

Government of West Bengal
Finance Department
Audit Branch

No. 5473-F(Y)

Dated 24th August, 2018

To
Additional Chief Secretary / Principal Secretary / Secretary,
..... Department,
Government of West Bengal

Sub: Master Trainers' Programme on Government e-Marketplace (GeM).

Sir / Madam,


In inviting reference to FD Memo No. 5430-F(Y) dated 23.08.2018 regarding revised provisions for procurement through GeM, I am directed to inform you that a Training Programme for Master Trainers' on Government e-Marketplace has been arranged from 28th August to 31st August, 2018 as per following schedule in order to facilitate various aspects of procurement on GeM:

| Date & Time | Venue | Target Audience |
|--|---|---|
| 28.08.2018, Tuesday. | Time & Venue as per decision of Home & Hill Affairs Deptt. | For West Bengal Police Directorate and Kolkata Police on Buyer Registration. |
| 29.08.2018, Wednesday. Time : 11.00 am-01.30 pm. & 02.30 pm-05.00 pm. | Conference Hall (Room No-1202) Finance Department 12th Floor, Nabanna. | For select Departments on Sellers Registration. [As per Annexure] |
| 30.08.2018, Thursday. Time : 11.00 am-01.30 pm. & 02.30 pm-05.00 pm. | Conference Hall (Room No-1202) Finance Department 12th Floor, Nabanna. | For all Financial Advisors and Dy. Financial Advisors/Asstt. Financial Advisors. [As per Annexure] |
| 31.08.2018, Friday. | Time & Venue as per decision of MSMET Deptt. | As decided by MSMET Deptt. |

In this connection, Home & Hill Affairs Department and MSME & T Department may fix the time and venue of the training according to their convenience with an intimation to Finance Department. An annexure containing Schedule of the Select Departments and FA Setup is attached herewith.

I am directed to request you to kindly depute the Nodal Officer of your Department along with two other officials to attend the training programme as per above schedule.

Yours faithfully,

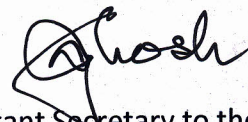

Joint Secretary to the
Government of West Bengal &
State Nodal Officer

ANNEXURE to Letter No. 5473-F(Y) dated 24th August, 2018.

| | |
|---|--|
| 29.08.2018, Wednesday. | |
| Venue: Conference Hall (Room No-1202) Finance Department, 12th Floor, Nabanna. | |
| Time : 11.00 am-01.30 pm. & 02.30 pm-05.00 pm. [FULL DAY] | |
| Departments [for Nodal Officers and 2 other Master Trainers] – Training from Sellers Perspective | |
| <u>Animal Resources Development</u> | |
| <u>Co-operation</u> | |
| <u>Correctional Administration</u> | |
| <u>Food Processing Industries and Horticulture</u> | |
| <u>Information Technology & Electronics</u> | |
| <u>Industry Commerce and Enterprises</u> | |
| <u>Public Health Engineering</u> | |
| <u>Self Help Group and Self Employment</u> | |
| 30.08.2018, Thursday. | |
| Venue: Conference Hall (Room No-1202), Finance Department, 12th Floor, Nabanna. | |
| Time: 1st Half: 11.00 am-01.30 pm. | Time: 2nd Half: 02.30 pm-05.00 pm. |
| Departments [for FA Setup] Training from Buyers Perspective | Departments [for FA Setup] Training from Buyers Perspective |
| <u>Health and Family Welfare</u> | <u>Home and Hill Affairs</u> |
| <u>Urban Development and Municipal Affairs</u> | <u>Correctional Administration</u> |
| <u>Micro Small and Medium Enterprise and Textiles</u> | <u>Public Health Engineering</u> |
| <u>Consumer Affairs</u> | <u>Housing</u> |
| <u>Food and Supplies</u> | <u>Higher Education, Science and Technology and Biotechnology</u> |
| <u>Transport</u> | <u>Mass Education Extension and Library Services</u> |
| <u>Information and Cultural Affairs</u> | <u>School Education</u> |
| <u>Personnel and Administrative Reforms and e- Governance</u> | <u>Forest</u> |
| <u>Labour</u> | <u>Environment</u> |
| <u>Animal Resources Development</u> | <u>Law</u> |
| <u>Fisheries</u> | <u>Judicial</u> |
| <u>Youth Services and Sports</u> | <u>Parliamentary Affairs</u> |
| <u>Technical Education, Training & Skill Development</u> | <u>Women and Child Development and Social Welfare</u> |
| <u>Co-operation</u> | <u>Fire and Emergency Services</u> |
| <u>Tourism</u> | <u>Paschimanchal Unnayan Affairs</u> |
| <u>Disaster Management and Civil Defence</u> | <u>Panchayat and Rural Development</u> |
| <u>Public Works</u> | <u>Planning, Statistics & Programme Monitoring</u> |
| <u>Information Technology & Electronics</u> | <u>Land and Land Reforms & Refugee Relief and Rehabilitation</u> |
| <u>Backward Classes Welfare</u> | <u>Minorities Affairs and Madrasah Education</u> |
| <u>Tribal Development</u> | <u>Power and Non-Conventional Energy Sources</u> |
| <u>Water Resources Investigation and Development</u> | <u>Industry Commerce and Enterprises</u> |
| <u>Agriculture Marketing</u> | <u>Irrigation and Waterways</u> |
| <u>Self Help Group and Self Employment</u> | <u>Sundarban Affairs</u> |
| <u>North Bengal Development</u> | <u>Food Processing Industries and Horticulture</u> |
| <u>Agriculture</u> | |

Copy forwarded for information and necessary action to:

1. Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
2. Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
3. Accountant General (Receipt Works & Local Bodies Audit), West Bengal, CGO Complex, 3rd MSO Building, 5th Floor, Block DF, Sector I, Salt Lake, Kolkata – 700064.
4. Additional Chief Secretary / Principal Secretary / Secretary, _____
_____ Department
5. Financial Advisor, _____ Department.
6. Commissioner, _____ Division, _____
_____.
7. Director, _____
_____.
8. Director of Treasuries & Accounts, West Bengal, Mitra Building, 8, Lyons Range, 3rd Floor, Kolkata – 700001.
9. District Magistrate / District Judge / Superintendent of Police, _____
_____.
10. Sub-Divisional Officer, _____.
11. Block Development Officer, _____.
12. Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kolkata – 700012.
13. Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Kolkata – 700073.
14. Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, IB Market, 1st Floor, Block IB, Sector III, Salt Lake, Kolkata – 700106.
15. Treasury Officer, _____
_____.
16. Group ____ / _____ Branch, Finance Department.
17. Sri Sumit Mitra, Network Administrator, Finance (Budget) Department. He is requested to upload copy of this order in the website of Finance Department.



Assistant Secretary to the
Government of West Bengal