

Self appraisal report for Year (2021-22)

Auditor Agency: Quality Council of India

Ministry Name: Ministry of Commerce & Industry

Department Name: Department of Commerce

Public Authority Name: Government e Marketplace (GeM)

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1	Organisation and Function							
1.1	Particulars of its organisation, functions and duties[Section 4(1)(b)(i)]							
1.1.1	Name and address of the Organization	Fully Met	1.28	1.28	https://gem.gov.in/aboutus#gem_ofc	Fully Met	1.28	"Name mentioned on website under ""About Us- Introduction to GeM"" category. But address not being reflected under the link https://gem.gov.in/aboutus GeM is having two offices at:- 1) The Address of the GeM office is Government e Marketplace,

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								2nd Floor, Jeevan Tara Building,5, Sansad Marg, Patel Chowk, New Delhi -110001. 2) Government e Marketplace, 3rd floor, Jeevan Bharti, Connaught Ln, Janpath, Connaught Place, New Delhi, Delhi-110001 "
1.1.2	Head of the organization	Fully Met	1.28	1.28	https://gem.gov.in/aboutus#gem_ofc	Fully Met	1.28	Head of Organisation not mentioned. However, details of GeM officials mentioned under category "About us- GeM officials" on website https://gem.gov.in

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1.1.3	Vision, Mission and Key objectives	Fully Met	1.28	1.28	https://gem.gov.in/aboutus#gem_ofc	Fully Met	1.28	"Mentioned under ""About us- Mission, Vision & Values"" category. https://gem.gov.in/aboutus "
1.1.4	Function and duties	Fully Met	1.28	1.28	https://gem.gov.in/aboutus#gem_ofc	Fully Met	1.28	https://gem.gov.in/aboutus
1.1.5	Organization Chart	Fully Met	1.28	1.28	https://gem.gov.in/aboutus#gem_ofc	Fully Met	1.28	"Details of Officials mentioned under ""About us- GeM officials"" category. https://gem.gov.in/aboutus#gem_ofc "
1.1.6	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	Not Applicable	0	0	empty	Fully Met	1.28	"Mentioned under ""About us- Introduction to GeM"" https://gem.gov.in/aboutus "
1.2	Power and duties of its officers and employees[Section 4(1) (b)(ii)]							
1.2.1	Powers and duties of officers (administrative, financial and judicial)	Fully Met	1.54	1.54	https://gem.gov.in/aboutus#	Fully Met	1.54	"Mentioned under ""About

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					gem_ofc			us- Who's-Who and GeM officials"" https://gem.gov.in/aboutus "
1.2.2	Power and duties of other employees	Fully Met	1.54	1.54	https://gem.gov.in/aboutus#gem_ofc	Fully Met	1.54	"Mentioned under ""About us- GeM officials and Business Facilitator"" https://gem.gov.in/aboutus "
1.2.3	Rules/ orders under which powers and duty are derived and	Fully Met	1.54	1.54	https://gem.gov.in/aboutus#gem_ofc	Fully Met	1.54	"Mentioned under ""About us- Introduction to GeM"" , Government of India (Allocation of Business) Rules, 1961 https://gem.gov.in/aboutus "
1.2.4	Exercised	Fully Met	1.54	1.54	https://gem.gov.in/aboutus#gem_ofc	Fully Met	1.54	"Mentioned under ""About us- Introduction to GeM"" , Government of India

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								(Allocation of Business) Rules, 1961 https://gem.gov.in/aboutus "
1.2.5	Work allocation	Fully Met	1.54	1.54	https://gem.gov.in/aboutus#gem_ofc	Fully Met	1.54	"Mentioned under ""About us- GeM officials and Business Facilitator"" https://gem.gov.in/aboutus "
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]							
1.3.1	Process of decision making Identify key decision making points	Fully Met	1.54	1.54	https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf	Fully Met	1.54	"Mentioned under Proactive disclosure link, Point No. 3: https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf "
1.3.2	Final decision making authority	Fully Met	1.54	1.54	https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf	Fully Met	1.54	"Mentioned under Proactive disclosure link, Point No. 3: https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf "

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf"
1.3.3	Related provisions, acts, rules etc.	Fully Met	1.54	1.54	https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf	Fully Met	1.54	"Mentioned under ""About us- Introduction to GeM"" https://gem.gov.in/aboutus and Proactive disclosure link, Point No. 3: https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf "
1.3.4	Time limit for taking a decisions, if any	Not Applicable	0	0	empty	Fully Met	1.54	decisions related to internal stakeholders are taken as per the applicable rules & regulations and policies as applicable.
1.3.5	Channel of supervision and accountability	Fully Met	1.54	1.54	https://assets-	Fully Met	1.54	"Mentioned

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					bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf			under Proactive disclosure link, Point No. 3: https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf "
1.4	Norms for discharge of functions[Section 4(1)(b)(iv)]							
1.4.1	Nature of functions/ services offered	Fully Met	1.54	1.54	https://gem.gov.in/support/terms_conditions	Fully Met	1.54	"As per the hierarchy and allocation of work. (Mentioned under Proactive disclosure: https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf) Terms and Conditions mentioned under following link: https://gem.gov.in/support/terms_conditions

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1.4.2	Norms/ standards for functions/ service delivery	Fully Met	1.54	1.54	https://gem.gov.in/support/terms_conditions	Fully Met	1.54	"As per the hierarchy and allocation of work. (Mentioned under Proactive disclosure: https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf) Terms and Conditions mentioned under following link: https://gem.gov.in/support/terms_conditions and Policies/Manuals under category ""Resources"" on web link https://gem.gov.in/support/terms_conditions "
1.4.3	Process by which these services can be	Fully Met	1.54	1.54	https://gem.gov.in/support/terms_conditions	Fully Met	1.54	"Terms and

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	accessed				v.in/support/terms_conditions			Conditons mentioned under following link: https://gem.gov.in/support/terms_conditions and Policies/Manuals under category ""Resources"" on web link https://gem.gov.in/support/terms_conditions "
1.4.4	Time-limit for achieving the targets	Fully Met	1.54	1.54	https://gem.gov.in/support/terms_conditions	Fully Met	1.54	"Internal norms are as per the hierarchy of the allocation of the work and the portal related norms are as per the various terms & conditions of the portal https://gem.gov.in/support/terms_conditions ."

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1.4.5	Process of redress of grievances	Fully Met	1.54	1.54	https://gem.gov.in/support/terms_conditions	Fully Met	1.54	"General Terms & Conditions for Forward Auction under link https://gem.gov.in/support/terms_conditions "
1.5	Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]							
1.5.1	Title and nature of the record/ manual /instruction.	Fully Met	1.92	1.92	https://gem.gov.in/support/terms_conditions	Fully Met	1.92	Mentioned under Proactive disclosure, Point No. 5: https://assets-bggem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf
1.5.2	List of Rules, regulations, instructions manuals and records.	Fully Met	1.92	1.92	https://gem.gov.in/support/terms_conditions	Fully Met	1.92	Mentioned under Proactive disclosure, Point No. 5: https://assets-bggem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
1.5.3	Acts/ Rules manuals etc.	Fully Met	1.92	1.92	https://gem.gov.in/support/terms_conditions	Fully Met	1.92	"Terms and Conditions mentioned under following link: https://gem.gov.in/support/terms_conditions and Policies/Manuals under category ""Resources"" on web link https://gem.gov.in/support/terms_conditions "
1.5.4	Transfer policy and transfer orders	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as GeM has only one office located at New Delhi.
1.6	Categories of documents held by the authority under its control[Section 4(1)(b) (vi)]							
1.6.1	Categories of documents	Fully Met	3.85	3.85	https://gem.gov.in/support/terms_conditions	Fully Met	3.85	"Point No. 6 of Proactive disclosure under following link: https://assets-bg.gem.gov.in/resources/pdf/proactive-disc

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								<p>loure-of-rti-v8.pdf Terms and Conditons mentioned under following link: https://gem.gov.in/support/terms_conditions_and_Policies/Manuals under category "Resources" on web link https://gem.gov.in/support/terms_conditions "</p>
1.6.2	Custodian of documents/categories	Not Applicable	0	0	empty	Fully Met	3.85	<p>GeM being a faceless organisation and portal. Therefore it is considered not applicable. However, all the documents terms & conditions, policies are available on</p>

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								the GeM portal and details of web manager is provided at below link:- https://gem.gov.in/web-information-manager
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]							
1.7.1	Name of Boards, Council, Committee etc.	Fully Met	0.96	0.96	https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf	Fully Met	0.96	" https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf "
1.7.2	Composition	Fully Met	0.96	0.96	https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf	Fully Met	0.96	https://gem.gov.in/aboutus
1.7.3	Dates from which constituted	Fully Met	0.96	0.96	https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf	Not Met	0	No details mentioned
1.7.4	Term/ Tenure	Fully Met	0.96	0.96	https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf	Not Met	0	No details mentioned

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					loure-of-rti-v8.pdf https://gem.gov.in/aboutus#gem_ofc			
1.7.5	Powers and functions	Fully Met	0.96	0.96	https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf	Fully Met	0.96	https://gem.gov.in/RTI
1.7.6	Whether their meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	NA
1.7.7	Whether the minutes of the meetings are open to the public?	Not Applicable	0	0	empty	Not Applicable	0	NA
1.7.8	Place where the minutes if open to the public are available?	Not Applicable	0	0	empty	Not Applicable	0	NA
1.8	Directory of officers and employees[Section 4(1) (b) (ix)]							
1.8.1	Name and designation	Fully Met	3.85	3.85	https://gem.gov.in/aboutus#gem_ofc	Fully Met	3.85	"Mentioned under ""About us- GeM officials and Business Facilitator"" https://gem.gov.in/aboutus "
1.8.2	Telephone , fax and email ID	Fully Met	3.85	3.85	https://gem.gov.in/aboutus#gem_ofc	Fully Met	3.85	"Mentioned under ""About us- GeM officials and Business Facilitator"" https://gem.gov.i

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1.9	Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]							
1.9.1	List of employees with Gross monthly remuneration	Fully Met	3.85	3.85	https://gem.gov.in/aboutus#gem_ofc	Fully Met	3.85	"Point No. 10 of Proactive disclosure: Designation wise approximately salary given. https://assets-bgm.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf "
1.9.2	System of compensation as provided in its regulations	Fully Met	3.85	3.85	https://gem.gov.in/aboutus#gem_ofc	Fully Met	3.85	"Point No. 10 of Proactive disclosure: https://assets-bgm.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf "
1.10	Name, designation and other particulars of public information officers[Section 4(1) (b) (xvi)]							
1.10.1	Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority	Fully Met	3.85	3.85	https://gem.gov.in/RTI	Fully Met	3.85	https://gem.gov.in/RTI
1.10.2	Address, telephone numbers and email ID of each designated official.	Fully Met	3.85	3.85	https://gem.gov.in/RTI	Fully Met	3.85	https://gem.gov.in/RTI
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken(Section 4(2))							
1.11.1	No. of employees against whom disciplinary	Fully Met	3.85	3.85	https://gem.gov.in/RTI	Not Met	0	No

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	action has been (i) Pending for Minor penalty or major penalty proceedings				v.in/RTI			information pertaining to pending cases provided.
1.11.2	(ii) Finalised for Minor penalty or major penalty proceedings	Fully Met	3.85	3.85	https://gem.gov.in/RTI	Not Met	0	No information pertaining to pending cases provided.
1.12	Programmes to advance understanding of RTI(Section 26)							
1.12.1	Educational programmes	Not Applicable	0	0	empty	Not Applicable	0	NA
1.12.2	Efforts to encourage public authority to participate in these programmes	Not Applicable	0	0	empty	Not Applicable	0	NA
1.12.3	Training of CPIO/APIO	Fully Met	1.92	1.92	NPC has provided training to CPIO on 19th -20th July 2021	Fully Met	1.92	"NPC has provided training to CPIO on 19th -20th July 2021"
1.12.4	Update & publish guidelines on RTI by the Public Authorities concerned	Not Applicable	0	0	empty	Not Applicable	0	NA
1.13	Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]							
1.13.1	Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]	Not Applicable	0	0	empty	Not Applicable	0	Not applicable as GeM has only one office located at New Delhi.
Total			75	75		82	72	
2	Budget and Programme							
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]							
2.1.1	Total Budget for the public authority	Fully Met	10	10.00	https://assets-	Fully Met	10.00	"Point No. 11

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					bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf			of Proactive disclosure on weblink: https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf
2.1.2	Budget for each agency and plan & programmes	Not Applicable	0	0	empty	Not Applicable	0	GeM is a Section-8 company and the details of Revenue expenditure are being updated by PA on the portal.
2.1.3	Proposed expenditures	Not Applicable	0	0	empty	Not Applicable	0	GeM is a Section-8 company and the details of Revenue expenditure are being updated by PA on the portal.
2.1.4	Revised budget for each agency, if any	Not Applicable	0	0	empty	Not Applicable	0	GeM is a Section-8 company and the details of

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								Revenue expenditure are being updated by PA on the portal.
2.1.5	Report on disbursements made and place where the related reports are available	Not Applicable	0	0	empty	Not Applicable	0	GeM is a Section-8 company and the details of Revenue expenditure are being updated by PA on the portal.
2.2	Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)							
2.2.1	Budget	Not Applicable	0	0	empty	Not Applicable	0	As per inputs received from GeM no travel required as office of GeM is located in Delhi.
2.2.2	Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.- (a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit	Not Applicable	0	0	empty	Not Applicable	0	As per inputs received from GeM no travel required as office of GeM is located in Delhi.
2.2.3	Information related to procurements- (a)	Not Applicable	0	0	empty	Fully Met	16.67	Contract

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL details including notice inviting bids , succesful bidder and contracted rate is available in Public domain on GeM portal at https://gem.gov.in/view_contracts
	Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/ rates and the total amount at which such procurement or works contract is to be executed.							
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]							
2.3.1	Name of the programme of activity	Not Applicable	0	0	empty	Not Applicable	0	NA
2.3.2	Objective of the programme	Not Applicable	0	0	empty	Not Applicable	0	NA
2.3.3	Procedure to avail benefits	Not Applicable	0	0	empty	Not Applicable	0	NA
2.3.4	Duration of the programme/ scheme	Not Applicable	0	0	empty	Not Applicable	0	NA
2.3.5	Physical and financial targets of the programme	Not Applicable	0	0	empty	Not Applicable	0	NA
2.3.6	Nature/ scale of subsidy /amount allotted	Not Applicable	0	0	empty	Not Applicable	0	NA
2.3.7	Eligibility criteria for grant of subsidy	Not Applicable	0	0	empty	Not Applicable	0	NA
2.3.8	Details of beneficiaries of subsidy programme (number, profile etc)	Not Applicable	0	0	empty	Not Applicable	0	NA
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]							
2.4.1	Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable	0	0	empty	Not Applicable	0	NA
2.4.2	Annual accounts of all legal entities who are provided grants by public authorities	Not Applicable	0	0	empty	Not Applicable	0	NA
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)]							
2.5.1	Concessions, permits or authorizations granted by public authority	Not Applicable	0	0	empty	Not Applicable	0	NA

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2.5.2	For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations	Not Applicable	0	0	empty	Not Applicable	0	NA
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]							
2.6.1	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Not Applicable	0	0	empty	Not Applicable	0	NA
Total			10	10		27	27	
3	Publicity Band Public interface							
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]							
3.1.1	Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	Fully Met	12.5	12.50	https://gem.gov.in/support/terms_conditions	Fully Met	12.50	"Point No. 7 of Pro active disclosure: https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf "
3.1.2	Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	Fully Met	12.5	12.50	https://gem.gov.in/training	Fully Met	12.50	"Point No. 7 of Pro active disclosure: https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								v8.pdf"
3.1.3	Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any	Not Applicable	0	0	empty	Not Applicable	0	NA
3.1.4	Public- private partnerships (PPP)- Detailed project reports (DPRs)	Not Applicable	0	0	empty	Not Applicable	0	NA
3.1.5	Public- private partnerships (PPP)- Concession agreements.	Not Applicable	0	0	empty	Not Applicable	0	NA
3.1.6	Public- private partnerships (PPP)- Operation and maintenance manuals	Not Applicable	0	0	empty	Not Applicable	0	NA
3.1.7	Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP	Not Applicable	0	0	empty	Not Applicable	0	NA
3.1.8	Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government	Not Applicable	0	0	empty	Not Applicable	0	NA
3.1.9	Public- private partnerships (PPP) -Information relating to outputs and outcomes	Not Applicable	0	0	empty	Not Applicable	0	NA
3.1.10	Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)	Not Applicable	0	0	empty	Not Applicable	0	NA
3.1.11	Public- private partnerships (PPP) - All payment made under the PPP project	Not Applicable	0	0	empty	Not Applicable	0	NA
3.2	Are the details of policies / decisions, which affect public, informed to them[Section 4(1) (c)]							
3.2.1	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year	Not Applicable	0	0	empty	Not Applicable	0	NA
3.2.2	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive	Not Applicable	0	0	empty	Not Applicable	0	NA

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	- Outline the Public consultation process							
3.2.3	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy	Not Applicable	0	0	empty	Not Applicable	0	NA
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]							
3.3.1	Use of the most effective means of communication - Internet (website)	Fully Met	50	50.00	https://gem.gov.in/	Fully Met	50.00	https://gem.gov.in/
3.4	Form of accessibility of information manual/ handbook[Section 4(1)(b)]							
3.4.1	Information manual/handbook available in Electronic format	Fully Met	25	25.00	https://gem.gov.in/support/gem_handbook/?lang=english	Fully Met	25.00	" https://gem.gov.in/support/gem_handbook/?lang=english "
3.4.2	Information manual/handbook available in Printed format	Fully Met	25	25.00	https://gem.gov.in/support/gem_handbook/?lang=english	Fully Met	25.00	" https://gem.gov.in/support/gem_handbook/?lang=english "
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]							
3.5.1	List of materials available Free of cost	Fully Met	25	25.00	https://gem.gov.in/support/gem_handbook/?lang=english	Fully Met	25.00	" https://gem.gov.in/support/gem_handbook/?lang=english "
3.5.2	List of materials available At a reasonable cost of the medium	Not Applicable	0	0	empty	Not Applicable	0	NA
Total			150	150		150	150	
4	E-Governance							
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]							
4.1.1	English	Fully Met	14.29	14.29	Made	Fully Met	14.29	"Terms and

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					available			Conditions mentioned under following link: <a "resources"""="" href="https://gem.gov.in/support/terms_conditions_and_Policies/Manuals_under_category">https://gem.gov.in/support/terms_conditions_and_Policies/Manuals_under_category""Resources"" on web link https://gem.gov.in/support/terms_conditions
4.1.2	Vernacular/ Local Language	Fully Met	14.29	14.29	Made available	Partially Met	7.15	Translation is under process
4.2	When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]							
4.2.1	Last date of Annual updation	Fully Met	28.57	28.57	July 2018	Fully Met	28.57	GeM Handbook was updated on July 2018. https://assets-bg.gem.gov.in/resources/pdf/GeM_handbook.pdf
4.3	Information available in electronic form[Section 4(1)(b)(xiv)]							
4.3.1	Details of information available in electronic form	Fully Met	9.52	9.52	https://assets-bg.gem.gov.in/resources/pdf	Fully Met	9.52	"Point No. 14 of Proactive disclosure: https://assets-bg.gem.gov.in/resources/pdf

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					/proactive-disclosure-of-rti-v8.pdf			ps://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf"
4.3.2	Name/ title of the document/record/ other information	Fully Met	9.52	9.52	https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf	Fully Met	9.52	"Point No. 14 of Proactive disclosure: https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf"
4.3.3	Location where available	Fully Met	9.52	9.52	https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf	Fully Met	9.52	"Point No. 14 of Proactive disclosure: https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf"
4.4	Particulars of facilities available to citizen for obtaining information[Section 4(1)(b)(xv)]							
4.4.1	Name & location of the faculty	Fully Met	7.14	7.14	https://gem.gov.in/training	Fully Met	7.14	"Link provided in Self Appraisal Report does not mention the said details.

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
								However, Point No. 15 of Proactive disclosure: https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf provides information"
4.4.2	Details of information made available	Fully Met	7.14	7.14	https://gem.gov.in/training	Fully Met	7.14	"Link provided in Self Appraisal Report does not mention the said details. However, Point No. 15 of Proactive disclosure: https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf provides information"
4.4.3	Working hours of the facility	Fully Met	7.14	7.14	https://gem.gov.in/training	Fully Met	7.14	"Link provided

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
					v.in/training			in Self Appraisal Report does not mention the said details. However, Point No. 15 of Proactive disclosure: https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf provides information"
4.4.4	Contact person & contact details (Phone, fax email)	Fully Met	7.14	7.14	https://gem.gov.in/training/facilitators	Fully Met	7.14	https://gem.gov.in/training/facilitators
4.5	Such other information as may be prescribed under Section 4(i) (b)(xvii)							
4.5.1	Grievance redressal mechanism	Fully Met	3.57	3.57	Incident Management Functionality	Fully Met	3.57	https://gem.gov.in/useful_links
4.5.2	Details of applications received under RTI and information provided	Fully Met	3.57	3.57	Online portal	Fully Met	3.57	Quarterly Report submitted on portal.
4.5.3	List of completed schemes/ projects/ Programmes	Not Applicable	0	0	empty	Not Applicable	0	NA
4.5.4	List of schemes/ projects/ programme underway	Not Applicable	0	0	empty	Not Applicable	0	NA

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
4.5.5	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	Not Met	3.57	0	empty	Fully Met	3.57	Details are available at https://gem.gov.in/view_contracts
4.5.6	Annual Report	Fully Met	3.57	3.57	Annual report	Not Met	0	No information/link provided. No supporting document provided.
4.5.7	Frequently Asked Question (FAQs)	Fully Met	3.57	3.57	https://gem.gov.in/userFaqs	Fully Met	3.57	https://gem.gov.in/userFaqs
4.5.8	Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter	Not Applicable	0	0	empty	Not Applicable	0	NA
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]							
4.6.1	Details of applications received and disposed	Fully Met	14.29	14.29	Online portal	Partially Met	7.15	Report is uploaded on Portal. However, the same is not available on GeM website. Hence, remarks mentioned as Partially Met.
4.6.2	Details of appeals received and orders issued	Fully Met	14.29	14.29	Online portal	Partially Met	7.15	Report is uploaded on

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL Portal.
								However, the same is not available on GeM website. Hence, remarks mentioned as Partially Met.
4.7	Replies to questions asked in the parliament[Section 4(1)(d)(2)]							
4.7.1	Details of questions asked and replies given	Not Applicable	0	0	empty	Not Applicable	0	Considered not applicable as all replies are submitted by Ministry. We only share inputs with ministry.
Total			161	157		161	136	
5	Information as may be prescribed							
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]							
5.1.1	Name & details of - (a) Current CPIOs & FAAs, (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met	20	20.00	https://gem.gov.in/RTI	Fully Met	20.00	GeM has been launched on 09.08.2022 and current CPIO is readily available on the GeM website.
5.1.2	Details of third party audit of voluntary disclosure	Fully Met	20	20.00	https://assets-	Not Applicable	0	GeM has

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
	-(a) Dates of audit carried out , (b) Report of the audit carried out				bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf			been launched on 09.08.2022 and till date no third party audit report has been received.
5.1.3	Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers	Not Applicable	0	0	empty	Partially Met	10.00	Nodal officer has been appointed :Sh. Anuj Kumar, Director-Admin. However, not mentioned on website. Hence, partially met.
5.1.4	Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers	Not Applicable	0	0	empty	Not Applicable	0	Considered not applicable as GeM being a new organisation and same is being considered in future.
5.1.5	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers	Not Applicable	0	0	empty	Not Applicable	0	NA

Sr. No	Details of disclosure	Category	Marks	Obtained Mark	Remarks	Auditor Category	Auditor Marks	Auditor Remarks/URL
Total			40	40		40	30	
6	Information Disclosed on own Initiative							
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information							
6.1.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	Fully Met	25	25.00	https://assets-bg.gem.gov.in/resources/pdf/proactive-disclosure-of-rti-v8.pdf	Fully Met	25.00	https://assets-bg.gem.gov.in/
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ							
6.2.1	Whether STQC certification obtained and its validity	Fully Met	12.5	12.50	https://assets-bg.gem.gov.in/resources/upload/shared_doc/gem_certificate_1651680716.PDF	Fully Met	12.50	" https://assets-bg.gem.gov.in/resources/upload/shared_doc/gem_certificate_1651680716.PDF "
6.2.2	Does the website show the certificate on the Website?	Fully Met	12.5	12.50	https://assets-bg.gem.gov.in/resources/pdf/Application_Security_Test_Report_GeM_21122018.pdf	Fully Met	12.50	https://assets-bg.gem.gov.in/
Total			50	50		50	50	
Grand Total			486	482		509	465	