

DEPARTMENT OF WOMEN & CHILD DEVELOPMENT  
(ACCOUNTS BRANCH)  
GOVT. OF N.C.T. OF DELHI  
1, PT. RAVI SHANKAR SHUKLA LANE, K.G. MARG, NEW DELHI-110001

F. Accts./Misc./2019-20/ 6561-66

Dated:-

27 JUN 2019

CIRCULAR

**Subject: Regarding furnishing of information related to procurement through GeM and other sources.**

Reference orientation meeting held in the Finance Department where in it was emphasized that procurement from GeM and payment thereof shall be strictly scheduled as per existing terms, conditions and norms.

In view of above, all registered GeM buyer shall adhered to the terms, conditions and norms of procurement through GeM and submit the monthly status report in the enclosed Proforma. The report shall reach to the undersigned by 5<sup>th</sup> of following month.

Encl.: As above

(S.K. RANJAN)

DY. CONTROLLER OF ACCOUNTS

F. Accts./Misc./2019-20/ 6561-66

Dated:

27 JUN 2019

Copy forwarded for information and necessary action to:

1. ALL DD/Unit In charge under DWCD for submission of consolidated report.
2. Additional Director (WCD).
3. PS to Secretary (WCD).
4. SO to Director (WCD) for information of Director (WCD).
5. PA to IFA.
6. Asstt. Programmer for uploading.

(S.K. RANJAN)

DY. CONTROLLER OF ACCOUNTS

DD (PMMVY)

DD (Estate)

DD (ICDS)

DD (litigation)

DD (FAS)

DD (CPU)/ICPS

DD (Ladli)

DD (RGO/RTE)

DD (WEC)

DD (VAC)

DD (CTB)

DD (Planning)

DD (Admn)

**DETAIL OF PURCHASES MADE THROUGH GEM PORTAL AND OTHER SOURCES**

PROFORMA-I

Purchases made through GemM during 2018-19	Payment Released during 2018-19	Reason for pending payment	Purchases made through other sources i.e. other than GemM during 2018-19	Payment Released during 2018-19	Reason for pending payment

**DETAIL OF PURCHASES MADE THROUGH GEM Portal**

PROFORMA-II

Purchases made through GemM during April & May 2019	Purchases made through GemM during June 2019	Total Purchases	Payment Released	Pending Payment more than 15 days	Reason for pending payment

**DETAIL OF PURCHASES MADE OTHER THAN GEM (other sources)**

PROFORMA-III

Purchases made through other than GemM during April & May 2019	Purchases made through other than GemM during June 2019	Total Purchases	Payment Released	Pending Payment more than 15 days	Reason for pending payment