



The Kolkata Municipal Corporation  
Municipal commissioner's office  
CMO Buildings  
5, S.N.Banerjee Road  
Kolkata -700013

Date: 05/04/2023

Municipal Commissioner's Circular No. 03, of 2023-24

Sub: Procurement Digital Library (PDL) Of Kolkata Municipal Corporation

As a part of **Good Governance** initiative with regard to promoting transparency and also to streamline the functioning the procurement process, the Kolkata Municipal Corporation has decided to create a Procurement Digital Library (PDL). This is going to be another step through which information will reach at the doorsteps of the Citizens of Kolkata as well as other related stakeholders, where people will be able to know the details of procurements and projects with a few clicks sitting at their home.

**Features:**

- I. The Procurement Digital Library (or, PDL in short) is going to be visible to the public of the internet world through the official website of the KMC (<https://www.kmcgov.in>), where anybody can view the details of the Wardwise list of works done with value and work-orders issued by several departments of the KMC. A person will also be able to search and view Procurement details of the KMC based on certain search parameters like Department Name, Tender Name etc.
- II. The Departments of the KMC will go on uploading tender details along with other relevant documents by themselves directly to the Web Portal.
- III. As a First Phase implementation, this endeavour is going to commence with the departments of CME (Civil), Electricity & Lighting, Solid Waste Management, Drainage & Sewerage, Water Supply and Roads. Remaining departments will join in this effort gradually in the subsequent phases.
- IV. All the Procurement Orders of both materials and services issued by the KMC will be made public through PDL. This will ensure transparency and hence it can be expected that the number of RTI queries will get reduced substantially in future.
- V. PDL will help other Institutions for benchmarking of their procurements against KMC's procurement trends, prices & specifications.
- VI. For an existing tender, PDL will also allow KMC Departments to add Corrigenda, Addenda, Tender Cancellation Notices which will ease to the Tendering/Procurement process and provide a communication channel with its stakeholders without any human intervention.

**Benefits:**

1. Information Dissemination by KMC to its Citizens and other stakeholders with respect to the projects being carried out by several departments of KMC.
2. Parameterized search facility and view of procurement details pertaining to a particular Project, Ward, Borough, etc.
3. Tender/procurement related details can be downloaded from the website and hence the relevant stakeholders will not need to visit KMC office premises to know/fetch requisite details.

A link of PDL will be on the Home page of KMC portal for accessing Digital Library and for the departments to upload the relevant documents. Director Generals are requested to direct the AEs/Executive Engineers to publish and host the Tenders, Corrigenda, Addenda, Tender Cancellation Notices, Work Orders with immediate effect. Further, Departmental Tenders which will be uploaded in PDL need not be sent to I.T. Department for hosting at KMC Portal.

Demo/Training for Engineering Departments on PDL has been scheduled. CM(Systems) is requested to arrange for presentation of Demo/Training for the concerned departments.

This has the approval of Hon'ble Mayor.

  
Municipal Commissioner

**Copy to:**

1. Spl. Municipal Commissioner (G&D)
2. Municipal Secretary
3. CMF&A
4. All Director Generals/ Controlling Officers
5. All HoDs
6. OSD to Hon'ble Mayor
7. PA to HMMICs (All)
8. PA to Borough Chairpersons (All Boroughs)