



वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्
Council of Scientific & Industrial Research
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सो/No. SP-13021/4/2022-S and P-CSIR HQ

दिनांक/Date: 26/07/2022

सेवा में / To,

सी.एस.आई.आर. की सभी राष्ट्रीय प्रयोगशालाओं/संस्थानों/मुख्यालय/एकको के निदेशक/प्रमुख
The Directors/ Heads of all CSIR Laboratories/Institutes/Units

विषय/Sub: Mandatory online submission of GTE proposals requiring approval of Secretary (Co-ordination)

महोदया/ महोदय/ **Madam / Sir,**

Forwarded herewith is the D.O. No. 213/1/1/2021-CA. IV dated 2nd May, 2022 from the Secretary (Co-ordination), Cabinet Secretariat, Govt. of India on the subject cited above. Cabinet Secretariat has developed a 'GTE Portal', under e-Samiksha platform for submitting applications for GTE exemptions by the Secretary (Coordination). Henceforth, all GTE proposals requiring approval of Secretary (Coordination) shall have to be submitted only through the GTE portal. The links are:
https://esamiksha.gov.in/GTE_NewProposalForm.aspx OR
<https://cabsec.gov.in/more/globaltenderenquiryproposal>

2. The GTE proposals can be submitted only by using the Government Email IDs. The OTPs will be sent only to such email addresses for verification. Once the Email address is verified, the proposal can be submitted

to the Administrative Ministry/Department viz., DSIR. The proposing Lab./ Instt. /Unit can view the status of the proposal, such as the meeting date, decision and so on by visiting the link: <https://esamiksha.gov.in/GTE_ProposalDetailsView.aspx>. A user manual with flow dynamics and roles & responsibilities of different agencies is attached with the DO letter for detailed reference.

3. In view of the above, you are requested **not** to send any GTE proposal requiring approval of the Secretary (Coordination) to CSIR Hqrs. Such proposals have to be mandatorily submitted on the GTE portal mentioned above. However, the GTE proposals requiring approval of DG CSIR/ Secretary DSIR will continue to be submitted to CSIR Hqtrs. as before.

भवदीय/ **Yours faithfully,**

(श्रीदेब नंदा/ **Srideb Nanda**)

नियंत्रक (भंडार एवं क्रय)

Controller of Stores & Purchase

Encls: As above

सूचनार्थ/ copy for information to :

1. Sr. PPS to the Director General, CSIR.
2. PS to the Joint Secretary(Admin.), CSIR
3. PS to Financial Advisor, CSIR
4. All Sr. COSPs/COSPs/ SPOs
5. Head IT – With a request to publish this letter on CSIR Website under Notifications

अलकेश कुमार शर्मा
सचिव (समन्वय)

Alkesh Kumar Sharma
SECRETARY (COORDINATION)

Tel. : 23017075

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भारत सरकार
मंत्रिमण्डल सचिवालय
राष्ट्रपति भवन
नई दिल्ली-110004

GOVERNMENT OF INDIA
CABINET SECRETARIAT
RASHTRAPATI BHAWAN
NEW DELHI - 110004

D.O. No. 213/1/1/2021-CA.IV
213

2nd May, 2022

Dear Sir / Madam,

As part of the 'Make in India' program, on 15th May 2020 Central Government amended GFR, 2017 mandating that no Global Tender Enquiry (GTE) below Rs 200 Cr shall be invited without approval of Competent Authority. In exceptional cases, on getting proper justifications and reasons, Secretary Coordination, Cabinet Secretariat has been notified as Competent Authority on 28th May 2020, for relaxing Rule 161 (iv) of GFR.

2. As per the extant procedure, a Department/Ministry sends proposal in physical form. Manual processing of these proposals is time consuming, manpower intensive, subject to data analysis constraints and is not amenable to immediate file retrieval by user Ministries/ Departments.

3. 'GTE portal', a user-friendly IT application, under e-Samiksha platform is therefore developed in GTE Cell, Cabinet Secretariat and deployed for the purpose of submitting applications for exemption u/r 161 (iv) GFR for processing by the administrative Ministries/ Departments, DPIIT, DoE and issuing exemptions by the Secretary Coordination.

4. All the user agencies, Ministries/ Departments are requested to submit their applications and comments through the GTE Portal (<https://esamiksha.gov.in> OR <https://cabsec.gov.in/more/globaltenderenquiryproposal>) starting from 5th May, 2022 and no physical application will be received by this office.

5. The User Manual for agencies/Administrative Ministries/ Dept. of Expenditure/ DPIIT is attached. The portal is self-explanatory. The point of contact for usernames, training and troubleshooting will be Mr. Pawan Kumar, SO(GTE Cell), Cabinet Secretariat (email: cabsec-gtecell@nic.in, Mob:- 9818331675).

With Regards,

Yours sincerely,

(Alkesh Kumar Sharma)

To,
All Secretaries to the Govt. of India

Amendment in General Financial Rules (GFRs), 2017 —

Global Tender Enquiry

Global Tender Enquiry- As per rule 161 (iv)(b) of General Financial Rules 2017 (GFR 2017), Where the Ministry or Department feels that the goods of the required quality, specifications etc., may not be available in the country and it is necessary to also look for suitable competitive offers from abroad, the Ministry or Department may send copies of the tender notice to the Indian Embassies abroad as well as to the foreign Embassies in India requesting them to give wide publicity of the requirement in those countries. The selection of the embassies will depend on the possibility of availability of the required goods in such countries. Publicizing the requirement globally as above is also known as Global Tender Enquiry.

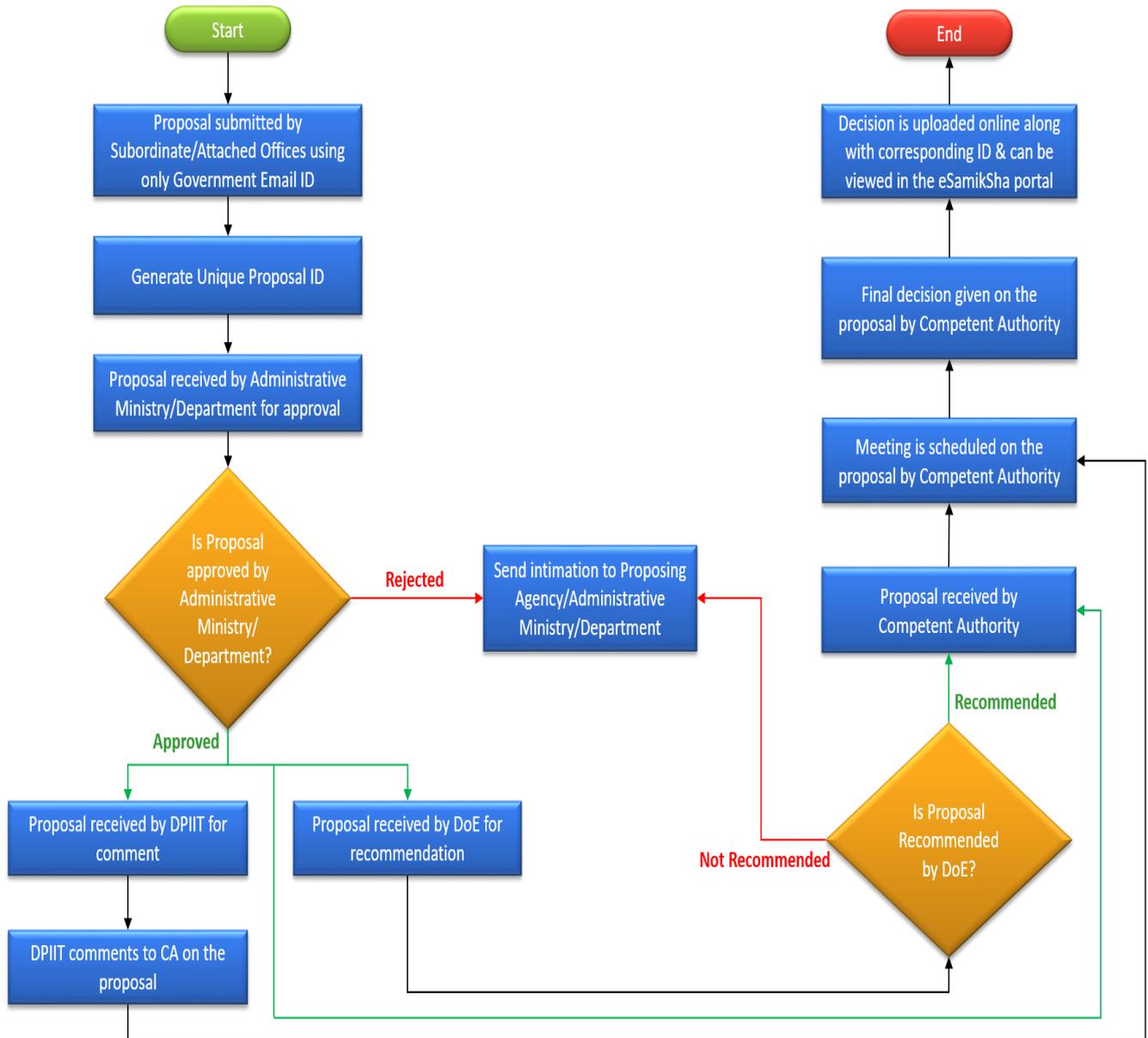
- 1.1 However, In order to promote self-reliance, Make in India and to promote Micro, Small and Medium Enterprises D/o Expenditure vide its OM dated 15th May, 2020 amended rule 161(iv) in GFRs by inserting clause 161(iv)(b) by which

“No Global Tender Enquiry (GTE), however shall be invited for tenders upto Rs. 200 Crore or such limit as may be prescribed by the Department of Expenditure from time to time. Provided that for tenders below such limit, in exceptional cases, where the Ministry or Department feels that there are special reasons for GTE, it may record its detailed justification and seek prior approval for relaxation to the above rule from the competent Authority specified by the Department of Expenditure.”

- 1.2 D/o Expenditure (DoE) vide its OM dated 28th May, 2020 informed all the Ministries/Departments that Secretary (Coordination), Cabinet Secretariat shall be the competent Authority under Rule 161 (iv) (b) of GFR.

- 2. Mandate for taking Exemption:** As per DoE OM dated 15.05.2020 in exceptional cases where the Ministry/Department which feels that there are special reasons for GTE, are mandated to take exemption for Global Tender Enquiry, provided it record its detailed justification and seek prior approval for relaxation to the above rule from the Competent Authority specified by the Department of Expenditure.

3. Process Flow along with Roles & Responsibilities of the Stakeholders



4. Role of Proposing Agency

- 4.1 The agencies/subordinate offices under the administrative control of a Ministry/Department, that require to float a Global Tender Enquiry (GTE) for procurement of certain product/item/services, shall submit the proposal online via link available on Cabinet Secretariat website <https://cabsec.gov.in/more/globaltenderenquiryproposal/> or directly on eSamikSha portal via link https://esamiksha.gov.in/GTE_NewProposalForm.aspx
- 4.2 The proposal should only be submitted via the Government of India's email address (**like gov.in, nic.in**). The OTP will only be sent to this email address for authorization purposes.
- 4.3 Once the Government of India's Email address is verified, only then the proposal will be submitted to their Administrative Ministry/Department in order to seek approval for Global Tender Enquiry for the procurement of the required product/services.
- 4.4 After successful submission, the Proposing Agency may download the proposal (*in PDF format*) and follow the instructions thereof.
- 4.5 The Proposing Agency can view the status of their proposal, such as the meeting date, decision and so on, by visiting link https://esamiksha.gov.in/GTE_ProposalDetailsView.aspx

5. Role of Administrative Ministry/Department

- 5.1 The Administrative Ministry/Department can access the proposals, submitted online by agencies/subordinate offices under the administrative control of the Ministry/Department, in the **eSamikSha portal** (URL: <https://esamiksha.gov.in>) using the respective login. Once logged in, it will take you to the main dashboard, where in, a separate category called GTE (Global Tender Enquiry) would be accessible. The proposals related to the Administrative Ministry/Department will be listed for necessary action.
- 5.2 The Administrative Ministry/Department shall examine the proposal on various parameters for GTE and other rules and regulations as prescribed by DoE from time to time regarding procurement of goods and services and GTE.
- 5.3 Secretary / Authorized Officer by the Secretary of the Administrative Ministry/Department shall record their observation on the **eSamikSha portal**, and approve or reject the proposal accordingly. It is mandatory that

officer submitting the proposal must certify that the above proposal is send, with the approval of the Secretary of the Administrative Department/Ministry, for the consideration of the Competent Authority, as mandated by D / o Expenditure order dated 15th May, 2020 regarding Amendment in GFRs - 2017, regarding Global Tender Enquiry.

6. Role of DoE

6.1 The proposals, which received the approval of the Administrative Ministry/Department, will be automatically escalated to the GTE category on the main dashboard of DoE in **eSamikSha portal** (URL: <https://esamiksha.gov.in>).

6.2 Authorized Officer of DoE for Global Tender Enquiry (GTE) may access the proposal on the **eSamikSha portal** and shall examine the proposal received from the Administrative Ministry/Department as per extant rules, provisions with regard to GTE and various parameters as mentioned in the prescribed format.

6.3 DoE after examining the proposal, records its comment whether the proposal is **“Recommended”** or **“Not Recommended”** on the **eSamikSha portal** and those proposals that would be recommended will be forwarded to Cabinet Secretariat. However, DoE, may, on scrutiny of the proposal point out certain discrepancies in the proposal/requires additional information, sends the proposal back to the Administrative Ministry/Department for necessary action. In that case, the proposal would not be forwarded to Cabinet Secretariat.

6.4 Any GTE related OM, can be uploaded by DoE in the eSamikSha Portal itself under https://esamiksha.gov.in/GTE_ADPList.aspx

7. Role of DPIIT

7.1 The proposals, which received the approval of the Administrative Ministry/Department, will be automatically escalated to the GTE category on the main dashboard of DPIIT in **eSamikSha portal** (URL: <https://esamiksha.gov.in>).

7.2 Authorized Officer of DPIIT for Global Tender Enquiry (GTE) may access the proposal and shall examine and records its comments/recommendations on the **eSamikSha portal**. It may ask for certain additional information from the Administrative Ministry/Department.

7.3 Any GTE related OM, can be uploaded by DPIIT in the eSamikSha Portal itself under https://esamiksha.gov.in/GTE_ADPList.aspx

8. Role of Cabinet Secretariat

8.1 The proposal shall be considered by Cabinet Secretariat after receiving the comments from DoE.

8.2 A meeting would be organized as per the convenience of the Competent Authority. The proposal would be examined and deliberated upon in a meeting having participants from D/o Expenditure, DPIIT, Concerned Agency and Administrative Ministry/Department. After deliberations, the Competent Authority may decide on any one of the following:

- a. Proposal may be approved.
- b. Proposal may not be approved.
- c. Proposal may be sent back to DoE for clarification/further information or for reconsideration of DoE.
- d. Proposal may be sent back to DPIIT for clarification/further information.
- e. Proposal may be sent back to Administrative Ministry/Department for additional information.
- f. Proposal may be allowed to be withdrawn by the concerned Administrative Ministry/Department.

8.3 The decision of the Competent Authority will be uploaded on the **eSamikSha portal** along with corresponding ID. The status of the decision and ID is viewable under https://esamiksha.gov.in/GTE_ProposalDetailsView.aspx for Proposing Agencies and https://esamiksha.gov.in/GTE_ViewProposalStatus.aspx for Administrative Ministry/Department/DoE/DPIIT, under eSamikSha dashboard.

Please note that OTP based authentication is required to view the status of a proposal by an Agency.

Note: Care has been taken to include every possible minute details in the making of the portal along with GTE Dashboard under eSamikSha, however suggestions are welcome and may be sent to sibi.cabsec@gov.in, cabsec-gtecell@gov.in .

Once this is formally available in the <https://cabsec.gov.in/more/globaltenderenquiryproposal/> and <https://esamiksha.gov.in> , physical copies of the proposals or email of the

proposals shall not be processed, unless an exemption is granted by the Competent Authority.
