

भारत सरकार / GOVERNMENT OF INDIA  
रेल मंत्रालय / MINISTRY OF RAILWAYS  
रेलवे बोर्ड / RAILWAY BOARD

No. 2020/RS(M)/GeM/Bills

नई दिल्ली New Delhi Dated: 06.01.2021

The General Managers, All Indian Railways/PUs, NF(C), CORE  
DG/RDSO/Lucknow, NAIR/Vadodara,  
PCAO, DMW/Patiala, COFMOW  
CAO, WPO/Patna, RWP/ Bela.

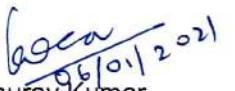
Sub.: Passing of GeM Bills.

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Development of Return Bills handing facility is yet to be launched by GeM. As an interim measure, a special screen has been developed by CRIS in "Executive Bills" module of IPAS for capturing re-submission of Returned bills. This facility has been provided for Executives while processing returned GeM bills. This will establish linkage of returned GeM bills between IPAS & GeM and ensure timely updation of payment status on GeM portal along with reduction of discrepancies between GeM and Railways data.

2. In this regard, following instructions are issued herewith for compliance:

- i) The executives should generate all GeM bills (Goods and Services both) online through GeM and forward it to IPAS (through iMMS).
- ii) Registration of GeM Fresh bills (Goods and Services both) should be done through "Registration (online Bills) – GeM Bill Registration" option provided to Accounts under "Bill Passing" module of IPAS.
- iii) GeM bills which were returned by Accounts, should be resubmitted by Executive through special screen only by following "Registration – GeM Returned Bills" option provided under "Executive Bills" module of IPAS.

  
06/01/2021  
Gaurav Kumar  
Director RS(F)

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1. PFAs, All Indian Railways & Production Units
2. The ADAI (Railways), New Delhi
3. The Directors of Audit, All Indian Railways



For Member (Finance), Railway Board

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Chief Commissioner, Railway Safety, Lucknow

Zonal Railway Training Institute, Sukadia Circle, Udaipur

**Copy to:**

The Genl. Secy., AIRF, Room No. 248, & NFIR Room No. 256-C, Rail Bhavan

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CRB, MF, M(Infra), M/TRS, M(O&BD), SECY., DG(HR), DG (RHS), DG (RPF)

All AMs, PEDs & Executive Directors of Railway Board