

# हरियाणा केन्द्रीय विश्वविद्यालय

Central University of Haryana

CUH/E&GA/2022/1697

Date: 15-02-2022

## अधिसूचना/NOTIFICATION

With the recommendations of the Central Purchase Committee and subsequent upon the approval of the Competent Authority, the following basic procedures to be must followed while making the procurement of various goods for the respective departments/branches/sections/offices/cells etc., are hereby notified for information & immediate implementations of all the concerned of the University:

1. Approval of the Departmental Staff Council.
2. Appropriate Specifications to be attached.
3. Administrative & Financial approval of the Competent Authority.
4. Availability of funds/budget provision.
5. Availability of items on GeM or not.
6. Proprietary Item Certificate, applicable, if any.
7. Availability of item under rate contract, if any.
8. Item of reserved nature or not, to be specified.

Mauj' Kumar  
15/2/22

Deputy Registrar  
E&GA Branch

A copy of the above is hereby forwarded to the following for information and further necessary action, please.

1. P.S. to Vice-Chancellor (for kind information of the Hon'ble Vice-Chancellor)
2. P.A. to Registrar (for kind information of the Registrar).
3. Finance Officer.
4. All Deans/HoDs/TI/Cs of the University.
5. System Analyst to upload on the University website for information of all the concerned.

Mauj' Kumar  
15/2/22

Deputy Registrar  
E&GA Branch