

Office Letterhead

Digital Signature Certificate Deactivation Request for Officers

I, hereby request for Deactivation of Digital Signature Certificate (DSC) assigned to my Login Id _____ as per the details given below:

1. URL of eProcurement Portal*	
2. Reason for DSC Change*	
3. Name of the Organization*	
4. Name of the User*	
5. Registered Login ID*	
6. Registered Office Address*	
7. Contact Number*	
8. Old DSC Serial No	
9. Old DSC Holder Name*	
10. Old DSC Expiry Date*	
11. PAN No. of New DSC holder	
12. New DSC Serial No*	
13. New DSC Holder Name*	
14. New DSC Expiry Date* (DD/MM/YYYY)	

* Indicates columns to be filled up mandatorily

I certify that the details given above are true and correct.

Recommended

Signature & Seal of the Officer*

Signature & Seal of Higher Authority*

Note:

Please fill up all the required details on **Letter head of the Organization** and mail the scanned copy of the same from **login id / alternate email ID** mentioned on the portal along with **screenshot of DSC Login page** of your account. The scanned copy may be mailed to **helpdesk.eproc-wb@nic.in, helpdesk2.eproc-wb@nic.in, officer1.eproc-wb@nic.in&hod.ep-wb@nic.in**.