



UNIVERSITY OF JAMMU

(NAAC Accredited "A++" Grade University)

ORDER

On the recommendations of the Special/Central Purchase Committee (in connection with the 19th Convocation) the Hon'ble Vice-Chancellor has been pleased to authorize that:

1. The budgetary allocation of Rs. 15 Lac earmarked for Convocation shall be utilized first and the shortfalls, if any, shall be met through the Common Pool of Payment Seat Fund, Local Funds of the University and through any other internal resources of the University.
2. All the committees shall be authorized to procure goods/services as per their respective requirements and mandates. Moreover, each committee shall be deemed to be a purchase committee for the purpose of procuring goods and services.
3. The GeM account of any member of the respective committee shall be utilized for the procurement process. In case the committee does not have GeM account, the Services Section be contacted to facilitate the procurement process.
4. All the procurement/purchases shall be made invariably through GeM portal, however, in case goods/services are not available on GeM portal, the relevant GeM non-availability certificate be attached and procurements be made by following GFR-2017 rules only.
5. If procurement/purchase is not possible through GeM portal due to time constraints, a proper justification be given by the concerned committee members who will make the purchase/procurement, before considering the procurement/purchase through alternate method as per the GFR-2017 rules.
6. Advances will be given to the Committee Conveners from the appropriate Budget Heads designated for convocation, to facilitate the smooth execution of the event.
7. All the Committee Members shall sign the bills related to their respective committees with full name.
8. The Services Section shall facilitate the emergent purchase, if required.

No: Fin./25-26/7359-7509
Dated: 13/10/2025

FINANCE OFFICER

Copy to:

1. SS to VC for kind information of the HVC please.
2. Sr.PA to DAA/DRS/DSW/DP&D/DCD/Registrar/COE and All Rectors/Directors/HODs/Officers of the University, for kind information please.
3. Director IT, to direct for uploading on www.jammuuniversity.ac.in.
4. Guard file.

