

**Government of Jammu and Kashmir  
Civil Secretariat, Finance Department  
Srinagar/Jammu.**

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**C I R C U L A R**

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

In continuation to Circular instructions issued vide No.A/21(03)-I-partfile-II-1136 dated 24.01.2020, it is hereby brought into the notice of all administrative Departments that Rule 21 of General Financial Rules, 2017 stipulates as under:-

*“Every Officer incurring or authorizing expenditure from public moneys should be guided by high standards of financial propriety. Every Officer should also enforce financial order and strict economy and see that all relevant financial rules and regulations are observed, by his own office and by subordinate disbursing officers. Every Officer is expected to exercise the same vigilance in respect of expenditure incurred from public moneys as a person of ordinary prudence would exercise in respect of expenditure of his own money.”*

Accordingly, Departments are requested to take into consideration following instructions while purchasing Goods & Services through GeM:

- 1) The procuring authorities will certify the reasonability of the rates.
- 2) Reasonability of rates shall be ascertained by using the Business Analytics (BA) tools available on GeM including the last purchase price on GeM, Departments own last purchase price, market price etc.
- 3) In order to ensure that the rates are competitive and reasonable, the Departments are advised to use option of bidding, reverse auction provided on the GeM.

**Sd/-**

(Dr. Arun Kumar Mehta), IAS,  
Financial Commissioner,  
Finance Department.

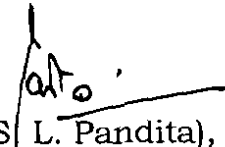
No. A/21(03)-I-Partfile-II- 220

Dated 07.02.2020

**Copy to the:-**

1. Advocate General J&K High Court Srinagar/Jammu.
2. All Financial Commissioners.
3. Principal Accountant General, J&K Srinagar/Jammu.

4. All Principal Secretaries to Government.
5. Principal Resident Commissioner, 5 Prithvi Raj Road, New Delhi.
6. Principal Secretary to Lieutenant Governor.
7. Chief Electoral Officer, J&K.
8. Joint Secretary (J&K) Ministry of Home Affairs, Govt. of India.
9. All Commr / Secretaries to Government.
10. Divisional Commissioner Kashmir/Jammu.
11. Director Anti Corruption Bureau.
12. Registrar General, J&K High Court Srinagar/Jammu.
13. Director General Accounts & Treasuries/ Funds Organization/Audit & Inspections/Budget.
14. Director Information.
15. All Head of Departments /Managing Directors/Chief Executive of State PSU's/Autonomous Bodies.
16. Secretary J&K Public Service Commission.
17. All District Development Commissioners.
18. Secretary J&K Legislative Assembly.
19. Principal Accountancy Training school / Northern Zonal Accountancy Training Institute Srinagar / Jammu.
20. Director Accounts & Treasuries Srinagar/Jammu.
21. All Director Finance/Financial Advisors & CAO's.
22. Joint Director Funds Organization Srinagar/Jammu.
23. All Treasury Officers.
24. General Manager, Govtt. Press for publication in Government Gazette.
25. Pvt. Secretary to Advisor (S/F/B) to Lieutenant Governor.
26. Pvt. Secretary to Chief Secretary.
27. Pvt. Secretary to Financial Commissioner, Finance.
28. I/c Website, FD. ([www.jandkfinance.nic.in](http://www.jandkfinance.nic.in)).
29. I/c Website, GAD ([www.jkgad.nic.in](http://www.jkgad.nic.in)).

  
(S) L. Pandita),  
Director General (Codes),  
Finance Department.