OFFICE MEMORANDUM

Subject: Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 – regarding audited procurement data from MSEs

You are aware that Public Procurement Policy mandates to set the goals with respect to procurement to be met from MSEs and report the achievement made thereto in their respective Annual Reports by every CPSU besides Government Ministries/Departments. They have also to prepare Annual Procurement Plan for purchases and upload the same on their official website so that Micro and Small Enterprises may get advance information about requirement of procurement agencies.

2. In response to this office letter of even number dated the 28th March, 2013 and subsequent reminders, Procurement data reported by CPSU upto September, 2013 may be either provisional / flash data or estimated for the year 2012-13. Since the financial year 2012-13 is already six months over, the CPSUs are supposed to have final/audited procurement data for the year 2012-13.

3. As the details of procurement made by CPSUs from MSEs is required on an urgent basis for replying Parliament Questions and questionnaire raised by Departmental Parliament Standing Committee on Industry, it is therefore, requested that the audited/final details of procurement data made by your organization from MSEs for the year 2012-13 may kindly be provided to this office immediately in the proforma enclosed.

Encl.: As above

(Ramesh K. Pandey)
Joint Development Commissioner

To
Chairman and Managing Director,
All the CPSUs
(As per list enclosed).
Reminder

F. No. 21 (15)/2012-MA

Dated the December, 2013

OFFICE MEMORANDUM

Subject: Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 – regarding final procurement data from MSEs for the year 2012-13

This is with reference to this office O.M. of even number dated the 25th October, 2013 (copy enclosed) on the subject cited above. You were requested to furnish details of final procurement data from MSEs made by your organization for the year 2012-13 in the prescribed proforma. The response in this regard has not been received from your organisation so far.

As the details of procurement from MSEs is required on an urgent basis, it is again requested that the audited final details of procurement data from MSEs made by your organization for the year 2012-13 may kindly be provided to this office in the proforma enclosed upto 7th January, 2014 positively. In case no reply is received by the stipulated date, it would be presumed that the data furnished earlier by your organisation is final & audited procurement data for the year 2012-13.

Encl.: As above

(Ramesh K. Pandey)
Joint Development Commissioner

To

Chairman and Managing Director,
the CPSUs (As per list enclosed).
Annexure
(Enclosure as performa with the letter No. 21(15)/2012-MA) dated--------

**Procurement by Ministry / Department / CPSU from MSEs**

[Please mention here the name of your Ministry / Department/CPSU]

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Particulars</th>
<th>Year 2011-12</th>
<th>Year 2012-13</th>
<th>Target for the year 2013-14</th>
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</thead>
<tbody>
<tr>
<td>I.</td>
<td>Total annual procurement (in value)</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>II.</td>
<td>Total value of goods and services procured from MSEs (including MSEs owned by SC / ST entrepreneurs)</td>
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<tr>
<td>III.</td>
<td>Total value of goods and services procured from only MSEs owned by SC / ST entrepreneurs</td>
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<tr>
<td>IV.</td>
<td>% age of procurement from MSE (including MSEs owned by SC / ST entrepreneurs) out of total procurement</td>
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<tr>
<td>V.</td>
<td>% age of procurement from only MSEs owned by SC / ST entrepreneurs out of total procurement</td>
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<tr>
<td>VI.</td>
<td>Total number of vendor development programmes for MSEs</td>
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<tr>
<td>VII.</td>
<td>Confirmation of uploading annual MSE procurement profile on your website by hyperlink of same</td>
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</tbody>
</table>