

Admn-D-19021/1/2017-ADMIN
Government of India
Ministry of Coal
Administration Section

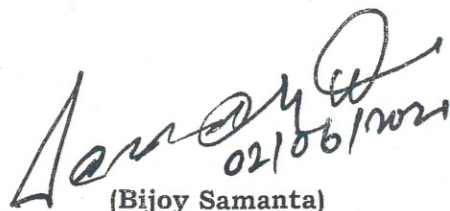
Shastri Bhawan, New Delhi
Dated: 31.05.2021

OFFICE MEMORANDUM

Subject: Committee of Secretaries Action Points dated 21.02.2020 -Updating status on e-samiksha portal (UID- CoS/4897/3)- Furnishing Compliance Report regarding..

The undersigned is directed to refer to subject mentioned above and to state that so far as Administration Section, Ministry of Coal is concerned, it is involved in procurement of day to day consumable items, IT/Electrical/Electronic equipments which are generally below the value of five lakh and may not be categorised as high value goods. These items are procured by the Ministry as and when the situation/requirement arises. On rare occasions, such as procurement of vehicles, high speed colour printing machines etc., the procurement may cross the value of five lakh, however, there is no planning for the procurement of the same and the same is entirely requirement based. These goods are already available on GeM and the procurement of the same are made through GeM. Some of the commonly procured goods may be seen at Annexure-I.

2. This is for information and necessary action please.


02/06/2021

(Bijoy Samanta)

Under Secretary to the Government of India

To,

- ✓ 1. DPIIT,
✓ 2. D/o Commerce
✓ 3. GeM.

Copy to:-

IFD, MoC



Annexure-I

A	Stationery Items
Sr.No	Items
1	Sharpner
2	Small Stapler Pin all size
3	Small Stapler
4	Brown Tape
5	Small cello tape
6	Eraser
7	Highlighter
8	White Pen Fluid
9	Glue stick
10	Duster(White& Yellow)
11	Scissors
12	Big Stapler
13	Envelope (Big)
14	Envelope (Medium)
15	Black Hit
16	Colin
17	Room Freshner
18	Binder Clip (All Size)
19	File Board
20	Montex Ball Pen
21	Pentonic V-RT Pen
22	Gem-clip
23	Door Mat
24	Vim Liquid Gel
25	Vim Powder
26	Soap (dettol)
27	Disposal cup
28	Disposal Glass
29	Uniball Pen (black& Red)
30	Jetter Ball Pen
31	Paper Note
32	All out Refil
33	A4 Rim
34	File Foider

35	Flag Plastic
36	Pocha
37	Towel Big Size
38	Towel Small Size
39	Pilot Pen V7
40	Pilot Pen HI Techpoint V10
41	Keyboard
42	RAM
43	Battery Cell
44	Glass Bottle
45	Cup Plate
46	Half Plate
47	Floor Cleaner
48	Spoon Steel Small
49	Spoon Steel Medium
50	Tissue Paper
51	Uniball Roller Ball Pen
52	Reynolds ball pen
53	Mask
54	Gloves
55	Mouse Pad
56	Spiral Note Pads
57	Note Pad
58	Odonil
59	Dettol Hand Wash
60	Sanitizer
61	Self Adhesive Flags
62	Any other items as and when required.
B	Cartridges/Toner
1	HP 505A-2055
2	SCX4521 (MLT 119S)
3	Samsung 2826 (116S)
4	Canon (Minister) 337
5	HP CC388AC (HP 88A Black)
6	CF 512A Cartridge HP
7	CF 513 A Cartridge
8	CF 511A Cartridge HP
9	CF 510 A Cartridge HP
10	Brother TN 261 BK
11	Brother TN 265Y
12	Brother TN 265C
13	Brother TN 265M
14	Brother TN 2365
15	Cannon 45 K

16	Cannon 45 C
17	Cannon 45 M
18	Cannon 45 Y
19	HP CE 278
20	HP 255- 55 A
21	HP 280- 80 A
22	CF 218 MF 132
23	Toner 506, Magenta
24	Toner 506, Cyan
25	Toner 506, Black
26	Toner 506, Yellow
27	Cannon 2700
28	4725 A
29	HP Pro 130 Magenta
30	HP Pro 130 N Cyan
31	HP Pro 130 N Yellow
32	HP Pro 130 N Black
33	HP 678 Tri Colour
34	HP 678 Black
35	Duplo DP U 550
36	HP 78 A
37	Any other items as and when required.
C	Desktop Computer (latest configuration)
D	Laptop (latest configuration)
E	All in One (Latest configuration)
F	Air Conditioners
G	TV
H	Photocopier Machines (Colour and Black & White)
I	Multifunctional Printers (Colour and Black & White)
J	EPBAX Telephoe Systems
K	Internet Switches
L	Various Electrical Items such as switch, IO box, cable etc.
M	Any other items as and when required.