



रक्षा लेखा महानियंत्रक
उलान बटार रोड़, पालम, दिल्ली छावनी-110010
Controller General of Defence Accounts
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(IFA WING)



IFA/9504/GeM/Report/Vol. III

Date : 25.11.2019

To

All PCsDA/CsDA/PCA(Fys)/CsFA(Fys)
(Through CGDA Website)

Subject: Monthly GeM report on e-Suchna portal.

Reference: HQrs letter No. IFA/9504/GeM/Report/Vol. III/Pt. File dated 08.07.2019 and IFA/9504/GeM/Report/Vol. III dated 16.10.2019.

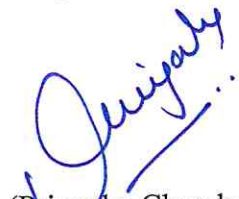
With reference to HQrs letter cited above it is informed that the **format of GeM Report No. 2 has been changed. Such report may be furnished in the undermentioned format from the month of November, 2019 onwards.**

S. No.	Total number of bills passed		Total value of payment released		Payment made within days			No. of outstanding bills	Remarks, if any
	DAD	NON DAD	DAD	NON DAD	1-10	11-30	<30		

2. It may also please be ensured that payments (DAD & NON-DAD) on account of procurement through GeM portal by the sub offices have been incorporated by PCsDA/CsDA/PCA(Fys)/CsFA(Fys) offices in their reports before submission to HQrs office.

3. Nil reports are also required. It is requested that the reports may be uploaded on e-Suchna portal by the 3rd of the following month.

4. Jt. CGDA(Fin) has seen.


(Priyanka Chandra)
Sr. Dy. CGDA (Fin)

Copy to :-

IT&S Wing(local) : With the request for uploading on CGDA website.


(Priyanka Chandra)