

कार्यालय, रक्षा लेखा नियंत्रक, रिज रोड, जबलपुर-482001

O/o The Controller of Defence Accounts, Ridge Road, Jabalpur-482001

Important Circular

No. GeM/2613/Misc

Dated:- 04/07/2019

To

The OC/CO

All units

Sub:- Regarding processing of GeM bills.

GeM online module has been implemented at CDA Jabalpur w.e.f. 10/06/2019. The same has also been intimated to the Director General of Financial Planning, GS Branch, IHQ of MoD (Army), Sena Bhawan New Delhi by our HQrs/CGDA office vide letter no. IT&S/962/Gem-Issues dated 21/06/2019 to issue instructions units accordingly.

However, during processing of bills, it is observed that unit has processed GeM bill in both ways Online and Offline for payment. Which is highly objectionable and to be occurred double payment also.

For example :- DEO Bhopal has submitted bill for payment of Rs.12300/- to United Copier, Indore M.P in both ways Online and offline mode. Which is not in order and objectionable.

In this regard, unit authority is advised to instruct the dealing staff that first time, GeM bills may be processed only online mode. Whenever bill is rejected in online mode then bill may be sent offline mode into this office with fulfilment of audit requirements.

Otherwise any double payments occurred unit authority will be responsible for this.


Sr. Accounts Officer (GeM)

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