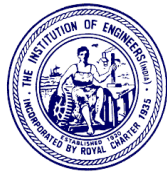




# Engineering Staff College of India

Autonomous Organ of The Institution of Engineers (India)  
Old Bombay Road, Gachi Bowli, Hyderabad – 500 032. Telangana, India



## INFORMATION TECHNOLOGY DIVISION

### PROFESSIONAL DEVELOPMENT PROGRAMME



## Procurement of Goods and Services As per GeM Portal & GFR 2017 Guidelines 25 – 29 Sept 2023

### Introduction

Government e Marketplace (GeM) is an online platform for public procurement in India. The initiative was launched on August 9, 2016 by the Ministry of Commerce and Industry, Government of India with the objective to create an open and transparent procurement platform for government buyers.

GeM is a contactless, paperless and cashless online marketplace that replaced the Directorate General of Supplies and Disposals (DGS&D) in 2016. Since its inception, GeM has brought in the visibility and transparency in public procurement. The portal has transformed public procurement in India by driving its three pillars, namely, inclusion, usability and transparency and efficiency and cost savings.

This 5 half day online program focus Procurement of Goods and Services as per Government e-Marketplace (GeM) & GFRs 2017 Guidelines

### Objective

- To understand the Procurement of Goods and Services as per Government e-Marketplace (GeM)
- This training cover Gem Account operation from Basic to expertise (**Buyer module**)
- To explore the procurement process of **GeM Portal**
  - To understand the Procurement of Goods and Services as per GFRs 2017

### Course Coverage

#### Procurement of Goods and Services as per Government e-Marketplace (GeM)

- Overview of GeM and objectives
- GFRs 2017, Rule 149 for GeM
- Workflow and Timeline of GeM
- Authorisation of Primary user and Secondary users
- Registration of Organization
- Creation of User Accounts on GeM portal and activation
- Transfer of users Accounts to new users
- Important Terms and Conditions for GeM
- Placement of Order for Goods
- Receipt of Goods, accepting the Goods and issuing CRAC on GeM portal
- Procedure for Payment and Payment initiation in GeM
- Creation and finalization of Bid and Reverse Auction on GeM portal
- Important Terms and Conditions for Bid and Reverse Auction on GeM
- Placement of Order for Services with terms and conditions
- Special questions/ query of participants and sharing of experience
- **Procurement of Goods and Services as per GFRs 2017**
  - An overall perspective of General Financial Rules 2017
  - Role of GFRs in Government Procurement
  - GFRs 2017 on Procurement of Goods
  - GFRs 2017 on Procurement of Services

(An ISO 9001:2015 Certified, AICTE & CEA Recognized Institution)

# Centre for Promotion of Professional Excellence

## Methodology

Methodology of the programme includes class room sessions with Lecture / Discussion with audio visual aid, bench marked video shows, chalk & talk sessions, group discussions, case studies, debates, sharing of experiences etc. All the sessions will be interactive demanding active participation from all the members.

## Target Participants

- Officers working in Procurement Department or Accounts Department
- All the Managers / Executives / Engineers of Govt, Defence & Public Sector, who are Involved in GeM Procurement & dealing eTenders through GeM

## Programme Dates & Timings

**Dates:** 25 – 29 Sept 2023 ( 3 Hours per day )

**session timings** will be from 14:00 – 17:00 hrs with 15 Minutes Tea break,

**Venue :** Online mode .

## Course Director

**Mr. Syed Azgar , MBA(IT), RHCE, MCSA**

Sr Faculty & Head IT,

Information Technology Division,

Engineering Staff College of India, Hyderabad.

## Course Fee Online Training

**Rs. 9,000/-** per Participant. Fee includes, 15 Hours Live Interactive Sessions, Experts Online Support and Reading Material Softcopy.

**GST @18%** is to be paid extra and above the training fee as training. **PAN Card No.** AAATT3439Q. **GST No:** 36AAATT3439Q1ZV, **HS No.:** 999293 (under commercial training or coaching services – clause 65(105) (ZZC) of Finance act – 1994).

Programme fee is to be paid in in favour of “**THE INSTITUTION OF ENGINEERS (INDIA) – ENGINEERING STAFF COLLEGE OF INDIA**” by **Electronic Fund Transfer (EFT)** to ESCI – **Axis Bank A/c No. 912010049234564** with The Axis Bank Ltd, Old Mumbai Hwy, Cyberhills Colony, P Janardhan Reddy Nagar, GachiBowli Hyderabad-500032 by NEFT/ RTGS/ IFSC Code No. UTIB 0000733 – MICR No.500211020. **While using EFT method of payment, please ensure to communicate us your company name, our invoice reference and programme title.**

## Registration

**Online registration** shall be available on ESCI **web portal** : <http://www.escihyd.org/index.php/it-upcoming-trainings>

**To register manually** please send your nominations giving details of name, designation, contact address, email address, mobile no, telephone and fax number of the participant along with the details of mode of payment of fee, addressed to : [it@escihyd.org](mailto:it@escihyd.org)

**A Certificate of participation will be awarded to each participant on conclusion of the programme.**

**Information Technology Division, Engineering Staff College of India**

Gachi Bowli, Hyderabad – Telangana 500 032

**Phone:** 040 – 66304100 (EPABX) 66304123/24/25 (Direct), 8886661060 **Fax:** 040 – 66304103

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