



भारत सरकार Government of India
संचार मंत्रालय Ministry of Communications
दूरसंचार विभाग Department of Telecommunications
राष्ट्रीय संचार अकादमी - वित्त National Communications Academy - Finance
महरौली गुड़गांव रोड, घिटोर्नी, नई दिल्ली MG Road, Ghitorni, New Delhi-110047

No.09-37/TAR/Webinars/Proc./NCA-F/2025

Dated. 27.06.2025

To

1. The CGCA, UIDAI Building, Delhi
2. The Advisor (F), DoT Hq, New Delhi
3. Additional DGT, O/o DGT
4. DG, NCA-T, Ghaziabad
5. DG, NCA-W, Ghitorni
6. DG, RAKNPA, Ghaziabad
7. DG, Post, Dak Bhawan
8. AS & FA, Dak Bhawan
9. Sr. DDG (PA&F), Dak Bhawan
10. Sr. DDG, Telecommunication Eng. Center
11. All CPMG/PMGs
12. All Pr. CsCA/ CsCA /GMs (F) /DAPs
13. CMD, BSNL, New Delhi
14. CMD, MTNL, New Delhi
15. DG, TSDSI, New Delhi
16. ED, C-DoT, Delhi
17. Secretary, TRAI
18. Director, BBNL, New Delhi
19. CMD, TCIL
20. Deputy General Manager, ITI

Sub: Conducting Webinar on "Overview of Buyer dashboard and New functionalities for buyers on GeM portal" - reg.

Sir/Madam,

National Communications Academy –Finance (NCA-F), an '*Utkrisht*' level Central Government Training Academy under Ministry of Communications, will be conducting the following webinar for all officers/officials of DoT/DoP and its field offices through CISCO WEBEX application. The subject of webinar are as follows: -

Sl. No.	Topic	Date & Timing	Last date of receipt of nominations
1.	Overview of Buyer dashboard and New functionalities for buyers on GeM portal	08.07.2025 (11:00 AM to 01:00 PM)	07.07.2025

2) **Learning Objectives:** To familiarize participants with the Buyer Dashboard on the GeM portal, introduce new buyer-side functionalities, and enhance efficiency in government e-procurement processes.

3) All units of DoT and DoP Hq viz CGCA, CCAs, GMs (Finance), DAP offices, SEA/DoT HQs and PAF/DoP Hq., PSUs and various organizations associated with DoT/DoP are requested to nominate suitable officers & officials by 07.07.2025 for the said webinar.

4) While nominating officers/officials for the webinar, the controlling offices are requesting to provide details of nominated officers/officials viz. name, designation, mobile number, email address etc to this office.

5) Please note that:

(i) Nominations of eligible officers/ officials of DoT may please be sent mandatorily through the Competency Portal of DoT on or before 03.06.2025. The URL of Competency Portal of DoT is <https://www.competency.dot.gov.in/#/>.

(ii) Other offices (other than offices of DoT) may please send their nominations through e-mail on nicf.moc@gov.in

(iii) Link of the webinar will be sent directly to the given e-mail ids of the nominated officer/officials. All the offices may ensure the participation of their nominated candidates in the webinar.

6) In case of any query/Clarification, Sh. G.V.Hanumantha Rao, AAO, (Mobile No. 8125547718), may be contacted.

Director (TAR)

NCA-F, Ghitorni, New Delhi-110047

Copy to:

1. PS to DG, NCA-F, Ghitorni, New Delhi -110047.
2. PA to DDG (TER & TAR), NCA-F, Ghitorni, New Delhi -110047.
3. Director, TER with a request to upload the circular on NCA-F website.
4. Director (Finance), DoT (HQ) for kind information.
5. Faculty of the webinar.
6. All officer & officials of NCA-F, Ghitorni, New Delhi -110047
7. Office Copy.