

UNIVERSITY OF JAMMU

8467
No. Fin./2018-19/ 8387- ~~800~~
Dated: 14/02/2019

All the Rectors/Directors/HODs/Branch Officers,
University of Jammu,
Jammu.

Subject: Implementation of GFR-2017- Flow Chart thereof.

Sir / Madam,

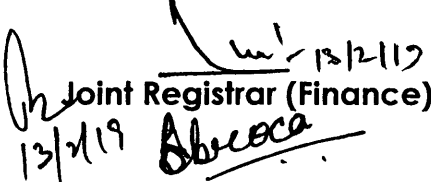
As you are aware that GFR-2017 has been adopted by the University vide order No. Fin./2018-19/7209-69 dated: 8-01-2019. As per the GFR-2017 regulations, the purchases / services are required to be effected through GeM Portal, for which separate requests have been made for getting registered with the GeM Portal.

In order to have clear understanding of the processes involved in procurement of Goods / Services through the Gem Portal, the Competent Authority has authorized to circulate the Flow Chart for effecting the purchases by debit to the budgetary provision as well as Local Funds of the Departments.

You are, therefore, requested to kindly follow the Flow Charts in letter and Spirit, so as to avoid any delay due to the deficiencies in fulfilling the requisite Codal formalities. The detailed GFR-2017 Regulations relating to procurement of Goods and Services and Management of Stores in the University is available in the Jammu University Website under the link "Finance Wing".

Thanking You,

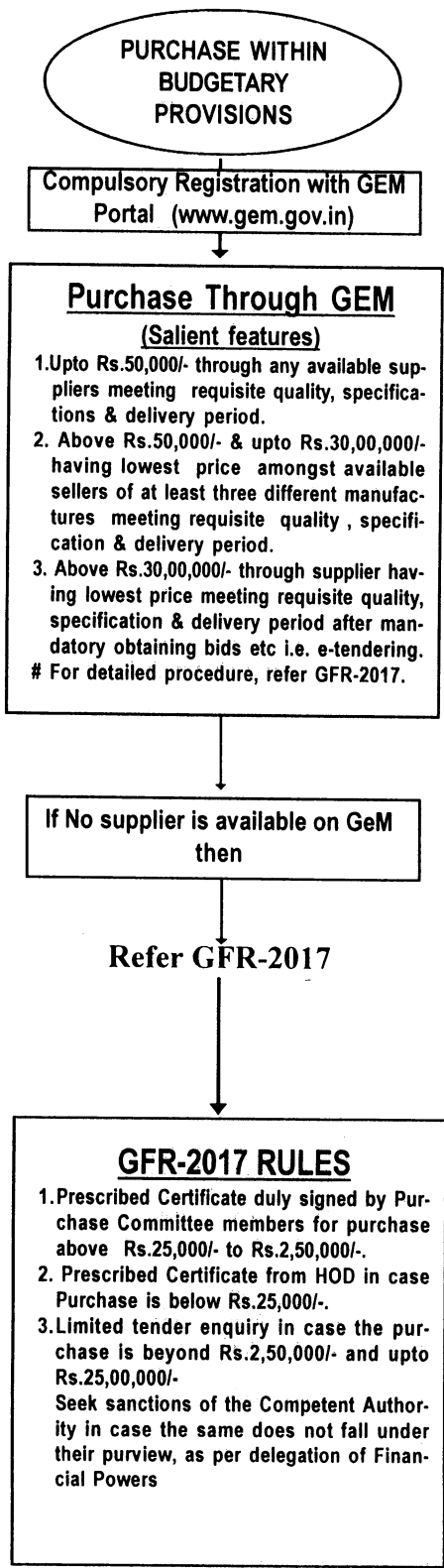
Yours faithfully,


Joint Registrar (Finance)
13/2/19 *Abheera*

Copy to:-

1. Spl. Secy. to the Vice-Chancellor.
2. Sr. P.A. to Registrar.
3. Deputy Registrar (Accounts).
4. Assistant Registrar (Grants).
5. Content Manager, University Website **with the request to kindly upload the same in the University Website under the Link 'Finance Wing'.**
6. Guard File.

FLOW CHART FOR EFFECTING PURCHASES



13/2/19
Joint Registrar (Fin)
Abroca

UNIVERSITY OF JAMMU

GENERAL FINANCIAL RULES 2017

For all kinds of Goods and Services also except books, publications, periodicals etc. for a library.

➤ **Public Procurement Notice must conform:**

- Subject matter of procurement
- Specification in terms of quality
- Technical specifications wherever required.

➤ **Rate Contract:-** DGS and D shall conclude rate contracts with the registered suppliers for such goods, which are not available on GeM are identified as common use items and are needed on recurring basis.

➤ **Government e Market Place (GeM):-** All the Department Heads first of all have to get registered on GeM through the Nodal Officer of GeM, Jammu University, Sh. Guneet Singh Sudan.

• GeM is meant for both Goods and Services, as detailed in Rule 4.1. of GFR, notified vide order No. Fin./2018-19/7209-69 dated: 08-01-2019. GeM Portal shall be utilized by Government buyers for direct on-line purchases.

➤ **Upto Rs.50,000:-** through any available supplier on the GeM meeting the requisite quality / specification and delivery period.

➤ **Above 50,000 to 30,00,000:-** through the GeM Seller having lowest price amongst the available Sellers (of atleast 3 different manufacturers., on Gem- meeting requisite quality/specifications and delivery period.

➤ **Invitation to tenders** through advertisement for procurement of Goods of estimated value of Rs.25.00 lac and above, if Goods are not available on GeM (Refer Rule 4.2.7 of GFR).

➤ **Above 30,00,000:-** through online bidding (e-tendering).

For purchases outside GeM, Relevant GFR Rules shall apply.

➤ **Revised item and other purchase :-**

- KVIC can supply items as offered by them at any point of time e.g. University can purchase file covers/shawls from Shri Gandhi Seva Sadan etc.

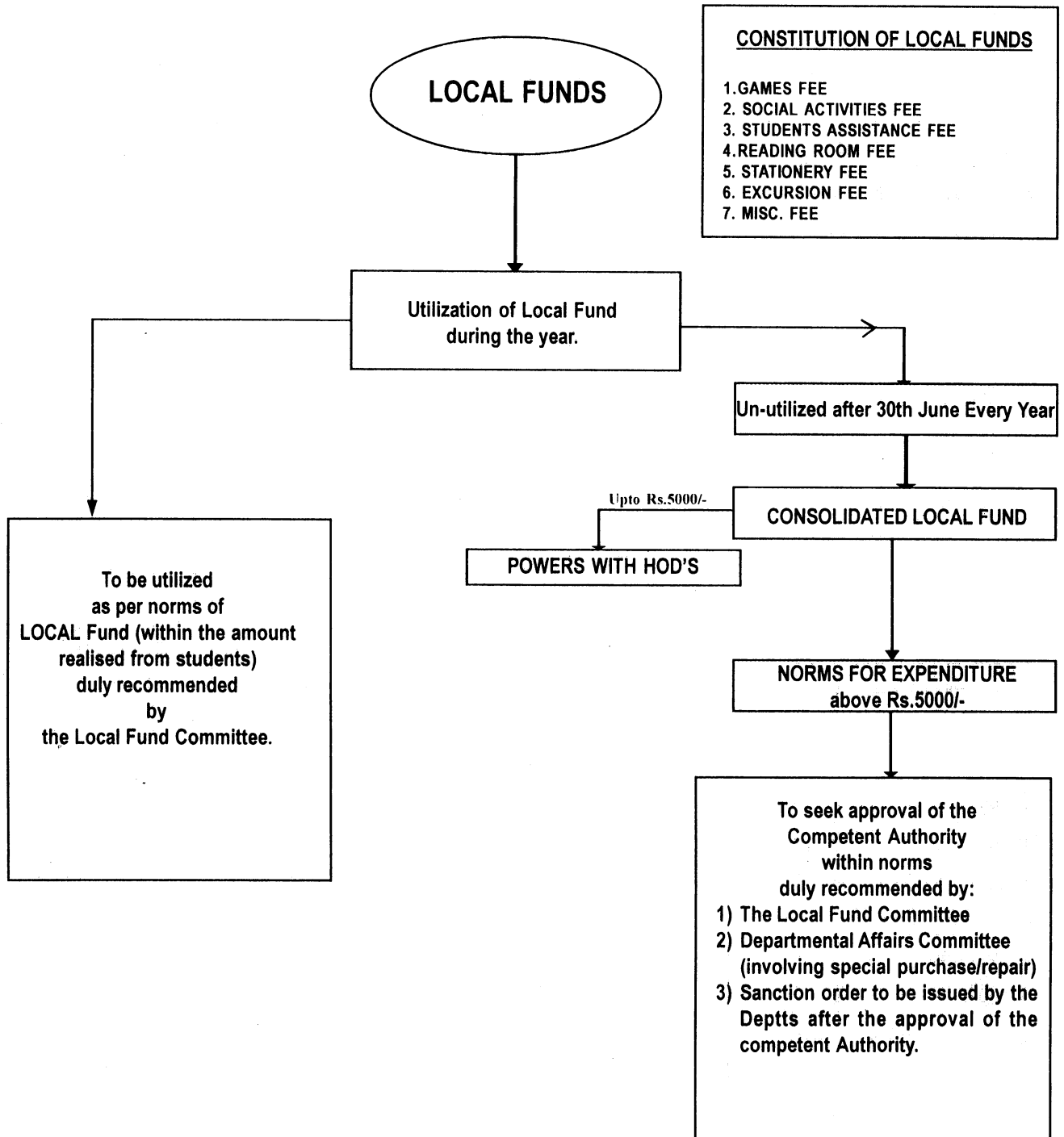
➤ **Purchase of Goods without quotations:-**

- Upto Rs.25,000:- without inviting quotations or bids but on the basis of prescribed certificate recorded by the HOD/Branch Officer.
- 25,000 to 2,50,000:- Local Purchase Committee – Committee will survey the market to ascertain the reasonableness of rates, quality and specifications and identify the appropriate supplier and recommended the purchase by recording the prescribed certificate.

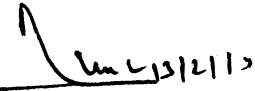
❖ **Please Refer GFR 2017 as uploaded on the University Website under the link "Finance Wing".**

Joint Registrar (F)
13/2/19
Bhiloca

FLOW CHART FOR EFFECTING PURCHASES OUT OF LOCAL FUNDS



- CONSTITUTION OF LOCAL FUNDS**
1. GAMES FEE
 2. SOCIAL ACTIVITIES FEE
 3. STUDENTS ASSISTANCE FEE
 4. READING ROOM FEE
 5. STATIONERY FEE
 6. EXCURSION FEE
 7. MISC. FEE


 Joint Registrar (Fin)
 13/2/19
 Bhubaneswar