

**HOUSING AND URBAN DEVELOPMENT CORPORATION LTD.
HUDCO BHAWAN, I.H.C. LODHI ROAD, NEW DELHI-03.**

No.F.HUDCO/Admn./OM/2015

6th May, 2015

OFFICE MEMORANDUM

The Ministry of Micro, Small & Medium Enterprise, Government of India has issued instructions vide its DO letter No.21(1)/2011-MA dated 25th April, 2012 with regards to implementation of the Public Procurement Policy for Micro & Small Enterprises (MSEs), 2012 introduced by Government of India and the list of items for purchase from Small Scale Industries Units including Handicrafts sector (Copies enclosed for ready reference). Accordingly an OM was issued by HRMA HQ on 17th August, 2012 on the subject for strict compliance.

All the Departments at Head Office including all Regional Offices have to necessarily comply with the above guidelines. One of the stipulated conditions of the above guidelines is that the concerned department/ROs while inviting tenders have to specifically insert the following clause in the NIT.

“Vendors who are registered with MSME can also participate in the bidding as notified by the Ministry of Micro, Small and Medium Enterprises, GOI. No EMD shall be payable by these vendors and other relaxation as announced by the Govt. from time to time shall be applicable to them subject to full compliance of other terms and conditions of the tender and contract”. (Ref. MSME D.O. No. 21(1)/2011-M.A. dated 25th April 2012).

Besides, a copy of NIT is also required to be sent to the Ministry at the addresses indicated at Annexure-I on the same day for proper and timely dissemination of the NIT.

It has been observed that some of the Offices are not following the above government instructions. All the Department at Head Office and the Regional Offices including HSMI are again requested to follow the instructions of MSME, GOI and insert the clause in the NIT.

Further, as per clause 2 of Notes of 2015-16 MOU between HUDCO and MoHUPA, CPSEs will have to follow the Public Procurement Policy for Micro, Small and Medium Enterprise (MSMEs) order, issued vide D.O.NO.2(1)/2011-M.A. dated 25th April, 2012, and non-compliance with the aforesaid order will be penalized up to 1 mark.

J.Prem Nawaz
Executive Director (HRMA)

Encl: As above.

Copy to:

1. AGMF(CMDO)
2. AGM(S) to DF
3. AGM(S) to DCP
4. AGM(S) to CVO
5. All EDs
6. All RCs/GMs – with the request to insert clause as indicated above and also forward a copy of NIT to MSME (DI) Office operating in their region.
7. Company Secretary.
8. GM(IT) for posting on HUDCO Intranet.
9. All Notice Boards/HSMI/RO-NCR.
10. OO File.