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मुख्य कार्यकारी अधिकारी

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Chief Executive Officer

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Sub: Introduction of two pay functionalities in GeM (as part of 300+ other major functionalities) for faster, easier & transparent procurement of goods & services : (a) Adding specifications to a category at the time of bidding and (b) Creating custom bids on GeM even when categories of products and services may not be available on GeM.

Dear Sir / Madam,

As you are aware, Government e Marketplace (GeM) offers both products and services as part of its offerings to its registered buyers. GeM facilitates Category based procurement of a wide spectrum of products and services for informed procurement decisions by buyers.

2. It has been reported that at times, buyers need to create bids for items requiring additional specifications which may not be part of the specifications available in the categories created on GeM. GeM has gone live with a functionality to enable a buyer to add a few more parameters to cover his requirements at the time of creating a bid and not be constrained by the specifications already available on GeM. Buyers can now select closely matching products from the Marketplace and then use the option of adding up to five more specification parameters. This option would give buyers the freedom and flexibility to use the normal bidding process and get better and structured / validated response from sellers already registered in a category.

3. Further, at times, buyers may need to create bids for categories which may not be available on GeM and the creation of a new category in GeM may take time due to the due diligence and processes involved in defining a category.

4. In order to facilitate procurement of goods and services for which predefined categories are not yet available on GeM, it has been decided to enable "Custom Item" based bidding on GeM. The functionality of "custom bids", on an experimental basis, has been opened up initially for Defence, CPSE and Railways buyers only for bid values above Rs 50 lakhs. Based on feedback and usage, the same may be considered for opening up for other buyers in due course.

5. This functionality will allow buyers to specify custom catalogue definition by providing parameter names and required values in the form of an Excel/ PDF upload after generating GeM Availability Report confirming non-availability of regular category for the same on GeM. Once the GeM Availability Report is generated, the buyer will be provided an

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option to create a custom item for every item marked as not available in the GeM Availability Report. Buyers will have the option to define the following aspects of the Custom Item while creating the same in GeM:

- a. Name : Name of the Custom item
- b. Short Description of Max 500 characters.
- c. Upload excel with parameter name and required value(s)
- d. Buyer may also upload any custom drawings required for the Bid.
- e. Reference unit price for the custom item.
- f. Names of similar categories / UNSPSC codes / HSN codes and / or Tags / Keywords for product – for helping search of the bid by the Prospective Bidders and for notifying relevant sellers to participate in bid.
- g. Representative Image(s) of the product.

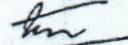
6. A buyer can create any number of "Custom Item" catalogues in his profile based on non-availability as per GeM Availability Reports and use them for creating bids on GeM. A bunch bid can also be floated with one or more custom items so created by a buyer and also with bunching of existing regular category products on GeM with custom items.

7. With the introduction of the above new features, GeM has taken a step closer towards establishing a **Unified Procurement System**. The enhanced version of GeM, viz. GeM 4.0, that is being rolled out will be anchored in the Unified Procurement System. Now the buyers of Defence, CPSEs and Railways may not need to float any tender outside GeM for goods and services since irrespective of availability of categories in GeM, they would now be able to create Custom Item Bids as per their own specifications and drawings. All bids which were hitherto being floated on CPPP or any other e-procurement portal for procurement of goods and services can now be created on GeM directly. This is in accordance with para 48 of the budget speech for FY 2020-21 which states, inter alia, "Government e-Marketplace (GeM) is moving ahead for creating a Unified Procurement System in the country". The Unified Procurement System will provide a single user flow for government buyers, consolidating all government procurement onto a single platform leading to economies of scale, better price discovery and sharing of best practices. All buyers of Central Government organisations will be required to obtain a "GeM Availability Report and Past Transaction Summary" in accordance with the OM dated 23/1/2020 of Department of Expenditure to take informed procurement decisions. GeM will prompt buyers to publish a bid on GeM itself if the products or services that a buyer is looking for are not on the platform. If a buyer decides to publish the bid outside GeM on the Central Public Procurement Portal (CPPP) for example, the corresponding ID of GeM Availability Report will be required as a mandatory input before publishing of a bid can be allowed on platforms other than GeM. This ID will be validated in real time with GeM. After validation, a copy of the published tender will be returned to GeM for analysis. The integration of GeM with CPPP is live.

8. I would, therefore, request you kindly to issue suitable directions to the CPSEs & organisations under your Department / Ministry to utilize the above new functionalities to the maximum extent possible for procurement of goods & services from GeM.

With regards,

Yours sincerely,


15/10/2020
(Talleen Kumar)

All Secretaries to Government of India.