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DELHI JAL BOARD: GOVT. OF N.C.T. OF DELHI
OFFICE OF THE DIRECTOR (F&A)
VARUNALAYA PHASE-II: NEW DELHI-110005

No. F.118/e-off-359915/DJB/AO (F&G)/GeM/2026/ 363

DATE:- 22/5/26

ENDORSEMENT

The communication issued by the Finance (Administration Division) Department, GNCTD vide No. vide No. Fin-Explo34/118/2025-Exp 1-Finance Department dated 14-05-2026 is hereby endorsed for information and strict compliance by all concerned.

This issues with the approval of the Competent Authority.

Encl:- As Above.


(Ravinder Kumar)
Director (F&A)

All DDOs/EEs

Copy for kind information to :-

1. PS to CEO, DJB.
2. PS to Member (A)/Member (Fin.)/CE-N(WS)/CE-N(Dr).
3. PS to CVO/Addl CEO/Secy, DJB/All CE/Directors/SEs.
4. All Jt. Directors/DDs.
5. All Sr. AOs /AOs / AAOs /CSO

6. DD(IT) with the request to please upload the same on the official web site of DJB.

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25/5/2026


(Ravinder Kumar)
Director (F&A)

Dy. Director (IT)
Delhi Jal Board, GNCTD

Qy. No. 937 dt 22/5/26

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
FINANCE (ADMINISTRATION DIVISION) DEPARTMENT

4TH LEVEL, 'A WING' DELHI SECRETARIAT
I.P. ESTATE, NEW DELHI 110002.

To

Departments (As per list attached)

Sr. AC *815*
Date *10/5/26*
Time *3.10*

Subject: Ensuring strict compliance of mandatory procurement through GeM Portal - reg.

Sir / Madam,

Government of India has mandated that procurement of all goods and services shall be made 100% through the Government e-Marketplace (GeM) Portal. Relevant Office Memoranda issued by Government of India in this regard have been circulated by the Finance Department, GNCT of Delhi from time to time. It is reiterated that all Departments of GNCTD, including Grantee Institutions and Autonomous Bodies, are bound to comply with these instructions.

In order to achieve the objective of 100% procurement through the GeM Portal, the Finance Department, GNCTD, in coordination with the GeM team, organized a week-long capacity building and hands-on training programme during November 2025 at Delhi Secretariat. The training programme covered, inter alia, Direct Purchase, L1 Purchase, Bid/Bunch Bid, Reverse Auction, PAC procurement, user registration, order processing, payments and post-order grievance redressal. Procurement Officers from all Departments participated in the programme and awareness was provided on various features & functionalities available on GeM and all operational doubts were clarified by the GeM team, with the support of Mr. Piyush Kumar, State Nodal Officer (GeM).

During the aforesaid training programme, it was clearly conveyed that all procurements of goods and services shall be made through the GeM Portal only. It was also informed that if any goods or services appear to be not available on the GeM Portal, the same can be procured through Custom/BoQ bidding module. The same should be immediately brought to the notice of the GeM team so that the relevant category links can be shared (if available) or a new category may be created (as applicable) instead of resorting to procurement outside GeM.

Despite the above instructions and training, it has been observed from the scrutiny of monthly monitoring reports up to 05 May 2026 that your department is still resorting to procurement outside the GeM Portal. The matter has been viewed seriously.

The details of your department as per the list are enclosed.

It is, therefore, once again reiterated that procurement of all goods and services shall be made mandatorily and 100% through the GeM Portal only, in line with Rule 149 of GFR. In case of any difficulty in procurement through GeM, the concerned officers may contact the GeM team for necessary handholding, the details of the officials are shared below for reference:

State Nodal Officer: Sh. Piyush Kumar (piyush.kumar@gem.gov.in), 9899008084

Dy. Director (F&A)-II

Diary No. *350*

Date *12/5/26*

Jt. Director (F&A)

Diary No. *183*

Date *15/5/26*

Delhi Jal Board

Director (F & A)

Delhi Jal Board

Diary No. *419*

Dated *15-05-26*

RE. endorse

15/5

DX (F&A)

JD (F&A)

DD (F&A-II)

18/5

18/5/26

Sm. Ac (F&A)

GeM Regional Business Facilitator: Ravinder Kumar (gem.delhi@gem.gov.in), 9818500569

GeM Trainer: Deepanshu Agarwal, (gem.delhi@gem.gov.in), 7678578477

If required, the GeM team may also conduct department-specific training/handholding sessions.

You are requested to issue necessary directions to respective Procurement Officers to ensure strict and immediate compliance with the mandatory GeM procurement guidelines.

Yours faithfully,

Digitally signed by
Rohtash Kumar Sharma
Date: 14-05-2026
10:52:56

(Rohtash Kumar Sharma)
Joint Secretary (Finance)
Finance Department

Copy to:

1. P.S. to Special Secretary Finance GNCTD for kind information of SSF please.
2. Dy Secretary Finance (I, II, III & IV) Finance Department GNCTD for information and with the request to ensure that the Grantee Institutions/Autonomous Bodies/Departments make 100% procurement through GeM only.
3. Nodal Officer of the Department concerned through Administrative Secretary/HoD to ensure 100% procurement through GeM only.
4. Sh. Piyush Kumar, State Nodal Officer GeM (piyush.kumar@gem.gov.in) for information please.

List of the Departments provided by GeM	
S. No	Department
1	Public Works Department
2	IPGCL-PPCL
3	Delhi Jal Board
4	Irrigation and Flood Control
5	Central Jail Tihar
6	Delhi Transport Infrastructure Development Corp Ltd
7	DITDC
8	Directorate of Health Services
9	Delhi Pharmaceutical Science and Research University
10	Delhi Pollution Control Committee
11	Ayurvedic and Unani Tibbia College
12	Delhi State Civil Supplies Corporation LTD

Tender ID	Tender Ref No	Tender Title	Tender Desc	Tender Value	Tender Type and no. UPR
2026_DJB_2 90781_1	NIT No. 01/EE(EM)M- 11/(26-27)	NIT No. 01/EE(EM)M- 11/(26- 27)Item No-1	Hiring / Running of 2 nos. 25 HP sewage Trolley with D.G. set at Nala Road Taimoor Nagar in Okhla Constituency AC-54.	-	Goods
2026_DJB_2 90709_1	Press NIT No. 01 (26-27)/CWA(W and S)I	Hiring of Manpower at WTPs for a period of 6 months under CWA W and S I Division NIT-01	Short NIT No. 01 (26- 27)/CWA(W and S)I/Item No. 01	-	Services
2026_DJB_2 90643_3	NIT No. 01 (2026- 27)	NIT No. 01 (2026-27) Item No. 03	Hiring of 20 nos. sewer gang beldars for maintenance of sewerage system for facility in Katras of AC-22 Ballimaran Constituency under EE(C)-15. (Re-invite)	-	Services
2026_DJB_2 90643_2	NIT No. 01 (2026- 27)	NIT No. 01 (2026-27) Item No. 02	Engagement of 10 nos. unskilled sewer workers for maintenance of sewerage system in Ballimaran Constituency AC-22 under EE(C)-15. (Re- invite)	-	Services

2026_DJB_2 90643_1	NIT No. 01 (2026- 27)	NIT No. 01 (2026-27) Item No. 01	Engagement of 10 nos. unskilled water workers for water maintenance of water network in Ballimaran Constituency AC-22 under EE(C)-15. (Re- invite)	-	Services
2026_DJB_2 90236_1	NIT No. 02(2026- 27)	NIT No. 02(2026-27)	Engagement of 5 nos. beldars for maintenance of tubewell water network in Rajender Nagar Constituency AC-39 under EE(C)-16 (Re- invite).	-	Services
2026_DJB_2 90203_1	NIT No. 01(2026- 27)	NIT No. 01(2026-27)	Engagement of 20 Nos. S. G. Beldars for maintenance of sewerage system of Patel Nagar Constituency AC-24 under EE(C)-16 (Re- invite).	-	Services

2026_DJB_2 89871_1	PMC-01(2026-27)	Project Management Consultancy for ADB assisted Delhi Water Supply Improvement Project in Wazirabad Water Treatment Plant Command Area	PMC-01(2026- 27)	-	Services
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Organization Name	Project Name	Can be done through GEM?	GEM Category Link
Delhi Jal Board	04-May-26	Yes	Hiring of Special Purpose Machines and Vehicles https://mkp.gem.gov.in/services#/browse/services_home_hi16880410
Delhi Jal Board	04-May-26	Yes	Manpower Resource Outsourcing Service https://mkp.gem.gov.in/services#/browse/services_home_manp
Delhi Jal Board	30-Apr-26	Yes	Manpower Resource Outsourcing Service https://mkp.gem.gov.in/services#/browse/services_home_manp
Delhi Jal Board	30-Apr-26	Yes	Manpower Resource Outsourcing Service https://mkp.gem.gov.in/services#/browse/services_home_manp

Delhi Jal Board	30-Apr-26	Yes	Manpower Resource Outsourcing Service https://mkg.gem.gov.in/services#!/browse/services_home_manp
Delhi Jal Board	23-Apr-26	Yes	Manpower Resource Outsourcing Service https://mkg.gem.gov.in/services#!/browse/services_home_manp
Delhi Jal Board	22-Apr-26	Yes	Manpower Resource Outsourcing Service https://mkg.gem.gov.in/services#!/browse/services_home_manp

Delhi Jal Board	15-Apr-26	Yes	Professional Outsourcing Service https://mkgem.gov.in/services#/browse/services_home_pr22455282
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