This GEMARPTS* report must be generated by the indenter itself i.e. their own GeM User Account & created only & only if product/service is not available/listed under any category of GeM Portal.

You must be taking care of this before generating the GeMARPTS Report because once it is generated can’t be modified or deleted.

Different strings/keywords may show different results. Did you check all the possible combinations of strings/keywords to find your product/service/category at GeM?

Login Your GeM Buyer Account First
Product/Services
Search in GeM Portal If

Available

Purchase through GeM with the option’s Direct Purchase/BID/RA or PAC

Not Available (Confirmed?)

Proceed to Generate GeMARPTS Report

Go to Dashboard tab In Homepage
1. Go to Dashboard

2. After Clicking Dashboard, you will see the page having option GeM Availability Report

3. Choose option to Create the report as options are there
4. Create Report name i.e. for which you want to generate report (Category of the Product)

5. After Report Name Click Add More option for Report Creation
6. After Typing Product details, it checks itself & fetch the details

7. If Product is not available in various categories it will show this result Then Choose Last option i.e. Did not find the category I am looking for!
8. Must Ensure that you checked all the possible combinations of Strings/Keywords to find your product/service category at GeM?

9. Choose Option: Whether for category creation/upgradation of category w.r.t. your product/service or Generate GeMARPTS & request later for the same!
10. After this option is visible to Generate the Report

11. Sure to confirm before Generating the Report!
12. After Generation Report/Reports You can see here as well as download

GeM Availability Report And Past Transaction Summary

GeM Availability Report and past transaction summary report is generated based on the product/service specification searched by the Buyer. The buyer can either create a manual report or bulk report in case of a large number of search strings. The specification may be modified appropriately for searching relevant categories on GeM. Buyer may navigate to GeM category page by clicking on the category link to view category specifications and products/services available in the category.

<table>
<thead>
<tr>
<th>Report ID</th>
<th>Report Name</th>
<th>Created At</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEM/GARPTS/20102020/H1ODA09V/560Z</td>
<td>OBD GPS Data Logger</td>
<td>Oct 28, 2020</td>
<td></td>
</tr>
<tr>
<td>GEM/GARPTS/20211202/0520937N6G9g</td>
<td>Smart Pack Purification Pad for Direct-Q3</td>
<td>Nov 2, 2020</td>
<td></td>
</tr>
<tr>
<td>GEM/GARPTS/20511202/FRF0600056Z</td>
<td>Mass Flow Controller</td>
<td>Nov 5, 2020</td>
<td></td>
</tr>
<tr>
<td>GEM/GARPTS/20511202/ERUB9F6X5UBD</td>
<td>Chilled Water Circulator</td>
<td>Nov 5, 2020</td>
<td></td>
</tr>
</tbody>
</table>

13. GeMARPTS Report Look’s Like in this format & Valid for One Month Only!

GeM Availability Report and Past Transaction Summary

GeM Availability Report and past transaction summary report is generated based on the specifications searched by the Buyer. The specification may be modified appropriately for searching relevant categories on GeM. Buyer may navigate to GeM category page by clicking on the category link to view category specifications and products/services available in the category.

Order Count and Order Value displayed is on a cumulative basis since GeM inception.

1. Search String: Insurance

Search type: Service

Search Result: Category not available on GeM for the text string searched by the buyer.

This is a one-time requirement hence new category creation is not proposed / or requirement is recurring but request for new category creation will be submitted separately post generation of GeMARPTS.
Below Points Must be kept in mind while Generating GeMARPTS-

➢ Integration with CPPP to archive unified procurement system. The bids published on CPPP will have to get GEMARPTS ID generated and verified through GeM portal. The tender details published on CPPP will also be mirrored on GeM.

➢ GeM Availability and past transaction report has been implemented for buyers. Buyers can get this report generated for all product and category searches on GeM portal.

➢ GeMARPTS is a pre-requisite for arriving at a decision by the competent authority for procurement of required goods and services by floating a bid outside GeM. The Buyer can check the available categories at GeM & past transaction summary and take their procurement decisions accordingly.

There are categories available on GeM matching your requirements (as listed here & New/Updates). You can create a bid on GeM with a product closest matching your required specifications and add additional parameters in specifications through Corrigendum using RMS functionality.

1. If you feel that category technical parameters (TP) needs updating you can submit category updating request also through Request Management System (RMS).
2. If you do not want to use any of the above option and want to proceed for procurement outside GeM, please suggest the specifications of the required product for creation of new category on GeM for future procurement.

Disclaimer You will accept:

*It is certified that I have thoroughly checked all probable categories suggested by GeM and I am satisfied that the product required is not covered / does not fall in any of the suggested categories and cannot be procured under any of these categories even after inclusion of List of Values (LOV) wherever possible in category specifications of suggested categories. It is also certified that the technical specification requirements are such that these cannot be covered even by adding specification parameters using Additional Terms and Conditions (ATC) in any of the GeM suggested categories.*

For Further any confusion or facing any difficulty to Generate GeMaARPTS or GeM Procurement methods, can contact to GeM through Mail at: helpdesk-gem@gov.in & Toll Free Numbers: 1800-419-3436; 1800-102-3436 or Sh. K.K. Bajpai (GeM-4elpdesk-7275) S & P Section, IIT Kanpur.

B.S. Negi
Asstt. Registrar (S&P)
GeM Advantages
For Buyers
Why buy on GeM? (Please Go Through)

✓ Provide transparency and ease of buying
✓ Offers rich listing of products for individual category of goods/services
✓ Direct purchase for amounts up to INR 25000
✓ L1 purchase from amounts greater than INR 25000 and less than INR 5 Lakhs
✓ Proprietary Article Certificate Bid- Procurement of specific product as per requirement
✓ Price Trends and Price Comparison from Multiple Suppliers
✓ Direct notifications to sellers
✓ Integrated Payment System
✓ Easy to comprehend interface to search, compare, select and buy
✓ User friendly dashboard for monitoring supplies and payments
✓ Online grievance redressal mechanism for quick resolution
✓ Float bid among population of 3 lakhs sellers
✓ Buyers can now select bid duration between 10 & 21 days.
✓ Delivery period up to 180 days
✓ Option to provide multiple consignee locations and quantity
✓ Multiple consignees can be selected for Services
✓ Pin-code based seller selection for Direct Purchase Mode
✓ ATC library available for addition of terms and conditions
✓ Additional Deductions can be applied by buyers at the time of bill generation
✓ Notification to buyers regarding:
  ✓ expiry of DP (Delivery Period) for the contract
  ✓ Initiation of cancellation of contract in case of non-delivery by sellers
  ✓ Buyer during technical evaluation can make a MSE seller eligible or ineligible for MSE purchase preference.
✓ Now buyers get the option to cancel the Product contract(s) even if the invoice has been generated by seller provided 15 days have expired from delivery period.
✓ 11 Banks have enabled GeM Pool Account
✓ To improve fair participation in Bid / RA, GeM now ensures that at least 3 sellers have participated and offered products from at least 2 different OEMs. In case buyer wants to proceed with less than 3 Resellers or two OEMs/Brand, they have to upload approval from Competent Authority.