

**Government of Jammu & Kashmir
Civil Secretariat, Finance Department
(Codes Division) Jammu/Srinagar.**

C I R C U L A R

Subject: Updated Manuals for Procurement of Goods, Services & Works.

Government Departments/organizations procure a wide variety of goods and services and undertake execution of works in pursuance of their duties and responsibilities. With a view to improving transparency in decision making in public procurement and reducing the scope for subjectivity, Department of Expenditure, Ministry of Finance, GoI, in 2006 prepared a set of three Manuals on policies and procedures for Procurement of Goods, Works and hiring of Consultants, in conformity with the General Financial Rules (GFR), 2005. Over the years, these Manuals have served as a guide book for procurement.

In the last few years, the Government of India has issued new instructions in the domain of public procurement. Some of these important changes include introduction of Central Public Procurement Portal (CPPP), Government e-Marketplace (GeM), preferential market access for micro and small enterprises, preference for domestic manufacturers of electronic goods, inclusion of integrity pact, etc. The GFR has been revised comprehensively in March 2017 covering inter-alia these set of new instructions. Consequently the Manuals of Procurement too were revised within a month of the release of GFR 2017.

Department of Expenditure, Ministry of Finance, Government of India has now updated the Manuals for procurement of Goods, Services and Works in conformity with GFR 2017 and instruction issued by CVC on public procurement.

Accordingly all the Administrative Departments are advised to direct their subordinate officers to adhere to Policies and Procedures set in the updated manuals for Procurement of Goods, Works and Consultancy/ other services, while making all sorts of procurement.

**Sd/-
S.L. Pandita,
Director General (Codes).**

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Dated:18.10.2022.

Copy to the:-

1. Advocate General, J&K High Court Srinagar/Jammu.
2. Principal Accountant General J&K Srinagar/Jammu.
3. All Financial Commissioners (Additional Chief Secretaries).
4. Director General of Police, J&K.

5. Principal Secretary to the Hon'ble Lieutenant Governor.
6. All Principal Secretaries to Government.
7. Jt. Secretary (J&K), Ministry of Home Affairs, Government of India.
8. Principal Resident Commissioner, 5-Prithvi Raj Road New, Delhi.
9. Chief Electoral Officer, J&K.
10. All Commissioner/ Secretaries to Government.
11. Divisional Commissioner Kashmir/ Jammu.
12. Chairperson, J&K Special Tribunal.
13. Principal Secretary to Chief Justice J&K High Court Srinagar/Jammu.
14. Registrar General, J&K High Court Srinagar/Jammu.
15. Director Anti Corruption Bureau, J&K.
16. Director General, Audit and Inspections.
17. Director General, Budget Division J&K.
18. Director General Accounts and Treasuries.
19. Director General Local Fund Audit & Pensions, J&K.
20. Director General Funds Organization.
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26. Director Accounts & Treasuries Kashmir/ Jammu.
27. Director/Principal, Northern Zonal Accountancy Training Institute Jammu.
28. All Directors of Finance/Financial Advisors & CAOs.
29. Principal Accountancy Training School Srinagar.
30. Joint Director, J&K Funds Organization Srinagar/Jammu.
31. General Manager, Government Press, Srinagar/ Jammu for publication in Government Gazette.
32. All Treasury Officers.
33. Private Secretary to Hon'ble Advisors (B).
34. Private Secretary to Chief Secretary.
35. Private Secretary to Financial Commissioner, Finance Department.
36. I/C website, FD (www.jakfinance.nic.in).
37. I/C website, GAD (www.jkgad.nic.in).
38. Government Order File (W2 scs).


Deputy Director (Codes)
Finance Department.