

No. EDN-HE(4) C(5)1/2019
Directorate of Higher Education
Himachal Pradesh

Dated: Shimla-1 the November, 2019

OFFICE ORDER


In Continuation of this Department letter No. EDN-HE (4)3(C) 2014-15-Sanction dated August, 2014. The Local Purchase Committee in the Government Senior Secondary and High Schools has been reconstituting as per rule 98 of Himachal Pradesh Financial Rules, 2009 as under:

- (1) Principal/Headmaster of the School having a DDO Power and registered on GeM Portal act as Paying Authority. Principal/Headmaster may also appoint his/her nominee in case of busy schedule in writing for purchase purpose only.
- (2) One senior most member of teaching faculty of concerned subject for which the purchase is effect.
- (3) One Incharge LA of concerned Subject for which the purchase effected. If the post of LA is not filled then the Principal may nominate the official from Non-Teaching Staff.
- (4) In case of furniture purchase Two Senior Most Lect. and senior most TGT in case of GSSS and in case of GHS having DDO power then one senior most TGT & C&V will be the member. In case of GHS having without DDO Power the HM and One TGT and one C&V will be the member.
- (5) One office Staff (Non-Teaching) who is registered on GeM act as Buyer/consignee.

The DDO and buyer registered on GeM will ensure that supply order is given as per the recommendations of Purchase Committee of the institution or by inviting tenders where necessary under rules ibid within financial powers vested in him/her. Buyer will give the detail supply order to the faculty member for further receipt of items as per specification. The Purchase Committee 2, 3 & 4 will give the certificate of items as per specification.

The said Committee will ascertain the rates, quality, Specifications and identify need base articles on GeM Portal/ open market (if articles not available on GeM) before recommendation for placement/ purchase order. In case of purchases beyond Rupees 10.00 Lakh the Section Officer (F&A) posted in the office of Deputy Director of Higher Education of concerned District may also be associated with the Committee.

The Committee shall adhere to the provision of Chapter 6 of HPFR 2009 and its amendments time to time strictly.



(Dr. Amarjeet K Sharma)
Director Higher Education
Himachal Pradesh

Endst. No. Even . Dated: Shimla-1 the November, 2019.

Copy to:-

- 1 The Principal Accountant General (Audit) HP. Shimla-171003.
- 2 The Accountant General (A&E) HP. Shimla-171003.
- 3 The Principal Secretary (Higher Education) to the Govt. of HP. Shimla-2.
- 4 All the Principal/Headmaster Govt. Sr. Sec. Schools/High Schools in HP.
- 5 Guard file.

21 NOV 2019


Joint Controller (F&A)
Directorate of Higher Education
Himachal Pradesh