



ISO 9001:2015

**प्रशासन विभाग मुख्यालय  
इंटर ऑफिस मेमो**

<p><b>प्रेषक</b> महाप्रबंधक (प्रशासन), मुख्यालय</p>	<p><b>प्राप्तकर्ता</b> सभी क्षेत्रीय प्रमुख मुख्यालय/ एच एस एम आई के सभी प्रोक्योरमेंट डिपार्टमेंट</p>
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संख्या/एडमिन/अपडेटेड मैनुअल फॉर प्रोक्योरमेंट ऑफ गुड्स, सर्विसेज/2022/

दिनांक 26.09.2022

**Sub: Govt. of India, Ministry of Housing & Urban Affairs Finance Division Office Memorandum dated 20.09.2022 – Push Button Procurement – regarding**

**Ref: Govt. of India, Ministry of Finance, Department of Expenditure, Procurement Policy Divison's Office Memorandum dated 6<sup>th</sup> September, 2022 – Push Button Procurement**

With regard to the above, kindly find attached the Govt. of India, Ministry of Housing & Urban Affairs Finance Division Office Memorandum dated 20.09.2022 containing Govt. of India, Ministry of Finance, Department of Expenditure, Procurement Policy Divison's Office Memorandum dated 6<sup>th</sup> September, 2022, which are self explanatory, for information and necessary adherence.

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

  
राजीव शर्मा

महाप्रबंधक (प्रशासन)

संलग्न:उपरोक्तानुसार

G-21017/190/2022-IFD-Desk-IV(Pt.)  
**Government of India**  
**Ministry of Housing & Urban Affairs**  
**Finance Division**  
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Niramn Bhawan, New Delhi  
 Dated- 20-09-2022

Office Memorandum

**Subject: Push Button Procurement- regarding**

**Reference: M/o Finance, D/o Expenditure OM No. 6/7/2022-PPD dated- 06/09.2022**

2. The above reference O.M. dated 06<sup>th</sup> September, 2022 received from, M/o Finance, D/o Expenditure on the captioned subject is circulated herewith for information and necessary adherence.

Enclosure: As above.

*Sjans*  
 (S.C. Jana)  
 Director(IFD)  
 Tel: 011-23062127

To

1.	Additional Secretary(D)	11.	OSD (UT)
2.	Additional Secretary(H&V)	12.	Economic Advisor (H)
3.	Additional Secretary(AMRUT, L &E)	13.	DG(CPWD)
4.	Additional Secretary ( Admn & NULM)	14.	Chief Controller of Accounts
5.	Joint Secretary (SBM)	15.	DS(Budget)
6.	Joint Secretary(Smart City)	16..	CMD, HUDCO
7.	Joint Secretary(PMAY)	17.	CMD, NBCC
8.	Joint Secretary ( Coord &NER)	18.	CMD, HPL
9.	Joint Secretary( Works)	19.	ED, BMTPC
10.	Joint Secretary(PSP)		

**Copy for information to:**

1. PS to AS&FA
2. SO(IT Cell) for uploading in e- office.



264-C, North Block, New Delhi.  
6<sup>th</sup> September, 2022.

OFFICE MEMORANDUM

**Subject: Push Button Procurement.**

As per Rule 144 (vii) of General Financial Rules, (GFRs) the procuring entity should satisfy itself that the price of selected offer is reasonable. Even in case of procurement through Government e-Marketplace (GeM), Rule 149 of GFRs stipulates that the procuring authority will certify the reasonability of rates. Guidance to ascertain reasonability of rates has been provided in the Manuals for Procurement issued by this Department.

2. It has come to notice to this Department that sometimes especially infrequent Government buyers find it difficult to certify reasonability of rates. Such users normally do not possess requisite skills in making procurement decisions. It delays the procurement process. At the same time, for usually low value procurements, efforts expended in assessing reasonability of rates may be disproportionate. Additionally, with developments in technology and e-procurement becoming the norm, availability of market data and capability to analyse it artificially, has provided an opportunity to automate decision making activities, like assessment of reasonability of rates in such cases.

3. In view of above, it has been decided to start "Push Button Procurement (PBP)" for small value procurements purely on experimental basis, for one year from date of launch by GeM, with the following conditions:

(a) PBP will be made only on GeM through bidding (PBP through Direct Purchase, L-1, Custom-bid etc. are not permitted).

(b) The total procurement value of the specific case is not to exceed Rupees One lakh, inclusive of all taxes.

(c) This will be additional method of procurement and procuring entities are free to use or not to use this additional method of procurement.

(d) This method can be used only in case of at least five bids are received. In case of less than five bids are received, the procurement is to restart using usual procurement methods.

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- (e) No splitting of requirement is to be done so as to bring procurement under this method.
  - (f) Once bid is invited on GeM, contract will be placed directly by GeM without any human intervention. (Provided condition 3 (d) above is complied.)
  - (g) This method will be permitted by GeM only for such categories, where at least ten sources are listed.
4. Detailed Guidelines will be uploaded by GeM on its portal.
  5. This issues with the approval of Finance Secretary.

*Handwritten signature and date*  
06/09/22

(Kanwalpreet)  
Director (PPD)  
Tel.No.23093811  
Email: kanwal.irss@nic.in

To

Secretaries of all Central Government Ministries/ Departments.  
Financial Advisers of Central Government Ministries/ Departments

Copy to CEO/ GeM with a request to start PBP immediately under intimation to this office. Monthly Reports may also be sent to this office indicating progress, problems etc. in this regard.