

UNIVERSITY OF JAMMU

Circular

Subject: - Procedure to be followed for the procurement under single tender enquiry (Rule No. 166 of GFR-2017).

The following is circulated for the information of all the concerned:-

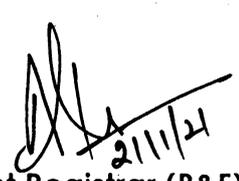
- a) As provided in the GFR-2017 (Rule 166), the Concerned Department will obtain proprietary Article certificate and Certificate of reasonability of rates from the firm supplying goods as sole manufacture and place the matter before the Departmental Purchase Committee.
- b) After the recommendations of the Departmental Purchase Committee, the concerned Department will place the matter giving detailed justifications before the Computer Purchase committee, Purchase Committee (Sciences) and Central Purchase Committee, as the case may be, for ascertaining the genuineness of the proposal for single tender enquiry and accordingly recommend the proposal for issuance of PAC by the Competent Authority.
- c) After the approval of the proposal for PAC by the Competent Authority, the concerned department will process the purchase proposal after observing all the requisite codal formalities for approval by the concerned branch.
- d) After obtaining the approval of the Competent Authority on Form-C the procuring Department may place order to the supplier firm.

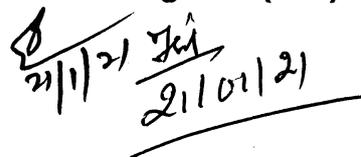
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Dated: 21/01/2021

Copy to:-

1. Spl. Secy. to the Vice-Chancellor.
2. P.S to Dean, Academic Affairs.
3. P.S. to Dean, Research Studies.
4. P.S. to Dean, Planning & Development.
5. Sr. P.A. to Registrar.
6. Sr. P.A. to Controller of Examinations /Director, Colleges Dev. Council.
7. Sr. P.A. to Joint Registrar (Finance).
8. Content Manager, University Website **with the request that this circular be uploaded in the University Website under the Link 'Finance Wing'.**
9. Guard File.


Assistant Registrar (B&F)


21/01/21