

No. E-23014(2)/2016-GA  
Ministry of Micro, Small & Medium Enterprises  
(GA Section)

Udyog Bhawan, New Delhi,  
Dated: 18<sup>th</sup> October, 2017

**OFFICE MEMORANDUM**

**Subject: Procurement through Government e-Market (GeM) Only.**

The undersigned is director to refer to the Minutes of the Senior Officers meeting held under the Chairmanship of Secretary (MSME) on 4<sup>th</sup> October, 2017 and to say that Secretary (MSME) has directed that every purchase should be through Gem only and for any diversion, specific approval of the Ministry may be sought.

2. It may be noted that status of procurement done through GeM is required to be periodically reported on e-Samiksha.

3. Accordingly, all the attached offices/organisations under this Ministry are requested to follow the above said instructions and make every purchase through GeM only.

*AD (GA)*

*DIR (RET)*

*May be circulated urgently.*

*Please also put up on file*

*(Magan Lal)*

Under Secretary to the Government of India  
Tel: 23063293

To

1. AS & DC (MSME)
2. CEO, (KVIC)
3. CMD, NSIC
4. Secretary Coir Board
5. Director (MGIRI)
6. Director NIMSME

*Amul*  
*25/10/17*

*AD (GA)*

*H*  
*25.10*

*DD (GA)*

Office of the Development Commissioner (MSME)  
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*(Signature)*  
Officer / Officer (GA)

MINISTRY OF MICRO, SMALL AND MEDIUM ENTERPRISES

Minutes of the Senior Officers meeting chaired by Secretary(MSME)

Time – 11:30 AM

Date – 4<sup>th</sup> October, 2017

Venue: Room No.49, Udyog Bhawan

List of participants is annexed.

A gist of the decisions taken in the SOM is as under:-

1. **Review of expenditure:** - Secretary (MSME) expressed his displeasure about Ministry's falling short of achieving targeted expenditure of Rs. 4350 crores by Rs. 20-30 crores. After deliberations, he gave following directions: -

- i. All Scheme Directors to ensure major amount under their Schemes is spent by the end of next quarter i.e. up to December, 2017.
- ii. Immediate action be taken for re-appropriation of funds in respect of Schemes where budgetary allocation cannot be spent

(Responsibility: JS(TC)/JS(ARI)/JS(SME)/EA)

2. **Projections for 2022 in respect of major Schemes of Ministry:** - Targets for major schemes of the Ministry for 2022 were discussed and following targets were decided by the Secretary (MSME): -

1. **PMEGP-** 7lakh micro enterprises will be set up with Margin Money Subsidy of Rs.19250 crore, providing employment to 40 lakh youth.
2. **CGTMSE** – The corpus of fund is proposed to be increased to Rs.24,000 crore. Amount of credit guaranteed Rs.2.5 lakh crore.
3. **Technology Centers** – To set up 30 Technology Centres
4. **MSE- Cluster Development Program** – To set up 100 industrial clusters
5. **SFURTI** – To set up 500 village industry clusters
6. **Khadi Sales** – Rs.16000 crores

Secretary(MSME) directed that States should be involved in the implementation of Schemes of the Ministry for achievement of these targets

(Responsibility: JS(TC)/JS(ARI)/JS(SME)/EA)

3. **Review of Schemes:** Secretary (MSME) reviewed the status of EFCs/SFCs and directed EA to circulate the new timelines to all Divisional Heads handling schemes. All Division Heads were directed to ensure that review process is completed within the timelines. (Responsibility: JS(TC)/JS(ARI)/JS(SME)/EA)

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Recd through  
e-mail today.  
Pls put up the circular  
on s.no. 8.

21/10/17

11/10

12/11

Sharma

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Initials of the  
Officer / Controller (MSME)

4. **Implementation of PFMS- CCA** apprised Secretary (MSME) about the need to maintain secrecy of Login ID and Passwords of PFMS by the users. Secretary (MSME) directed CCA to take a meeting with users and also write a letter/e-mail to all Divisional Heads not to share their login ID and password with anybody. It was clarified that for any lapse, the Divisional Head, whose Login ID is used, will be held responsible. Technical Director, NIC advised that to make PFMS more secure, it should be OTP based or biometric based. **(Responsibility: CCA)**
5. **Media Cell:** Secretary desired that BECIL be reminded immediately for hiring of three media professionals. He desired that action should be taken to bring out radio/TV/print advertisements. **(Responsibility: JS(SME)/Director (LH))**
6. **IT Cell:** Secretary(MSME) directed that letter may be sent to NICSI immediately for hiring of three consultants to handle DBT, Digital Payments and other IT related activities of the Ministry. DDG(NG) apprised Secretary that with regard to pending actions on DBT, only notification u/s 7/57 of Aadhaar Act is pending in respect of schemes covered under DBT. **(Responsibility: JS(SME)/Director(LH))**
7. **Swachhta Action Plan:** Secretary (MSME) directed that General Admn. Section should immediately collect the information from Nodal Officers of all Divisions about the initiatives taken and upload the same on Ministry's Website. **(Responsibility: JS(SME)/DS(AKC))**
8. **Procurement through Government e-Market (GeM):** Secretary (MSME) desired to issue a communication to all attached/subordinate organizations under the Ministry stating that every purchase should be through GeM only and for any diversion, specific approval of the Ministry may be sought. **(Responsibility: JS(SME)/DS(AKC))**
9. **Field implementation of technology developed by MGIRI-** Secretary (MSME) directed DG(NIMSME) and Director (MGIRI) to identify potential entrepreneurs from different clusters in the next two months, where technology developed by MGIRI could be implemented. **(Responsibility: JS(ARI)/Director(MGIRI)/DG(NIMSME))**
10. **Fund requirements under RE :** EA apprised Secretary(MSME) that the Ministry has already sent the proposal of 1200 crore fund under RE, however, Ministry of Finance have expressed inability to provide additional funds under RE. Secretary directed EA to put up a letter from him to Finance Secretary in this regard. **(Responsibility: EA)**
11. **Presentation on the Ministry:** Secretary (MSME) desired that a crisp and precise presentation of 20 slides on the Ministry of MSME be prepared immediately. The presentation should cover the current status of MSME Sector, Ministry's Vision/Mission, challenges pre and post GST/De-monetization, achievements, road map, visibility, etc. **(Responsibility: JS(SME))**