

नाम : 'फूडकोर्प'
Gram : 'FOODCORP'
फक्स नं. : एमएफसीआइ एनडी
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भारतीय खाद्य निगम
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FOOD CORPORATION OF INDIA

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DATED: 23.07.2021
email only

NO. PUR/8(2)/GeM/2021/pt.

- कार्यकारी निर्देशक (अंचल) उत्तर/पूर्व/पश्चिम/दक्षिण/उत्तरपूर्व,
भा.खा.नि., आंचलिक कार्यालय, नोएडा/कोलकाता/मुम्बई/चेन्नई/गुवाहाटी।
- महाप्रबन्धक (क्षेत्र), भारतीय खाद्य निगम, क्षेत्रीय कार्यालय
नईदिल्ली/चण्डीगढ़/पंचकूला/जयपुर/लखनऊ/देहरादून/शिमला/जम्मू/भोपाल/मुम्बई/अहमदाबाद/रायपुर/चेन्नई
तिरुवनन्तपुरम/हैदराबाद/तेलंगाना/बंगलौर/रांची/भुवनेश्वर/पटना/ कोलकाता/गुवाहाटी/दीमापुर/ शिलोंग/अरुणाचलप्रदेश/
मणिपुर
- निर्देशक, IFS, भा.खा.नि., गुरुग्राम, हरियाणा

Sub: Consolidated instructions regarding procurement through GeM.

Sir,

It has already been informed that it is mandatory to purchase all the Goods and Services through GeM as per the instructions of Govt. of India. The necessary guidelines regarding GeM have been circulated from time to time. However, the relevant instructions and guidelines in respect of GeM has been consolidated below.

- All the available items of "Goods and Services" on GeM platform should be purchased through GeM after following necessary procedure and financial prudence. Finance division, Hqrs. circular no. 01/2017 issued vide letter no. F-19/32/MISC/2016-17 dated 23.05.2017 has already made mandatory procurement of Goods and Services through GeM for the Goods and services available on GeM as per rule 149 of GFR 2017. Subsequently, the rule 149 & 150 GFR has been revised vide Department of Expenditure (DoE), Govt of India OM no. F.1/26/2018-PPD dated 02.04.2019.
- The requirement of new product/service may be generated on GeM portal as already informed vide this office letter no. Pur/8(2)/GeM/2017 dated 02.09.2019. The new categories for products and services on GeM may be created through either of the two mechanisms available in the GeM portal: (a) Request Management System and (b) Module for crowd sourcing of categories and sellers. A system has been set up in GeM whereby a buyer can request for category creation on GeM with complete specification, which will be acknowledged, and the category will be created within a pre-defined timeframe and notified to the buyer. In this regard the OM no. DPE-7(4)/2017-Fin dated 04.05.2020 has been forwarded vide this office email dated 07.05.2020 and letter no. Pur/8(2)/GeM/2021 dated 19.01.2021.
- GeM vide DO letter dated 10.11.2020 has informed that the functionality of "Custom bid" has gone live on October 7, 2020. GeM will prompt buyers to publish a "custom bid" on GeM itself if the goods or services that a buyer is looking for is not on the platform. The feature of "custom bid" will be in operation till all categories of products and services required by diverse buyers are made available on GeM. This feature will provide a single user experience to buyers under the Unified Procurement System mentioned in para 48 of the budget speech for FY 2020-21. This will also enable vendors to respond to bids for goods and services from GeM with the resultant advantages of better price discovery, economics of scale and dissemination of best practices. Consequently, there may not be need for these organizations to step outside GeM for procuring a product or a service under ordinary circumstances. Hence, this "Custom Bid" option on GeM platform should be followed on the first instant when any category of product or service is not available on GeM platform.
- According to the OM F.6/18/2019-PPD dated 23.01.2020 issued by DoE, the procurement of those goods and services are mandatory from GeM and any offices planning to float any bid for procurement through Central Public Procurement Portal(CPPP) are required to give an undertaking that category of goods and services being tendered/procured are not available on GeM

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10. Further, the above instructions are not exhaustive and other instructions and Govt policy issued by this Office related to procurement of goods and Services should be followed with due diligence and financial prudence. Any changes in policy or Govt of India instructions related to the procurement policy in future should also be complied.

11. There are many resources available on the GeM platform which may be used for using the platform effectively. It has also been informed that training may also be organized to effectively implement the policy of making mandatory procurement through GeM. Therefore, every effort should be made to procure all the Goods and Services through GeM platform by following above guidelines.

This issues with the approval of ED (Purchase)

भवदीय

Attachment A.A

आलोक
23/02/21
(आलोक कु. उ. भा. सिंह)
उप.महाप्रबंधक (खरीद)

प्रतिलिपि:-

- 1.All Executive Directors, FCI, Hqrs. New Delhifor information and similar action.
- 2.All General Managers, FCI, Hqrs, New Delhi.....for information and similar action.

आलोक
23/02/21
उप.महाप्रबंधक (खरीद)