

बिहार सरकार  
लघु जल संसाधन विभाग  
(मुख्यालय) अनुश्रवण

संसाधन-लासिओमो-e-Tendring-268/2013- 1420 (मौ०) /पटना, दिनांक-07/7/2020  
प्रेषक,

ई० रवीन्द्र कुमार सिंह,  
अधीक्षण अभियन्ता,  
(मुख्यालय) अनुश्रवण,  
लघु जल संसाधन विभाग, पटना।

सेवा में,

मुख्य अभियन्ता,  
लघु जल संसाधन विभाग, पटना/मुजफ्फरपुर/भागलपुर।

विषय:-Department and user On-Boarding form, for the new-e-Procurement 2.0  
(e-Proc 2-0) Platform for Government of Bihar.

प्रसंग:-B.S.E.D.C. Ltd, Patna, Letter No.-3746/2020, dt.-18-06-2020

महाशय,

उपर्युक्त विषयक प्रासंगिक पत्र की छाया-प्रति संलग्न करते हुए अनुरोध है कि संलग्न  
विहित प्रपत्र में अपने-अपने परिक्षेत्राधीन प्रमण्डलों से सूचनायें प्राप्त कर एवं समेकित रूप से  
तैयार कर विभाग को दो दिनों के अन्दर उपलब्ध करायी जाय ताकि विभाग द्वारा समेकित  
कर Bihar State Electronic Development Corporation Ltd, Bihar को उपलब्ध करायी जा  
सके।

अनु०-यथोक्त।

विश्वासघजन,

27/7/2020  
अधीक्षण अभियन्ता,  
(मुख्यालय) अनुश्रवण,  
लघु जल संसाधन विभाग,  
पटना।

ज्ञापांक- 1420 (मौ०) /पटना, दिनांक-07/7/2020

प्रतिलिपि-सभी कार्यपालक अभियन्ता, लघु सिंचाई प्रमण्डल/सभी अधीक्षण अभियन्ता,  
लघु सिंचाई अंचल को सूचनार्थ एवं आवश्यक कार्रवाई हेतु प्रेषित।

अनु०-यथोक्त।

27/7/2020  
अधीक्षण अभियन्ता,  
(मुख्यालय) अनुश्रवण,  
लघु जल संसाधन विभाग,  
पटना।

# BIHAR STATE ELECTRONICS DEVELOPMENT CORPORATION LIMITED

CIN-U31900BR1978SGC001317

(A Govt. of Bihar Undertaking)

Re. No. 3746/2020

Date. 18/06/2020



To,

The Principal Secretary,  
Minor Water Resource Department,  
New Secretariat,

Patna 800 015,  
Bihar.

Subject: Department and User on-boarding form for the new e-Procurement 2.0 (e-Proc2.0) platform for Government of Bihar.

Sir,

(अपर मुख्य सचिव कोषांग)

In continuation to the above references and as Go-live target date of 01<sup>st</sup> July 2020 is approaching for the new e-Procurement system of Government of Bihar, please find enclosed the on-boarding form for both department and users. A few points to consider while filling the forms are listed below for reference:

- A soft copy of the enclosed onboarding sheet has been shared to the email-id of Nodal officer nominated by the department for e-Procurement project.
- The instructions given along with the excel sheet may please be gone through before filling the details.
- The bank account details, which is a mandatory input field, is required for mapping to the online Payment Gateway (Bank account may be any Scheduled Commercial Bank).
- The username or login-id should be minimum 06 and maximum 40 characters.
- Department may propose more than one Department Admin for ease of operations in case one Admin is not available for performing the required task(s).
- One user can be assigned multiple roles.
- For any queries, department may please contact the numbers given in the instruction sheet of the excel.

It is requested to please do the needful for getting the enclosed form filled at the earliest and share a copy of the filled sheet on [alokpratapsuman@bihar.gov.in](mailto:alokpratapsuman@bihar.gov.in) (Contact no-9716240442) so that on-boarding activities for your department can be initiated immediately.

Encl: As above.

अपर सचिव,

अवधि  
2019  
26/6

Yours faithfully,

(Rahul Singh)  
Managing Director

Copy to: Nodal Officer – e-Proc1.0 – For kind information.

**Instructions to Fill this Data Sheet for Eproc 2.0:**

<b>Purpose of this data sheet:</b>	This data would be used to create/configure your department on Eproc2.0 platform. Please ensure all the given data from department are correct. The basic format of the data would be verified by Eproc2.0 application. This is highly recommended to validate the data by the department before providing it to Eproc2.0. There are few data which may not be changed once created/configured in Eproc2.0.
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<b>Instructions:</b>	<ol style="list-style-type: none"><li>1 Column in RED is mandatory to fill.</li><li>2. Please don't change any column name.</li><li>3. Column alterations (i.e. merging, format change) is strictly not recommended.</li><li>4. Bank account details to be used to realise the tender related fees. Please have a double check on the bank account details to ensure no human error on typing.</li><li>5. For any assistance please contact 7605084943 (Mr. Rakesh Kumar) / 7605084942 (Mr. Debraj Saha)</li></ol>
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Department User Details

Sl no	Title	First Name	Middle Name	Last Name	Email Id	Designation	Contact no	Employee ID	Mobile No	Username (login ID)	Zone	Circle	Division	Sub Division	Role (Please put a mark against the applicable roles)						
															Tender Creator	Tender Approver	Tender Evaluator	PO creator	PO Approver	Department Admin	
1																					
2																					
3																					
4																					
5																					
6																					
7																					
8																					
9																					
10																					
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