

File No. 11/PCP/2008/212-30
Government of India
Central Water Commission
PCP Directorate

Room No. 211 (S), Sewa Bhawan,
R. K. Puram, New Delhi-110066
Phone – 011-29583217
Dated the August 16th 2017.

To,
The Field Chief Engineers, CWC
(As per list enclosed)

Sub: Procurement of common goods and services through Government eMarketplace (GeM) - regarding.

Sir,

Government e-Marketplace (GeM) is an initiative by the Government of India to facilitate online procurement of Goods & Services by Ministries or Departments in a transparent and efficient manner. Procurement through GeM for Goods & Services available on it has been mandatory vide Rule 149 of GFR, 2017.

For using the GeM portal, the user Department is required to nominate a primary user. Details of primary users are verified by the verifying authority, an officer from the administration of the Organisation. The primary user will create secondary subordinate users in the system with specific roles and responsibilities of Buyers, DDOs, Consignees and PAOs. The primary users can also create a supervisor in the system to whom all the activities carried out by secondary subordinate users are notified. Primary user and secondary user roles cannot be performed by the same officers. Secondary user always needs to be different from primary user. The secondary users can not create further users in the system.

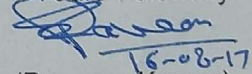
The on-going primary user, on transfer/superannuation, as the case may be, will hand over to his successor, who will enroll in the system following authentication of his account details. In case of transfer of secondary user, no charge handover of Ids is required as primary user can terminate secondary user anytime and create new secondary user with the new roles as per the requirement of the organization.

The work of primary user involves creation of secondary users for each office and their regular updating with the transfers of concerned official. Chief Engineer (HRM) is the designated primary user of CWC (HQ) and secondary users created for PCP, SM and RDC-I Directorates for using the GEM portal at CWC (HQ). For using the Gem portal in the Regional Offices of CWC, Field Chief Engineers are designated as primary users for their respective organization. Their details for registration as primary user on GeM portal will be verified by the Under Secretary (E-I), CWC. The GeM Portal can be accessed through url : <https://gem.gov.in/>.

Field Chief Engineers are requested to take necessary action for implementation of GeM in their respective organizations and issue suitable instructions to all the Offices under their jurisdiction for procurement of common goods and services through GeM.

This issues with the approval of Chairman, CWC.

Yours Faithfully


(Praveen Kumar)
Director

Copy to:

1. PPS to Chairman, CWC, New Delhi.
2. PPS to Member (WP&P, D&R, RM), CWC, New Delhi.
3. Under Secretary (E-I), CWC, New Delhi.