

**Government of West Bengal**  
**Finance Department**  
**Audit Branch, Group T**  
**(E. File - 487694)**

Memo No. 375-F(Y)

Date 30<sup>th</sup> January, 2023

**Memorandum**

**Sub: Exemption of EMD in procurement through GeM.**

The Finance Department, Government of West Bengal vide memo No. 3876-F(Y) Dated 14<sup>th</sup> June 2018 has introduced the procurement of goods and services through GeM (Government-e-Market Place).

At present, certain entities like MSE Units, labour Cooperative Society are being exempted from Earnest Money Deposit (EMD) while participating in Tender including procurement through GeM vide Finance Department memo. No. 4245-F(Y) Dated 28.05.2013 and 6718-F(Y) Dated 08.09.2015.

As per guideline of GeM, wide range of categories of Sellers are exempted from furnishing EMD.

In order to get more participants and obtain better competition in procurement through GeM, it is decided to include following categories of sellers / service providers, in addition to our existing provisions, for exemption of EMD deposit in GeM:

- i. All registered Micro and Small Enterprises being manufacturer of the Primary Product Category or Service Provider of the Primary Service Category, whose credentials are validated online through Udyam / NSIC (National Small Industries Corporation) database/ DIC (District Industries Corporation) database.
- ii. Sellers of Primary Products / Primary Services having their credentials verified through the Vendor Assessment process in GeM.
- iii. Sellers/ Service Provider having annual turnover of Rs 500 Crore or above.
- iv. Sellers / Service Providers of Primary Product Categories having BIS (Bureau of Indian Standards) certification.

Procuring Authority shall ensure uploading of necessary registration certificate by the vendor before providing exemption.



**(Manoj Pant, IAS)**  
**Additional Chief Secretary**  
**to the Government of West Bengal**

Copy forwarded for information and necessary action to:

1. Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
2. Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
3. Accountant General (Receipt Works & Local Bodies Audit), West Bengal, CGO Complex, 3<sup>rd</sup> MSO Building, 5<sup>th</sup> Floor, Block DF, Sector I, Salt Lake, Kolkata – 700064.
4. Additional Chief Secretary / Principal Secretary / Secretary, \_\_\_\_\_ Department.
5. Special Secretary/Additional Secretary/Commissioner/Joint Secretary/Deputy Secretary, Finance Department.
6. Financial Advisor, \_\_\_\_\_ Department.
7. Director, \_\_\_\_\_
8. Director of Treasuries & Accounts, West Bengal, Mitra Building, 8, Lyons Range, 3<sup>rd</sup> Floor, Kolkata – 700001.
9. Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kolkata – 700012.
10. Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Kolkata – 700073.
11. Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, Suvanna, SGO Complex, Sector I, Salt Lake, Kolkata – 700064.
12. Commissioner, \_\_\_\_\_ Division, \_\_\_\_\_
13. District Magistrate / District Judge / Superintendent of Police, \_\_\_\_\_
14. Sub-Divisional Officer, \_\_\_\_\_
15. Treasury Officer, \_\_\_\_\_
16. Block Development Officer, \_\_\_\_\_
17. Group \_\_\_\_ / \_\_\_\_\_ Branch, Finance Department.
18. Sri Sumit Mitra, Network Administrator, Finance (Budget) Department. He is requested to upload copy of this order in the website of Finance Department.



Deputy Secretary to the  
Government of West Bengal