D.O.F.No.900/33/Admn./e-procurement/HRD/2015

Dear Colleagues,

Subject: Registration on the Government e-Marketplace (Gem) portal by all HODs under CBEC to enable procurement using GeM-reg.

Please refer to my D.O.F.No.900/33/Admn./e-procurement/HRD/2015 dated 12th September, 2017 on the above mentioned subject. In this context, please find enclosed D.O. letter dated 13th September, 2017 issued by Ms. Meera Swarup, Joint Secretary & Financial Adviser, Department of Expenditure, Ministry of Finance addressed to Chairperson, CBEC. In this regard, Finance Secretary has directed to ensure that the pendency of the overdues payment to the Government eMarketplace (GeM) vendors is reduced below the prescribed payment limit of 10 days. Express measures to have pendency liquidated and to ensure timely payments may be taken urgently. A copy of communication of Department of Expenditure is also enclosed herewith for ready reference.

2. An Action Taken report in this regard may kindly be sent by email at dghrdcbec.admin@gov.in by 22nd September, 2017.

With best wishes,

Yours sincerely,
(S. Ramesh)

Encl: As above

All Pr. Chief Commissioners/Pr. Directors General/
Chief Commissioners/Directors General/Commissioners under CBEC
Dear Colleague,

Sub: Registration on the Government e-Marketplace (GeM) portal by all HODs under CBEC to enable procurement using GeM –reg.

As you are aware, Government e-Marketplace (GeM) is a digital portal launched to facilitate online procurement of common use Goods & Services required by various Government Departments / Organizations / PSUs. GeM aims to enhance transparency, efficiency and speed in public procurement. It provides the tools of e-bidding, reverse e-auction and demand aggregation to facilitate the government users achieve the best value for their money. The importance of this project can be gauged from the fact that the usage of this GeM portal by Govt offices is being closely monitored at the level of Cabinet Secretary.

2. The procurement of goods and services is mandatory with effect from this Financial Year 2017-18 for all Goods or Services available on GeM for all government buyers as per GFR 2017 (Rule 149). Hence, all purchasing entities in all the Departments are to required to use GeM for direct on-line purchases as follows:

   I. Up to Rs.50,000/- through any of the available suppliers on the GeM,

   II. Above Rs.50,000/- and up to Rs.30,00,000/- through the GeM Seller having lowest price amongst the available sellers, of at least three different manufacturers, on GeM, meeting the requisite quality, specification and delivery period.

3. For detailed guidelines on the procedures relating to registration on the GeM and other related information, you may visit the website at gem.gov.in and also refer to the instructions available on dg-dgsnd@gov.in and the Chapter 6 of GFR, 2017.
4. However, for ease of reference, a link to the GeM website has been placed on the CBEC & DGHRD websites along with a PPT on GeM for the benefit of the HoDs in the CBEC formations. DGHRD will also be organising onsite trainings for the field formations throughout the year. HoDs may also encourage local suppliers to get enrolled under GeM to ensure widest market coverage.

5. Despite repeated letters from DGHRD, many of the HoDs have not yet got registered under GeM so far. Those who have got registered are not fully using the GeM portal for the mandatory purchases. After purchase, many offices are not completing the transactions regarding payment through the GeM portal. Such lapses have been viewed seriously during the meeting headed by the Cabinet Secretary on 11th Sept. 2017. Hence, all the HoDs in each Commissionerate/Directorate under CBEC are directed to immediately get registered and start earnestly using the GeM platform and inform the DG, HRD by email at (dghrdcbec.admin@gov.in) latest by 30th September, 2017.

With best wishes,

Yours sincerely,

(S. Ramesh)

To,

The Principal Chief Commissioners/ Chief Commissioners (All)
The Principal Directors General / Directors General (All)
The Heads Of Department in CBEC (388)

Copy to All Members in the Board –with a request to ensure that all HoDs in their Zones use the Government eMarketplace (GeM)Portal
Dear,

I would like to inform you that Finance Secretary has directed to ensure that the pendency of the overdues payment to the Government eMarketplace (GeM) vendors is reduced below the prescribed payment limit of 10 days. Express measures to have the pendency liquidated and to ensure timely payments may be taken urgently. A copy of communication of Department of Expenditure is also enclosed herewith for ready reference.

2. An Action Taken Report in this regard may kindly be sent by 18th September 2017.

With warm regards,

Yours Sincerely,

Mrs. Vanaja N. Sarna
Chairperson, CBEC
North Block
New Delhi-110001
Dear [Name],

It has been brought to knowledge of Finance Secretary that payments to vendors of Government e-Marketplace (GeM) are not happening within time limits prescribed by this department. It has been informed by the Commerce Secretary that there are 10 Ministries / Departments having pending dues exceeding Rs. one crore. A copy of the statements are attached.

2. Finance Secretary has directed that Financial Advisors (FAs) shall take weekly meetings with the concerned Divisions of your Ministries / Departments to ensure that the pendency of the overdues payment to the GeM vendors is reduced below the prescribed time limit of 10 days. Action may also be initiated against officers who delay payments beyond the time limits.

3. I request you to kindly take express measures to have the pendency liquidated and put in place a payment to ensure timely payments. A reply on action taken may be sent by 05.09.2017 to js.pfc2.doe@gov.in

With regards,

Yours sincerely,

(K. Rajaraman)

To:

Ms. Meera Swarup, IA&AS,
JS&FA
M/o Finance
M/o Parl. Affairs
Misc. Departments
166-C, North Block, New Delhi