

The Kolkata Municipal Corporation  
Municipal Commissioner's Office  
Central Municipal Office Buildings  
5, S.N. Banerjee Road  
Kolkata – 700 013

Dated: July 16, 2018

Municipal Commissioner's Circular No. 46 of 2018-19

**Sub.: Procurement of Goods and Services through Government e-Marketplace (GeM).**

All concerned Controlling Officers are hereby directed to follow the procedures as laid down in the Memorandum of the Finance Department, Audit Branch, Govt. of West Bengal, vide No. 3876-F(Y), dated 14<sup>th</sup> June, 2018 (copy enclosed) in connection with the Procurement of Goods and Services through Government e-Marketplace (GeM).

This order will take immediate effect.

This has the approval of the Hon'ble Mayor vide order dated 16/07/2018.

  
Municipal Commissioner

**Encl.: Memorandum as stated above.**

**Copy to:**

1. OSD to Hon'ble Mayor
2. P.A. to Hon'ble Dy. Mayor
3. P.A. to Hon'ble MMICs(All)
4. Spl. Mpl. Commissioner (Rev. & Supply)
5. Spl. Mpl. Commissioner (Gen.& Dev.)
6. Mpl. Secretary
7. CMF&A
8. CMA
9. All Controlling Officers
10. All HoDs

  
Municipal Commissioner  
The Kolkata Municipal Corporation