

**DEPARTMENT OF SOCIAL WELFARE
GOVT. OF NCT OF DELHI
GLNS COMPLEX, DELHI GATE, NEW DELHI-2
(Accounts Branch)**

No. F.1(Misc)/A.O.-I/DSW/Pt.File/2016-17/ 22107-176

Dated:
31 OCT 2017

ENDORSEMENT

The copy of the under mentioned paper is forwarded herewith for information and strict compliance to the following:-

1. All DD/DDOs/HOO/DSWO/Branch In charges, Department of Social Welfare, Delhi/New Delhi.
2. Guard File.
3. Website of Social Welfare Department.

Sudhir Singh Verma

**(SUDHIR SINGH VERMA)
Deputy Controller of Accounts
Ph:23392479**

List of paper forwarded

S. no	Name of Department	O.M. No. And Date	Subject
1.	Finance (Accounts) Department, Govt. Of NCT Delhi.	No.F.20/08/2017/ AC/ JSFINA/1324- 1431 Dt. 25/10/2017	Regarding adhering to the provisions of GFR, 2017 and instruction of GOI while procuring goods and services from GEM

Yoj/c
31/10/17

(M12) OAD
31/10/2017

Sh. Kamal Kumar, A.P.

No.F.20/08/2017/AC/JSFINA/1324-1431
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
FINANCE (ACCOUNTS) DEPARTMENT
4th Level, 'A' Wing, Delhi Secretariat; New Delhi-113

Dated: 25/10/2017

OFFICE MEMORANDUM

Subject: Regarding adhering to the provisions of GFR, 2017 and instructions of GOI while procuring goods and services from GeM

Attention of all the departments is invited towards FD's OM No.20/8/2017/866-873 dated 26-4-2017 and No.F.20/08/2017/AC/JSFINA/718-724 dated 24-8-2017 regarding procurement of all common use Goods and Services from GeM in accordance with Rule 149 of GFR, 2017.


As per the provisions laid down in Rule 161 of GFR, Ordinarily, the minimum time to be allowed for submission of bids should be three weeks from the date of publication of the tender notice.

Further, in terms of provisions laid down in Rule 144 (ii) and (iii) of GFR, the specifications in terms of quality, type etc., as also quantity of goods to be procured, should be clearly spelt out keeping in view the specific needs of the procuring organisations. The specifications so worked out should meet the basic needs of the organisation without including superfluous and non-essential features, which may result in unwarranted expenditure.

It has been brought to the notice of Finance Department, that some of the departments are not adhering to the provisions of GFR, 2017 and instructions of Govt. of India while ensuring specifications, quality of goods and time frame of e-bids at the time of procurement of Goods and Services from GeM portal

All the Pr. Secretaries/ Secretaries are hereby requested to strictly comply with the provisions of GFR, 2017 and instructions of GOI in this regard while procuring Goods and Services from GeM portal.

This issues with the prior approval of Pr. Secretary (Finance).


(L.D. Joshi)
Jt. Secretary (A/cs)

To

All Pr. Secretaries / Secretaries / HODs
Govt. of NCT of Delhi

Copy forwarded to:

1. Secretary to Hon'ble Chief Minister, GNCT of Delhi
2. Secretary to Hon'ble Dy. Chief Minister/FM, GNCT of Delhi
3. PS to Pr. Secretary (Finance), GNCTD
4. PA to Secretary (Finance)/ Spl. Secretary (Fin), GNCT of Delhi
5. All Jt. Secretaries/ Dy. Secretaries of Finance Department, GNCTD
6. The Controller of Accounts - Pr. Accounts Office / Dte. of Audit, GMCTD
7. Website of FD