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.

Objective of this 5 half day Online training is to explore skills for Buyer organization in Gem Account operation from basic to expertise.

Objective

- To understand the different GeM for Procurement Procedures
- This training cover Gem Account operation from Basic to expertise (Buyer module)
- To explore the procurement process of GeM Portel
- To understand the benefits and challenges of Government e Marketplace (GeM)

Course Coverage

**Introduction to Buyer functionality**

**Registration**
- Primary user registration
- Secondary user creation
- Secondary user deactivation & transfer

**Procurement - Product**
- Direct purchase product
- L1 Purchase Product
- Bid Creation Product
- Reverse Auction (RA) Bid Creation Product
- Purchase requisition product
- Reverse Auction (RA) Awarding

**Procurement - Service**
- Direct purchase Service
- L1 Purchase Service
- Bid Creation Service
- Reverse Auction (RA) Bid Creation Service
- Purchase requisition Service
- Reverse Auction (RA) Awarding Service
- Bid Awarding Service

**Order Processing**
- Order Processing CRAC- Generation

**Payment**
- Payment Process PFMS
- GPA Challan Model
- GPA Non-Challan Model

**Overview of buyer dashboard**
- Overview of marketplace
- Bid to ra Conversation
- Bunch bid creation- Product
- Bunch bid creation- Service
- Intent of buying - BID

**Intent of Buying - PAC (Proprietary Article Certificate Bid)**

**Request management for buyers**

**Gem Availability Report**

**Custom Catalogue Based BID - Product**

**Custom Catalogue Based BID - Service**

**GFR (General Financial Rule 2017) Rule Section 149 for Gem**

**Assessment 1 (Theoretical knowledge)**
- Assessment 2 (Practical Knowledge)
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: 05 – 09 Feb 2024 (3 Hours per day)
Online session timings will be from 14:00 – 17:00 hrs with 15 Minutes Tea break.

Course Director
Mr. Syed Azgar, MBA(IT), RHCE, MCSA
Sr Faculty & Head IT,
Information Technology Division,
Engineering Staff College of India, Hyderabad.

Course Fee
₹ 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

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