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No. IFA/181/GeM/6/2021

Dated: 22.06.2021

**Instruction Order No. 11 of 2021**

To

All PCsDA/PIFAs/PCA (FYs)/CsDA/IFAs/CFAs(FYs)  
(Through CGDA Website & SIFA)

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

Ref: (i) HQrs office letter No. IFA/181/GeM/Vol II dated 08.08.2020.  
(ii) HQrs office letter No. IFA/181/GeM Circular dated 16.09.2020 and  
17.11.2020.

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In continuation of letters cited under reference, Ministry of Finance OM No. F.6/14/2020-PPD dated 11 June 2021 is forwarded herewith for information, guidance and necessary action please.

This issues with the approval of Addl. CGDA(Finance)

Encl: As above

  
(Nihar Ranjan)  
AO (IFA)

20932/2021/IFA

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*  
*11/06/2021*  
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 Director (Procurement Policy)  
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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.