

**No.G.17014/1/2021-GAD**  
**GOVERNMENT OF MIZORAM**  
**GENERAL ADMINISTRATION DEPARTMENT**

Mizoram Secretariat, Mizoram New Capital Complex (MINECO), Aizawl - 796001  
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Dated Aizawl the 8<sup>th</sup> April, 2021

**ORDER**

In pursuance of Govt. of Mizoram, Finance Department Office Memorandum No.G.17014/1/2017-FEC/57 dt. 16.11.2020, GeM Procurement Committee under Government e-Marketplace (GeM Portal) for General Administration Department is hereby constituted with the following composition with immediate effect.

Chairman	:	Additional Chief Secretary, GAD
Member Secretary	:	Joint Secretary, GAD
Members	:	Under Secretary (G), GAD
	:	Superintendent (G)
	:	Dealing Assistant

The terms of reference of the GeM Procurement Committee shall be as follows:

1. It shall make recommendation to the Procuring Authority for purchase of goods online through the GeM portal.
2. It will decide in specification of the goods to be purchased and will be responsible to oversee online search, bidding process and placing order of goods from the GeM portal.
3. The Chairman may invite any other responsible officials to assist in the deliberation of the GeM Procurement Committee as an Invitee.
4. The absence of only one member of the GeM Procurement Committee in its meeting shall not invalidate the proceedings of the Committee.

**Sd/- J.C. Ramthanga**

Addl. Chief Secretary to the Govt. of Mizoram  
General Administration Department

Memo No.G.17014/1/2021-GAD : **Dated Aizawl the 8<sup>th</sup> April, 2021**

Copy to:

1. Under Secretary, Finance Department (EC).
2. All members, GeM Procurement Committee.
3. Website Manager, GAD.
4. Guard File.



**(S.T. LALVENSANGI)**

Under Secretary to the Govt. of Mizoram  
General Administration Department