



वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्  
Council of Scientific & Industrial Research  
अनुसंधान भवन 2 रफी मार्ग नई दिल्ली 110001

Anusandhan Bhawan, 2 Rafi Marg, New Delhi-110001

Tel. Phone No. 011- 23711117 and 23353631 Email: srcosp@csir.res.in

F.No.13-4(04)/15-16/S&P/Policy Vol-II

Dated 10<sup>th</sup> Jan, 2020

To

The Directors of all National Laboratories/Institutes

**Subject: CSIR Manual on Procurement of Goods 2019**

I am directed to inform that it has been the endeavour of CSIR to continuously identify the areas in the CSIR Manual on Procurement of Goods 2019 which are impediments and overcome them to ensure expeditious procurement of requisite quality complying to technical requirement in the prescribed time frame while adhering to highest standards of financial propriety, transparency with level playing field for the bidders.

Accordingly, the following issues were referred to Deptt. Of Expenditure, Ministry of Finance:

1. Remittance of payments in advance during the course of imports.
2. Donation of surplus/obsolete/non-functional items to educational institutions.

After vigorous pursuance, Deptt. Of Expenditure, Ministry of Finance vide their ID No. 8(2)/2018-E.IIA dated 31<sup>st</sup> December 2019 (copy enclosed) have finally acceded to the request of CSIR and have conveyed their approval to the following:

1. Relaxation from the provision of Rule 172(1) of GFR 2017 for CSIR to remit payments in advance without any collateral security to the extent permitted by RBI after obtaining the specific approval of Head of CSIR labs or JS(Admin) in CSIR Hqrs. based on recommendations of domain expert from within or outside CSIR labs.
2. Allowing CSIR for adopting donation of surplus/obsolete/non-functional items to educational institutes owned by Central /State Govt. including those schools run in the campus of CSIR labs/Instts., as an additional mode of disposal in addition to those prescribed under Rule 218 of GFR 2017 subject to the condition that CSIR would work out a detailed guidelines for processing such proposals.

In view of the foregoing, para 6.5.1(iii) may be added to the CSIR Manual on Procurement of Goods 2019, as under:

**Para 6.5.1(iii):** In relaxation to the provision of Rule 172(1) of GFR 2017, as approved by Deptt. Of Expenditure, Ministry of Finance vide their ID No. 8(2)/2018-E.IIA dated 31<sup>st</sup> December 2019, advance payment without collateral/bank guarantee during the course of imports may be made as per the limits prescribed by RBI to meet specific R&D needs. To mitigate the risk involved in such advance payment, the provision should be used in rare cases with the

justification and reasons recorded thereon and documented evidence of the efforts made by the CSIR labs/Instts. in securing the advances with Advance Bank Guarantee or Standby LC etc. and also considering the past experience and credentials of the vendor with the lab or other organisations. Only single tender procurements including proprietary purchases would be eligible for advance remittances upto the limits prescribed by RBI in normal course. This would be done after obtaining the specific approval and sanction of the Director of CSIR labs/Instts. and JS(A) in CSIR Hqrs. based on the recommendation of the domain experts from within or outside CSIR labs/Instts. which in the case of CSIR is the Purchase Committee/ T&PC.

It is informed that the provisions of para 2 above regarding donation to educational institutions needs to be kept in abeyance till such time CSIR works out a detailed guidelines for processing such cases and notifies the same.

*R.K.Rao*  
*10/11/2020*

(R.K.Rao)

Sr. Controller of Stores & Purchase

Encl:A/A

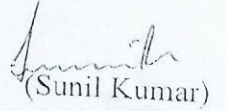
Copy to:

1. US to DG for information
2. PS to FA, CSIR
3. PS to JS(A), CSIR
4. PS to CVO
5. All the Heads of Divisions of CSIR Hqrs.
6. All COAs/AOs/Sr.COFA/FAOs/COSPs/SPOs/SO(S&Ps) in Labs/Instts.
7. Head, It with the request host on CSIR wesite

Government of India  
Ministry of Finance  
Department of Expenditure  
E.IIA

Reference is invited to CSIR ID No. F.No. 13-4(04)/15-16/S&P/Policy dated 11<sup>th</sup> October, 2019 regarding exemptions from provisions of GFR relating to procurement of goods & services as well as disposal of surplus goods.

2. The proposal has been examined. This Department agrees to the following proposals of CSIR / Department of Scientific & Industrial Research:-
- (a) Relaxation from the provision of Rule 172(1) of GFR, 2017 for CSIR to remit payments in advance without any collateral security to the extent permitted by RBI after obtaining the specific approval of Head of CSIR Lab or JS(Admn) in CSIR Headquarters based on recommendations of domain experts from within or outside CSIR labs.
  - (b) Allowing CSIR for adopting donation of surplus / obsolete / non-functional items to educational institutes owned by Central / State Government including those schools run in the campus of CSIR labs/ institutes, as an additional mode of disposal in addition to those prescribed under Rule 218 of GFR, 2017 subject to the condition that CSIR would work out a detailed guidelines for processing such proposals.
3. This issues with the approval of Secretary (Expenditure).

  
(Sunil Kumar)

Under Secretary (E.IIA)

Council of Scientific & Industrial Research, (Sh. R. Krishna Rao, Sr. Controller of Stores & Purchase), Anusandhan Bhawan, Rafi Marg, New Delhi.  
DoE ID No. 8(2)/2018-E.IIA dated 31<sup>st</sup> December, 2019