



Government of Jammu and Kashmir
SCHOOL EDUCATION DEPARTMENT
Civil Secretariat, Jammu/Kashmir

Subject:- Re-constitution of UT Level Purchase Committee in School Education Department.

Government Order No:- 30 -JK (Edu) of 2023
Dated:- 25-01-2023

In suppression of all previous Government orders on the subject, Sanction is hereby accorded to the re-constitution of UT Level Purchase Committee in School Education Department, with the following composition.

1.	Director Finance, School Education Department, J&K	Chairman
2.	Special Secretary (K) to Government School Education	Member
3.	Special Secretary (N) to Government School Education	Member
4.	Director School Education, Jammu	Member
5.	Director School Education, Kashmir	Member
6.	Project Director, Samagra Shiksha J&K	Member
7.	Head of Planning Section, School Education Department, J&K	Member Secretary
8.	Joint Director, Industries and Commerce Department Jammu/Kashmir	Member

The UT Level Purchase Committee shall exercise powers for purchase of materials, articles, furniture, etc. subject to the conditions and stipulations detailed below:-

- The Committee shall exercise their powers as envisaged in the relevant chapter of Book of Financial Powers and all other rules on the subject.
- The Committee shall ascertain the actual requirement of material, articles, furniture, etc. in the Institutions subordinate to the Department or its subordinate units estimated for utilization on need basis.
- The Committee shall formulate list of material, articles, furniture, etc. as need to be referred to the Purchase Committee for fixation of rate contract and may exempt such items of proprietary character which are not involved in the process of open tender in terms of rules.
- The Committee is empowered to constitute a sub-committee of experts of known technical capability and prudence/process to advise the committee on the nature, make and specification of the material, articles, furniture and other items etc. configuration with the actual requirement of items involving technical know-how.
- The Committee shall put only those items to tender as enlisted by the experts indicating full description of the items together with the required specifications, viz. weight, quality, make etc. The material can be procured on the basis of standards fixed by the experts, as per the actual requirement of the Institutions where these items are required.
- The Purchase Committee may utilize the services of the experts from the qualified agencies to determine the quality of the material/product and the reasonability of rates vis-a-vis the quality and standard thereof.
- The committee shall ensure the adherence to all Codal formalities/Financial codes.
- The Committee after ascertaining the lowest competitive rate with the recognition of standard or quality of the material may issue a formal rate contract order in favor of the approved firm in respect of each item.
- The Committee may, if necessarily, call samples from the firms, whom they consider proper with due regard to the rate and quality of the product.

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- j. If the committee makes a selection of an item offered by a Tenderer other than the lowest Tenderer for the Items, it shall record specific reasons for doing so and detail the preference for the item in terms of quality, standard and requirement prompting the action.
- k. The Committee after finalizing the rate contract shall approve the samples with seal and signatures affixed thereon and send one such approved sample to the Intending officer to enable him to procure the material in complete conformity therewith.
- l. The instructions/conditions laid down in Finance Department's circular No. A/116(2205)-307 dated: 02.04.2007 shall be followed in letter and spirit. The rate contract shall remain valid for one year from the date of Issue of order. The time schedule set out for performance of contract should be adhered to strictly.
- m. In order to facilitate the approved suppliers to make supply of materials smoothly the purchase committee may select one destination point in each district for delivery of the material or if the contract is for then the delivery shall have to be arranged at the user point.

By Order of the Government of Jammu & Kashmir.

Sd/-
(Alok Kumar) IRS
Principal Secretary to the Government
School Education Department

Dated:- 25-01-2023

No:Edu/PSOOPR/6/2023-01SED(7110597)

Copy to the:-

1. *Financial Commissioner (Additional Chief Secretary), Finance Department.*
2. *Joint Secretary, Home Department, Gol, New Delhi.*
3. *Principal Secretary to Lieutenant Governor, J&K.*
4. *Principal Secretary to Government, Industries & Commerce Department.*
5. *Director Finance, School Education Department.*
6. *Director School Education Jammu, Director School Education Kashmir.*
7. *Special Secretary (K) to Government School Education Department, J&K.*
8. *Special Secretary (N) to Government School Education Department, J&K.*
9. *Project Director, Samagra Shiksha, J&K.*
10. *Joint Director planning, School Education Department, J &K.*
11. *Joint Director, Industries & Commerce Department Jammu/Kashmir.*
12. *Private Secretary to Principal Secretary to Government, School Education Department.*
13. *I/C Website (w.2.s.c.).*
14. *Government Order file*
15. *Master file.*


(Parshotam Kumar)
Joint Director, Planning
School Education Department