

Government of Jammu and Kashmir
CIVIL SECTT. HIGHER EDUCATION DEPARTMENT
Srinagar / Kashmir

Subject: - Constitution of State Level/Divisional Level Purchase Committee for Higher Education Department for the year 2010-11 & 2011-12 .

Government Order No: - 325 /HE of 2010.

Dated: - 27 - 08 - 2010

In continuation to the Government Order No: 204-HE of 2008 Dated: 24-09-2008 Sanction is accorded to the constitution of State Level/Divisional Level Purchase Committee for various units of Higher Education Department for the year 2010-11 & 2011-12 as under:-

I) Govt. College for Engineering & Technology, Jammu

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| 1. | Principal, GCET, Jammu | Chairman |
| 2. | Sr. Most HOD from the faculty concerned | Member |
| 3. | Representative from DOEACC (not below the rank of Deputy Director) | Member |
| 4. | Representative from the Industries and Commerce Deptt. | Member |
| 5. | Subject Experts concerned | Member |
| 6. | Accounts Officer, GCET, Jammu | Member Secy. |

II) Divisional Level Purchase Committee for colleges (Higher Education) Jammu Division.

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| 1. | Principal, GGM Science College Jammu | Chairman |
| 2. | Principal, SPMR Commerce College, Jammu | Member Secy. |
| 3. | Principal, Degree College, Boys, Udhampur | Member |
| 4. | Principal, Degree College, Kathua | Member |
| 5. | Principal, MAM College, Jammu | Member |
| 6. | Sr. Most Principal from Degree College Rajouri/Poonch | Member |
| 7. | Sr. Most Principal from Degree College, Doda/Bhaderwah/ Kishtwar. | Member |
| 8. | Joint Director, Accounts & Treasuries, Jammu | Member |
| 9. | Representative from the Industries and commerce Deptt. | Member |

III) Divisional Level Purchase Committee for colleges (Higher Education) Kashmir Division.

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| 1. | Principal, S.P College, Srinagar | Chairman |
| 2. | Principal, Degree College, Bemina Srinagar | Member |
| 3. | Principal, Degree College, Boys Baramulla | Member |
| 4. | Principal, Amar Singh College, Srinagar | Member Secy. |
| 5. | Principal, Woman College, M.A Road Srinagar. | Member |
| 6. | Sr. Most Principal from Degree College Anantnag/ Pulwama | Member |
| 7. | Sr. Most Principal from Degree College Kupwara/ Handwara/Sopore | Member |
| 8. | Joint Director, Accounts & Treasuries, Kashmir | Member |
| 9. | Representative from the Industries and Commerce Deptt. | Member |

The purchase committee so constituted shall exercise powers for purchase of materials subject to the conditions and stipulations detailed below:

- a. The committee shall ascertain the actual requirement of material in the Institutions subordinate to the department or its subordinate units estimated for utilization on need basis.
- b. The Committee shall formulate list of articles as need to be referred to the Purchase Committee for fixation of rate contract and may exempt such items of proprietary character which do not involve the process of open tender in terms of rules.
- c. The committee may co-opt subject experts for its assistance if required.
- d. The items costing below Rs. 250/- and up to the maximum limit of Rs. 10000/- per

- e. The Committee will put only those items to tender as enlisted by the experts indicating full description of the items together with required specification, weight quality, make etc. So that the material can be procured on the basis of standards fixed by the experts, as per the actual requirement of the institutions where these items are required;
- f. The Purchase Committee may utilize the services of the experts from the qualified agencies to determine the quality of the material/product and the reasonability of rates vis-à-vis the quality and standard thereof;
- g. The committee after ascertaining the lowest competitive rate with due recognition of standard or quality of the material, may issue a formal rate contract order in favour of the approved firm in respect of each item.
- h. The committee may, if necessary call samples from the firms, whom they consider proper with due regard to the rate and quality of the product.
- i. The committee will not be bound to explain the reasons for selection or rejection of articles/items to any person or a tenderer whatsoever.
- j. If the committee makes a selection of an item offered by a tenderer other than the lowest tenderer for the items, it shall record specific reasons for doing so and detail the preference for the item in terms of quality, standard and requirement prompting the action;
- k. The committee after finalizing the rate contract shall approve the samples with seal and signature affixed thereon and send one such approval sample to the indenting officer to enable him to procure the material in complete conformity therewith.
- l. The Instructions/conditions laid down in Finance Department's circular No: A/116(2205)-307 Dated: 2-4-2007 shall be followed in letter and spirit. The period of rate contract shall remain valid for two years from the date of issue of order. The time schedule set out for performance of contract should be adhered to strictly (Copy of the circular enclosed).
- m. In order to facilitate the approved suppliers to make supply of materials smoothly the Purchase Committee may select one destination point in each district for delivery of the material or if the contract is finalized FOR then the delivery shall have to be arranged at the user point.

By order of the Government of Jammu and Kashmir.

Sd/-
Tanveer Jehan (IAS)
Secretary to Government,
Higher & Technical Education Deptt.

NO; Edu/Acctts/Purch. Committee/HE/2010 -11

Dated:-27-08-2010

Copy for information and necessary action to the:-

1. Director Colleges, Higher Education Department.
2. Director, Archives, Archaeology and Museums J&K, Srinagar
3. Director, Industries and commerce Jammu/ Kashmir.
4. Joint Director Accounts & Treasuries, Jammu / Kashmir.
5. Principal, GCET, Jammu.
6. Principal _____
7. Pvt. Secy. to Secy. to Govt. Higher Edu. Deptt. for inf. of Secy.
8. Govt. Order File (w. 2 s. Cs.)

