



D.O. No. 5(36)/2023-24/PMS/Miscissues

06th August, 2026

Dear Sirs,-

I would like to draw your attention to certain issues being faced in the processing of applications under the Procurement & Marketing Support (PMS) Scheme.

It has been observed that, in some cases, applications for the approved fairs/expos under PMS Scheme are being recommended without proper scrutiny of the supporting documents, resulting in discrepancies being noticed at the stage of examination in this office and avoidable delays in processing reimbursement claims.

It has also been noticed that recommendations are sometimes not made within the prescribed timeline and requests are received for reopening the recommendation portal during or even after commencement of the fair. This causes administrative difficulties and may affect timely processing of the cases.

I would, therefore, request you to kindly ensure that all applications are thoroughly examined and recommended within the prescribed timeline. The eligibility of the MSE may be duly verified before recommendation. Requests for reopening of the portal may also be avoided and made only in exceptional circumstances with proper justification.

Your personal attention in ensuring timely and careful scrutiny of applications will be highly appreciated.

Best Regards,

Yours sincerely,

(Ashwini Lal)

The Head of Office
All the MSME-DFO