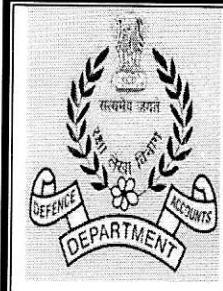


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9/1

MOST IMPORTANT CIRCULAR - GeM



भारत सरकार / Govt of India
 रक्षा मंत्रालय / Min of Defence
 रक्षा लेखा नियंत्रक, नं. 1, स्टाफ रोड, सिकंदराबाद 009 500 -
 Controller of Defence Accounts
 No.1, Staff Road, Secunderabad - 09
 (ई-मेल / email: secd-stsn-cda@nic.in)
 दूरभाष / Tel: 040-27843385/Ext-209 फैक्स / Fax: 040-27810499



सं / .No. GeM/0001/Gen Corr/Vol-I

दिनांक / dt. 07/01/2020.

सेवा में / To,

Commdt,
 MC, EME
 PIN-900453

GOC,
 HQrs TASA,
 Bollaram,
 Secunderabad

GOC,
 HQrs 54 Inf Div
 PIN - 908454

Commdt,
 CDM,
 Sainikpuri,
 Secunderabad

DQA (R&S)
 DGQ A Complex,
 Karkana, Secunderabad



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

Please address all correspondence by
 designation & not by name

विषय / Sub : Procurement of Stores / Services through GeM - **Mandatory**
 संदर्भ / Ref : Rule 149 of GFR 2017

As you may be aware Government e-Marketplace (GeM) is Govt of India's initiative to provide an online, end to end solution for procurement of commonly used goods and services for all Central Government and State Government Ministries, Departments, Public Sector Undertakings (PSUs) and affiliated bodies.

Conti... P/2

02. The GeM was launched on 9th Aug 2016 with an aim to facilities procurement of goods and services at right price, right quantity and right quality in a transparent and efficient manner. The platform reduces inefficiencies and interventions faced in manual process of procurement and enables increased coverage, access and efficiency of faceless standardized public procurement.

03. Rule 149 of GFR 2017 makes it mandatory for all Central Ministries / Departments to procure commonly used goods and services through GeM. In a recent communication, Addl CEO, GeM, Gol, Min of Commerce and Industry, New Delhi vide their Lr No. ACED-CPP-Portal/Running Tender/00160 dated 19/11/2019 has also advised to pursue all buying organisations to procure goods and services through GeM portal only and not through any other mode. It is, therefore, requested to make use of GeM portal invariably for procurement of commonly used goods and services.

04. In this connection, it is intimated that HQrs CGDA, Delhi Cantt has integrated GeM portal with bill processing module (TULIP) server of this office wef 22/04/2019 and bills in r/o procurement of goods and services made through GeM are invariably required to be submitted online through GeM portal to enable this office to process the same online and make payment to vendors directly into their bank account through SBI CMP.

05. Only in most exceptional cases, where the items are not available in GeM, procurement can be made from outside GeM, by adhering normal procurement procedures as per GFR 2017 and other relevant manuals / orders on the subject and claims should be supported by a Certificate of Non-availability of item in GeM portal along with a screen shot of GeM window, where it is shown that the item is not available and an urgency certificate. The item / service should be searched in GeM portal with correct nomenclature and not with casual / concealed / irrelevant names. If any items / services are not available in GeM, the same should be brought to the notice of GeM at Govt of India, Min of Commerce and Industry, Connaught Place, New Delhi – 01 for on boarding of these services or items on GeM.

06. It is also intimated that, in case stores / items / services are procured through GeM portal and bills for the same could not be processed through GeM online due to technical reasons by the Units / Formations, these bills cannot be processed offline due to possibility of double payments. A clarification on this issue from HQrs CGDA is still awaited. It is, therefore, requested to process the bills in GeM portal carefully by Units and Formations to avoid rejection, as **NO GeM OFFLINE BILLS ARE ACCEPTED IN AUDIT** (except GeM bills received online and rejected online by this office earlier) at present as per the instructions of HQrs CGDA, Delhi Cantt (Pl refer our Circular dt. 22/11/2019).

07. In r/o Outsourcing contracts, it is intimated that where the contracts (for the running contracts only) are not concluded through GeM portal, monthly wage bills may be submitted offline along with a certificate from the CFA to the effect that "this outsourcing contract has not been concluded through GeM, and in future all outsourcing contracts will be concluded through GeM in terms of Rule 149 of GFR 2017" to enable to pass the same in audit as a special case to avoid inconvenience to outsourced personnel / any legal consequences at a later date. Regarding the outsourcing contracts concluded through GeM, bills may be submitted to this office online through GeM portal invariably to enable this office to process the same online as Offline bills are not be accepted in audit. If any problem is faced during processing of outsourcing bills in GeM, please contact GeM authorities (business facilitator of GeM for Telangana & Andhra Area may be approached at sheik[dot]nizamuddeen[at]intellectdesign[dot]com and is available on Mob No. 7824074429) to get it rectified immediately. Offline bills in r/o outsourcing contracts, which were concluded through GeM by CFA, will NOT repeat will NOT be accepted in audit.

08. All the Units / Formations are advised to visit the GeM site regularly to update themselves on the subject.

The above guidelines may kindly be passed on to Units down the line under your command for strict compliance under intimation to this office.

This issues with the approval of CDA.

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

प्रति लिपि /Copy to:

- | | | |
|---|---|--|
| 01. Commdt,
AOC Centre
PIN-900453 | - | for information and necessary action pl. |
| 02. Commdt,
1 EME Centre,
Secunderabad | - | -do- |
| 03. Commdt,
Artillery Centre,
Hyderabad | - | -do- |
| 04. Cdr,
76 Inf Bde,
PIN - 908076
C/o 56 APO | - | -do- |
| 05. Cdr,
49 Inf Bde,
PIN - 908047
C/o 56 APO | - | -do- |
| 06. Cdr,
54 Arty Bde
PIN - 926954
C/o 56 APO | - | -do- |
| 07. Comdt.
SDD
PIN-900453 | - | -do- |
| 08. DDG,
NCC Dte
T & AP Area,
Secunderabad | - | -do- |
| 09. SAO i/c
IT Section, Local | - | for uploading in CDA website. |


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