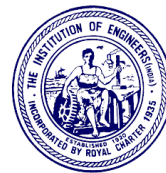




Engineering Staff College of India

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 05 – 07 Oct 2026

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 program focuses on 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

- Instructor led Hands-on Practical Classroom training at ESCI Lab for Offline Participants
- Online Interactive Hand-on Practical sessions for Online Participants.
- Chalk & Talk sessions, group discussions, case studies, debates, sharing of experiences.

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 - 07 Oct 2026

session timings will be from 10:00 – 17:00 hrs with 15 Minutes Tea break, 1 hour lunch 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 Offline Training

Rs.18,000/- (Residential Fee) per participant. Fee includes course material, course kit, Single AC accommodation as per availability, Breakfast, Lunch, Dinner, Tea / Coffee and Snacks during the actual days of the training program.

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

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.

Information Technology Division, Engineering Staff College of India

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