

MOST IMPORTANT CIRCULAR / GeM procurement

URGENT / PRIORITY



भारत सरकार / Govt of India
रक्षा मंत्रालय / Min of Defence
रक्षा लेखा नियंत्रक, नं. 1, स्टाफ रोड, सिकंदराबाद - 09
Controller of Defence Accounts
No.1, Staff Road, Secunderabad - 09
(ई-मेल / email: gemcellsecd.dad@gov.in)
(वेब साइट / web site: cdasecbad.ap.nic.in)
दूरभाष / Tel: 040-27843385/Ext-209 फैक्स / Fax: 040-27810499



सं / .No. GeM/0001/Gen Corr

दिनांक / dt. 14th Oct 2020.

हर काम देश के नाम

सेवा में / To,

Commdt,
MC, EME
PIN-900453

GOC,
HQrs TASA,
Bollarum,
Secunderabad

GOC,
HQrs 54 Inf Div
PIN - 908454

Commdt,
CDM,
Sainikpuri,
Secunderabad (email: ssoadm.cdmap@nic.in)

DQA (R&S)
DGQ A Complex,
Karkana, Secunderabad (email: rs-dgqa@nic.in)

DGNP,
Naval Base,
Visakhapatnam - 14



कृपया पत्राचार पद नाम से करें ना कि अधिकारी की नाम से।

Please address all correspondence by designation & not by name

SAVE TREES. SAVE ENVIRONMENT.

Pl furnish **gov / nic** mail id of the Unit for faster correspondence through mail.

विषय / Sub : Imposition of interest on delayed payments to GeM vendors –
Proper processing of GeM online bills by Units - Reg

Kindly refer this office Important GeM Circular of even No dt. 23/09/2020 and dt 28/09/2020, where in it was intimated that when ever a CRAC is auto generated or issued by a

buyer and payment is not made 10 days there after, the buyer organization is required to pay interest @ 1% pm for the delayed payments beyond the prescribed timeline till the date of such payment. The charge of interest will be prorated for the period of delay.

02. Of late, it is observed that a large number of GeM bills processed online by the Units are rejected by this office due to the following reasons. Even though these bills are admitted in audit later in offline mode, after resubmission by the Units duly rectified the audit observations, there will be delay in payment to vendors, which may invite interest on delayed payments. Any small mistake made by the Units during online processing of GeM bill will result in rejection, as GeM Bill Payment System of CDA will not proceed further, and there is no provision in the System for amendment of the figures by this office.

- i. PDFs (Financial Sanction / Invoice etc..) are not available
- ii. Funds under the particular code is not available
- iii. Bill amount is not tallying with that of product total amount (in case of LD)
- iv. Wrong code heads are fed during processing of bills (ex : IT code heads)
- v. NAC certificate in case of Ord Stores not available

03. In view of the aforesaid, it is requested to ensure that the above audit requirements are fulfilled before processing the GeM bills in online by the Units / Formations / Estts to avoid rejection in audit by this office and resultant delay in payment to vendors.

This issues with the approval of CDA.


(के . राम नारायण चारी / K. Ram Narayana Chary)
वरिष्ठ लेखा अधिकारी (जेम) / Senior Accounts Officer (GeM)

प्रति लिपि / Copy to:

01. Station Commander,
Station Headquarters Cell,
Bollarum, Secunderabad - for information and necessary action pl.
02. Commdt,
AOC Centre
PIN- 900453 (airawat789@gov.in) - -do-
03. Commdt,
1 EME Centre,
Secunderabad - -do-

04. Commdt,
Artillery Centre,
Hyderabad

- -do-

05. Cdr,
76 Inf Bde,
PIN - 908076
C/o 56 APO

- -do-

06. Cdr,
47 Inf Bde,
PIN - 908047
C/o 56 APO

- -do-

07. Cdr,
54 Arty Bde
PIN - 926954
C/o 56 APO

- -do-

08. Comdt.
SDD
PIN-900453

- -do-

09. DDG,
NCC Dte
T & AP Area,
Secunderabad
(Email : ddg.andhra@nccindia.nic.in)

- for information and necessary action pl.

✓ 10. SAO i/c
IT Section, Local

- with a request to upload in CDA website.

(के . राम नारायण चारी / K. Ram Narayana Chary)
वरिष्ठ लेखा अधिकारी (जेम)/ Senior Accounts Officer (GeM)