

Government of Jharkhand
Department of Information Technology and E-Governance
Jharkhand Mantralaya, Dhurwa, Ranchi-834004

Letter No: सू० प्रौ०/UID-19/AEBAS Monitoring Cell/2015/...2050..

Dated: 27/06/17

From

Sarvesh Singhal, IFS
Special Secretary to Government

To

Member, Board of Revenue/Director General, SKIPA
All Additional Chief Secretary/Principal Secretary/Secretary
Director General of Police, Police Headquarter
Principal Chief Conservator of Forest, Van Bhawan
Director, SIRD/Secretary, Jharkhand Public Service Commission/MD,
Jharkhand State Housing Board/Secretary, State Election
Commission/Director, Civil Aviation State Hanger/HoDs
All Commissioners, Jharkhand
All Deputy Commissioners, Jharkhand

Sub: Procurement of AEBAS devices through GEM-reg.

Ref: Departmental Letter No. 1761, dated 10.08.2015.

Sir/Madam,

Kindly refer to the above mentioned subject and reference. In this regard, it is to inform that procurement of Tablet, Finger Scanner and integrated devices (i.e., Tablet, Finger Scanner and Casing) was made through DGS&D, Government of India approved rate contract but AEBAS devices are not available on DGS&D and it will be fully non-functional from 31st Oct. 2017. Now, all the devices will be available on GEM (Government e-Marketing Place).

Guidelines for registration on GEM are as follow:

- To create an account in GeM, HOD/Primary User in respective government departments should visit GeM at [url:https://gem.gov.in/](https://gem.gov.in/). "Organisational Information" and "Primary User Details" should be entered in GeM in the link "User registration Document" at Url: <https://gem.gov.in/register/org/signup>.
- For "Organizational Information", the details of the user departments appear in drop down menu. User departments are just required to select the appropriate choices from drop down menu. In case, any of the department is not appearing in drop down menu, then you should enter the details of your respective organizations under the head "others". The same shall be appropriately incorporated in the database for future references.
- For "Primary User Details", "HOD/DS/Equivalent officer" in respective government user departments shall enter their "Employee ID" and "Aadhaar Number" in the system. Based upon aforesaid information, complete details including official email id (ended with .nic, .gov.in) and mobile number (as per Aadhaar database) shall be populated in the remaining cells of "Primary User Details". Primary users are required to verify and ensure that the details as populated from "Employee ID" and "Aadhaar" Database are correct and currently in usage. In case, "email Id" as generated from "Employee ID" database is not valid/updated, user must take up with NIC to get their valid "email Id".

Only the users with valid "email Id" from NIC, are authorized to enroll in the system as government buyer. However, in case the mobile number, as generated from "Aadhaar", is currently not in usage, GeM gives user the flexibility to update his mobile number in the system.

- The users are required to validate their email Id and mobile number through confirmation link on email and OTP on mobile.
- The Primary Users are also required to separately enter their official telephone number (landline/mobile) and NIC email Id of their Reporting officer/Administrative Officer in their organization.
- After details of "primary user" are validated by system, a confirmation mail shall be sent to the "Reporting Officer/Administrative officer in the buyer's organization" by the system for validating/authenticating the primary user. As soon as, Reporting Officer/Administrative officer's validation/authentication is received by the system, the primary user account is activated in GeM.
- Primary users, in turn, can create secondary subordinate users in the system with specific roles of Buyers, DDOs, Consignees and PAOs. The primary users can also create a supervisor in the system to whom all the activities carried out by secondary subordinate users are notified. Primary user is the administrator of secondary subordinate users and supervisor under his control. He can modify the roles assigned to them.
- For the change/modification of primary user, if any, the on-going primary user, on transfer/superannuation, as the case may be, will hand over to his successor, who will enroll in the system, following the aforesaid prescribed drill and authenticate his account details.
- In case of transfer of secondary user, no charge hand over of Ids are required as primary user can terminate secondary user anytime and create new secondary user with the new roles as per the requirement of the organization.
- All the HoD of Department (Primary user) may create an email on gov.in/nic.in on post based account (Not in personal account). This post-based email address should be used as Primary user ID.

Therefore, it is requested to issue necessary instruction to the concerned Officers/Head of Department to registered themselves in GeM and purchase AEBAS device(s) for their office through GeM.

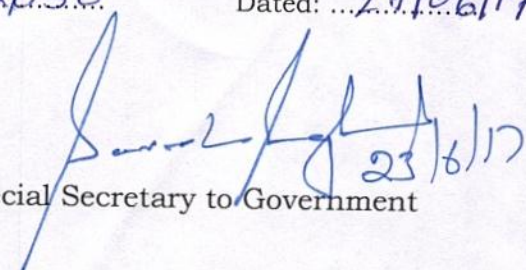
Yours faithfully


Special Secretary to Government

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Copy to: PPS to Secretary, IT & e-Gov., for information.


Special Secretary to Government