir,

Please refer to CSIR Hqrs. letter of even number dated 18<sup>th</sup> July, 2017 on the above subject.

It is informed that with a view to ascertain the compliance to CSIR instructions on the above subject, the status of implementation of e-procurement on the demo portal as on 31<sup>st</sup> August, 2017 in the whole of CSIR was analysed and it surfaced that only few CSIR Labs/Instts had attempted to comply with the instructions. It is worthwhile to mention that there have been many queries made to the help desk created at CSIR Hqrs. which were clarified and yet the instructions of CSIR were not complied.

The Competent Authority has taken a serious note of the non-compliance and has therefore emphasised the need to transact on the demo portal on end-to-end basis at least ten transactions each from Stores & Purchase, General Administration and Engineering Services Division before the end of September, 2017 in order to gain confidence while implementing e-procurement on the live portal. It is reiterated that the progress on transacting in the demo portal on an end-to-end basis is being monitored at CSIR Hqrs. level through the MIS report available on the demo portal for submitting a report to DG, CSIR.

In view of the above, the Directors of all the National Labs/Instts are requested to kindly follow up the progress in their respective Labs with a view to take advantage of gaining experience to the maximum extent possible before the access to the demo portal is withdrawn and e- procurement is made mandatory.

Yours faithfully,

(R. Krishna Rao)

Sr. Controller of Stores & Purchase

Copy to:

1. PS to DG, CSIR
2. PS to JS(A)
3. PS to FA, CSIR
4. Office of DG, TC
5. IT Cell for uploading this letter on CSIR website.