



सत्यमेव जयते

Office of the

Pr. Chief Commissioner of Income Tax, AP & TS

10<sup>th</sup> Floor, B Block, I.T. Towers, AC Guards,

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F. No. Pr. CCAP/ITO(F)/Budget Expenditure/2021-22

Date: 30/06/2021

**OFFICE MEMORANDUM**

Sub: **Procurement of Goods /services through GeM -reg.**

Ref: DIT(EB), New delhi's letter F.No. DIT(EB)/e-Samiksha/ 2021-22 /214 dated 23/06/2021

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Attention is invited to the Department of Expenditure (Procurement Policy Division) O.M. No. F.6/14/2020-PPD dated 11/06/2021(Copy enclosed)

2. As per the a/m O.M., henceforth, for all procurements outside the GeM, It is mandatory for all the buyers to generate "GeM availability Report and Past Transaction Summary" (GeMAR & PTS ID) and enclose with the bill.

3. This is for your kind information and necessary action.

*(Handwritten Signature)*

(PEEYUSH SONKAR)

Commissioner of Income Tax

(Admn & TPS)

O/o. the Pr. CCIT, AP & TS, Hyderabad

To

1. All the PCsIT/CsIT working under budgetary control of the Pr. CCIT, AP & Telangana Charge, Hyderabad
2. All the DDOs working under budgetary control of the Pr. CCIT, AP & Telangana Charge, Hyderabad
3. Val Cell, Hyderabad and Vijayawada



आयकर निदेशालय

**DIRECTORATE OF INCOME TAX**

(व्यय बजट), वित्त मंत्रालय, भारत सरकार

**(Expenditure Budget), Ministry of Finance, Govt. of India**

हॉल नंबर 10, दूसरी मंजिल, जवाहर लाल नेहरू स्टेडियम, नई दिल्ली - 110003

**Hall No.10, 2<sup>nd</sup> Floor, Jawahar Lal Nehru Stadium, New Delhi - 110003**

दूरभाष सं. Telephone No.011-24363103 e-mail id :ditebnd@gmail.com

**F. No. DIT(EB)/e-Samiksha/2021-22/2/4**

**Dated: 23 .06.2021**

To,

The All BCA's

Sir/Madam,

**Subject:- Procurement of Goods/Services through GeM- reg.**

**Ref:- O.M No. F.6/14/2020-PPD dated 11.06.2021.**

Kindly find enclosed here with copy of O.M No. F.6/14/2020-PPD dated 11.06.2021 received from Department of Expenditure (Procurement of Policy Division) on the above subject.

2. In this regard, I am directed to inform that Vide OM dated 11.06.2021, D/o Expenditure has referred to their O.M dated 23.01.2020 (copy enclosed) stipulating that all buyers are required to generate a 'GeM availability report and past transaction summary' on GeM portal using their credentials of GeM for all procurements being made outside of GeM. It was also stipulated that in case it is not possible to extract GeMAR&PTS report due to (a) urgency (b) non-functioning of GeM at that time and (c) due to non-availability of internet connection, screenshots in such cases shall be placed in procurement files along with details of reasons/ circumstances. Further, in these circumstances, furnishing of unique ID on publishing portal will not be insisted. Later on, reasons (b) non-functioning of GeM at that time and (c) due to non-availability of internet connection were removed from the exceptions. Now, DoE (Procurement Policy Division) has ~~been~~ decided that buyers will be required to generate GeMAR&PTS in all cases of procurement outside GeM.

This is for your kind information and necessary action.

This issued with the approval of ADG(Expenditure Budget), New Delhi.

संलग्न :- ऊपरोक्त अनुसार

भवदीय,

( दिगंबर उपाध्याय )

(आयकर अधिकारी)(व्यय बजट), नई दिल्ली

No.F.6/14/2020-PPD  
Government of India  
Ministry of Finance  
Department of Expenditure  
Procurement Policy Division

264-C, North Block, New Delhi.  
Dated the 11<sup>th</sup> June, 2021

OFFICE MEMORANDUM

**Subject: Procurement of Goods/Services through Government e-Marketplace (GeM).**

Reference: (i) Department of Expenditure (DoE) OMs No.F.6/14/2020-PPD dated 27.08.2020 and 23.10.2020

Attention is invited to this Department OM No.F.6/18/2019-PPD dated 23.01.2020 stipulating that all buyers will be required to generate a "GeM Availability Report and Past Transaction Summary" (GeMAR&PTS) on GeM portal using their login credentials of GeM for all procurements being made outside GeM. It was also stipulated that in case it is not possible to extract GeMAR&PTS report due to (a) urgency (b) non-functioning of GeM at that time and (c) due to non availability of internet connection, screenshots in such cases shall be placed in procurement files, along with details of reasons/ circumstances. Further, in these circumstances, furnishing of unique ID on publishing portal will not be insisted.

2. Later on reasons (b) "non-functioning of GeM and (c) non-availability of internet connection" were removed from the exceptions.

3. On the request of GeM, it has now been decided that **buyers will be required to generate GeMAR&PTS ID in all cases of procurement outside GeM.**

*Ky*  
*01/06/2021*  
Kanwalpreet  
Director (Procurement Policy)  
Tel.: 23093811  
Email: kanwal.irss@gov.in

To

All Secretaries and Financial Advisors of All Ministries/Departments to Government of India.

Copy to:

Secretary, Department of Public Enterprises with a request to issue appropriate instructions to Public Sector Undertakings in this regard.

No.F.6/18/2019-PPD  
Government of India  
Ministry of Finance  
Department of Expenditure  
Procurement Policy Division

512, Lok Nayak Bhawan,  
New Delhi Dated the 23<sup>rd</sup> January, 2020.

OFFICE MEMORANDUM

**Subject: Procurement of Goods / Services through Government e-Marketplace (GeM).**

Rule 149 of GFR states that procurement of **common use** goods and services by Ministries or Departments will be mandatory for Goods or Services available on GeM. Further amendment dated 02.04.2019 of GFR Rule 150 provides that for goods and services **not** available on GeM, Head of Ministry/ Department may also register suppliers of Goods and Services. Such registered suppliers should be boarded on GeM as and when the item or service gets listed on GeM.

2. As per the instructions contained in OM No.F.18/3/2017-PPD dated 25.07.2017 by Department of Expenditure, it has been clearly stipulated that while publishing any Bid for procurement through Central Public Procurement Portal (CPPP), procuring entities are required to give an undertaking that category of goods/ services being tendered/ procured is not available on GeM and they have no objection in providing this information for making available such products/ services in GeM.

3. In view of the above provisions of GFR, the procurement of common use goods and services by Ministries or Departments through GeM is mandatory for Goods or Services for which product/service categories are available on GeM.

4. In order to effectively implement the above provisions, a functionality for generating "GeM Availability Report & Past Transaction Summary" is being made available on GeM. This would greatly help and benefit the Buyers and Competent Authorities in taking informed procurement decisions in respect of availability of a product/service on GeM along-with necessary details relating to past transaction summary.

5. With effect from 01.07.2020, when the above functionality will be deployed on GeM, it will be mandatory for a buyer to generate a "GeM Availability Report and Past Transaction Summary" (GeMAR&PTS) with a unique ID on GeM portal using his login credentials on GeM for procurement outside GeM. The Past Transaction Summary will be provided, wherever available. "GeMAR&PTS" shall be a pre-requisite for arriving at a decision by the competent authority for procurement of required goods and services by floating a bid outside GeM and its unique ID would be required to be furnished on the publishing portal along with the tender proposed to be published.

6. However, in case it is not possible to extract GeMAR&PTS report due to urgency and non-functioning of GeM at that time or due to non availability of internet connection, screenshots in such cases shall be placed in procurement files, along with details of reasons/ circumstances. Further, in these circumstances, furnishing of unique ID on publishing portal will not be insisted.

7. This issues with the approval of Secretary (Expenditure).

  
(Kotluru Narayana Reddy)  
Deputy Secretary to the Govt. of India  
Tel: 24621305  
Email: kn.reddy@gov.in

To,

All the Secretaries and Financial Advisers to Government of India

Copy to:

1. CGA, CGDA, FC/Railway Board - For information and necessary action.
2. Secretary, Department of Public Enterprises with a request to issue appropriate instructions to Public Sector Undertakings in this regard.