

Most Immediate

**F.No.C-30011/3/2022-Vig.
Government of India
Ministry of Commerce & Industry
Department of Commerce
Vigilance Section
<https://commerce.gov.in>**

Room No. 425, Udyog Bhawan, New Delhi

Dated 13.10.2022

OFFICE MEMORANDUM

Subject:- CVC Circular No.14/07/22 (No.22/CGL/032) dated 11.7.2022 regarding Updation of Manual on Procurements of Goods, Services, Works and Consultancy, etc – reg;

The undersigned is directed to refer to this Division's OM of even number dated 29.07.2022 forwarding a copy of the CVC's Circular No. 14/07/22 dated 11.7.2022 on the subject cited above for strict compliance by all the Divisions concerned under the Department of Commerce. A copy of the said circular is once again forward herewith.

2. The CVC in the above Circular has stated that "Central Vigilance Commission and D/o. Expenditure have issued guidelines on public procurement from time to time. After due deliberations, it was decided that for the sake of uniformity and to avoid multiplicity of authorities for issuance of guidelines on procurement related issues, updated Manuals may be issued by D/o. Expenditure only, after taking into consideration the guidelines issued by the Commission. Accordingly, D/o. Expenditure have updated and released (i) Manual on procurement of Goods; ii) Manual on procurement of Works; and iii) Manual on procurement of Consultancy & other services, wherein the guidelines issued by the Commission on public procurement has also been assimilated. The same are available on Commission's website i.e. www.cvc.gov.in under the head "Guidelines" and sub-head "Tender Guidelines".

3. All the Divisions and all organisations under the Department of Commerce may take note of the updated Manuals and bring the same to the notice of all authorities concerned, for strict compliance henceforth.

Encl: CVC Circular No.14/07/22 (No.22/CGL/032) dated 11.7.2022.

(K.C. Raju) 13/10/22

Under Secretary to the Government of India

To,

- i) All Divisional Heads in Department of Commerce (ASs/JSs in DoC)
- ii) All Divisions in Department of Commerce
- iii) The Director General, DGFT
- iv) The Director General, DGTR
- v) The Director General, DGCIS
- vi) Supply Division, Dept of Commerce, Nirman Bhawan, New Delhi.
- vii) All the Heads, CVOs, Vigilance Officers, Authorities concerned with Procurement Matters of all organizations in/under Department of Commerce.

Copy for information to the Secretary, CVC (Kind Attn: Shri Rajiv Verma, Director).



सत्यमेव जयते

केन्द्रीय सतर्कता आयोग
CENTRAL VIGILANCE COMMISSION

सतर्कता भवन, जी.पी.ओ. कॉम्प्लेक्स,
ब्लॉक-ए, आई.एन.ए., नई दिल्ली-110023
Satarkta Bhawan, G.P.O. Complex,
Block A, INA, New Delhi-10023



सं./No.....022/VGL/032

दिनांक / Dated.....11.07.2022

Circular No. 14/07/22

Subject: Updation of Manual on Procurement of Goods, Services, Works and Consultancy, etc.

Central Vigilance Commission and D/o Expenditure have issued guidelines on public procurement from time to time.

2. After due deliberations, it was decided that for the sake of uniformity and to avoid multiplicity of authorities for issuance of guidelines on procurement related issues, updated Manuals may be issued by D/o Expenditure only, after taking into consideration the guidelines issued by the Commission. Accordingly, D/o Expenditure have updated and released i) *Manual on Procurement of Goods*; ii) *Manual on Procurement of Works*; and iii) *Manual on Procurement of Consultancy & Other Services*, wherein the guidelines issued by the Commission on public procurement has also been assimilated. The same are available on Commission's website i.e. www.cvc.gov.in under the head "Guidelines" and sub-head "Tender Guidelines".

3. The Commission has desired that all the Chief Vigilance Officers may take note of the updated Manuals and bring the same to the notice of Chief Executive/Management of their organisation, along with other authorities concerned, for strict compliance henceforth. An introductory note relating to updated Manuals, as quoted above, is enclosed for guidance and reference purpose.

(Rajiv Verma)
Director

Encl: As above



To,

- (i) The Secretaries of all Ministries/Departments of GoI
- (ii) All Chief Executives of CPSUs/Public Sector Banks/Public Sector Insurance Companies/ Public Sector Financial Institutes/ Autonomous Bodies etc.
- (iii) All CVOs of Ministries/Departments of GoI/CPSUs/Public Sector Banks/Public Sector Insurance Companies/Public Sector Financial Institutes/Autonomous Bodies etc.
- (iv) Website of CVC

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Central Vigilance Commission

Central Vigilance Commission (CVC) has been issuing various guidelines on Public Procurement from time to time. So far, in all 72 number of circulars containing issue specific guidelines were issued and were also hosted on Commission's website.

2. Apart from the guidelines issued by CVC, Department of Expenditure (DoE), Government of India has also been issuing guidelines on public procurement including manuals on procurement of goods, works and consultancy & other services.
3. On other occasions, various other Organisations like NITI Aayog, D/o Promotion of Industry & Internal Trade have also issued guidelines on public procurement. CVC after deliberations with DoE and within the Organisations has come to logical conclusion that it would only be appropriate if public procurement guidelines are issued from D/o Expenditure. Due to multiple organizations issuing guidelines, procurement executives were facing problems in having a single authoritative source of reference.
4. DoE in collaboration with CVC has now updated (i) Manual on Procurement of Goods, (ii) Manual on Procurement of Works (iii) Manual on Procurement of Consultancy & Other Services, wherein all the CVC guidelines on public procurement have been merged.
5. These updated Manuals have been released by Cabinet Secretary in the office of Central Vigilance Commission on 1st July, 2022 in presence of CVC and Finance Secretary. Secretaries of various Ministries/Departments, Heads of PSUs/PSBs, officials of CVC, officials of DoE etc. were also present.
6. These updated Manuals of D/o Expenditure have been uploaded on the website of CVC and all the earlier guidelines of CVC on public procurement have been withdrawn. All the Organisations are required to update/align their procurement guidelines/manuals in line with the above Manuals of D/o Expenditure and upload them on their website at the earliest for easy access of their officials and other stakeholders.

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