
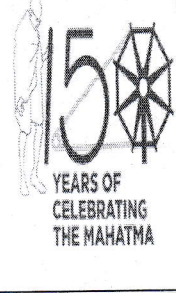


# Most IMP CIRCULAR - GeM Bills

EDP

	<p>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: <a href="mailto:secd-stsn-cda@nic.in">secd-stsn-cda@nic.in</a> ) दूरभाष/Tel: 040-27843385/Ext-209 फैक्स/Fax: 040-27810499</p>	
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सं/ .No. S/II/GeM Corr

दिनांक/dt. 22 /11/2019.

सेवा में / To,

Commdt,  
MC, EME  
PIN-900453

GOC,  
HQs TASA,  
Bollarum,  
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 Goods & submission of bills online through GeM portal. Non-acceptance of GeM bills in audit received **off-line**.

As per Rule 149 of GFR 2017, the Procurement of Goods and Services by Ministries or Departments will be mandatory for Goods or Services available on GeM. Ministry of Finance vide its OM No. 26/04/2016 PPD dt. 20/09/2016 issued instructions relating to procedures for payments to sellers and suppliers in GeM.

Conti...p/2

02. As per instructions of HQrs CGDA, Delhi Cantt, all the GeM bills generated after 22/04/2019 are to be processed through GeM online only. No GeM bill with CRAC order completion date after 22/04/2019 is processed through off-line to avoid duplicity of payment. However, final bills with CRAC completion date prior to 22/04/2019 will continue to be processed as Off-line bills.

03. Of late, it is observed that many Units are submitting the GeM bills offline with CRAC date post 22/04/2019 after failing to process them through GeM online for different reasons. Keeping in view of the pressure from Vendors on Units to release the payments for the stores already delivered in r/o above said bills, Hon'ble CDA accorded permission to release the payments to the outstanding GeM bills as a onetime measure. Accordingly around 38 bills kept pending for want of clarification on GeM offline bills from HQrs CGDA, Delhi Cantt was processed offline and payments released during 3<sup>rd</sup> week November 2019. To our surprise, some of these bills were found received through GeM online in to the server of this office for processing. These bills were identified as duplicate and rejected online in GeM thereby avoiding double payment to Vendors.

04. In view of the above difficulty in passing the GeM bills offline stated at para 03 above, following two types of GeM bills are processed for payment.

- i. Final bills received through GeM online.
- ii. Finals bills already rejected in GeM by this office ( bills rejected online earlier and received back in paper format duly complied with audit requirement)

05. Regarding bills with CRAC date post 22/04/2019, which were already processed through GeM online by the Units and failed to proceed further due to various technical reasons, a clarification was sought from HQrs CGDA Delhi Cantt, which is still awaited.

06. As it is mandatory to procure the stores / services through GeM only, Units/Formations are, therefore, advised to process the bills online in GeM correctly with care to avoid rejection. If any problem is faced during generation / processing of bills in GeM, it is advised to contact GeM authorities to get it rectified and process the same through GeM online only, as NO GeM bill is processed through offline by this office.

All the Units/Formations down the line may kindly be advised to follow the above strictly.

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

प्रति लिपि / Copy to:

- |   |   |   |
|---|---|---|
| 01. Commdt,<br>AOC Centre<br>PIN- 900453              | - | for information and necessary action.   |
| 02. Commdt,<br>1 EME Centre,<br>Secunderabad          | - | -do-                                    |
| 03. Commdt,<br>Artillery Centre,<br>Hyderabad         | - | -do-                                    |
| 04. Cdr,<br>76 Inf Bde,<br>PIN<br>C/o 56 APO          | - | -do-                                    |
| 05. Cdr,<br>47 Inf Bde,<br>PIN - 908047<br>C/o 56 APO | - | -do-                                    |
| 06. Cdr,<br>54 Arty Bde<br>PIN - 926954<br>C/o 56 APO | - | -do-                                    |
| 07. DDG,<br>NCC Dte<br>T & AP Area,<br>Secunderabad   | - | -do-                                    |
| ✓ 08. SAO i/c<br>IT Section<br>Local                  | - | with a request to upload in CPA website |

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