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**OFFICE OF THE DIRECTOR, SUPPLIES & DISPOSALS, HARYANA**  
S.C.O. No. 09, I<sup>st</sup> & II<sup>nd</sup> Floor, Sector-16, Panchkula-134109 (Haryana)  
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From

The Director,  
Supplies & Disposals, Haryana

To

All the Heads of Departments in State of Haryana,  
All the Managing Directors & Chief Executives of  
Board/Corporations/Federations in the State of Haryana.

Memo No. DSD/T.C./ e-procurement /2015-16/ 19499-19663  
Dated, Panchkula: 29-01-18

**Subject: - Automatic Transfer of tender fee in the relevant treasury head of Haryana Government Department/relevant bank account in case of Board/Corporation/Federations.**

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Your kind attention is invited on the subject noted above.

The matter regarding Automatic Transfer of tender Fee in the relevant treasury head of Haryana Government Department/relevant bank account in case of Board/Corporation/Federations was under consideration of this office for being Nodal Department of state for e-Procurement.

After detailed deliberations the following decisions are taken:

1. Instead of two part payment system on the single e-Procurement portal, there will be three part payment system as under:
  - a) E-Service fee of Rs 1000/- per bid collected through Debit Cards & Internet Banking shall be automatically transferred to Society for IT initiative fund for e-Governance.
  - b) Tender fee shall be submitted through Net Banking with the available Banks at e-GRAS e-Payment Gateway. Same shall be directly transferred to respective Treasury Heads of the department. In case of Boards/Corporations/ Federations tender fee shall be directly submitted automatically in their designated Bank Accounts. In this regard the Department/Board/Corporations/Federations shall have to give one time request to the bank as per **Annexure-I** enclosed.
  - c) EMD shall be submitted through RTGS/NEFT or OTC as already being done.
  
2. All on boarded Government Department/Board/Corporation/Federations will require to incorporate the relevant changes in the NIT document as per detail below:
  - a) The payment for Tender Document Fee shall be made by the intended bidder online directly through Internet banking.

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- b) e-Service Fee payment shall be made separately by eligible bidders/contractors online directly through Debit Cards & Internet Banking.
- c) The payment for EMD shall be made online directly through RTGS/NEFT or OTC. ( Please refer to 'Online Payment Guideline' available at the Single e-Procurement portal of Govt. of Haryana for any clarification).
- d) Changes mentioned above at Sr. No. a to c shall be incorporated under Schedule 'A' and wherever applicable in the NIT.

It is for the information of all Haryana Government Department/Board/Corporation/Federations on single e-procurement portal (<https://haryanaeprocurementportal.gov.in>).

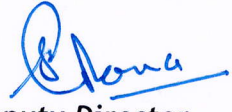


**Deputy Director,**  
**for: Director , Supplies & Disposals, Haryana.**

Endorsement No. DSD/T.C/e-procurement/2015-16 19664-67 Date: 28.01.16

A copy of the above is forwarded to the following:

- 1. PS to W/PS (I&C) for the information of Principal Secretary to Government of Haryana, Industries & Commerce Department.
- 2. Director General, Treasury and Accounts Department, Haryana 2nd Floor, ISO-Bays Building, . Sector-17C, Chandigarh
- 3. Assistant General Manager/SBH,ICICI Bank Limited, S.C.O, 9, 10 &11, Sector 9-D, Madhya Marg, Chandigarh (U.T).
- 4. PIM M/s Nextenders, S.C.O. No. 09, Ist & IInd Floor, Sector-16, Panchkula.



**Deputy Director,**  
**for: Director, Supplies & Disposals, Haryana**

**Annexure-1**

From

Concerned authority,  
Name of the Department/Board/Corporation

To

M/s Nextenders Pvt. Ltd.  
SCO 9, Second Floor, Sector 16  
Panchkula

Memo No.

Dated

**Subject: - One time request for credit of tender fee in the relevant treasury head of Haryana Government Department/relevant bank account in case of Board/Corporation/Federations.**

As a part of the three part payment system on single e-procurement portal, you are requested to credit the amount of tender fee related to Department/Board/Corporation/Federations in the relevant treasury Head/bank account as under;

Name of the Treasury Head (In case of Department): \_\_\_\_\_

Bank Account Number (In case Board/Corporation/Federations)\_\_\_\_\_

**Authorised Signature/ Designation of the competent authority in the Department/ Board/ Corporation**