

No.EDN-U (G-1) 2019/- Registration GeM Portal/-
Office of the Deputy Director of Higher Edu.
Una District Una (HP)
ddhe-una-hp@nic.in

14406

Dated:-

26 Oct, 2019

To

All the DDO's Under the Jurisdiction
Sub. Try . Una & Haroli
Distt. Una (HP)

Sub:-

Reg. registration of all DDO's on GeM Portal.

Memo

This is with reference to the Director of (Hr.) Education Himachal Pradesh Shimla-1 office order No. EDN-HE(4)C((S)1/2018-GeM dated 16/10/2019 on the subject cited above. A four members team has been appointed for registration to all the DDO's and official staff of schools falling under the Sub. Try. Una & Haroli as a Team I and a training programme had already been organized to appointed team at Directorate level on 19/10/2019. The following direction are given to provide the information on prescribed performa for registration of all DDO's and official staff of schools on GeM portal :-

- 1 Mobile No of all DDO's and Buyer/Consignee (Supdt./Sr. Asstt. /Clerk/JOA/ other dealing Official/ should be linked with ADHAAR before registration.
 - (i) Gov.in
 - (ii) Nic.in
 - (iii) Gembuyr.in
- 2 Data of Principal/Headmaster and Buyer/Consignee (Supdt./Sr.Asstt./Clerk/JOA/ other dealing Official/ on the enclosed prescribed Performa.

You are directed to complete above mentioned point No 1 and 2 of their school within three days and requisite Data of Principal/Headmaster and Buyer/Consignee (Supdt./Sr. Asstt./Clerk/JOA/ other dealing official/ on the enclosed prescribed Performa be sent to the email ID of the appointed team member appended mentioned below so that the requisite information could be sent to the Worthy DHE Himachal Pradesh Shimla-1 for further necessary action please.

- 1 Sr. No 1 to 67, DDO NO, UNA00-205 (GSSS Una (B)) to UNA02-238 (GSSS Dharampur)
(Email ID:hemantchaudhary4740@gmail.com) Sh.Hemant, Sr. Asstt. GSSS Pubowal) Team Head

S. Hemant
Dy. Director of (Hr.) Education
Una Distt. Una

Enclosed:- 1.List of DDO's 2. Performa.

Endst: NO:- As above

Dated:-

Copy to the following for information and necessary action please:-

- 1 The Director of (Hr.) Education HP Shimla-1 for information wrt mentioned above.
2. Sh. Hemant, (Sr. Asstt.) GSSS Pubowal, Sh. Manjeet Singh (Sr. Asstt.) GSSS Chartgarh Sh. Sham Sunder, (JOA) Distt. Una for information & compliance.

Sd.
Dy. Director of (Hr.) Education
Una Distt. Una.

Dr. Mohinder Singh
uptd & Jt
uptd from form

शिमला निदेशानुसंधे कुचरुतल

No. EDN-HE (4) C (5) 1/2018-GeM
Directorate of Higher Education
Himachal Pradesh.

16 OCT 2019

Dated: Shimla-171001 the October, 2019.

Office Order

Following Officials, in addition to their own assignment are appointed as member of team for registration the all the DDOs and Official Staff of schools falling under concerned Treasuries in Una District HP on GeM Portal as shown at column No. 5 :-

Team Sr. No.	No.	Name & Designation	Place of Posting	Name of Concerned Treasuries of Institution to be registered on GeM Portal
1	2	3	4	5
1	1	Sh. Vivek Jaswal, Supdt. Gr-II (Team Head)	GSSS Takka	DTO Una &, STO Haroli
	2	Sh. Manjeet Singh, Sr. Asstt.	GSSS Chartgarh	
	3	Sh. Hemant, Sr. Asstt.	GSSS Pubowal	
	4	Sh. Sham Sunder, JOA	GSSS Dulehar	
2	5	Sh. Mohinder Singh, Supdt. Gr-II (Team Head)	GSSS Amb	STO Amb & Bangana
	6	Sh. Rajesh Kumar, Sr. Asstt.	GSSS Gondpur Banehra	
	7	Sh. Jeewan Kumar, Sr. Asstt.	GSSS Ghangret	
	8	Sh. Pawan Kumar, Clerk	GSSS Mandli	

Above officials are directed to report in this Directorate on 19-10-2019 positively for training on GeM Registration.

The above all the Officials are entitled for TA /DA as per rates admissible. They are also authorised to collect data in r/o Schools (Principals and Supdt./Sr.Asstt.) falling under the Treasuries (as per list of schools attached) and will provide support for registration of PAO (Payment Authority Officer) /Buyer & consignee. In case of any queries on this issue, Budget & Accounts Branch of this Directorate may be contacted/ consulted. Power point presentation (PPT) is also uploaded on official website.

Principal
Receipt No. 522
Date: 16/10/2019
GSSS Amb (Una)

Sd/-
Director Higher Education
Himachal Pradesh

Dist No. Even Dated Shimla-171001 the, October, 2019

Copy for information and further necessary action to:-

- 1 The Dy. Director of Higher Education Una, Distt Una HP with the direction that Nodal Officer posted in their office will supervise and provide technical support to them.
- 2 The Superintendent, Estt -I Branch & 10+2 Branch (internal).
- 3 All the Principal/ Headmaster of Govt. Sr. Sec. / High Schools in District Una with the direction that above team be accommodated to provide the data for registration on GeM and IP teacher posted in concerned GSSS will provide technical support to these officials.
- 4 All the concerned Supdt.-Gr-II, Sr. Asstt./Clerks/JOA of the teams for compliance the order as directed.
- 5 In charge, IT Cell to upload on departmental website.

AKM
Director Higher Education
Himachal Pradesh

Sr. No.	Name of Schools/DDOs of Distt. Una
	Team-I
1	UNA00-205 (GSSS (BOYS) UNA)
2	UNA00-206 (GSSS GIRLS UNA)
3	UNA00-207 (PR GSSS BEHDALA)
4	UNA00-208 (PR GSSS DELHAN)
5	UNA00-209 (GSSS BASDHERA)
6	UNA00-210 (GSSS CHARATGARH)
7	UNA00-211 (GSSS DHAMANDRI)
8	UNA00-212 (PR N.S.M. GSSS. BASAL)
9	UNA00-213 (GSSS SANOLI)
10	UNA00-214 (GSSS NANGRAN)
11	UNA00-215 (GSSS BADOLI)
12	UNA00-216 (PR GSSS JAKHERA)
13	UNA00-217 (PR GSSS SMOOR KALAN)
14	UNA00-218 (HM GHS TEURI)
15	UNA00-219 (GSSS TAKKA)
16	UNA00-220 (GSSS RAINSARI)
17	UNA00-223 (GSSS KUTHAR KALAN)
18	UNA00-224 (GSSS KURIYALA)
19	UNA00-225 (HM GHS BHAROLIAN KALAN)
20	UNA00-226 (GHS PANOH)
21	UNA00-227 (GHS RAIPUR SAHORAN)
22	UNA00-228 (PRINCIPAL GSSS AJOULI)
23	UNA00-229 (PR GSSS KOTLA KALAN UPPER)
24	UNA00-230 (GHS CHALOLA)
25	UNA00-232 (GSSS BASOLI)
26	UNA00-233 (GSSS CHATARA)
27	UNA00-234 (GHS FATEHWAL)
28	UNA00-235 (GHS JANKAUR)
29	UNA00-236 (PRINCIPAL GSSS DANGOLI)
30	UNA00-240 (PRINCIPAL GSSS SASAN)
31	UNA00-255 (PRINCIPAL GSSS BADEHAR)
32	UNA00-536 (DISTT LIBRARIAN OFFICER UNA)
33	UNA02-200 (PR GSSS HAROLI)
34	UNA02-201 (GSSS SALOH)
35	UNA02-202 (HM GHS BHADSALI)
36	UNA02-203 (GSSS KHAD)
37	UNA02-204 (GSSS PANJAWAR)
38	UNA02-205 (PR GSSS PALKWAH)
39	UNA02-206 (GSSS BOYS SANTOKHGARH)
40	UNA02-207 (PR G.G.SSSS SANTOKHGARH)
41	UNA02-208 (GSSS PUBOWAL)
42	UNA02-209 (GSSS BATHRI)
43	UNA02-210 (GSSS LALHRI)
44	UNA02-211 (GSSS DULEHAR)
45	UNA02-212 (PR GSSS KUNGRET)
46	UNA02-213 (GSSS BEETON)
47	UNA02-214 (PR GSSS SINGAN)
48	UNA02-215 (GSSS KANGAR)

49	UNA02-216 (GSSS ISPUR)
50	UNA02-217 (GSSS BALIWAL)
51	UNA02-218 (PR GSSS PANDOGA)
52	UNA02-219 (GSSS HEERAN)
53	UNA02-220 (GSSS BATHU)
54	UNA02-221 (GSSS BADHERA)
55	UNA02-222 (PR GSSS G/PUR BULLA)
56	UNA02-225 (GSSS RORA)
57	UNA02-226 (GSSS NANGAL KALAN)
58	UNA02-227 (GSSS KALAN)
59	UNA02-228 (GSSS CHHETTRAN)
60	UNA02-229 (PRINCIPAL GSSS DHAKKI)
61	UNA02-230 (PR GSSS NANGALKHURD)
62	UNA02-231 (GSSS POLIAN BEET)
63	UNA02-232 (GSSS KUTHAR BEAT)
64	UNA02-233 (PR GSSS GONDPUR JAICHAND)
65	UNA02-235 (GSSS LOWER BADHERA)
66	UNA02-236 (GSSS NAGNOLI)
67	UNA02-238 (GSSS DHARAMPUR)