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Azadi Ka
Amrit Mahotsav



केन्द्रीय भण्डारण निगम
(भारत सरकार का उपक्रम)

CENTRAL WAREHOUSING CORPORATION

(A Govt. of India Undertaking)

जन-जन के लिए भण्डारण/Warehousing for Everyone



भारत 2023
G20



No. CWC CO-FS0PAY/13/2021-FINANCE

06th October, 2023

Payment Section Circular # 6

Sub.: - Leveraging “OTHERS” payment option in Government e-Marketplace (GeM) for placing the contract orders.

Ref.: - Circular No. CWC/FD-Cash/GeM Pool A/c/2020-21; Dated: - 03-07-2020

1. Vide above reference, the Standard Operating Procedure (SOP) for operating GeM pool account for placing contract orders on GeM, was stipulated.
2. With the approval of Competent Authority, usage of GeM pool account is being suspended with immediate effect for placing the contract order through GeM.
3. The officials having the buyer role in GeM, shall now be required to leverage the “OTHERS” payment mode wherein there shall be no requirement of blocking the funds at the time of placing the Contract on GeM.
4. The amount currently blocked in GeM pool account against various contracts may be adjusted in the payment to vendors from upcoming bills or by un-blocking the same latest by 31.10.2023. Post 31.10.2023, there should be “ZERO” blocked amount in the GeM pool account. The same shall be monitored by Cash & Bank Section at Finance Division, CO.
5. For unblocking of fund from Gem Pool account following action may be taken
 - a) For unblocking unutilized amount against which invoice has not been raised on GEM Portal by vendor, an undertaking is to be uploaded by buyer on portal stating that payment will be released on time as per contractual payment terms.
 - b) For unblocking unutilized amount against which full payment has been done outside the GEM portal due to some technical difficulty on portal, copy of sanction order is to be uploaded by buyer on portal.
 - c) For unblocking unutilized amount against which payment has been done through GEM pool account after making statutory deductions, balance amount is to be unblocked by buyer.
 - d) In case any difficulty arises in unblocking the fund after applied above mentioned 3 methods then same be informed to Cash and Bank Section for getting done the same from HDFC Bank Ltd.

निगमितकार्यालय : 4/1, सीरीइंस्टीट्यूशनलएरिया, अगस्तक्रांतिमार्ग, हौज़खास, नईदिल्ली-110016.

CO: 4/1, Siri Institutional Area, August Kranti Marg, HauzKhas, New Delhi-110016.

टेलिफोन/Landline:011-40810544, ई-मेल/Email: puri.amit@cewacor.nic.in

6. For any assistance in using “Others” payment module, users may contact Tender Cell, CO.
7. This issue with the approval of Managing Director.

(Amit Puri)
General Manager (F&A)

Distribution to:

1. All Regional Managers/ Accounts-in-charges of Regional Offices, CWC
2. All DGMs/AGMs/Managers/AMs in Finance, Accounts & Internal Audit Cadre at CWC, CO
3. All HoDs, CWC, C.O., New Delhi
4. Manager (Tender Cell). Corporate office.
5. Manager (Rajbhasha), CWC, CO, New Delhi, with a request to arrange Hindi version of this circular.
6. Supdt. (MIS), for placing the circular on CWC’s website.

Copy for kind information to:

1. Dir.(Pers.), CWC, CO, New Delhi.
2. Dir.(Fin.), CWC, CO, New Delhi
3. MD, CWC, CO, New Delhi.

General Manager (F&A)