

ISO 9001:2015

**प्रशासन विभाग मुख्यालय**  
**इंटर ऑफिस मेमो**

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|--|--|
| <b>प्रेषक</b><br>General Manager (Admn.),<br>Head Office | <b>प्राप्तकर्ता</b><br>All Regional Heads<br>All Procurement Departments at<br>Head Office/HSMI<br>All EDs/GMs |
|--|--|

दिनांक: 09.03.2023

**Sub: GeM Training Calender for March, 2023 – reg**

**Ref: 1. Govt. of India, Principal Accounts Office (Admn.), Ministry of Housing & Urban Affairs, Nirman Bhawan New Delhi's Office Memorandum dated 02.03.2023**

With regard to the above, kindly find attached Office Memorandum No. D-13020/PrAO/HUA/GeMAdmin/2022-23/7008-10 dated 02.03.2023 received from Sr. Accounts Officer, Govt. of India, Principal Accounts Office (Admn), Ministry of Housing and Urban Affairs, Room No. 202, F Wing-, Nirman Bhawan, New Delhi, containing 04 pages, which is self explanatory, for information and further necessary action.

In this regard all concerned are requested to make it convenient to attend these Training Programmes.

सभी क्षेत्रीय प्रमुख/मुख्यालय/एच एस एम आई के सभी प्रोक्योरमेंट डिपार्टमेंट के सूचनार्थ एवं आवश्यक कार्रवाई हेतु प्रेषित किया जाता है।

This issues with the approval of Competent Authority.



वेद प्रकाश

सहायक महाप्रबंधक (प्रशासन)

संलग्न: उपरोक्तानुसार

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Through Email

Computer No.: 9062037  
GOVERNMENT OF INDIA  
PRINCIPAL ACCOUNTS OFFICE (Admn)  
Ministry of Housing and Urban Affairs  
Room No.-202, F-Wing, Nirman Bhawan,  
New Delhi - 110011  
Ph: 011-23061283, 23062320

No. D-13020/PrAO/HUA/GeMAdmin/2022-23/ 7008-10

Date: 02.03.2023

**OFFICE MEMORANDUM**

**Subject: GeM Training Calendar for March 2023 - reg.**

Reference is invited to Director GeM email dated 27.02.2023 (copy enclosed) regarding GeM Training Calendar for March 2023.

2. GeM Director has informed that GeM conducts online training sessions for buyers and sellers on a regular basis. In this connection, he has shared training schedule for the month of March'2023 along with the VC details i.e. VC link and timings. These are open sessions for any interested buyer/seller. Further, He informed that for any specific training requirements departments/ organizations can reach out to GeM.

3. In this regard, GeM training schedule for the month of March'2023 along with the VC details i.e. VC links and timings, is being shared with you for your information and further circulation to buyers under your organization.

4. This issues with the approval of Competent Authority.



(Pawan Kumar Bhatnagar)  
Sr. Accounts Officer

To,

1. All GeM Stakeholders aligned with MoHUA
2. SO (IT) Cell for uploading the OM on e-office Notice Board

Copy for information to:

PPS to JS & FA, MoHUA



Encls: As above.

| <b>Trainings for Buyers</b>           | <b>Date</b> | <b>Time</b>       | <b>Topics</b>               | <b>VC Links</b>   |
|---------------------------------------|-------------|-------------------|-----------------------------|---|
| Training Session for Buyers           | 07-03-2022  | 11 am - 1 pm      | Registration                | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=m4b4c728f31df1afe37c435375df639e8">https://gem-vc.webex.com/gem-vc/j.php?MTID=m4b4c728f31df1afe37c435375df639e8</a> |
| Training Session for Buyers           | 14/3/2023   | 11 am - 1 pm      | Buying Process (Products)   | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=m7b3d7370402da27ab5f06735bcf82513">https://gem-vc.webex.com/gem-vc/j.php?MTID=m7b3d7370402da27ab5f06735bcf82513</a> |
| Training Session for Buyers           | 21/3/2023   | 11 am - 1 pm      | Buying Process (Services)   | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=m8765e45e45e396b216a965580510e44d">https://gem-vc.webex.com/gem-vc/j.php?MTID=m8765e45e45e396b216a965580510e44d</a> |
| Training Session for Buyers           | 28/3/2023   | 11 am - 1 pm      | Payment Processes           | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=me32ed349152c081b930b8f71754dc2e8">https://gem-vc.webex.com/gem-vc/j.php?MTID=me32ed349152c081b930b8f71754dc2e8</a> |
|                                       |             |                   |                             |   |
| <b>Trainings for Sellers</b>          | <b>Date</b> | <b>Time</b>       | <b>Topics</b>               | <b>VC Links</b>   |
| Training Session for Sellers          | 03-03-2023  | 2:30 pm - 4:30 pm | Registration                | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=m0d5ffe39800cd6465ffad681d16d431d">https://gem-vc.webex.com/gem-vc/j.php?MTID=m0d5ffe39800cd6465ffad681d16d431d</a> |
| Training Session for Sellers          | 10-03-2023  | 2:30 pm - 4:30 pm | Catalogue Management        | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=m63fab8bb984433e8532745df2c91a00">https://gem-vc.webex.com/gem-vc/j.php?MTID=m63fab8bb984433e8532745df2c91a00</a>   |
| Training Session for Sellers          | 17/3/2023   | 2:30 pm - 4:30 pm | Bid/RA participation        | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=m09f8ab693a2621509411cef74b23dff1">https://gem-vc.webex.com/gem-vc/j.php?MTID=m09f8ab693a2621509411cef74b23dff1</a> |
| Training Session for Sellers          | 24/3/2023   | 2:30 pm - 4:30 pm | Bid/RA participation        | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=m3fd678dca6a04b206a5b24cf9853ecab">https://gem-vc.webex.com/gem-vc/j.php?MTID=m3fd678dca6a04b206a5b24cf9853ecab</a> |
| Training Session for Sellers          | 31/3/2023   | 2:30 pm - 4:30 pm | Order Fulfillment           | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=m2ba299f210d041c12fa6c280e11bfee8">https://gem-vc.webex.com/gem-vc/j.php?MTID=m2ba299f210d041c12fa6c280e11bfee8</a> |
|                                       |             |                   |                             |   |
| <b>Video based trainings sessions</b> | <b>Date</b> | <b>Time</b>       | <b>Topics</b>               | <b>VC Links</b>   |
| Training Session for Buyers           | 06-03-2023  | 3:00 pm - 4:00 pm | Buying Process (Products )  | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=m3a9c8dd52dc5e7b2b1fb131a62136a98">https://gem-vc.webex.com/gem-vc/j.php?MTID=m3a9c8dd52dc5e7b2b1fb131a62136a98</a> |
| Training Session for Buyers           | 13/3/2023   | 3:00 pm - 4:00 pm | Buying Process ( Services)  | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=m060452419c4b161523d2a1381f737daf">https://gem-vc.webex.com/gem-vc/j.php?MTID=m060452419c4b161523d2a1381f737daf</a> |
| Training Session for Buyers           | 20/3/2023   | 3:00 pm - 4:00 pm | Buying Process (Products )  | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=mcef29e5d5cb55113eba0c981be2fe9a7">https://gem-vc.webex.com/gem-vc/j.php?MTID=mcef29e5d5cb55113eba0c981be2fe9a7</a> |
| Training Session for Buyers           | 27/3/2023   | 3:00 pm - 4:00 pm | Order Processing & Payments | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=m3bcbfbd315e9afe715529487721cf23">https://gem-vc.webex.com/gem-vc/j.php?MTID=m3bcbfbd315e9afe715529487721cf23</a>   |
|                                       |             |                   |                             |   |
| (Hindi) Training Session for Buyers   | 01-03-2023  | 3:00 pm - 4:00 pm | Buying Process (Products )  | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=m1f0a963028f5b4cc710bec29b4a856de">https://gem-vc.webex.com/gem-vc/j.php?MTID=m1f0a963028f5b4cc710bec29b4a856de</a> |
| (Hindi) Training Session for Buyers   | 15/3/2023   | 3:00 pm - 4:00 pm | Buying Process ( Services)  | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=m411369e4500dc42e0c746e02d83626e4">https://gem-vc.webex.com/gem-vc/j.php?MTID=m411369e4500dc42e0c746e02d83626e4</a> |
| (Hindi) Training Session for Buyers   | 22/3/2023   | 3:00 pm - 4:00 pm | Order Processing & Payments | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=md7ded4b3d86ccf99416fd14e79f6f0d6">https://gem-vc.webex.com/gem-vc/j.php?MTID=md7ded4b3d86ccf99416fd14e79f6f0d6</a> |
| (Hindi) Training Session for Buyers   | 29/3/2023   | 3:00 pm - 4:00 pm | Registration                | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=mee9264c0d0195d24a790260accb96a05">https://gem-vc.webex.com/gem-vc/j.php?MTID=mee9264c0d0195d24a790260accb96a05</a> |
|                                       |             |                   |                             |   |
| Training Session for Sellers          | 02-03-2023  | 3:00 pm - 4:00 pm | Registration                | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=m70ee5c0baec39f3619baf9c289fa773">https://gem-vc.webex.com/gem-vc/j.php?MTID=m70ee5c0baec39f3619baf9c289fa773</a>   |
| Training Session for Sellers          | 09-03-2023  | 3:00 pm - 4:00 pm | Catalogue Management        | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=m13a8e8515a550b84ccbedadeb76e514e">https://gem-vc.webex.com/gem-vc/j.php?MTID=m13a8e8515a550b84ccbedadeb76e514e</a> |
| Training Session for Sellers          | 16/3/2023   | 3:00 pm - 4:00 pm | Catalogue Management        | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=m3cdc1143ec9770ec5d716b3a1de779a">https://gem-vc.webex.com/gem-vc/j.php?MTID=m3cdc1143ec9770ec5d716b3a1de779a</a>   |
| Training Session for Sellers          | 23/3/2023   | 3:00 pm - 4:00 pm | Bid/RA participation        | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=m0c8ea167f90b08000ededf5aaf2ad6f9">https://gem-vc.webex.com/gem-vc/j.php?MTID=m0c8ea167f90b08000ededf5aaf2ad6f9</a> |
| Training Session for Sellers          | 30-03-2023  | 3:00 pm - 4:00 pm | Bid/RA participation        | <a href="https://gem-vc.webex.com/gem-vc/j.php?MTID=m1c8f98a4db178a9f9ceaab78db95a48b">https://gem-vc.webex.com/gem-vc/j.php?MTID=m1c8f98a4db178a9f9ceaab78db95a48b</a> |

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## GeM Training Calendar for March 2023

**From :** Ayush Aggarwal <ayush.aggarwal@gem.gov.in> Mon, Feb 27, 2023 07:50 PM  
**Subject :** GeM Training Calendar for March 2023   
**To :** ayush agarwal <ayush.aggarwal@gem.gov.in>  1 attachment  
**Cc :** Rajiv Kumar Srivastava <aceo-rksrivastava@gem.gov.in>, Kush Tyagi <manager1-training@gem.gov.in>, Sourav Banerjee <srtech-exec@gem.gov.in>  
**Reply To :** Ayush Aggarwal <ayush.aggarwal@gem.gov.in>

Respected Sir/Ma'am (in bcc),

As you would be aware, GeM conducts online training sessions for buyers and sellers on a regular basis. This is to inform you about our training schedule for the month of March'23. Please find attached details with online VC links. These are open sessions for any interested buyer/seller. The same may please be cascaded to buyers/vendors in respective organization.

Please feel free to reach out for any specific training requirement.

Link on GeM website: <https://gem.gov.in/training>

| Trainings for Buyers           | Date       | Time              | Topics                    |
|--------------------------------|------------|-------------------|---------------------------|
| Training Session for Buyers    | 03-07-2023 | 11 am - 1 pm      | Registration              |
| Training Session for Buyers    | 14/3/2023  | 11 am - 1 pm      | Buying Process (Products) |
| Training Session for Buyers    | 21/3/2023  | 11 am - 1 pm      | Buying Process (Services) |
| Training Session for Buyers    | 28/3/2023  | 11 am - 1 pm      | Payment Processes         |
|                                |            |                   |                           |
| Trainings for Sellers          | Date       | Time              | Topics                    |
| Training Session for Sellers   | 03-03-2023 | 2:30 pm - 4:30 pm | Registration              |
| Training Session for Sellers   | 03-10-2023 | 2:30 pm - 4:30 pm | Catalogue Management      |
| Training Session for Sellers   | 17/3/2023  | 2:30 pm - 4:30 pm | Bid/RA participation      |
| Training Session for Sellers   | 24/3/2023  | 2:30 pm - 4:30 pm | Bid/RA participation      |
| Training Session for Sellers   | 31/3/2023  | 2:30 pm - 4:30 pm | Order Fulfillment         |
|                                |            |                   |                           |
| Video based trainings sessions | Date       | Time              | Topics                    |

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|                                     |            |                   |                             |
|-------------------------------------|------------|-------------------|-----------------------------|
| Training Session for Buyers         | 03-06-2023 | 3:00 pm - 4:00 pm | Buying Process (Products )  |
| Training Session for Buyers         | 13/3/2023  | 3:00 pm - 4:00 pm | Buying Process ( Services)  |
| Training Session for Buyers         | 20/3/2023  | 3:00 pm - 4:00 pm | Buying Process (Products )  |
| Training Session for Buyers         | 27/3/2023  | 3:00 pm - 4:00 pm | Order Processing & Payments |
|                                     |            |                   |                             |
| (Hindi) Training Session for Buyers | 03-01-2023 | 3:00 pm - 4:00 pm | Buying Process (Products )  |
| (Hindi) Training Session for Buyers | 15/3/2023  | 3:00 pm - 4:00 pm | Buying Process ( Services)  |
| (Hindi) Training Session for Buyers | 22/3/2023  | 3:00 pm - 4:00 pm | Order Processing & Payments |
| (Hindi) Training Session for Buyers | 29/3/2023  | 3:00 pm - 4:00 pm | Registration                |
|                                     |            |                   |                             |
| Training Session for Sellers        | 03-02-2023 | 3:00 pm - 4:00 pm | Registration                |
| Training Session for Sellers        | 03-09-2023 | 3:00 pm - 4:00 pm | Catalogue Management        |
| Training Session for Sellers        | 16/3/2023  | 3:00 pm - 4:00 pm | Catalogue Management        |
| Training Session for Sellers        | 23/3/2023  | 3:00 pm - 4:00 pm | Bid/RA participation        |
| Training Session for Sellers        | 30-03-2023 | 3:00 pm - 4:00 pm | Bid/RA participation        |

Thanks,  
Ayush Aggarwal  
Director, Buyer Management  
Government E Marketplace



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GeM Training Schedule March 2023.xlsx  
12 KB

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