

No.4-Ind/SP/Misc/F/6-10/4/80-Vol-IV  
Government of Himachal Pradesh,  
Directorate of Industries  
"Store Purchase Organisation"

Dated Shimla-171001, the

24 OCT 2017

### **ADDENDUM**

In continuation to this office Notification No. 4-Ind/SP/Misc/F(6-10)4/80-III dated 24.10.2013, the following amendments in the Instructions and Guidelines for procurement of Goods by all the Department & Offices of the Government of H.P. is hereby carried out by adding of Rule No. 19(k), 19(l) & 19(m) under Rule 19 on the analogy of Rule 94-A & Rule-112 of HPFR-2009 keeping in view of the amendments in the HPFR-2009 vide Notification No. Fin©A(3)5/2004 dated 19.07.2017 and Government approval vide letter No. Ind-II(F)2-4/98-III-Loose dated 11.10.2017:-

#### **Additions in Rule-19**

##### **Rule-19(k): Rate Contract**

The Controller of Stores shall conclude rate contracts with the registered suppliers for such goods, which are not adequately available on GeM and are identified as common use items and are needed on recurring basis by various State Government Procurement Entity . **The Controller of Stores shall furnish and update all the relevant details of the rate contracts on its website** and the Procurement Entity shall follow those rate contracts to the maximum extent possible.

##### **Note:-**

The items for which Rate Contract has been finalized by the Controller of Stores (list of which will be given on the departmental website) shall be purchased through Rate Contract and rest of the items shall be purchased through GeM and further if such items are also not available on GeM, then such items may be purchased after observing conditions mentioned under Rule-19 of above Detailed Instruction & Guidelines

##### **Rule-19(l): Purchase of goods through Government e-Market place(GeM)**

The Procurement Entity will procure items from Government-e-Market Place(GeM) for which there is no rate contract from the Controller of Stores. For procurement of goods/items from the GeM, the General Terms & Conditions issued by the Government of India for purchase of Goods and Services in Government e-Market Place (GeM) from time to time shall be followed. The procuring authorities will certify the reasonability of rates through the purchase committee constituted by them. The GeM portal shall be utilized by the Government buyers for direct on-line purchases as under:-

- i) Up to Rs.50,000/- through any of the available suppliers on the GeM, meeting the requisite quality, specification and delivery period.

- ii) Above Rs.50,000/- and up to Rs.30,00,000/- through the GeM Seller having lowest price amongst the available sellers, of at least three different manufacturers, on GeM, meeting the requisite quality, specification and delivery period. The tools for online bidding and online reverse auction available on GeM can be used by the Buyer if decided by the competent authority.
- iii) Above Rs.30,00,000/- through the supplier having lowest price meeting the requisite quality, specification and delivery period after mandatorily obtaining bids of minimum three bidders using online bidding or reverse auction tool provided on GeM.
- v) The invitation for the online e bidding/reverse auction will be available to all the existing sellers or other Sellers registered on the portal and who have offered their goods/services under the particular product/service category, as per terms and conditions of GeM.
- v) The above mentioned monetary ceiling is applicable only for purchases made through GeM. For purchases, if any, outside GeM, relevant HPFR Rules-2009 shall apply.
- vi) The Departments/Procurements Entity shall work out their procurement requirements of Goods and Services as per their requirement/ suitability at the time of preparation of Budget Estimates (BE) and shall project their Annual Procurement Plan of goods and services on GeM portal within 30 days of Budget approval.
- ii) The Government Buyers may ascertain the reasonableness of prices before placement of order using the Business Analytics (BA) tools available on GeM including the last Purchase Price on GeM, Department's own Last Purchase Price etc.
- iii) A demand for goods shall not be divided into small quantities to make piecemeal purchases to avoid procurement through L-1 Buying /bidding / reverse auction on GeM or the necessity of obtaining the sanction of higher authorities required with reference to the estimated value of the Total demand.

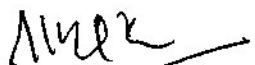
However, while entering into GeM all provisions Rules etc. relating to GeM shall automatically applicable on procuring entities.

**Rule-19(m): Outsourcing of Services**

A Department may outsource certain services in the interest of economy and efficiency. If such required services are available on Government e-Marketplace (GeM), the provision & procedure as prescribed under Rule 19(l) may be followed. Otherwise the detailed procedures and instructions for this purpose shall be such as may be prescribed.

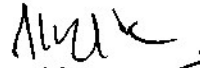
**Endst. No. As above**

**Copy of the above is sent for information and necessary action to:-**

  
Controller of Stores,  
Himachal Pradesh  
Dated 12/4/2017

1. The Additional Chief Secretary(Industries) to the Government of H.P., Shimla-171002 w.r.t. his letter No. Ind-II(F)2-4/98-III-Loose dated 11.10.2017.
2. All the Administrative Secretaries to the Govt. of H.P. Shimla-2.
3. All the Heads of the Departments/Managing Directors of the Corporations/Heads of Boards and Autonomous Bodies/All Deputy Commissioners along with two spare copies.

4. All the Direct Demanding Officers in H.P.
5. The Controller of Printing & Stationery department, Shimla-171005 for publishing the same in the Electronic Gazette.
6. The Joint Director of Industries/All the General Managers, District Industries Centres/ Member Secretaries, SWCA in H.P.
7. The Joint Director of Industries(S.P.),H.P.,Shimla-171001
8. The Deputy Director (Incentives), HQ for uploading the Rate Contract on the Departmental Website
9. The Superintendent Gr.-I, Store Purchase Organisation, Shimla-171001.
10. The Section Officer ( F&A), Store Purchase Organisation, Shimla-171001
11. All the Dealing Assistants of Store Purchase organization.
12. P.A. to Additional Controller of Stores,H.P.

  
Controller of Stores  
Himachal Pradesh  
