



समन्वय प्रभाग

मुख्य कार्यालय, पूर्वी द्वार,

जवाहरलाल नेहरू स्टेडियम कॉम्प्लेक्स, लोधी रोड, नई दिल्ली-3

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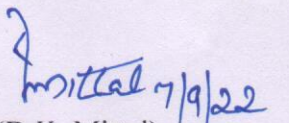
CIRCULAR

Sub: Procurement of Goods/Services through GeM by SAI-reg.

It has been observed from the monthly GeM reports that the procurement from GeM is very low as compared to other sources of procurement. The Competent Authority has directed that maximum procurement may be done through GeM only.

Accordingly, Heads of All Divisions/Regional Centres and Academic Institutions are requested to ensure optimum utilization of services of GeM, with maximum procurement through GeM.

To facilitate monitoring of progress of procurement of goods and services through GeM, it is requested that a procurement report on prescribed format must be sent on **3rd of every month** so that a consolidated report be forwarded to MYAS in time, alongwith justification in respect of procurement through other sources.


(D.K. Mittal)
Director (Coord.)

To:

All Divisonal Heads of SAI/Institutions/Regional Centre In-Charge