



भारत सरकार/ GOVERNMENT OF INDIA
पत्तन, पोत परिवहन और जलमार्ग मंत्रालय /
MINISTRY OF PORTS, SHIPPING AND WATERWAYS
नौवहन महानिदेशालय, मुंबई
DIRECTORATE GENERAL OF SHIPPING, MUMBAI

File No. 11-33/11/2024-COMP-DGS (28945)

Dated: 08.01.2025

Office Order No. 01 of 2025

Subject: Implementation of E-Procurement Threshold.

In pursuance of **Rule 160** of the General Financial Rules (GFR) 2017, it is hereby notified that the Directorate General of Shipping (DGS) mandates the adoption of e-procurement portals for all procurements. The following instructions are issued for strict compliance:

1. Mandatory Use of E-Procurement Portals:

All wings and branches of the DGS are required to receive and process bids exclusively through e-procurement portals for all procurements of goods, services, and works.

2. E-Procurement Threshold:

The e-procurement threshold for the Directorate General of Shipping is hereby established at Rupees One Lakh. Accordingly:

- All procurements with an estimated value exceeding Rupees One Lakh shall be processed exclusively through e-procurement portals.
- Procurements below the threshold may continue to follow existing manual or alternate processes, as applicable.

3. Roles and Responsibilities assigned:

Shri Ravi Kumar Moka, Dy. Director General of Shipping (IT & E-Governance) is nominated as Nodal Officer for e-procurement with following officers as herein under assigned the roles of 'Primary Custodian', 'Secondary Custodian', 'Supervisory Custodian' and 'Head of the Department (HOD)':

Sr. No.	Branch Name	Procurement Custodian	Name	Roles to assigned in the CPPP
1	Admin	Primary Custodian	Shri Durgesh Sharma, UDC	Creator and publisher
			Shri D.P. Sinha, Assistant	Creator and publisher
		Secondary Custodian	Shri N.R. Raut, ADG	Evaluator and Opener
		Supervisory Custodian	Dr. P.K. Raut, DDG	Evaluator and Opener
		HOD	Dr. P.K. Raut, DDG	Update procurement plan
2	FAAPP	Primary Custodian	Shri Anjani Meena, UDC	Creator and publisher
			Shri Ram Sajan Gupta, EO	Creator and publisher
		Secondary Custodian	Shri Jitendra S Jadhav, ADG	Evaluator and Opener
		Supervisory Custodian	Shri Ash Mohomad, DDG	Evaluator and Opener
		HOD	Shri Ash Mohomad, DDG	Update procurement plan
3	Crew	Primary Custodian	Smt. Sujata More, Assistant	Creator and publisher
			Shri Nishant, UDC	Creator and publisher

Sr. No.	Branch Name	Procurement Custodian	Name	Roles to assigned in the CPPP
			Shri Bharat Parab	Creator and publisher
		Secondary Custodian	Smt Anita Sinha, Assistant	Evaluator and Opener
		Supervisory Custodian	Capt Daniel Joseph, NS	Evaluator and Opener
		HOD	Capt. Daniel Joseph, NS	Update procurement plan
4	Personnel	Primary Custodian	Shri Naveen Kundu, UDC	Creator and publisher
			Shri Kuldeep Singh, UDC	Creator and publisher
		Secondary Custodian	Shri P L Muthu, EO	Evaluator and Opener
		Supervisory Custodian	Shri Deependra Bisen, DDG	Evaluator and Opener
		HOD	Shri Deependra Bisen, DDG	Update procurement plan
5	Nautical	Primary Custodian	Shri Madhav Patil, Assistant	Creator and publisher
			Shri S S Kale, UDC	Creator and publisher

Sr. No.	Branch Name	Procurement Custodian	Name	Roles to assigned in the CPPP
		Secondary Custodian	Shri Sumit Kumar, Sr. PS	Evaluator and Opener
			Capt. Ravi Singh Sikarwar, NS	Evaluator and Opener
			Capt Harinder Singh, NS	Evaluator and Opener
			Capt. Nitin Mukesh, Dy. NA	Evaluator and Opener
		Supervisory Custodian	Capt. A.K. Azad, NA (I/C)	Evaluator and Opener
		HOD	Capt. A.K. Azad, NA (I/C)	Update procurement plan
6	MSL	Primary Custodian	Ajit Tambhe, Assistant	Creator and publisher
		Secondary Custodian	Shri P L Muthu, EO	Evaluator and Opener
		Supervisory Custodian	Shri Shitesh Ranjan,DDG	Evaluator and Opener
		HOD	Shri Shitesh Ranjan,DDG	Update procurement plan
7	SD	Primary Custodian	Shri Ankit, UDC	Creator and publisher

Sr. No.	Branch Name	Procurement Custodian	Name	Roles to assigned in the CPPP
		Primary Custodian	Shri Dharmendra Kumar, Assistant	Creator and publisher
			Umesh Kumar Ranjan, Assistant	
		Secondary Custodian	Shri P L Muthu, EO	Evaluator and Opener
		Supervisory Custodian	Shri Shitesh Ranjan, DDG	Evaluator and Opener
		HOD	Shri Shitesh Ranjan, DDG	Update procurement plan
8	Training	Primary Custodian	Shri Sanjay Mourya, PA	Creator and publisher
			Shri Shishupal Kotangle, Assistant	Creator and publisher
		Secondary Custodian	Shri Jitendra Jadhav, ADG	Evaluator and Opener
		Supervisory Custodian	Shri Deependra Bisen, DDG	Evaluator and Opener
		HOD	Shri Deependra Bisen, DDG	Update procurement plan
9	IT & E Govt.	Primary Custodian	Shri Ravinder Punia, UDC	Creator and publisher
			Shri Amit Verma, UDC	Creator and publisher

Sr. No.	Branch Name	Procurement Custodian	Name	Roles to assigned in the CPPP
			Shri Harshad Gupta, LDC	Creator and publisher
			Ms. Namithasree M	Creator and publisher
		Secondary Custodian	Shri Jitendra S Jadhav	Evaluator and Opener
		Supervisory Custodian	Shri Deependra Bisen, DDG	Evaluator and Opener
			Shri Ravi Kumar M, DDG	Evaluator and Opener
		HOD	Shri Ravi Kumar M, DDG	Update procurement plan
10	Engineering	Primary Custodian	Shri Navdeep Kharab, UDC	Creator and publisher
			Shri Krishan Murari Ranjan, LDC	Creator and publisher
		Secondary Custodian	Shri Praveen Nair, E&SS	Evaluator and Opener
		Supervisory Custodian	Shri Anuruddha Chaki, E&SS	Evaluator and Opener
		HOD	Shri Ajithkumar Sukumaran, CS	Update procurement plan

Sr. No.	Branch Name	Procurement Custodian	Name	Roles to assigned in the CPPP
11	Naval Architecture Branch	Primary Custodian	Shri Anup Kumar Sahu, UDC	Creator and publisher
			Shri Manoj Prasad, LDC	Creator and publisher
		Secondary Custodian	Shri Ankur Anal, Jr. SS	Evaluator and Opener
		Supervisory Custodian	Shri Nebu Oommen, SS	Evaluator and Opener
		HOD	Shri Pradeep Sudhakar, CSS	Update procurement plan

4. Compliance and Monitoring:

The respective departments must ensure adherence to this directive to enhance transparency, efficiency, and accountability in procurement processes. Non-compliance with this order will be viewed seriously and may attract appropriate administrative action.

5. Implementation:

This order shall come into effect immediately and shall remain in force unless amended or superseded by subsequent instructions.

This order is issued with the approval of the Director General of Shipping.



(Ravi Kumar Moka) 05/01/2025

Deputy Director General (IT & e-Gov)
Directorate General of Shipping

To,
All Officers/Staffs mentioned above.