



वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्
COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH
अनुसंधान भवन, 2, रफी मार्ग, नई दिल्ली-110 001
Anusandhan Bhawan, 2, Rafi Marg, New Delhi- 110 001

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

17th October, 2016

No. _____

Dated _____

From

संयुक्त सचिव (प्रशासन)
Joint Secretary (Admn.)

To

Directors of all CSIR National Labs/Instts.

Subject: Revision of Manual of Policies and Procedures for Purchase of Goods issued by Ministry of Finance.

Sir,

It is informed that Ministry of Finance vide OM No.F.17/6/2014-PPD dated 22nd August, 2016 have revised the manual on Policies and Procedures for purchase of goods issued on 31st August, 2006 and have now submitted a draft manual seeking the views of the Stakeholders. The draft manual is available on the website of Ministry of Finance. (www.finmin.nic.in)

In view of the above, you are requested to kindly download the draft manual from the website of MoF and after deliberations in the respective PCs/T&PCs, submit your comments in the following format:

| Para No. and Page Number | Provisions in manual on Policies & Procedures of Goods | Proposed changes | Justification and reasons for Suggestions/Comments |
|--------------------------|--------------------------------------------------------|------------------|----------------------------------------------------|
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Further, keeping in mind the uniqueness of the procurement requirements of CSIR as a whole, you are also requested to offer any new suggestions for which the need is felt to be incorporated into the procedure along with your justifications and reasons for each of the suggestions.

It is requested that the needful may kindly be done and ensure that the reply reaches CSIR Hqrs. on or before 18th November, 2016 through e.mail addressed to vinaykumar@csir.res.in with cc to srcosp@csir.res.in

Yours faithfully

(R. Krishna Rao)

Sr. Controller of Stores & Purchase

Copy to : All CoSPs/SPOs

I.T. Cell
H-Upload on
CSIR website
15/10/16