संघ राज्य प्रशासन, लद्दाख

वित्त विभाग

सत्यमेव जयते

THE ADMINISTRATION OF
UNION TERRITORY OF LADAKH

FINANCE DEPARTMENT

F. No. A/2591/2026 (E 46129)/ 6559-62

ई-मेल/email:director-at@ladakh.gov.in

यूटी सचिवालय, लेह/UT Secretariat, Leh,
Dated:31 .10.2026

Reminder-I

Subject: Nomination of GeM Registering Authority (GRA) under GeM 2.0 — Reminder.
Reference: Finance Department Circular No. 18-F of 2026 dated 31.07.2026.

Circular No. 30 -F of 2026
Dated: 31 .10.2026

Attention of all Administrative Departments is invited to this Department's ***Circular No. 18-F of 2026 dated 31.07.2026***, issued in pursuance of the D.O. Letter No. 122/CEO-GeM/2026 dated 21.05.2026 received from the CEO, Government e-Marketplace (GeM), Ministry of Commerce & Industry, Government of India, wherein all Administrative Departments of UT Ladakh were requested to nominate one officer of the rank of Additional/Special Secretary or Joint Secretary and above as the GeM Registering Authority (GRA) for their respective Department.

2. It has been observed that, despite the issuance of the aforesaid Circular, no nomination has been received from any Department so far. As GeM 2.0 has already been rolled out, non-nomination of the GRA is holding up the onboarding of the Verifying Authority, Primary Users and Secondary Users of the respective Departments, which may adversely affect the Department's own procurement through GeM.

3. All Administrative Departments are therefore once again, requested to:

(a) nominate one officer of the rank of Additional/Special Secretary or Joint Secretary and above as the GeM Registering Authority (GRA) for their department;

(b) furnish the particulars of the nominated officer to the Director, Accounts & Treasuries, UT of Ladakh, at director-at@ladakh.gov.in, in the format at Annexure-I to this Circular; and

(c) simultaneously issue a "Certificate of Nomination" in the format at Annexure-II to this Circular, under the seal and signature of the Competent Authority of the Department, addressed to the CEO, GeM, for onward submission to GeM by this Department.

4. The above information may be submitted by 03.11.2026 positively considering the matter as urgent.

Sd/-
Tsewang Tharchin, IA&AS
Commissioner/Secretary, Finance Department
Union Territory of Ladakh.

Enclosed (GEM 2.0 SOP)

Copy to the:

1. All Administrative Secretaries, UT of Ladakh.
2. Director General of Police, UT of Ladakh.

3. Technical Director NIC Ladakh, with the request to upload the Circular on the UT Website.
4. Sh. Amir Ali, Nodal Officer GEM, for UT of Ladakh.

Kaneez Fatima
Director, Accounts & Treasuries
UT of Ladakh.

31/12/21

ANNEXURE-I

Format for Furnishing Particulars of the Nominated GeM Registering Authority (GRA)

S.No	Department	Name of the Nominated GeM Registering Authority (GRA)	Designation	Contact
1	2	3	4	5

ANNEXURE-II

Certificate of Nomination

(Under seal and signature of the Competent Authority)

Subject: Nomination of GeM Registering Authority (GRA) for GeM 2.0

To,
The CEO
Government e-Marketplace (GeM)

Sir/Madam,

This is to certify that the following officer is hereby nominated as the GeM Registering Authority (GRA) for this organization on the GeM 2.0 platform.

Details of the Nominated GRA

Name: _____

Designation: _____

Official Email ID: _____

Aadhaar Linked Mobile Number: _____

Office Address: _____

Hierarchy Details

L1 — Organization Type: _____

L2 — Ministry / State: _____

L3 — Department: _____

It is requested to kindly send the necessary invitation to onboard and activate the above officer as GeM Registering Authority (GRA) on GeM 2.0.

Yours faithfully,
(Signature and seal of Competent Authority)

Name: _____

Designation: _____

Official Email ID: _____

Contact Number: _____

Office Address: _____