



Government of India
Ministry of Finance, Department of Revenue
Directorate General of Human Resources
Development
Indirect Taxes & Customs
IRCON Building, West Wing, Ground Floor,
Plot No. C-4, District Centre, Saket,
New Delhi-110017



F.No. 901/50/Admn/GeM/HRD/2016

Dated: 15th June, 2018

CIRCULAR

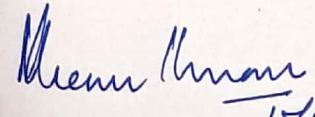
Sub: "Monthly progress report on GeM" through GeM-utility module on DDM web-portal- reg.

The online utility module for uploading the **Monthly progressive report on the usage of Government-e-Marketplace (GeM)** has been hosted by the Directorate of Data Management (DDM) web-portal and is now functional.

2. The User-ids for the 14 Directorate General and 5 Directorates have been created and the list of the same is enclosed*. One time password for all these users will be 'nic234' which should be changed by the concerned formation after the first login.
3. The Commissionerates may upload Data as "Primary User" with the login-id and password already allocated for them for the MIS purposes.
4. The "Secondary Users" may be created by the concerned Commissionerates and the Directorate Generals/Directorates.
5. Kindly ensure that the uploading cycle of the "Monthly Progressive Report on GeM" should match with other parts (part I to X) of the MIS and be uploaded every month latest by 15th of the succeeding month.

Yours Faithfully,

Encl.: *List flagged as 'X'


(Meenu Kumarr) 15/6/18

Addl. Director (EMC/Admn.)

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Copy to:

1. All Chief Commissioners/Director Generals under CBIC
2. Webmaster, CBIC Website, to kindly upload on CBIC website.
3. J.C ,DDM, w.r.t the letter F.No. DDM/5178/2018/MIS(MISC) dated 11.06.2018.
4. DGHRD website.

1	Directors General	User Id
i	D. G. Analytics and Risk Management	gst01_admn
ii	D. G. Audit	gst02_admn
iii	D. G. GST Intelligence	gst03_admn
iv	D. G. Export Promotion	gst04_admn
v	D. G. HRD	gst05_admn
vi	D. G. N.A.C.I.N.	gst06_admn
vii	D. G. Performance Management	gst07_admn
viii	D. G. R. I.	gst08_admn
ix	D. G. Safeguards	gst09_admn
x	D. G. Goods & Service Tax	gst10_admn
xi	D. G. Systems and Data Management	gst11_admn
xii	D. G. Valuation	gst12_admn
xiii	D. G. Vigilance	gst13_admn
xiv	D. G. Taxpayer Services	gst14_admn
2	Directorates	User Id
i	Directorate of Data Management	gst15_admn
ii	Directorate of International Customs	gst16_admn
iii	Directorate of Logistics	gst17_admn
iv	Directorate of Legal Affairs	gst18_admn
v	Directorate of Central Revenues Control Laboratory	gst19_admn