

CHANDIGARH PUBLIC PROCUREMENT POLICY FOR MICRO AND SMALL ENTERPRISES (MSES) ORDER, 2015

Dye CHANDIGARH ADMINISTRATION DEPARTMENT OF INDUSTRIES (48-1 HOME 11 Branch Scanned No. / 7B7c• Dated, Chandigarh the / t' J 7 12015 ORDER (I) Chandigarh Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2015 Whereas, the Secretariat, Departments. Boards, Corporations. Societies. Institutions, Public Sector Undertakings in Union Territory of Chandigarh shall procure minimum of 20 per cent of their annual value of goods or services from Micro and Small Enterprises; And whereas, the Public Procurement Policy shall apply to Micro and Small Enterprises registered with District Industries Center or Khadi and Industries Board or any other body specified by Ministry of Micro, Small & Enterprises; (3) And whereas, the Public Procurement policy rests upon core principles of competitiveness, adhering to sound procurement practices and execution of order for supply of goods or services in accordance with a system which is fair, equitable, transparent, competitive and cost effective: (4) And whereas, for facilitating proliferation and of micro and small enterprises, the State Government may, by Order notify from time to time, preference policies in respect of procurement of goods and services, produced and provided by Micro and small enterprises, by the Secretariat. Departments or its subsidiary institutions and public sector enterprises in the Union Territory of Chandigarh. (5) Now, therefore, in exercise of the powers conferred in section 11 of Micro, Small and Medium Enterprises Development (MSMED) Act 2006 Administrator, UT, Chandigarh, by order, notifies the Public Policy (hereinafter referred to as the Policy) in respect of procurement of goods and services produced and provided by micro and small enterprises by the Secretariat, Departments, Boards, Corporations, Societies, Institutions, Public Sector Undertakings in Union Territory of Chandigarh. (11) Short title and commencement (1) This Order is titled as the, 'Chandigarh Public Procurement Policy for Micro and Small Enterprises (MSEs) Order 2015 It shall come into force from the date of its publication in official (2) gazette. (III) Mandatory procurement from Micro Small and Enterprises: (1) The Secretariat and every Department, Board, Corporation, Society, Institution, Public Sector Undertaking in Union Territory of Chandigarh shall set an annual goal of procurement of products from Micro and Small Enterprise from the financial year 2015-16 and onwards, with the objective of achieving an overall procurement of minimum of 20 per cent of total annual purchases of products produced and services rendered by Micro and Small Enterprises in the year. (2) Annual goal of Procurement also include sub — contracts to Micro and Small Enterprises by large enterprises and consortia of Micro and Small Enterprises by the Industries Department, UT, Chandigarh. (3) After a period of one year from the date of publication this Overall procurement goal of minimum of 20 percent shall be made mandatory. (4) The Secretariat, Departments, Boards, Corporations, Societies, Institutions Public Sector Undertaking in Union Territory of Chandigarh which shall meet the annual goal shall substantiate with reasons to the Review Committee headed by the Secretary Industries, Chandigarh Administration constituted in Territory of (IV) Special provision for Micro and Small Enterprises owned by Scheduled Castes or Scheduled Tribes:- out of 20 percent target of annual procurement from Micro and small Enterprises, a sub-target of 20 per cent (i.e. 4 per cent out of 20 per cent) shall be earmarked for procurement from Micro and small Enterprises owned by the Scheduled Caste or the Scheduled Tribe entrepreneurs. Provided that, in event of failure of such Micro and small Enterprises to participate in tender process or meet tender requirements and L1 Price, 4 percent sub-target for procurement earmarked for Micro and small Enterprises owned by Scheduled caste or Scheduled Tribe entrepreneurs shall be met from other Micro and Small Enterprises. (V) Reporting Of targets in Annual Reports: — (1) The data on Government Procurement from Micro and small Enterprises is vital for strengthening the Policy and for this purpose, the Secretariat and every Department, Board, Corporation, Society, Institution, Public Sector Undertaking in Union Territory of Chandigarh shall report goals set with respect to procurement to be met from Micro and Small Enterprises and achievement made thereto in their respective Annual Reports. (2) The annual reports shall facilitate in better understanding of supports being provided by the Secretariat and other Departments, Boards, Corporations, Societies, Institutions, Public Sector Undertakings in Union Territory of Chandigarh to Micro and Small Enterprises

6. Price quotation in (I) In tender, participating Micro and Small Enterprises quoting price within price band of LI +15 per cent shall also be allowed to supply a portion of requirement by bringing down their price to LI price in a situation where LI price is from someone other than a Micro and Small Enterprises and such Micro and Small Enterprises shall be allowed to supply up to 20 per cent of total tendered value (2) In case of more than one such Micro and Small Enterprise, the supply shall be shared proportionately (to tendered quantity) (VI!) Developing Micro and Small Enterprise vendors: -- The Secretariat and every Department, Board, Corporation, Society, Institution, Public Sector Undertaking in Union Territory of Chandigarh shall take necessary steps to develop appropriate vendors by organizing Vendor Development Programmes or Buyer—Seller Meets and entering into Rate Contract with Micro and Small Enterprises for a specified period in respects of periodic requirements. (VIII) Annual Plan for procurement from Micro and Small Enterprises on website: The Secretariat and every Department, Board, Corporation, Society, Institution, Public Sector Undertaking in Union Territory of Chandigarh shall also 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. (IX) Enhancing participation of Micro and Small Enterprises including those owned by Scheduled Castes or Scheduled Tribe in Government procurements: - For enhancing participation of Scheduled Castes or Scheduled Tribe in Government Procurement, the Secretariat and every Department, Board, Corporation, Society, Institution, Public Sector Undertaking in Union Territory of Chandigarh, shall take following steps, namely:- a) Special Vendor Development Programmes or Buyer-Seller Meets shall be conducted by Departments / Public Sector Undertakings for Scheduled Castes or Scheduled Tribes; b) Outreach Programmes shall be conducted by District Industries Centre, UT, Chandigarh to cover more and more Micro and Small Enterprises from Scheduled Castes or Scheduled Tribes under its schemes of consortia c) District Industries Centre, UT, Chandigarh shall open a special window (or Scheduled Castes or Scheduled Tribes' under its Single Point Registration Scheme (SPRS) (X) Reduction in transaction cost: - To reduce transaction cost of doing business. Micro and Small Enterprise shall be facilitated by providing them tender sets free of cost, exempting Micro and Small Enterprises from payment of earnest money, adopting e-procurement to bring in transparency in tendering process and setting up a Grievance Cell in the Department of Industries, Chandigarh Administration, (XI) Reservation of specific items for procurement:- - To enable wider dispersal of enterprises in the country, particularly in rural areas, the Secretariat and every Department, Board, Corporation, Society, Institution, Public Sector Undertaking in Union Territory of Chandigarh shall continue to procure 358 items (Appendix) from Micro and Small Enterprises, which have been reserved for exclusive purchase from them. This will help in promotion and growth of Micro and Small Enterprises, including Khadi and Village industries which play a critical role in fostering inclusive growth in the country. (XII) Review Committee: - (1) A Review Committee under the Chairmanship of Secretary Industries, Chandigarh Administration consisting of the following, the Public Procurement Policy for Micro and Small Enterprises:- i) Special Secretary Finance or his representative ii) Controller Printing & Stationery iii) Director, IT (iii) CGM/CITCO (iv) Director Industries Member Member Member Member Secretary (2) This Committee shall inter-alia, review list of 358 items reserved for exclusive purchase from Micro and Small Enterprises on a continuous basis consider requests of the Secretariat, Departments, Board, Corporation, Society, Institution, Public Sector Undertaking in Union Territory of Chandigarh for exemption from 20 percent target on a case to case basis and monitor achievements under the Policy. (XIII) Setting up of Grievance Cell—In addition, a 'Grievance Cell' headed by the Director Industries, UT, Chandigarh, consisting of the following will be set up in the Department of Industries, UT, Chandigarh for redressing grievances of Micro, Small and Medium Enterprise in Government Procurement:- Project Manager (Mechanical) District Industries Centre, UT, Chandigarh. Member ii. iii/2 Asstt. Controller Finance and Accounts. Member District Industries Centre, UT, Chandigarh Superintendent, District Industries Centre, UT, Chandigarh. Member This cell shall take up issues related to Government procurement raised by Micro and Small Enterprises with Departments or agencies concerned, including imposition of unreasonable conditions in tender floated by Government Department or agencies that put Micro and Small Enterprises at a disadvantage. Removal of difficulty:- Any difficulties experienced during the course of implementation of the above Policy shall be clarified by the Department of Industries, UT Chandigarh through suitable press releases which are kept on the public

domain. ANURAG A AL, IAS Secretary Industries, Chandigarh Administration Endst. No. dated. the / cfq) A copy is forwarded to the Contr llér, Printing & Stationery. Union Territory, Chandigarh with the request that the tification may be published in the Chandigarh Administration Gazette (Extra ordina) and 50 copies thereof may be supplied to this Administration for official use. t Joint Secretary Home : for Home Secretary, h ndigarh Administration Endst. No. dated, the A copy is forwarded to the Director Infustries, Union Territory. Chandigarh for information and necessary action. iJoint Se re ary Home for Home Secretary, andigarh Administration Endst. No. hatldigarh, dated, the A copy is forvwarded to the following f i formation of the officers:- I. Private Secretary to the Adviser to the Ad inistrator, U.T , Chandigarh 2. Private Secretary to the Home Secretary, IChandigarh Administration :Joint S cretary Home for Home Secretary. handigarh Administration Endst. No. /fSA8handigarh, dated, the (4 J \$ JIS⁺ A copy is forwarded to the All Administrative Secretaries I Head of Deparfinents / Boards / Corporations, Chandigarh Administration for information and necessar; action. Joint Secretary Home for Home Secretary, andigarh Administration Scanned by Camscanner Appendix LIST OF ITEMS RESERVED FOR PURC I SE FROM SMALL SCALE INDUSTRIAL UNITS INCLUDING NDICRAFT SECTOR. SI' No. Item Description 1. 2. 3. 4. 5. 6. 8. 9. 10. 11. 12. 13. 14. 15. 16. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33

34. AAC/and ACSR Conductor upto 1 strands Agricultural Implements (a) Hand Operated tools andi plements (b) Animal driven implement Air/Room Coolers Aluminum builder's hardware Ambulance stretcher Ammeters/ohm meter/Volt meted (tlectro magnetic upto Class I accuracy) Anklets Web Khaki Augur (Carpenters) Automobile Head lights Assemb y Badges cloth embroidered and e als Bags of all types i.e. made of le th r, cotton, canvas and jute etc. including kit bags, mail bags, sl e ing bags and water-proof bag. Bandage cloth Barbed Wire Basket cane (Procurement can I be made from State Forest Corpn. and State Handicrafts C r oration) Bath tubs Battery Charger Battery Eliminator Beam Scales (upto 1.5 tons) Belt leather and straps Bench Vices Bituminous Paints Blotting Paper Bolts and Nuts Bolts Sliding Bone Meal Boot Polish Boots and Shoes of all types inÅluding canvas shoes Bowls Boxes Leather Boxes made of metal Braces Brackets other than those used niRailways Brass Wire Brief Cases (other than moulde I ggage) Scanned by Camscanner '39. 40. 42. '43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53

54. Brooms BrüShéS of all types Buckets of all types Button of all types Candle Wax Carriage Cane Valves/stock valves f r water fittings only) Cans metallic (for milk an easuring) Canvas Products : (a) Water Proof Deliver ags to spec.No. IS - 1422/70 (b) Bonnet Covers and diators Muff. to spec. Drg. Lv 7/NSN/IA/130295 Capes Cotton and Woolle Capes Waterproof Castor Oil Ceiling roses upto 15 amp Centrifugal steel plate blow r Centrifugal Pumps suction n delivery 150 mm. x 150 mm Chaff Cutter Blade Chains lashing Chappals and sandals Chamois Leather Chokes for light fitting Chrome Tanned leather (S - finished Buffalo and Cow) 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76

77. Circlips Claw Bars and Wires Cleaning Powder Clinical Thermometers Cloth Covers Cloth Jaconet Cloth Sponge Coir fibre and Coir yarn Coir mattress cushions and a ing Coir Rope hawserlaid Community Radio Receivers; Conduit pipes Copper nail Copper Napthenate Copper sulphate Cord Twine Maker Cordage Others Corrugated Paper Board and B xes Cotton Absorbent Cotton Belts Cotton Carriers Cotton Cases Cotton Cord Twine Scanned by CamScanner 85.86. 87. 88, 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99

100. Cotton Hosiery Cotton Packs Cotton Pouches Cotton Ropes Cotton Singlets Cotton Sling Cotton Straps Cotton tapes and laces Cotton Wool (Non absorben) Crates Wooden and plastic .(a) Crucibles upto No. 200 (b) Crucibles Graphite upto 500 (c) Other Crucibles upto 30 g Cumblies and blankets Curtains mosquito Cutters Dibutyl phthalate Diesel engines upto 15 H.P i Dimethyl Phthalate Disinfectant Fluids Distribution Board upto 15 a Domestic Electric appliance a per BIS Specifications:- - Toaster Electric, Elect. Iron ot Plates, Elect. Mixer, Grinders. Room heaters and convecto s nd ovens Domestic (House Wiring) P. Cables and Wires (Alumnum) Conforming to the prescribed BIS Specifications and upto 10.00 mm sq. nominal cross sectio Drawing and Mathematical I st uments 101. 102. 103. 104. 105. 106. 107. 108. 109. 111. 112. 113

114. Drums and Barrels V Duster Bins Dust Shield leather Dusters Cotton all types exc Dyes .(a) Azo Dyes (Direct and Basic Dyes (b) Electric Call bells/buzzers/do Electric Soldering Iron Electric Transmission Line H cross arms clamps arching h Electronic door bell Emergency Light (Rechargeable) the items required in Khadi r ells r ware items like steel cross bars. r , brackets, etc I type) Enamel Wares and Enamel te Sils Equipment camouflage Bamb support Exhaust Muffler Expanded Metal Eyelets ;anned by 'CamScanner 11M 5. 125. ill 26. •127. 128. 10129. 30. 32. ,133. 134. •135. 136. 137. 138. 139. 140. 141. 142. 143. 144. 145. 146. 147. 148. 149. 150. 151. 152. 153. 154. 155. 156. 157. 158

159. Film Polythene - incl di g wide width film Film spools and can shers (w 11 type) French polish Funnels Fuse Cut outs Fuse Unit Garments (excluding u ply from Indian Ordnance Factories) Gas mantels Gauze cloth Gauze surgical all typ s Ghamellas (Tasllas) Glass Ampules Glass and Pressed W r s Glue -Grease Nipples and G e se guns Gun cases Gun Metal Bushes Gumtape Hand drawn carts of all ty es Hand gloves of all type Hand Lamps Railways Hand numbering machi e Hand pounded Rice (p is ed and unpolished) Hand presses Hand Pump Hand Tools of all types Handles wooden and b m 00 (Procurement can also be 'nade d State Handicrafts Corporation) from State Forest Corpn Harness Leather Hasps and Staples Haver Sacks Helmet Non-Metallic Hide and country leather o all types Hinges Hob nails Holdall Honey Horse and Mule Shoes Hydraulic Jacks below 30 t n capacity rs (Manual only) Insecticides Dust and Sp Invalid wheeled chairs. Invertor domestic type up KVA Iron (dhobi) Key board wooden Scanned by CamScanner • •167. Kit Boxes Kodali Cace leather Lamp holders Lamp signal Lanterns Posts and bo i s Lanyard Latex foam sponge Lathies 3? \$169. Letter Boxes Lighting Arresters - upt 2 kv Link Clip Linseed Oil Lint Plain Lockers 75. Lubricators -:176. L.T. Porcelain KITKAT n Fuse Grips •477. Machine Screws 478. Magnesium Sulphate tl{79. - 181. 183

184. Mallet Wooden Manhole covers Measuring Tapes and Stc s Metal clad switches (upt C) Amps) Metal Polish Metallic containers and du s other than NEC (Not elsewhere classified) Metric weights 185.186. 187. 188. 189. 190. 191. 192

193. Microscope for normal m d cal use Miniature bulbs (for torch s only) M g. Tie Bars Nail Cutters Naphthalene Balls Newar Nickel Sulphate Nylon Stocking Nylon Tapes and Laces 194. 195. 196. 197. 198. 199. 200. 201. 202

203. Oil Bound Distemper Oil Stoves (Wick stoves o ly Pad locks of all types Paint remover Palma Rosa Oil Palmgur Pans Lavatoty Flush Paper conversion products p per bags, envelops, Ice-cream cup, paper cup and saucers and p+per Plates Paper Tapes (Gummed) Scanned by CamScanner 204.205. 206. • 210. 211. 212. 213. 214. 215. 216. 217. 218. 219. 220. 221. 222. 223. 224

225. Pappads Pickles and Chutney Piles fabric of Paris Plastic Blow Moulde ontainers upto 20 litre excluding Poly Plastic cane Playing Cards Plugs and Sockets el c ric upto 15 Amp Polythene bags Pölythene Pipes Post Picket (Wooden Postal Lead seals Potassium Nitrate Pouches Pressure Die Casting to 0.75 kg privy Pans Pulley Wire PVC footweares PVC pipes upto 1 10 m 226. 227. 228. 229. 230. 231. 232. 233. 234. 235. 236. 237. 238. 239. 240. 241. 242. 243. 245

246. PVC Insulated Alumini .1 Cables (upto 120 sq. mm) (ISS:694) Quilts, Razais Rags Railway Carriage light It •ngs Rakes Ballast Razors RCC Pipes upto 1200 dia RCC Poles Prestresse Rivets of all types Rolling Shutters Roof light Fittings Rubber Balloons Rubber Cord Rubber Hoses (Unbran d) Rubber Tubing (Excludn braided tubing) Rubberised Garments a and Caps etc Rust/Scale Removing c position Safe meat and milk Safety matches Safety Pins (and other etc.) Sanitary Plumbing fittin Sanitary Towels Scientific Laboratory gl Scissors cutting (ordina in ilar products like paper Pins, staples Pins s s wares (Barring sophisticated items) 247. by CamScanner 248. 249. 250. 251. 252. 253. 254. 255. 256. 257. 258. 259. 260. 261. 262. 263. 264. 265. 266. 267. 268. 269

270. Screws of all types including H Tensile Sheep skin all types Shellac Shoe laces Shovels Sign Boards painted Silk ribbon Silk Webbing Skiboots and shoes Sluice Valves Soapfastner (Excluding 4 pcs.n s) Soap Carbohic Soap Curd Soap Liquid Soap Soft Soap washing or laundry soa Soap Yellow Socket/pipes Sodium Nitrate Sodium Silicate Sole leather Spectacle frames Spiked boot 271. 272. 273. 274. 275. 276. 277. 278. 279. 280. 281. 282. 283. 284. 285. 286. 287. 288. 289. 290. 291

292. Sports shoes made out of leath r for all Sports games) o and including 100 KW440 Squirrel Cage Induction Motors volts 3 phase Stapling machine Steel Almira Steel beds stead Steel Chair

Steel desks Steel racks/shelf Steel stools Steel trunks Steel wool Steel and aluminium windows and ventilators Stockinet Stone and stone quarry rollers Stoneware jars Stranded Wire Street light fittings Student Microscope Studs (excluding high tensile) Surgical Gloves (Except Plastic) Table knives (Excluding Cutlery) Tack Metallic Scanned by CamScanner 293.294. 295. 296. 297. 298. 300. 301. 303. 304. 305. 306. 307. 308. 309. 310. 311. 312. 313

315. Taps Tarpaulins Teak fabricated round blocks Tent Poles Tentage Civil/Military and salitah J te for Tentage Textiles manufactures other than N E.. (not elsewhere classified) Tin Boxes for postage stamp Tin can unprinted upto 4 gallons capacity (other than can O.T.so Tip Boots Toggle Switches Toilet Rolls Transformer type welding sets conforming to IS: 1291/75 (upto 600 Transistor Radio upto 3 band Transistorised Insulation - Testers Trays Trays for postal use 316. 317. 318. 319. 320. 321. 322. 323. 324

325. Trolley Trollies - drinking water Tubular Poles Tyres and Tubes (Cycles) Umbrellas Utensils all types Valves Metallic Varnish Black Japan Voltage Stabilisers including C.V.T's Washers all types Water Proof Covers Water Proof paper Water tanks upto 15,000 litres capacity Wax sealing Waxed paper 326. Weighing Scale 327. Welded Wire mesh 328. Wheel barrows 329. Whistle 330. 331. 332. 333. 334. 335. 336

337. Wicks cotton Wing Shield Wipers (Arms and Blade only) Wire brushes and Fibre Brushes Wire Fencing and Fittings Wire nails and Horse shoe nails Wire nettings of gauze thicker than 0 mesh size Wood Wool Wooden ammunition boxes scanned by CamScanner 338, 339.340. 341. 342. 343. 344. 345. 346. 347. 348. 349

350. Wooden Boards Wooden Box for Stamps Wooden Boxes and Cases N.Wooden Chairs . (Not elsewhere classified) Wooden Flush Door Shutters Wooden packing cases all sizes Wooden pins Wooden plugs Wooden shelves Wooden veneers Woolen hosiery Zinc Sulphate Zip Fasteners HANDICRAFT ITEMS Sl.No. Item Description 351 352. 353. 354. 355. 356. 357

358. Cane furniture Handlooms Bamboo file tray, source of Su North eastern Handicrafts and Development Corporation Assam Govt.. Marketing Corpn. Craft Society of Manipal Nagaland Handicrafts and Handicrafts Development Corpn -do- Baskets, Pencil stand, side racks etc. Artistic Wooden Furniture Rajasthan Small Industries Corpn. U P Export Corporation Wooden paper weight, racks etc. Glass covers made of wood -do- -do- and grass jute Jute furniture Jute bags, file cover Woolen and silk carpets West Bengal Handicrafts Dev. Corpn Jute Marketing Development Corporation Orissa Handicrafts Dev. Corpn, -do- U.P. Export Corporation Jharkhand Sale and Export Corporation Scanned by CamScanner