



PMCCell – MM

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Sub: Ensuring completion of all activities pertaining to GeM within stipulated time frames.

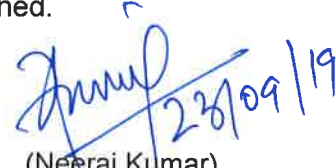
Reference is invited to para 8.1.10 of the Integrated Materials Management Manual, wherein the time frames for all activities in GeM and the need for strict adherence to them were specified.

Once a GeM order is placed, there is a need for regularising it by creation of corresponding documents in ICE system for ensuring proper material and financial accounting. At the same time it is essential that details of the payment made through ICE system are updated in the GeM portal for bringing the process for that particular order to a conclusion in the GeM system.

It is to be noted that GeM evaluates the performance of buying organizations continuously based on timely payments and rates them. Lately, the Government has also started monitoring the status of pending payments in GeM, for which reports are being submitted by ONGC. During compilation of a report it was noticed that although payments had been made by ONGC, the payment status was not updated in the GeM portal which resulted in a large number of pending payments displayed as outstanding against ONGC.

In view of the above, all stakeholders in the GeM process are required to ensure that all activities in GeM, particularly updation of payment status and the corresponding entries in ICE system are completed well within the stipulated time frames.

Above guidelines should be meticulously followed by all concerned.



(Neeraj Kumar)
CGM (MM)- Head PMC
Officiating ED-Chief MM Services

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