



PMC Cell – MM

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Sub: Clarifications regarding Procurement through Government e-Marketplace (GeM).

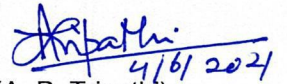
Reference is invited to Para 8.1 of IMM Manual, wherein inter-alia, it is mentioned that for procurement of Goods/Services, the items/services available on GeM shall be procured through GeM portal only. The procurement through GeM shall not be mandatory under specific situations stipulated in IMMM e.g. purchase through board of officers, emergency purchase etc. In case item is not available in GeM, purchase through other procurement methods as specified in IMMM may be resorted to subject to a mention to this effect by Indenting Department.

It is observed that proposals are being submitted for approval of Director-I/c MM, for resorting to other mode of procurement, even for the cases where item/service is not available on GeM portal.

In this regard, it is clarified that prior approval from Director-I/c MM is required only when item/services are available in GeM and procurement cannot be done through GeM portal under any extraordinary circumstances. When item/services are not available on GeM portal, prior approval is not required for purchasing through other mode of procurement. For such cases, non-availability of item/services is to be confirmed by way of generation of GeM Availability report in GeM portal, as brought out in SoP for GeM Tenders.

Further, efforts are to be made to explore the "Custom Bid" functionality in GeM and procure the items/service through GeM to the extent possible subject to meeting the ONGC requirements, even when the item/service is not available on GeM as per GeM Availability report. For cases, where "Custom Bid" functionality cannot be followed, the reason and justifications of the same should be brought out in the proposal/ TC deliberations, while obtaining approval for tender invitation from CPA.

Above guidelines should be meticulously followed by all concerned.



(A. P. Tripathi)

ED-Chief MM Services

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