




<p>ईस्टर्न कोलफील्ड्स लिमिटेड अध्यक्ष-सह-प्रबंध निदेशक का कार्यालय सांकतोड़िया, पत्रालय- डिसेरगढ़, जिला- बर्धमान, पश्चिम बंगाल-713333 सी.आइ.एन.- U10101WB1975GOI030295 वेबसाइट- www.easterncoal.nic.in</p>	  	<p>EASTERN COALFIELDS LIMITED Office of the Chairman-cum-Managing Director Sanctoria, P.O.: Dishergarh, Dist.-Burdwan, West Bengal-713333 Contract Management Cell CIN-U10101WB1975GOI030295 Website- www.easterncoal.nic.in</p>
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Ref. No. ECL / HQ / CMC / Transport / 2023 / 5028

Dated 09.02.2023

RECORD NOTES OF THE INTERACTIVE SESSION WITH SELLERS (EXISTING ECL CONTRACTORS) ON PROCUREMENT OF SERVICES THROUGH GEM PORTAL ON 08.02.2023 AT ECL

After having widely publicised (web publication on the official website of ECL) and with prior intimation through mail, with the help of GeM official an interactive Session on 08.02.2023 regarding procurement of services through GeM was held at ECL for Sellers (Existing ECL contractors) from 02:00 PM to 04:00 PM in the Director (F) Conference Hall, Technical building ECL, HQ.

The said meeting witnessed satisfactory participation of the Sellers, 44 existing contractors of ECL (Sellers) participated in VC mode and 02 in physical mode, GeM official guided the Sellers with the help of PPT by the GeM Official through the procedures of -

1. Registration on GeM Portal.
2. Profile creation and updation.
3. Catalogue management service.
4. Participation in Bids.
5. Bid withdrawal process.
6. Annual Maintenance and Transaction charges charged by GeM portal from seller.
7. Service Invoicing by Sellers.

During the said interactive session the queries raised/asked by the Sellers and in this regard observations of the GeM official is as under:

Sl. No.	Queries from the Sellers	GeM Official observations/reply		
1.	Participation of Joint Venture	Functionality not available in GeM portal.		
2.	What is Annual Maintenance and Transaction charges	<p>Annual Maintenance Charge: GeM portal charged seller a onetime charge @0.5 % on clocking a threshold Seller Merchandise value of INR 20 Lakh (i.e. Rs.10,000/year + GST) as a maintenance charge of the portal in each financial year.</p> <p>Transaction charges: For sellers who have clocked the threshold Seller Merchandise Value, Transaction Charge at following rates shall be levied on all orders equal to or exceeding INR 5 lakh value in each case: -</p> <table border="1" data-bbox="863 1986 1441 2043"> <tr> <td data-bbox="863 1986 1151 2043">Order Value (INR)</td> <td data-bbox="1156 1986 1441 2043">Transaction fee slab (INR)</td> </tr> </table>	Order Value (INR)	Transaction fee slab (INR)
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		<table border="1"> <tr> <td>≥ 5 lakh but < 50 Cr.</td> <td>0.5% of order value</td> </tr> <tr> <td>≥ 50 Cr. but < 100 Cr.</td> <td>25 lakh + 0.4% of order value above 50 Cr</td> </tr> <tr> <td>≥ 100 Cr. but < 200 Cr.</td> <td>45 lakh + 0.3% of order value above 100 Cr.</td> </tr> <tr> <td>≥ 200 Cr. but < 300 Cr.</td> <td>75 lakh + 0.2% of order value above 200 Cr.</td> </tr> <tr> <td>≥ 300 Cr. but < 500 Cr.</td> <td>95 lakh + 0.1% of order value above 300 Cr.</td> </tr> <tr> <td>≥ 500 Cr.</td> <td>115 lakh Flat Fees</td> </tr> </table>	≥ 5 lakh but < 50 Cr.	0.5% of order value	≥ 50 Cr. but < 100 Cr.	25 lakh + 0.4% of order value above 50 Cr	≥ 100 Cr. but < 200 Cr.	45 lakh + 0.3% of order value above 100 Cr.	≥ 200 Cr. but < 300 Cr.	75 lakh + 0.2% of order value above 200 Cr.	≥ 300 Cr. but < 500 Cr.	95 lakh + 0.1% of order value above 300 Cr.	≥ 500 Cr.	115 lakh Flat Fees
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3.	Bidder participation	Bidder cannot participate in the bid if service catalogue in which the bidder has registered himself is not live on GeM portal. It usually takes 3-4 days for approval which is done by Quality Council of India (QCI).												
4.	Bid withdrawal and re-participation	Two times withdrawal and two times re-participation till the bid submission end date.												
5.	Participant asked that he was unable to find the published tender on the GeM portal.	If the published tender is floated in the same Service Catalogue in which the Seller has registered, only then that published bid will be shown on the Seller's home page on GeM portal.												

In addition to the above GeM official has also emphasized on the following points:

1. Manual for the Sellers has been made available on GeM portal.
2. Regular training programs for Sellers are being conducted by GeM portal through VC which are free of cost and information for the same is mentioned in Training calendar section on the GeM portal website i.e. gem.gov.in.
3. Training modules for Sellers have been available on GeM portal in the form of Power Point Presentations and also in the form of Videos in multiple languages for the activities like Registration on GeM portal, Creation of Bid, creation of service catalogue, participation in the bid, creation of service invoices etc.
4. For West Bengal region toll free numbers for any support required on GeM portal are:
 - a. Shri Manichandra Singh – 9958799417 – manichandra.singh@intellectdesign.com
 - b. Shri Dhiraj Raj – 8744040619
 - c. Email id: services.gem@gem.gov.in

Details of the GeM official:

Shri Biswajit Sarkar

GeM Facilitator & Master Trainer

Nabanna, Finance Dept.,

GeM-West Bengal & Sikkim

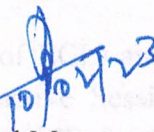

Contact No.: 7278009733

In the last GM (CMC), ECL advised to all the Sellers (Contractor) to get themselves registered on GeM portal with Service Catalogue updation and also make themselves accustomed & conversant with the GeM portal at the earliest ECL will start floating the Mining Service tenders on GeM portal.

GM (CMC), ECL conveyed sincere thanks to the participants and GeM officials for their active participation

RECORD NOTES OF THE INTERACTIVE SESSION WITH SELLERS (EXISTING ECL CONTRACTORS) ON PROCUREMENT OF SERVICES THROUGH GEM PORTAL ON 08.02.2023 AT ECL

After having widely publicised (web publication on the official website of ECL with prior intimation through mail, with the help of GeM official an interactive session on 08.02.2023 regarding procurement of services through GeM was conducted with the Sellers (Existing ECL contractors) from 02:00 PM to 04:00 PM in the Director's Hall, Technical Building ECL, HQ.


10/02/23
General Manager
CMC, ECL HQ


The talk regarding, witnessed satisfactory participation of the Sellers. All existing contractors of ECL (Sellers) participated in VC mode and 02 in physical mode. GeM official guided the Sellers with the help of PPT by the GeM Official through the requirements of

1. Registration on GeM Portal.
2. Profile creation and updation.
3. Catalogue management services.
4. Participation in bids.
5. Bid withdrawal process.
6. Annual Maintenance and Transaction charges charged by GeM portal from seller.
7. Service provided by Sellers.

During the said interactive session the queries raised were as the follows and in this regard observations of the GeM official is as under.

Sl. No.	Queries from the Sellers	GeM Official observations/reply		
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