



# Hindustan Shipyard Ltd

(A Government of India Undertaking)  
GANDHIGRAM, VISAKHAPATNAM – 530 005  
(An ISO 9001 Company)

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Dear Sir,

## ***Sub: Implementation of E-Procurement system in Hindustan Shipyard Ltd.***

As you are aware HSL, nation's premier shipbuilding organization is a fully owned Government of India Undertaking under the Administrative control of the Ministry of Defence catering to the needs of shipbuilding, ship repairs inclusive of sophisticated and state of art submarine retrofitting and construction of offshore structures.

As part of the implementation of e- procurement in our organization, in place of the existing traditional procurement method of tendering, suiting the needs of modern trends of advancement and thus shortening the lead time and for speedy disposal of the procurement process, HSL would be implementing e- tendering in collaboration with National Informatics Centre (NIC) with the following objectives:

- to bring more transparency in the procurement system,
- to provide opportunity for wider participation
- to facilitate faster decision making / quick response to queries
- to make submission of the Bids by the bidders/ suppliers easier
- to ensure confidentiality in the process
- to ensure total security while storing bids

It has been proposed to introduce e-Tendering from end January 2012 for tender values more than Rs.10 Lakhs. Vendors shall have to submit their bids only through electronically and the Quotation in hard form (on paper) will not be accepted for the bids intended for E-tendering. In order to ensure the tenders are received only from authorised sources, the tenders will have to be signed electronically. To ensure security during transmission and storage, the bids are to be encrypted before sending to HSL. This can be done by dual digital signature certificate (DSC), for affixing the signature electronically as well as for encrypting it. Alternatively, you may also choose to have one certificate for signing and another certificate for encryption.

As commercial transactions are involved, class II and above certificates only will be accepted. The DSCs can be obtained from any one of the following authorised certifying authorities who are licensed by the Controller of Certifying authorities (CCA).

- a. NIC ([www.nic.in](http://www.nic.in))
- b. Safescrypt ([www.safescrypt.com](http://www.safescrypt.com))
- c. IDRBT ([www.idrbtca.org.in](http://www.idrbtca.org.in))
- d. TCS ([www.tcs-ca.co.in](http://www.tcs-ca.co.in))
- e. MTNLTRUSTLINE ([www.mtnltrustline.com](http://www.mtnltrustline.com))
- f. GNFC ([www.ncodesolutions.com](http://www.ncodesolutions.com))
- g. E-MUDHRACA ([www.e-Mudhra.com](http://www.e-Mudhra.com))

The vendors / contractors may approach any one of them and obtain the certificate. Foreign vendors should also apply in the appropriate form to obtain the DSC. DSCs issued by the foreign countries will not be accepted.

You are required the following office equipments, which are to be set up for receiving e-tenders, preparation and transmission of bids electronically.

S No.	Equipment	Purpose	Qty (minimum requirement)
1	Compute with Pentium-IV or higher version.	For receiving tenders and sending bids	1 No.
2	Printer	For printing the documents (if required)	1 No.
3	UPS		1 No.
4	1 MBPS Broadband connectivity or higher	For receiving tenders or sending bids through Internet	1 No.
5	Scanner	For scanning the documents	1 No.

A training programme is being organised at HSL on the entire gamut of e-tendering on every Wednesday. However, meanwhile, please obtain the DSC to participate in the e-tendering process. If you are already having a DSC from the above certifying agencies, the same can be utilized in the Pilot tenders already kept in our web site: <http://eprocurehsl.nic.in>

In case you are registered with MSME, you are required to submit MSME / SSI / NSIC certificate with current validity, to enable to consider for extending the attendant benefits as per Govt. MEME policy in vogue.

Hence it is requested to utilize the training classes being held at HSL – purchase dept on every Wednesday from 2 PM to 5 PM to participate in the future online tenders being floated for HSL procurement of all goods and services.

Pls log into the following web sites for more information [www.hsl.nic.in](http://www.hsl.nic.in) and <http://eprocurehsl.gov.in>, for enrolment and registration to participate in HSL on-line tendering process.