

**Government of West Bengal
Finance Department
Audit Branch**

No.389-F(Y)

Dated 14th January, 2019

To
Additional Chief Secretary / Principal Secretary / Secretary,
..... Department,
Government of West Bengal

Sub: Sensitization workshop on Government-e-Marketplace (GeM).

Sir / Madam,

I am directed to inform you that a sensitization workshop on procurement through GeM has been scheduled at the Finance Department on Government-e-Marketplace on **16th January, 2019 at 4:00 PM at the Conference Hall (Room No. 1202) of Finance Department, 12th Floor, Nabanna, Howrah.** The issues related to registration, organizational structure, Primary/Secondary User roles, etc. shall be discussed in the sensitization workshop along with the feedback for improving the contents of training in the proposed Training Programme of respective Departments thereafter.

I am directed to request you to kindly depute the Nodal Officer of your Department to attend the sensitization workshop.

Yours faithfully,


Joint Secretary to the
Government of West Bengal
14/01/19

No. 389/1(3)-F(Y)

Dated 14th January, 2019

Copy forwarded for information and taking necessary action to:

1. The Nodal Officer, Department (All).
2. The Financial Adviser,
Department (All).
3. Sri Sumit Mitra, Network Administrator, Finance (Budget) Department. He is requested to upload copy of this letter in the website of Finance Department.


Deputy Secretary to the
Government of West Bengal