

# UNIVERSITY OF JAMMU

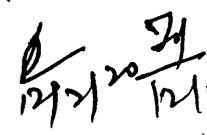
## CIRCULAR

As is known to all the concerned that the purchases of Goods and Services is being made as per GFR-2017 norms, which, interalia, provides that the purchases are made through Government e Marketplace (GeM). As the purchases through GeM involves obtaining of prior approval of the Competent Authority, uploading the order, procurement of goods and passing of payments to the concerned and then booking of expenditure against the budgetary provisions, as such proper and advance planning needs to be made for utilization of grants released to the Departments well in time after observing all the codal formalities.

It is, therefore, circulated among all the concerned that as the current financial year 2019-20 is approaching towards its fag end, the allocations released under Revenue Account (Non-Plan) as well a Capex Budget (Plan) are required to be utilized well in time as per GFR-2017 norms. The proposals complete in all respects should be sent to the Budget/Finance Section as per the S.O.P. already circulated vide endorsement No. Fin./2019-20/6324-6364 Dated 09.12.2019 as soon as possible in order to avoid rush of work and lapsing of funds.

  
12/12/20  
ASSTT. REGISTRAR  
(BUDGET/FINANCE)

No. Fin./2019-20/ 8048-88  
Dated: 12.12.2020.

  
12/12/20 12/12/20

Copy to the:-

- 1/ Special Secy. to the Vice-Chancellor.
- 2/ Dean Academic Affairs/Dean Research Studies.
- 3/ Sr. PA to the Registrar/Controller of Examinations/Director, College Development Council.
- 4/ Dean Students Welfare/Provost(Boys./Girls Hostels)/Dean Students Placement.
- 5/ All Heads of the Teaching Departments of the University.
- 6/ Sr. P.A. to Joint Registrar (Fin.).
- ✓ 7/ Content Manager, University Website for uploading the same in the University Website under the link "Finance Wing".
- 8/ Assistant Registrar (Services).
- 9/ Guard file.