

**GOVERNMENT OF ODISHA
FINANCE DEPARTMENT**

No. 35243 /F., Dated 30.11.2017

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From

**Shri Tuhin Kanta Pandey, IAS
Principal Secretary to Government.**

To

**The Additional Chief Secretary to Government/
Principal Secretaries to Government/
Commissioner-cum-Secretaries/
All Heads of Departments**

Sub: Procurement of Goods and Services in Government e-Marketplace (GeM)

Ref: Letter No. 14214/F dtd. 28.04.2017

Sir,

Administrative Departments and all Government Offices were advised in the letter under reference not to make purchases through GeM till the finalization of modalities. After deliberation, State Government have now decided to on board GeM for voluntary purchase by Administrative Departments/ Government Offices /PSUs for common use goods and services, pending signing of MoU with Government of India.

2. The direct online purchases of following estimated value will be made by Government offices through GeM.

- a)** Upto Rs.50,000/- through any of the available suppliers on the GeM, meeting the requisite quality, specification and delivery period.
- b)** 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 manufactures, on Gem, meeting the requisite quality, specification and delivery period. The tools for online bidding and online reverse auction available on GeM can be used by the buyer if decided by the competent authority.
- c)** Above Rs.30,00,000/- through the supplier having lowest price meeting the requisite quality, specification and delivery period after mandatorily obtaining bids, using online bidding or reverse auction tool provided on GeM.

- d) The invitation for the online e-bidding/reverse auction will be available to all the existing Sellers or other Sellers registered on the portal and who have offered their goods/services under the particular product / service category, as per terms and conditions of GeM.

The aforesaid monetary ceiling is applicable only for purchases made through GeM. For purchases, if any, outside GeM, relevant guidelines for procurement of goods and services issued vide FDOM No. 4939/F dated 13.02.2012 and 42284/F dated 26.09.2011 shall apply.

3. The payment procedure in GeM:

Till the integration of GeM with State Treasury, an interim arrangement has been made for making payment to the Suppliers for GeM purchases through Treasury portal. Under this arrangement, DDO will submit the bill to concerned Treasury within 2 days of generation of Consignee's Receipt and Acceptance Certificate (CRAC) with copy of the printouts of the invoice for the GeM purchase along with bank details, while submitting the claim to the Treasury. The bill will be processed in the treasury and the payment would be credited to the account of the vendor. The DDO can obtain the UTR (Unique Transaction Reference) against the Payment made from the DDO interface of IFMS and submit the same in the GeM portal.

4. The total time limit for payment to the vendor being 10 days from the generation of CRAC, Government offices should scrupulously follow the timeline for submission of bills in the Treasury and Treasury Officers should make payments within 2 days of receipts of bills from the DDO. Directors, Treasuries and Inspection, Odisha shall issue separate instruction to the Treasuries accordingly.

These instructions shall be deemed to be a part of Odisha General Financial Rules.

Yours faithfully,

Sd/-

Principal Secretary to Government