

**Checklist for Indenting Officer justifying Global Tender Enquiry (GTE) Mode**  
**(Please use annexures and attach supporting documents wherever required)**

**A. Following points form the basis and needs to be answered to substantiate Sl. No. 1 of Certificate for Inviting GTE.**

1. Provide GeM non-availability status (attach GeMARPTS) along with keyword used for the search.
  
2. Provide details of other online searches/ offline enquiries and responses used.
  
  
  
  
  
  
  
  
  
  
3. Provide details of any other mode of market survey earlier done. (eg. Open tender/EOI/e-tenders and its outcome). Open Tender prior to GTE should be preferable.

**B. Following points form the basis and needs to be answered to substantiate Sl. No. 2 of Certificate for Inviting GTE.**

1. Provide a list of Indian manufacturers who make similar or equivalent item.
  
  
  
  
  
  
  
  
  
  
2. Is the specification flexible enough to accommodate Indian manufacturers / producers.
  
  
  
  
  
  
  
  
  
  
3. Can modifications be made in the specification to invite participation only from Indian manufacturers.
  
  
  
  
  
  
  
  
  
  
4. Which specific feature/s of the proposed item is/are not available with the Indian manufacturers.)

5. Why these feature/s (not available) with Indian manufacturers, cannot be compromised with respect to your R&D.

**C. Following points form the basis and needs to be answered to substantiate Sl. No. 3 of Certificate for Inviting GTE.**

1. State if the same/similar item is available in NML, if so, why it cannot be used .
2. State if the item is available in I-STEM with the key words used for the search.
3. Which are all the other places where the item is available within 100 Kms distance.
4. What is the perceived % usage of the proposed item in a year/preceding years .
5. Did you contact those places for usage, if yes provide the responses obtained .

**D. Following points form the basis and needs to be answered to substantiate Sl. No. 4 of Certificate for Inviting GTE.**

1. If the item is proprietary in nature, please attach PAC from the Manufacturer /OEM.

(Signature of the Indenting Officer)

Name of the Indenting Officer:

Designation :

Division: