No.GeM/HR/RECRUITMENT-DCEO/2026
भारत सरकार / Government of India
वाणिज्य और उद्योग मंत्रालय / Ministry of Commerce & Industry
वाणिज्य विभाग / Department of Commerce
गवर्न्मेंट इमार्केटप्लेस / Government eMarketplace (GeM)

दूसरी मंज़िल, जीवन तारा बिल्डिंग / 2nd Floor, Jeevan Tara Building
संसद मार्ग, नई दिल्ली - 110 001 / Sansad Marg, New Delhi -110 001
दिनांक: 10 नवंबर 2026 / Dated: 10th November 2026

VACANCY CIRCULAR

Subject: Filling up the post of Dy. CEO in Government eMarketplace (GeM) on Deputation Basis

In continuation of GeM Vacancy Circulars of even number dated 17th August 2026 and 28th September 2026 (copy enclosed) inviting applications for consideration to the post of Dy. CEO in GeM on deputation basis, it is informed that the last date for submission of applications for the post has been extended till 9th December 2026.

2. Applications of interested candidates along with NOC of the competent authority, may be forwarded to GeM at the email manager-ta@gem.gov.in by the stipulated date.

Encl: As above

MANOJ KUMAR
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Date: 2026.11.10 12:23:11 +05'30'

(Manoj Kumar)

Dy. CEO (HR)

No.GeM/HR/RECRUITMENT-DCEO/2026
भारत सरकार / Government of India
वाणिज्य और उद्योग मंत्रालय / Ministry of Commerce & Industry
वाणिज्य विभाग / Department of Commerce
गवर्न्मेंट इमार्केटप्लेस / Government eMarketplace (GeM)

दूसरी मंज़िल, जीवन तारा बिल्डिंग / 2nd Floor, Jeevan Tara Building
संसद मार्ग, नई दिल्ली - 110 001 / Sansad Marg, New Delhi -110 001
दिनांक: 28 सितम्बर 2026 / Dated: 28th September 2026

VACANCY CIRCULAR

Subject: Filling up the post of Dy. CEO in Government eMarketplace (GeM) on Deputation Basis

In continuation of GeM Vacancy Circular of even number dated 17th August 2026 (copy enclosed) inviting applications for consideration to the post of Dy. CEO in GeM on deputation basis, it is informed that the last date for submission of applications for the post has been extended till 27th October 2026.

2. Applications of interested candidates along with NOC of the competent authority, may be forwarded to GeM at the email manager-ta@gem.gov.in by the stipulated date.

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MANOJ KUMAR
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Date: 2026.09.28 20:32:30 +05'30'

(Manoj Kumar)
Dy. CEO (HR)

No. GEM/HR/RECRUITMENT-DCEO/2026

भारत सरकार / Government of India

वाणिज्य और उद्योग मंत्रालय / Ministry of Commerce & Industry

वाणिज्य विभाग / Department of Commerce

गवर्नमेंट इमार्केटप्लेस / Government eMarketplace (GeM)

2nd Floor, Jeevan Tara Building
Sansad Marg, New Delhi -110 001

Dated: 17th August 2026

VACANCY CIRCULAR

Subject: Filling up the post of Dy. CEO in Government eMarketplace (GeM) on Deputation Basis

Government eMarketplace (GeM) is a Section 8, not for Profit Company, under the administrative control of the Department of Commerce, Ministry of Commerce & Industry. As a National Public Procurement Portal, GeM provides an end-to-end online Marketplace for Central and State Government Ministries / Departments, Central & State Public Undertakings (CPSUs & SPSUs), Autonomous institutions and Local bodies for procurement of goods & services in a transparent and efficient manner. GeM offers a digitally enabled, challenging work environment for dynamic Government officers.

2. Government eMarketplace (GeM) invites applications for the position of Dy. CEO to be filled on deputation basis. The job description of the post and other details are given in Annexure-I. The deputation shall be under Foreign Service terms and conditions.

4. Applications of interested candidates may kindly be forwarded to GeM in the proforma at Annexure-II. **The applications along with NOC of the competent authority, should reach GeM at the email manager-ta@gem.gov.in on or before 16th September 2026.**

MANOJ KUMAR
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Date: 2026.08.17 14:53:02 +05'30'

(Manoj Kumar)
Dy. CEO (HR)

Annexure I

Job Description for the post of Dy. CEO in Government eMarketplace (GeM)

Mode of deployment	Eligibility	Job Profile	Benefits/ allowances admissible
Deputation through search cum selection process	For Deputation through search cum selection: Officers from any of the Organized Group A services of Govt. of India working on Regular / Non-Functional basis in Level 13 with minimum total experience of 14 years in Government Service. Minimum cumulative 5 years' experience of handling Public Procurement related activities such as (i) Tendering and bid process management and/or (ii) Contract management and monitoring and/or (iii) Compliance with public procurement regulations and guidelines and/or (iv) E-procurement and GeM platform operations and/or (v) Vendor management, evaluation, and performance monitoring and/or (vi) Legal and policy aspects related to government procurement, is a mandatory eligibility requirement. Age – Maximum 56 years as on the last date for receipt of	The Job profile includes working in a dynamic and business-oriented work environment involving working with employees from Government and Private Sector: The indicative list of responsibilities is as under from which CEO (GeM) may assign any or all of the responsibilities: (i) To work as Category Owner for a group of Products and / or Services, monitoring and managing the entire spectrum of activities related to such categories staring from Creation of category specifications framework till maintenance of market health of such categories. (ii) Supervision of / furnishing of various reports / returns etc. related to their categories. (iii) Processing of complaints received in matters related to their categories, issue of Show Cause Notice, evaluation of SCN replies, seeking approval of competent authorities and arranging formal / informal / quasi-judicial hearings etc. in such cases if required. (iv) Management & review of Business Rules of GeM from time to time and updating the Business Rules, process flow etc., to comply with latest Govt. guidelines. (v) Management & review of the contracts, working and performance of various agencies / service providers engaged by GeM for handling operations related to satisfactory working of GeM Portal. (vi) Handling of Public Grievances, RTI, Parliament Questions etc. (vii) Monitoring, guiding and supervising GeM Portal integrations with various partner portals such as UIADAI, Udyog Aadhar, Income Tax, ERPs, Procurement portals and ERPs/ SAP etc of buyer organizations, Central Public Sector Enterprises etc. (viii) Working as Nodal Officers / SPOC for	The benefits / allowances admissible shall be as per GeM HR Manual.

	application mentioned on the advertisement. Note: (i) All appointees shall be deemed to be Public Servants for the purpose of the CCS (Conduct) Rules and such other Statutes as notified by the Government from time to time. (ii) The crucial date for determining the eligibility will be the last date of receipt of applications. Deputation Tenure: Normal deputation tenure shall be 7 years which may be extended for 2 more years for deserving candidates at the sole discretion of CEO (GeM). One additional year (total 10 years) may be allowed as deputation tenure at the sole discretion of CEO, GeM. The extensions of deputation periods will be subject to fulfilment of willingness and vigilance clearance of officers and NOC of the lending authority.	various State Govt., Central Ministries, Central Public Sector Enterprises etc. for GeM Business Development, accelerating the onboarding of Buyers and monitoring compliance by them of the orders issued by Govt. from time to time. Managing G2G relationships for GeM including drafting of all related communication and driving resolution of any issues that may arise. (ix) Driving the SCoGeM initiative i.e. the setting up of standing committee at the different Ministries and State Government to drive GeM adoption and understanding of the various challenges (x) Engaging with various Ministries and Departments to ensure compliance of the relevant Procurement Guidelines, rules etc. notified by Ministries such as DPIIT, MSME etc. (xi) Monitoring the implementation of PPP-MII and PPP-MSE on GeM. (xii) Working as members of various internal committees such as ACEO Committee, Change Advisory Committee / Board, Services Committee, ATC Committee, GeM-MSP Deliverable Review and Approval Committee, GeM Investigation Committee, Codification Committee of GeM, Process Committee for ensuring smooth operation of GeM portal. (xiii) Handling of Post Contract managements on GeM, Incident Management and monitoring of Payment delays. (xiv) Handling of Policy matters, Terms and Conditions, Legal Framework on GeM, Legal and Contract Management (GTC, MSME, Make In India etc.). (xv) Monitoring preparation of BRDs for refining various processes on GeM, guiding the MSP and PMU on proper implementation of BRDs etc. (xvi) Monitoring of Customer Relationship Management including walk in helpdesk, Helpdesk performance and escalations Sahyog, Grievance handling and dispute resolution. (xvii) Any other responsibility as assigned by the competent authority from time to time.	

Annexure-II

Application for Deputation in Government e-Marketplace (GeM)
for the Position of Dy. CEO

1. **Post Applied For:** **Dy. CEO**
2. **Personal Details:**
   - **Name (in full):**
   - **Father's Name:**
   - **Gender:** Male / Female / Transgender:
   - **Nationality:**
   - **Date of Birth (dd/mm/yyyy):**
   - **Age as on date of application:**
   - **Marital Status:**
   - **Organized Group 'A' Service (with Batch Year) Name:**
3. **Contact Information:**
   - **Address for Correspondence:**
   - **Phone Numbers:**
     - Office:
     - Residence:
   - **Email ID:**
4. **Academic & Professional Qualifications:**

Name of Institute / Board / University	Year of Passing	Exam/Degree	Aggregate Percentage & Division	Remarks

5. **Experience Details:**
   - **Total Experience (in years and months):**
   - **Experience in Public Procurement (in years and months):**

6. **Employment History (in chronological order):**

Sl. No.	Office / Organization	Post Held	Duration	Pay Level & Basic Pay	Nature of Duties/Responsibilities	Specific Achievements (if any)

7. **Relevant Training Programs Attended:**
    - [List of training programs]
8. **Special Achievements:**
    - [Details of any special achievements]
9. **Current Position Details:**
    - **Designation:**
    - **Date from which held:**
    - **Scale of Pay (Pay Level):**
    - **Present Pay Drawn:**
    - **Status of Current Post:** Regular / Tenure / Deputation /

      Temporary / Permanent / Officiating / Ad-hoc
      (Please specify and mention since when)
10. **If on Deputation, provide additional details:**
    - **Details of Regular Post Held:**
    - **Scale of Pay:**
    - **Since When Held:**
    - **Period of Deputation/Contract:**
    - **Name of Parent Office/Organization:**

11. **Present Employment Details:**
    - **Working Under:**
        - Central Government
        - State Government
        - PSU
        - Autonomous Body
        - Other (Please specify)
12. **Remarks:**
    - **Research Publications, Reports, and Special Projects:**
    - **Awards/Scholarships/Official Appreciation:**
    - **Affiliations with Professional Bodies/Institutions/Societies:**
    - **Any Other Information:**
13. **Willingness to Work in Delhi:**
    - Yes / No
14. **Acquaintance with GeM Personnel:**
    - Do you know anyone in Government e-Marketplace (GeM)?
        - Yes / No
    - If Yes, please provide the Name & Designation of the GeM Officer:

Declaration:

I hereby solemnly declare and undertake that all information furnished by me is true, correct, and complete to the best of my knowledge and belief. I undertake that, if at any stage of selection or even after selection, any of the information furnished by me is found to be false, incorrect, or misleading, then my candidature/appointment/services will stand cancelled/terminated without assigning any reasons thereof.

Date: **Signature:**

Place: