



कार्यालय: रक्षा लेखा नियंत्रक (सेना), मेरठ छावनी

Office of the Controller of Defence Accounts (Army).
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AN/VII/7063/Budget/2023-24

Through e-mail

Dated 28.11.2023

MOST IMMEDIATE/BUDGET MATTER

To

1. O/IC AAO (Army) Agra
2. O/IC AAO (Army) Dehradun
3. O/IC RTC Meerut (Local)
4. O/IC IFA(Army) Meerut(Local)

Sub: Monthly and Progressive report of GeM Procurement under Office Contingency Heads.

Ref: HQrs Office Letter No. AN/VII/7084/GeM/2023-24, Dated 07.11.2023

Copy of HQrs Office Letter No.AN/VII/7084/GeM/2023-24, dated 07.11.2023 received on above subject is forwarded herewith for your further action please.

2. It is therefore, requested to forward the Monthly and Progressive report of GeM & Non GeM procurement (total value of payments made up to the end of the month) report in Annexure "A" and "B" **latest by 3rd of the following month** positively to **adminsevenarmy.dad@hub.nic.in** to enable this section to forward the consolidated report to the HQrs office on due date.

3. This may please be accorded top priority and may please be noted for strict compliance.

Encl: As above

Sr. Accounts Officer(AN-VII)

Copy to:-

IT&S Wing- for uploading on CDA(Army) Meerut website.

Sr. Accounts Officer(AN-VII)



“हर काम देश के नाम”
कार्यालय रक्षा लेखामहानियंत्रक
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AN/VII/7084/GeM/2023-24

Dated: 07.11.2023

To

All PCsDA/CsDA

Sub: Monthly and progressive report of GeM procurement under Office Contingency heads.

In continuation to the HQrs office circular of even no. dated 09.05.2023 on the subject, the report of Office Contingency heads have been reviewed at the appropriate level and it is observed that the percentage of procurement made through GeM out of total expenditure is not very encouraging.

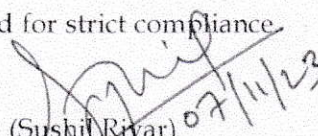
2. Based on the GeM procurement report received up to the QE-09/2023, it is noticed that the procurement through Gem portal is just Rs. 18.3 Crore against the total expenditure of Rs.46 Crore under the Office Contingency code heads which is just 40%.

3. This has been adversely commented upon in the HQrs office as well as in the Ministry. Hence, the need has been felt to sensitize all HODs/ HOOs to scale up the procurement through GeM for the remaining period of the financial year to achieve the assigned targets.

4. Hence, it is, reiterated that the procurement of goods and services that is available on GeM should be strictly purchased through the GeM only.

5. It has also been desired by the Competent Authority to compile monthly and progressive report of GeM & Non GeM procurement (total value of payments made up to the end of month) in the revised format attached with this letter as Annexure A & B latest by 5th of the following month. Further, report in revised format for October month may be sent latest by 15th November-2023.

6. This may please be accorded top priority and may please be noted for strict compliance.


(Sushil Riyar)
Sr. ACGDA (AN)

Copy to:

2. AN-V (Local)

For similar action
please.

(Details of GeM & Non-GeM Expenditure)

Sr. No.	Code Head Revenue	Allotment	Expenditure During the month	Expenditure through the month	Expenditure through GeM	Progressive Expenditure through GeM	Expenditure outside GeM during the month	Progressive expenditure outside GeM	Remarks
1	2	3	4	5	6	7	8	9	
Revenue Heads(2052)									
1	Office Expenses- 0/094/30 ✓								
2	Printing & Publication- 0/093/46 ✓								
3	Rent for Others – 0/094/37 ✓								
4	Fuel & lubricant- 0/093/45 ✓								
5	Advertising & Publicity- 0/093/44 ✓								
6.	Repair & Maintenance- 0/094/40 ✓								
7	Other Revenue Expenditure- 0/094/41 ✓								
	Total Revenue								
Capital Heads-4070									
1	Motor Vehicle- 0/045/06 ✓								
2	Machinery & Equipment- 0/045/07 ✓								
3	Furniture & Fixture-0/045/09 ✓								
4	Fixed Assets- 0/045/10 ✓								
	Total Capital								

(Details of Non-GeM Expenditure)

Sr. No.	Code Head Revenue	Name of the items	Value of the procurement outside GeM during the month (As per Column 7 of Part 'A')	Is GeM applicable? If yes, (Reason for procurement outside GeM)	Remarks
1	2	3	4	5	6
Revenue Heads(2052)					
1	Office Expenses-0/094/30				
2	Printing & Publication-0/093/46				
3	Rent for Others--0/094/37				
4	Fuel & lubricant-0/093/45				
5	Advertising & Publicity-0/093/44				
6.	Repair & Maintenance-0/094/40				
7	Other Revenue Expenditure-0/094/41				
	Total Revenue				
Capital Heads(4070)					
1	Motor Vehicle-0/045/06				
2	Machinery & Equipment-0/045/07				
3	Furniture & Fixture-0/045/09				
4	Fixed Assets-0/045/10				
	Total Capital				