

No. Fin-F (A)-(11)-11/2004
Government of Himachal Pradesh.
Finance Department (Expenditure Control- II)

From

The Additional Chief Secretary (Finance) to the
Government of Himachal Pradesh.

To

The Head of Departments (HODs) in Himachal Pradesh.

Dated- Shimla, the 16th January 2017.

Sub- Meeting regarding procurement/purchasing procedure in
Government thereof.

Sir,

I am directed to say that some boards/corporations/federations are not following due process while making procurements/ purchases. Therefore, a meeting was held under the Chairmanship of Chief Secretary to the Government of Himachal Pradesh on 12/01/17 regarding procurement/purchasing procedure and after detailed deliberations, the following decisions were taken:-

- I. The State Government Departments will purchase only such items through the boards and corporations, where the rates have been finalized by the corporations through the transparent competitive bids. The government departments will not purchase branded or other items through the boards and corporations whose rates have been fixed through negotiations only, without following the process of transparent competitive bidding.
- II. The Controller of Store will finalize the rate contract of various items including modular furniture etc at the earliest. The Controller of store will also invite rates of branded products directly through the manufacturer and then will fix their rates after getting approval of the Competent Authority, for purchase by the Government departments.
- III. Till finalization of rate contract by the Controller of Stores, Government Departments are at liberty to purchase various items including modular furniture on DGS&D rate contract.

Therefore, you are advised to effect the purchases as per the decisions taken above.

Yours faithfully,



(Dev Dutt Sharma)

Special Secretary (Finance) to the
Government of Himachal Pradesh

No. Fin-F (A)-(11)-11/2004
Government of Himachal Pradesh.
Finance Department (Expenditure Control- II)

From

The Additional Chief Secretary (Finance) to the
Government of Himachal Pradesh.

To

The Director,
Treasuries, Accounts and Lotteries,
Shimla-9

Dated- Shimla, the 16th January 2017.

Sub- Meeting regarding procurement/purchasing procedure in
Government thereof.

Sir,

I am directed to refer to subject cited above and to say that a meeting was held under the Chairmanship of Chief Secretary to the Government of Himachal Pradesh on 12/01/17 regarding procurement/purchasing procedure through the boards/ corporations/federations and after detailed deliberations, the following decisions were taken:-

- I. The State Government Departments will purchase only such items through the boards and corporations, where the rates have been finalized by the corporations through the transparent competitive bids. The government departments will not purchase branded or other items through the boards and corporations whose rates have been fixed through negotiations only, without following the process of transparent competitive bidding.
- II. The Controller of Store will finalize the rate contract of various items including modular furniture etc at the earliest. The Controller of store will also invite rates of branded products directly through the manufacturer and then will fix their rates after getting approval of the Competent Authority, for purchase by the Government departments.
- III. Till finalization of rate contract by the Controller of Stores, Government Departments are at liberty to purchase various items including modular furniture on DGS&D rate contract.

Therefore, all the DTOs/TOs may be directed not to pass the bills of purchases/procurements made in violations of the above decisions.

Yours faithfully,

(Dev Dutt Sharma)

Special Secretary (Finance) to the
Government of Himachal Pradesh

No. Fin-F (A)-(11)-11/2004
Government of Himachal Pradesh.
Finance Department (Expenditure Control- II)

From

The Additional Chief Secretary (Finance) to the
Government of Himachal Pradesh.

To

1. The Principal Secretary (Industries) to the
Government of Himachal Pradesh, Shimla-02
2. The Director (Industries)
Himachal Pradesh, Shimla-01
3. The Managing Director,
H.P. State Electronics Development Corporation, Shimla -171002.
4. The Managing Director,
Himfed, Himachal Pradesh, Shimla-171009.
5. The Managing Director,
General Industries Corporation, HP, Shimla- 171009
6. The Managing Director,
H.P State Industrial Development Corporation, Shimla -171002
7. The Controller of Stores, HP.

Dated- Shimla, the 16th January 2017.

Sub- Meeting regarding procurement/purchasing procedure in
Government thereof.

Sir,

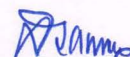
I am directed to refer to subject cited above and to say that a meeting was held under the Chairmanship of Chief Secretary to the Government of Himachal Pradesh on 12/01/17 regarding procurement/purchasing procedure and after detailed deliberations, the following decisions were taken:-

- I. The State Government Departments will purchase only such items through the boards and corporations, where the rates have been finalized by the corporations through the transparent competitive bids. The government departments will not purchase branded or other items through the boards and corporations whose rates have been fixed through negotiations only, without following the process of transparent competitive bidding.
- II. The Controller of Store will finalize the rate contract of various items including modular furniture etc at the earliest. The Controller of store will also invite rates of branded products directly through the manufacturer and then will fix their rates after getting approval of the Competent Authority, for purchase by the Government departments.
- III. Till finalization of rate contract by the Controller of Stores, Government Departments are at liberty to purchase various items including modular furniture on DGS&D rate contract.

- IV. The Government in consultation with above Federations & Corporations will fix the rates/slabs of commissions to be charged by them for supply of items which are in their purview in order to have uniformity in Commission.

The above decisions may be complied with in letter and spirit. Please also send information on point no -IV at the earliest, giving details of the rate of Commission being charged.

Yours faithfully,



(Dev Dutt Sharma)

Special Secretary (Finance) to the
Government of Himachal Pradesh

PERSONAL ATTENTION

No. Fin-F-(A)-(11)-11/2004
Government of Himachal Pradesh
Finance Department
(Expenditure Control - II)

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From

The Additional Chief Secretary (Finance) to the
Government of Himachal Pradesh, SHIMLA - 2.

To

1. All the Administrative Secretaries to the
Government of Himachal Pradesh.
2. The Secretary to Governor, H. P. SHIMLA - 2.
3. The Secretary, H. P. Vidhan Sabha, SHIMLA - 4.
4. The Registrar General, H.P. High Court, SHIMLA -2
5. All the Heads of Departments in H. P.

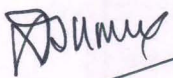
Dated Shimla - 171 002, the 07th March, 2017.

Subject: Delegation of financial powers and revision of
economy instruction(s).

Sir,

1. The issue regarding seeking approval for
undertaking journey(s) by air by the officers/ officials
in appropriate Class had been engaging the attention of
the Government for quite some time past and after
careful consideration, it has now been decided that *in
partial modification of this Department's letter of even
number dated 03.06.2014, the provision of Para-(vi)
under SOE "Travel Expenses" shall be substituted as*

below:-



.....2/.....

EXISTING PROVISION	AMENDED PROVISION
<p>The Officer(s)/Official(s) can perform journey/tour(s) <u>by air</u> as per their entitlement(s) subject to the condition that for all Officer(s)/Official(s) upto the rank of Head(s) of Department(s)/ Special Secretary(s), the permission may be given by the concerned Administrative Secretary and for Officer(s) above that rank, permission be given by the Chief Secretary without distinction of purposes between tours undertaken for Seminar(s)/ Workshop(s)/Training(s) and Other(s). In case(s), where the entitlement is not there and it is necessary to undertake the journey(s) <u>by air</u>, all permission(s) are required to be taken from the Chief Secretary.</p> <p>Other administrative instruction(s)/restriction(s) in travel/tours etc. as issued from time to time shall continue to in force.</p>	<p>The Officer(s)/Official(s) can perform journey/tour(s) <u>by air</u> as per their entitlement(s) subject to the condition that for all Officer(s)/Official(s) upto the rank of Head(s) of Department(s)/ Special Secretary(s), the permission may be given by the concerned Administrative Secretary and for Officer(s) above that rank, permission be given by the Chief Secretary without distinction of purposes between tours undertaken for Seminar(s)/ Workshop(s)/Training(s) and Other(s). In case(s), where the entitlement is not there and it is necessary to undertake the journey(s) <u>by air</u>, all permission(s) are required to be taken from the Chief Secretary.</p> <p><u>However, all journey(s)/ tour(s) to be undertaken by air shall be restricted to "Economy Class" only.</u></p> <p>Other administrative instruction(s)/restriction(s) in travel/tours etc. as issued from time to time shall continue to in force.</p>

2. All concerned working under you, may kindly be instructed to adhere to the above instructions in its letter & spirit. This letter/instruction may also be seen on www.himachal.nic.in/finance under the link "Expenditure".

Yours faithfully,


[D. D. SHARMA, IAS]

Special Secretary (Finance-Exp.) to the
Government of Himachal Pradesh, SHIMLA -2.

Phone No. 0177-2880690

Endst. No. As above. Dated Shimla - 171 002, the 07.03.2017.
Copy of the above is forwarded to :-

1. All Chief Executive Officers/Managing Directors of H.P.Public Sector Undertakings/Boards/Corporations
2. The Secretary, H. P. Subordinate Services Selection Board, Hamirpur.
3. The Secretary to Lokayukta, H. P., SHIMLA - 2.
4. The Secretary, H. P. Public Service Commission, SHIMLA - 2.
5. The Secretary, H. P. Electricity Regulatory Commission, Khalini, SHIMLA - 2.
6. The All the Deputy Commissioners in H. P.
7. The Registrars of all the Universities in H. P.
8. All the District Treasury Officers/Treasury Officers in Himachal Pradesh for information and similar necessary action.


[D. D. SHARMA, IAS]

Special Secretary (Finance-Exp.) to the
Government of Himachal Pradesh, SHIMLA -2.

Phone No. 0177-2880690