

CIRCULAR

Sub: Guidelines for procurement of Goods & Services in respect of
HADP/CAPEX/NABARD/JKCIP/Projects etc:-reg.

SKUAST-K vide University Order No.03 (Acctts) of 2023 Dated:14-08-2023 has issued guidelines for Procurement of Goods & Services in respect of HADP/CAPEX/NABARD/JKCIP etc. In this connection, provision 1.4 of the above referred University Order is reproduced as under:

"All the requisite procurements/purchases for the entire CAPEX, HADP, Plan Projects shall be carried out by the Central Purchase Committee of the Faculty of Horticulture, being the designated committee for whole Shalimar Campus of the University for the purpose. The concerned PI(s)/HoD/Dean for the respective project. shall be the co-opted member(s) of this committee to the extent of their concern, who shall place the duly complete relevant proposal(s) before the committee, as endorsed/recommended by the Directorate of Research, for their appropriate disposal by the committee. The committee shall be assisted by the requisite number of GeM buyers from ARIS, to affect the speedy and efficient purchases through GeM"

The said provision refers to the procurement of all the items through concerned Purchase Committees (CPC/DPC) whichever applicable.

However, it has been observed that some bills are submitted to Comptroller office for payment wherein the Principal Investigator's have not procured the items through the Purchase Committees, but have directly approached the GeM buyers for the purchase, which is a gross violation of the Approved Guidelines on the subject matter.

In view of above, it is hereby impressed upon that no procurement shall be carried out in violation of the guidelines on the subject. No bill shall be entertained for payment without the Approval of CPC/DPC whichever is applicable. Any deviation shall be viewed seriously and would be reported to Authorities for action as warranted under rules.

Sd/-

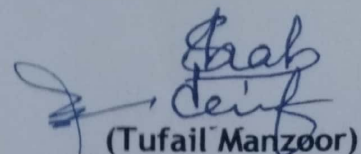
Director Finance/Comptroller
SKUAST Kashmir

No: AU/Acctts/All Schemes/2026-2027/ 4279-4340

Dated: 07-08-2026

Copy to: -

- All Officers of the University _____
- Nodal Officer Gem SKUAST-K _____
- All PI's of HADP/CAPEX/NABARD/SNA funded Projects _____
- All PI's of the externally funded Projects _____
- ✓ I/C Aris cell for uploading on SKUAST-K website
- SVC for information of Hon'ble Vice- Chancellor
- PA to Comptroller SKUAST Kashmir.
- Notice Board/Concerned File.


(Tufail Manzoor)

Assistant Comptroller
HADP/PLAN/JKCIP/Projects.