

F. No. 4(5)/Fin. (T&E)/2005-06/ Pt.-2/ds/588
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
FINANCE DEPARTMENT
4TH LEVEL, 'A WING' DELHI SECRETARIAT.
I.P. ESTATE, NEW DELHI
CD:-012283605

Dated:- 16/12/14

CIRCULAR

Ref. is invited for information and strictly compliance in respect of following letters detailed as mentioned below:-

S.No	Letters with Enclosure number	Received from	Subject
1	F.3/03/2013/Misc/AR/15133 dated 21.11.2014 with enclosure D.O. letter no. ACC(DL\$UK)/Cent.Emp/Coord/Vol -III/1190 dated 10.09.2014	Administrative Reforms Department, GNCTD and O/o Addl. Central P.F Commissioner (DL & UK), GOI respectively	Appropriation of Provident Funds dues paid by the Government.
2.	F.No.15039/151/2014-Plg.Cell with Enclosure O.M no. 66(43)/PF.II/2014 dated 08.09.2014 and 24.10.2014	Ministry of Home Affairs, GOI and Public Procurement Division & Plan Finance - II Division, Deptt. of Expenditure, GOI respectively.	Mandatory publication of tender enquiries as well as detail of bid awards on Central Procurement Portal (CPP)

Yours faithfully,



(MANOJ KUMAR)
DY. SECRETARY-V(FINANCE)

To,

1. Pr. Secretaries/Secretaries/Heads of Department(s) of all the Departments under Govt. of NCT of Delhi/Autonomous Bodies etc .

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
ADMINISTRATIVE REFORMS DEPARTMENT
7TH LEVEL, C-WING, DELHI SECRETARIAT, I.P. ESTATE, NEW DELHI

No.F.3/03/2013/Misc/AR / 15133/2

AA(14)1635

Dated: 21/11/14

The Pr. Secretary,
Finance Department,
GNCT of Delhi
Delhi Sachivalaya, New Delhi

Subject: Appropriation of Provident Funds dues paid by the Government.

Sir,

Please find enclosed herewith DO letter No.ACC/(DL & UK)/Cent.Emp/Coord/VolII/2011/1190 dated 10-9-2014 from Additional Central Provident Fund Commissioner (DL&UK), Employees Provident Fund Organisation, Ministry of Labour and Employment, Government of India(copy enclosed). He has informed that Provident Fund dues paid by Government Departments to various contractors are not fully/partly deposited with the concerned regional PF Commissioners (RPFCS) in respect of manpower deployed as Data Entry Operators, housekeeping or other staff/casual workers by them in various departments of GNCT of Delhi. He has accordingly drawn attention to the requirement of preventing illegal theft/misappropriation of the same in the interest of contractual employees as said funds are meant for payment of old age Provident Fund /pension, widow/disablement pension and insurance benefits. He has also brought out common mal practices by contractors in this regard. The said letter has been circulated to all the Departments/Autonomous Bodies/ Corporations/Public Sector Undertakings/Boards etc. of GNCT of Delhi(copy enclosed).

It is requested that Finance Department may vigorously monitor the enforcement of provisions of EPF Act, so that Government funds are not misappropriated illegally by the contractors and also examine to include the depositing of EPF dues to the concerned authorities as an NIT condition.

Encl: As Above

Yours faithfully,

[Signature]
21/11/2014

(V.C. PANDEY, IAS)
SPL. SECRETARY (AR)

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DO (F&I)
of apud, DBAC (Adm) PNO may
be referred to him further
DSF-I



के० एल० तनेजा

K. L. Taneja

अपर केन्द्रीय म० नि० आयुक्त (दि. व उ.)
Addl. Central P.F. Commissioner (DL & Uk)

अपर केन्द्रीय भविष्य निधि आयुक्त (दिल्ली व उत्तराखण्ड)
का कार्यालय
OFFICE OF THE
ADDL CENTRAL P.F. COMMISSIONER (Delhi & Uttarakhand)
(कर्मचारी भविष्य निधि संगठन-भ्रम एवं रोजगार मंत्रालय, भारत सरकार)
(Employees' Provident Fund Organisation-Ministry of Labour & Employment, G.O.I.)
भविष्य निधि भवन/Bhavishya Nidhi Bhawan
28, सामुदायिक भवन, 8वीं तल, वजीरपुर इण्डस्ट्रियल एरिया, दिल्ली-52
28, Community Centre, 8th Floor, Wazirpur Industrial Area, Delhi-52
फोन/Ph: 011-27376784 फैक्स/Fax: 011-27376174
ई-मेल/Email: acc.dlut@epfindia.gov.in

अ० शा०/D.O. No.: ACC(DLSUK)/Cent. Emp/Contd/10/11/2014
दिनांक/Dated: 10.09.14

1190

Respected Mr. Arun ji,

I would like to invite your personal attention to prevent illegal theft/misappropriation of Provident Fund dues paid by the Govt. Departments to various contractors who grab it and do not fully/ partly deposit the same with concerned Regional P.F. Commissioners (RPFCs) in respect of such D.E.O's / housekeeping or other staff/ casual workers deployed through such contractors.

2. From the investigations made by this office regarding P.F. compliances by the contractors, in respect of employees deployed at various Govt. Departments / Agencies, this office has listed out the most common practices adopted by these Contractors to pocket the Provident Fund Contributions of the poor workers (ANNEXURE - I); thus depriving them of Provident Fund, pension and insurance benefits, it is felt that to take steps to curtail these malpractices all the Officers and DDO's be directed to make themselves aware of the *modus operandi* of the contractors. Most common excuse that EPF Act is not applicable on employees drawing more than Rs. 6500/- does not exist now. A Notification enhancing the wage ceiling limit from 6500/- p.m. to Rs. 15000/- p.m. has been issued (ANNEXURE - II) and is also available on our website www.epfindia.gov.in.

3. In this regard I would like to request you to issue suitable directions to all your Heads of Offices and DDO's to prevent misappropriation by taking simple precautions (ANNEXURE - III).

4. In case of any complaint against any contractor who is/ was not remitting or less depositing P.F. contributions into the P.F. accounts of the contractual employees, information in enclosed format (ANNEXURE - IV) be furnished to concerned Regional P.F. Commissioner (RPFC) for taking statutory actions under the EPF & MP Act / u/s 406/ 409 of IPC for misappropriation of P.F. dues. Heads of Offices / DDO's may also be

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me
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Circular is all of not done by
by P.F. Commissioner office
or send to concerned office
in ANETB, which monitors
24/9

24/9/2014
BD(AK)

421
25/9

587

directed to file FIR's against contractors after getting the payment position verified from the concerned RPFC's / from our website. Territorial jurisdiction of RPFC's is enclosed (ANNEXURE V)

Your directions to DDO's and information sharing initiative will be instrumental for social justice to your own contractual employees by way of old age PF/ Pension, widow/ disablement pension and insurance benefits.

With Regards.

Yours Sincerely


(K.L. TANEJA)

To

Sh. Arun Baroka
Principal Secretary (AR)
Administrative Reforms Department
7th Level, C Wing, Delhi Secretariat
I.P. Estate
New Delhi - 110002.

How the Contractors cheat Govt. Departments and swallow P.F. money paid by them.

Example (i) The contractors claim and get P.F. contributions @ 13.61% of the wages/ salary from the Govt. Departments. It includes Employer's Contribution to P.F. @ 12% and Admn. & insurance Charges @ 1.61%. This 12% Employer's Contribution together with employees contribution, which is 12% of the wages/ salary, deducted from the salary of such employee is to be deposited in the Provident Fund & Pension Fund accounts of the individual employees. For example a contractor claiming P.F. Employer contribution of 1361/- @13.61% on wages of say 10000/- p.m needs to deposit 12% viz.. Rs. 1200/- (termed as Employer Contribution) alongwith with 1200/- of Employees Contribution i.e. Rs. 2400/- in the Provident and Pension Fund accounts of the employee . The Electronic Challan cum Return (ECR) of the said month shall reflect a total of Rs. 2400/- as remitted dues in respect of the said employee. However, the Contractor tends to reduce the wages/ salary of the employee say to Rs. 4000/- (by either breaking up the salary into various components like HRA, and other allowances or by reducing the number of working days of the employee) and remits only 24% (12% + 12%) of Rs. 4000/-, which comes to a total of Rs. 960/- into the Provident and Pension Fund accounts of the employee thereby pocketing Rs. 1440/- of the contributions meant for the said employee.

(ii) In the above case if there are say 100 employees deployed through the said contractor at a specific Govt. Department and the contractor adopts similar practice in respect of all the employees, he will thereby siphon off Rs. 1,44,000/- p.m. of the employees social security money. Longer the period of contract larger will be the misappropriation of funds.

(iii) It is also seen that at times the contractor do not remit the P.F. dues at all and pockets the 100 % contributions made by the Govt. Department/ Agency.

Considering a large workforce of contract employees deployed in Govt. Sector, the financial and social impact of such practice is shocking. To play these tactics the contractors submit fake P.F. Account Numbers of the employees, fake declarations/ undertakings that the Provident Fund is being regularly deposited by him, he is also likely to submit fake ECR's and e-challans. Further, where the contractor has multiple clients he submits the e-challans of one client to other clients as proof of P.F. deposit.

It may also be noted that the above examples are only illustrative and not exhaustive.

PROFORMA FOR DDOs TO ENSURE COMPLIANCE FROM THE CONTRACTOR ESTABLISHMENT

Name of the Hospital/Deptt alongwith address _____

Name and address of the Contractor - M/s _____

PF Code no. of the Contractor establishment _____

Financial Year/period : _____

S. No.	Emp_ PF no	Name of the emp	Fathers name	PF Wages (Monthwise) (PF Wages of March paid in April & so on)												Total Wages (Sum of 5 to 16)	Total Employer Share (12% of S.No. 17)	Total Employer Share (13.61% of S.no. 17)	Total PF dues (Sum of 18+19)	Actual PF Dues deposited
				Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)	(21)
1																0	0	0	0	0
2																0	0	0	0	0
3																0	0	0	0	0
4																0	0	0	0	0
5																0	0	0	0	0
Total																0	0	0	0	0

Signature of the DDO
Name and stamp of the Official

HOW TO PREVENT MISAPPROPRIATION OF P.F. DUES BY THE CONTRACTORS

- 1.1 In the tender for labour/ manpower supply contracts, compliance by contractors regarding compliance of EPF & MP Act 1952, needs be specified alongwith other labour laws, Names of contractors covered under the EPF & MP Act can be searched and downloaded from website – epfindia.gov.in.
- 1.2 Principal employers/ D.D.O's should get a copy of ECR, e- challan and salary/ wages register reflecting P.F. deductions before releasing payments to contractors.
- 1.3 Under the statutory provisions, employee wise details of PF dues deducted from the salary/ wages of the employees, alongwith 12% employer share are submitted in the form of electronic challan cum return (ECR). thereafter, e – challan is generated from the EPF website. Since the consolidated ECR's of the contractor regarding manpower supplied to all public and private sectors will be very bulky and will create confusion/ excessive time and energy consumption at the level of DDOs, hence separate ECR's and a separate e-challan as stated above, are very important to prevent manipulations. Cheating by the contractors can be prevented by demanding separate ECR and e-challan every month in respect of manpower deployed in a particular office/ departments for which DDO is to release the payments to the contractors.
- 1.4 DDOs can check the name of all the employees with regard to ECR from the website of EPFO i.e. epfindia.gov.in.
- 1.5 EPF Organisation has provided a facility to the payment of dues with reference to transaction number of e- challans. Whenever any challan is received alongwith ECR for crediting PF dues in the accounts of individual members, a TRRN No. is generated for e-challan. With reference to this TRRN No. actual deposit can be verified from the EPFO website to prevent submission of fake challans by the contractors.
- 1.6 From April'2012 onwards, monthly contributions received through ECR and e-challans are being credited in the individual members account within one month from the date of deposit. Individual members can also verify the same by registration on the EPF website. A DDO can ask any member at random to check whether the dues are being deposited by the contractor fully without any manipulation/ mis-appropriation.
- 1.7 At the end of the year, EPFO generates statement of accounts of individual members account reflecting opening balance, contributions, withdrawals, interest and closing balance etc. DDO should ask for distribution of these annual statements of accounts in the Office/ Department.
- 1.8 Employees may be guided to obtain e-passbooks from EPFO website.

List of Pincode

falls under the Territorial Jurisdiction of
Regional office Delhi (North)

Name of the RPFC - Dr. V.P. Singh, RPFC-I

Bhavishya Nidhi Bhawan, 28, Community Centre, Wazirpur Industrial Area, Delhi-110052

ई-मेल : E-Mail: ro.delhi.north@epfindia.gov.in, टेली नं. :- 011-27376772, फैक्स - 011-27376777

S.No.	Pincode	Area
1	110001	Connaught Place
2	110002	Darya Ganj
3	110003	Lodhi Road
4	110004	Rashtrapati Bhawan
5	110005	Karol Bagh
6	110006	Chandni Chowk
7	110007	Shakti Nagar/Kamia Nagar
8	110008	Patel Nagar
9	110009	Model Town
10	110010	Dhaura Kuan, Delhi Cantt
11	110011	South Avenue, Niraman Bhawan
12	110012	Inderuri, IARI(PUSA)
13	110013	Nizamuddin
	110015	Kirti Nagar/moti Nagar
14	110018	Tilak Nagar/Khyala
15	110021	Chanakyapuri /moti Bagh
16	110022	R.K.Puriam/South Delhi Campus
17	110023	Kidwai Nagar
18	110026	Punjabi Bagh
19	110027	Rajouri Garden/Subhash Nagar
20	110028	Najafgarh
21	110029	Safdarjung Enclave
22	110033	Adarsh nagar/Azadpur
23	110034	Shakurpur/Rani bagh/Pitampura
24	110035	Keshavpuram/Inderlok/Rampura
25	110036	Alipur/Bakhtawarpur
26	110037	Mahipalpur/IGI Airport
27	110038	Rajokri
28	110039	Bawana/Barwala

S.No.	Pincode	Area
28	110039	Bawana/Barwala
29	110040	Narela/Bhorgarh
30	110041	Peeragarhi/Nangloi
31	110042	Badli/Pehlادpur/Siraspur
32	110043	Najafgarh
33	110045	Palam Village
34	110046	Nangal Raya/Sagarpur
35	110052	Ashok Vihar/Wazirpur indl Area
36	110054	Civil Lines/Timarpur /University
37	110055	Paharganj
38	110056	Shakur Basti
39	110058	Janakpuri/Tihar Jail Road
40	110059	Jeevan Park/Matiyala/Uttam Nagar
41	110060	Rajinder Nagar
42	110061	Shahbad Mohammadpur
43	110063	Madipur/Paschim Vihar
44	110064	Mayapuri/Harinagar
45	110066	Bhikaji Cama Place/ Mohammadpur
46	110071	Chawla/Jharoda
47	110073	Dhansa/Issapur/Raota
48	110075	Dwarka
49	110078	Kakrola/NSIT Dwarka
50	110081	Geora/Jaunti/Kanjhawla/ Mubarakpur
51	110082	Holambi Kalan/Naya Bans
52	110083	Mangolpuri
53	110084	Burari/Jharoda Majraa
54	110085	Rohini/Rithala
55	110086	Begumpur/Budh Vihar/Sultanpuri
56	110087	Jwalapuri/Sunder Vihar
57	110088	Haiderpur/Shalimar bagh

F.No.15039/15/2014-Plg.Cell
Government of India
Ministry of Home Affairs

Delhi Sachivalaya
R&I Br.
of NCT of Delhi
5 DEC 2014
To CAS/2014/59520
Dy. No.
Government of Puducherry

New Delhi, the 2nd December, 2014

1. The Chief Secretary
Government of Puducherry
Puducherry.
2. The Chief Secretary
Govt. of NCT of Delhi
Delhi Sachivalaya;
I.P. Estate, New Delhi-
110002
3. The Administrator,
UT of Dadra & Nagar Haveli
Secretariat, Silvassa.
4. The Administrator,
UT of Lakshadweep,
Kavaratti, Office of the Chief Secretary
Govt. of NCT of Delhi
5. The Chief Secretary
UT of Andaman and Nicobar
Islands, Port Blair
6. The Adviser to the
Administrator, C 5 EFC 2014
UT Chandigarh,
Chandigarh Dy. No.
7. The Administrator,
UT of Daman & Diu
Secretariat, Daman
Moti Daman

Sub.: Mandatry publication of tender enquiries as well as detail of bid awards on Central Procurement Portal- reg.

Sir,

I am directed to enclose herewith a copy of D/o Expenditure O.M. No. 66(43)/PF.II/2014 dated 08.09.2014 and 24.10.2014 on the subject cited above for compliance.

2. It is desired that compliance may be furnished to the Public Procurement Division of D/o Expenditure, North Block, New Delhi under intimation to the Undersigned.

Yours faithfully,

(Suman Chatterjee)

Under Secretary to the Govt. of India

Tel No. 23093599

5/12/14
2 Secy (Fin)
112
W.M. KUTTY
Pt. Secretary (Finance)
JCS
5.12
12-12-2014
A.A. Urv-B)

Office of ASIA (H)
No. CR-380213
Dt. 29/10/14
OUT 29/10/14

No.66 (43)/PF-II/2014
Government of India
Department of Expenditure
Public Procurement Division

Reminder

North Block
New Delhi,
24th October, 2014

Office (Division)
Director (Public Procurement)
No. CR 380213
Dt. 30/10
G.O.

OFFICE MEMORANDUM

Sub: Mandatory publication of tender enquiries as well as detail of bid awards on Central Procurement Portal (CPP).

The undersigned is directed to refer to this Department's OM of even number dated 8th September, 2014 (copy enclosed) on the subject cited above and to say that compliance report in this regard is still awaited.

2. It is once again requested that a compliance report may please be furnished by all Departments/Ministries incorporating details of all attached/subordinate offices, CPSEs, autonomous bodies etc. under your control at the latest by 30.10.2014.

24.10.14

(Sanjay Aggarwal)
Director/PPD
011-23094961

ASIA (H) - on tour
Dir (PPD) OT
AFA (H)
To

Secretaries of all Ministries/Departments
Copy to FAs all Ministries/Departments

FA (Home)

गृह मंत्रालय
Ministry of Home Affairs
नई दिल्ली / New Delhi
29 OCT 2014
क्र.सं. 380213
C.R. No. 380213
श्री. अ. अनु. नॉ. बॉ. / CR Section North Block

Circulation of all papers on the subject will be Fin-II

19/11

400

AFA (R-V)
175-N

No.66 (43)/PF-II/2014
Ministry of Finance
Department of Expenditure
(Plan Finance-II Division)

New Delhi, 8th September, 2014

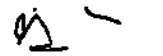
OFFICE MEMORANDUM

Subject: Mandatory publication of tender enquiries, as well as detail of bid awards on Central Procurement Portal (CPP).

Attention is invited to this Department O.M. No.10/1/2011-PPC dated 30th November, 2011, wherein it was mandatory for all Ministries/Departments of the Central Government, their attached and subordinate offices, Central Public Sector Enterprises (CPSEs) and autonomous/ statutory bodies to publish their tender enquiries, corrigenda thereon and details of bid awards on the Central Procurement Portal (CPP) using e-publishing mode.

2 It has been ascertained from NIC, that at present very few purchasing entities are putting up details of bid award on CPP.

3. It is reiterated that all purchasing entities under your control be directed to publish details of the bid award on CP portal. A compliance report in this regard may please be furnished by all Departments/Ministries incorporating details of all attached/subordinates offices, CPSEs, autonomous bodies etc. under your control by 30.9.2014.


8.9.14

(Sanjay Aggarwal)
Director (PPD)

To
Secretaries all Ministries/ Departments

Copy to FAs all Ministries/ Departments

