

### Switching over to e-procurement from Manual Tendering

All prospective bidders are informed that CSIR Hqrs. and all its constituent Laboratories are switching over to e-procurement shortly using the Central Public Procurement Portal developed by National Informatics Centre (NIC) under URL <https://etenders.gov.in/e procure/app>. For participation in tenders of CSIR, all bidders (including foreign bidders) need to enrol themselves on the portal which is free of cost. For enrolment, the bidder has to click on the link "Online Bidder Enrolment" of the above portal and follow the instructions therein. The bidder has to select his own Login ID, Password and fill in the company details. The Login ID shall be the authorised email ID of the Company. Further information is available in the "Bidder Manual Kit" including instructions for submission of bids online. The bidders need to possess Class-III Digital Signature Certificates (signing only). In case of any difficulty, the bidders may approach the help desk of NIC. Once successfully registered as bidders, the respective bidder needs to intimate their login ID along with their product profile to the Purchase Department of the CSIR Labs/Instts. to enable them forward request for quotations in an electronic form.

It may kindly be noted that in the near future, only the enrolled/bidders registered with the above portal would be allowed to participate in the tendering process.

Sr. Controller of Stores & Purchase

pl. Just on CSIR website as discussed (flashing)

*R. S. S.*  
18/7/17

HW (IT)