

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
FINANCE (POLICY) DEPARTMENT
4TH LEVEL, 'A WING' DELHI SECRETARIAT
I.P. ESTATE, NEW DELHI 110002

CD No:-

No. F. 20/08/2017/Finance (Policy) *LJSbna/9-18*

Dated: 3/01/2021

CIRCULAR

The copy of under mentioned paper is circulated herewith for information and necessary action to the following: -

1. All Heads of Department, Govt. of NCT of Delhi.
2. All Pay & Accounts Officers through Principal Accounts Office, Vikas Bhawan, Govt. of NCT of Delhi.
3. All Heads of Autonomous Bodies, Govt of NCT of Delhi.
4. Commissioner, North Delhi Municipal Corporation & South Delhi Municipal Corporation, Civic Centre, Minto Road, New Delhi.
5. Commissioner, East Delhi Municipal Corporation, Udyog Sadan, Patparganj, Delhi.
6. Chairperson, NDMC, Palika Kendra, New Delhi.
7. Chief Executive Officer, Delhi Cantonment Board, Delhi.
8. CEO, Delhi Urban Shelter Improvement Board, I.P. Estate, New Delhi.
9. Sy. Analyst with the request to upload the same on Website of Finance Department and all the Departments are requested to download the same from Website of Finance Department (No hardcopy of enclosures will be dispatched to any Organisation/Deptt.)
10. Guard File.


(P.V.S.S. Subba Rao)
Jt. Secy.(Finance/Policy)

List of paper circulated

S. No.	Name of the Ministry/Deptt.	DO letter No. and Date	Subject
1.	Ministry of Commerce & Industry, Government e Market Place, Patel Chowk, New Delhi-110001	DONo.66/CEO-GeM/2021 dated 29 th November, 2021	Introduction of Forward Auction/e-Auction Service on GeM

प्रशान्त कुमार सिंह, भा.प्र.से.
मुख्य कार्यकारी अधिकारी
P. K. SINGH, IAS
Chief Executive Officer



सत्यमेव जयते
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आज़ादी का
अमृत महोत्सव

भारत सरकार
वाणिज्य एवं उद्योग मंत्रालय
गवर्नमेंट ई मार्केटप्लेस
द्वितीय तल, जीवन तारा बिल्डिंग
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Government of India
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Government e Marketplace
2nd Floor, Jeevan Tara Building
Patel Chowk, New Delhi-110001
Tel : 011-23349186
e-mail : ceo-gem@gov.in

DO No. 66/CEO-GeM/2021

29th November, 2021

Respected Sir/Ma'am,

Sub: Introduction of Forward Auction/e-Auction Service on GeM

Government e-Marketplace (GeM) is the national public procurement portal for providing procurement of goods and services required by Central and State Government organizations. GeM provides an online, end to end solution for procurement of commonly used goods and services for all Central Government and State Government Ministries, Departments, Public Sector Units (PSUs) and affiliated bodies. GeM is continuously striving to provide the best digital experience to all the buyers for procurement of Goods and Services. I am happy to share that 95+ major functionalities and 600+ minor functionalities have been introduced in GeM in the current FY resulting in significant ease of procurement and enhanced transparency in procurement of Goods and Services.

2. Based on the feedback received from various buyers and service providers, more than 200 services have been created and are already live on GeM. Some of the most commonly used services on GeM are listed in annexure

3. One important service sought by many organisations was Forward Auction/e-Auction Service. I am happy to share that Forward Auction/e-Auction Service is now live on GeM. An indicative list of commodities which can be disposed off through Forward Auction is as under:

- Machines
- Agriculture & Forest Produce
- Metal & Non-Metallic Scrap
- E-Waste
- Vehicles
- Lube / Waste Oil
- Unused Spares,
- Coal
- Commercial & Residential Properties
- Land
- Industrial Plots

4. A user manual for Forward Auction can be seen at the following link:

https://gem.gov.in/resources/pdf/forward_auction_creation.pdf

The relevant information in this regard is also available in the Training Module on GeM's Website.

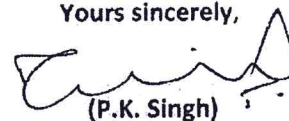
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5. It is requested to issue necessary instructions to all Departments/Organisations of your State to use Forward Auction Service on GeM. The concerned officials may also be advised to ensure on boarding of prospective bidders on GeM.

6. We look forward to your active support and suggestions on this functionality. It will be our pleasure to provide any further clarifications or hand holding support for usage of this functionality.

warm regards,

Yours sincerely,


(P.K. Singh)

To,

Chief Secretaries of all States and UTs

107/1-1326

Annexure: -

- i. Manpower Outsourcing Service: Minimum Wage Based, Fixed Remuneration Based
- ii. Hiring of Professionals: IT Professionals, Non- IT Professionals, Consultants, Subject Matter Experts
- iii. Cab and Taxi hiring service: Monthly and Short Term, Vehicle-Days
- iv. House Keeping: Cleaning, Sanitation, Disinfection, Pest Control
- v. Canteen Service- Employee Welfare Model, Leave and License Model, Best prices on fixed Menu Rate Model.
- vi. Catering Service- Duration based and Event based.
- vii. Goods and Transport Service- Trip-wise, Monthly basis, KM basis, Per MT Per KM basis, with or without packaging service.
- viii. Laundry Service- Laundry- Health Care, Laundry-Commercial/ Industrial, Laundry- Upholstery.
- ix. Printing Service- Paper based, non-Paper based, Promotional/ Merchandise/ Office Gifting based.
- x. Security Manpower
- xi. Facility Management Service: Housekeeping, Security, Horticulture, O&M
- xii. AMC/CMC: Computers, Photocopiers, ACs, ROs, Any Pre-owned Product
- xiii. Cloud Services: All MeITY approved services
- xiv. Development of e-content Service
- xv. Garbage Collection and Disposal Service
- xvi. Operation & Maintenance Service