



  
**केन्द्रीय भण्डारण निगम**  
(भारत सरकार का उपक्रम)  
**Central Warehousing Corporation**  
(A Government of India Undertaking)



**No. CWC/FD-Payments/TReDS Platform/2020-21**

**Dated: 09.07.2020**

**CIRCULAR**

**Subject:** Consolidated guidelines to CPSEs on procurement from GeM portal and TReDS

**Ref:** This office letter of even number dated 04.03.2020 & 11.03.2020

The Department of Public Enterprises vide OM No. DPE-7(4)/2007-Fin dated 04.05.2020 has issued consolidated guidelines to CPSEs on procurement from GeM portal and TReDS. In this regard, all Regional Managers are advised to take following action for compliance of above guidelines:

1. Corporate Office has registered on Invoicemart (M/S A. TReDS Ltd.) having the entity ID No. 100001953. All the Regional Offices should also register themselves on Invoicemart (M/s. A. TReDS Ltd.) for which an authorization has already been given to M/s. A. TReDS Ltd.
2. Regional Manager and Accounts in-charge of the Regional Office should act as “Administrator” for TReDS platform. Regional Manager should nominate two persons from Business/Technical/Admin section as “maker” for accepting the invoices. An officer in the cash section should be nominated as “Authorizer” for authorizing payment on TReDS portal. The existing Operation-Bank account should be linked with TReDS platform with NACH mandate.
3. Shri Ankur Lal, representative of M/S A. TReDS Limited can be contacted in his Mob. No. 8447308425 for processing registration with M/S A. TReDS Ltd.
4. All the MSEs vendors should be advised to register themselves on the TReDS portal.
5. Following clause should be added in all the tender documents floated by the Corporation for procurement of goods and services:

"CWC has registered with Invoicemart having entity ID No.1000019533 (M/S. A. TReDS Ltd.). MSE suppliers should register themselves on Invoicemart (M/s A. TReDS Ltd.) for availing the facility of bill discounting on TReDS portal."

6. Bill Tracking System has already been implemented and necessary instructions on the operation of the system has already been issued by GGM(System) vide circular No. CWC/CO-MIS/BTS/ 2020-MIS dated 19.06.2020.

7. Regional Managers and Accounts in-charges should develop a system to register appropriate vendor detail in the vendor master of the Bill Tracking System soon after the purchase order is placed/contact is finalized with mandatory details like GeM Vendor, MSE Vendor or others etc.,
8. It should also be ensured that all vendor bills (GeM, MSE, Others, etc..) are entered on the Bill Tracking System without fail
9. No payment can be released to any vendor without updating the Bill status and ensuring that the vendor classification (GeM, MSE, Others, etc..) is correctly recorded in the Bill Tracking System.
10. Facility for uploading the bill by vendors in the Bill Tracking System is under development and the same shall be implemented shortly.
11. Regional Manager should ensure that the payment is made to the MSE vendors within stipulated time period of the contract but in any case not beyond 45 days, as provided in Section 15 of MSMED Act, 2006.
12. It should also be ensured that after the delivery of goods or rendering of services, the decision on acceptance/rejection of goods and the respective bills/invoices is taken within 15 days of the delivery of the goods/rendering of services. In case, no objection is made by the buyers regarding goods and services within 15 days from the date of delivery of goods or the rendering of services, it would be treated as a “deemed acceptance”.
13. In case of delayed payment to MSE vendors, the Corporation would be liable to pay compound interest with monthly rest to supplier from the appointed dated of payment at three times of bank rate notified by Reserve Bank of India.
14. The responsibility for any interest payable due to delay in payment shall be on the respective officer(s) of the Regional Office and due action would be taken against such officer(s).

Above instructions should be complied strictly.

**(RR Aggarwal) / GGM (Finance)**

**Distribution to:**

1. All HoDs, CO, CWC, for strict compliance
2. All Regional Manager, CWC, for strict compliance

**Copy to:**

1. MD, CO, CWC, for information please
2. Dir.(Fin.)/Dir.(Pers.), CO, CWC, for information please.