

वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद  
Council of Scientific and Industrial Research  
अनुसंधान भवन, 2, रफी मार्ग, नई दिल्ली-110001  
Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110001

No. : 5-1(708)/2020-PD

दिनांक/Dated : 21.01.2026

कार्यालय ज्ञापन / OFFICE MEMORANDUM

विषय : मुद्रण निदेशालय के माध्यम से मुद्रण कार्य के सम्बन्ध में।

Sub : Printing work through Directorate of Printing (DoP).

अधोहस्ताक्षरी को यह कहने का निदेश हुआ है कि सक्षम प्राधिकारी ने सचिव, आवासन और शहरी कार्य मंत्रालय, भारत सरकार द्वारा उपरोक्त विषय पर जारी दिनांक 22 अक्टूबर, 2025 के अर्धशासकीय पत्र संख्या 01/Annual Indent/2025-Pub. को सभी सीएसआईआर प्रयोगशालाओं/संस्थानों/इकाइयों को सूचना, मार्गदर्शन और अनुपालन के लिए अग्रेषित करने की स्वीकृति प्रदान की है।

The undersigned is directed to state that the Competent Authority has accorded approval to forward the D.O letter No. 01/Annual Indent/2025-Pub. dated 22<sup>nd</sup> October, 2025 on the above subject issued by Secretary, Ministry of Housing and Urban Affairs, Government of India to all CSIR Labs./Instts./Units for information, guidance and compliance.

  
(अमरेन्द्र कुमार/Amrendra Kumar)  
अवर सचिव (नीति प्रभाग)/Under Secretary (PD)

संलग्न/Encl. : यथोपरि/As above

प्रतिलिपि/Copy to:

- 1) सी.एस.आई.आर. की सभी राष्ट्रीय प्रयोगशालाओं/संस्थानों/मुख्यालय/एककों के निदेशक/प्रधान The Directors/Heads of all CSIR National Labs./Instts./Hqrs./Units
- 2) सी.एस.आई.आर. वेबसाइट/ CSIR Website
- 3) कार्यालय प्रति/Office copy.

श्रीनिवास कटिकिथाला, भा.प्र.से.  
सचिव  
**Srinivas Katikithala, I.A.S.**  
Secretary



भारत सरकार  
आवासन और शहरी कार्य मंत्रालय  
संकल्प भवन, नई दिल्ली-110001  
Government of India  
Ministry of Housing and Urban Affairs  
Sankalp Bhawan, New Delhi-110001

DO. No. 01/Annual Indent/2025-Pub.

Dated: 22<sup>nd</sup> October, 2025

Dear Colleagues,

I would like to inform you that Directorate of Printing (DoP) is an attached Office under the Ministry of Housing and Urban Affairs. The mandate for the printing work of all the Ministries and Department is being given to the Directorate of Printing as per the Allocation of Business Rule 9 under the subject of Printing and Publication. It is also pertinent to mention here that NOC is mandatory from DOP before outsourcing of Government printing works from private printer through Tenders or GeM portal failing which this may lead to Audit observations.

2. The Directorate of Printing have total five Government of India presses (GIPs) under their administrative control. The Government of India had decided to modernize/redevelop their GIPs to meet the international standard of printing quality. The GIP Minto Road situated in Delhi has been redeveloped/Modernized. Now the GIP Minto Road is equipped with latest printing machines & equipment the press is now capable of executing different types of printing works as per the requirement with international standard within the stipulated time-frame.

3. I would, therefore, request you to kindly issue necessary directions that the entire printing work of your Ministry/Department, including all attached and subordinate offices, statutory/autonomous bodies and PSUs under your control, is executed through the Government of India Presses. This will ensure effective utilization of Government facilities and safeguard public funds.

With best wishes,

Yours sincerely,

(Srinivas Katikithala)

To

All the Secretaries of Ministries/Departments, Govt. of India

8/1/k.A

8/2/10 - for info

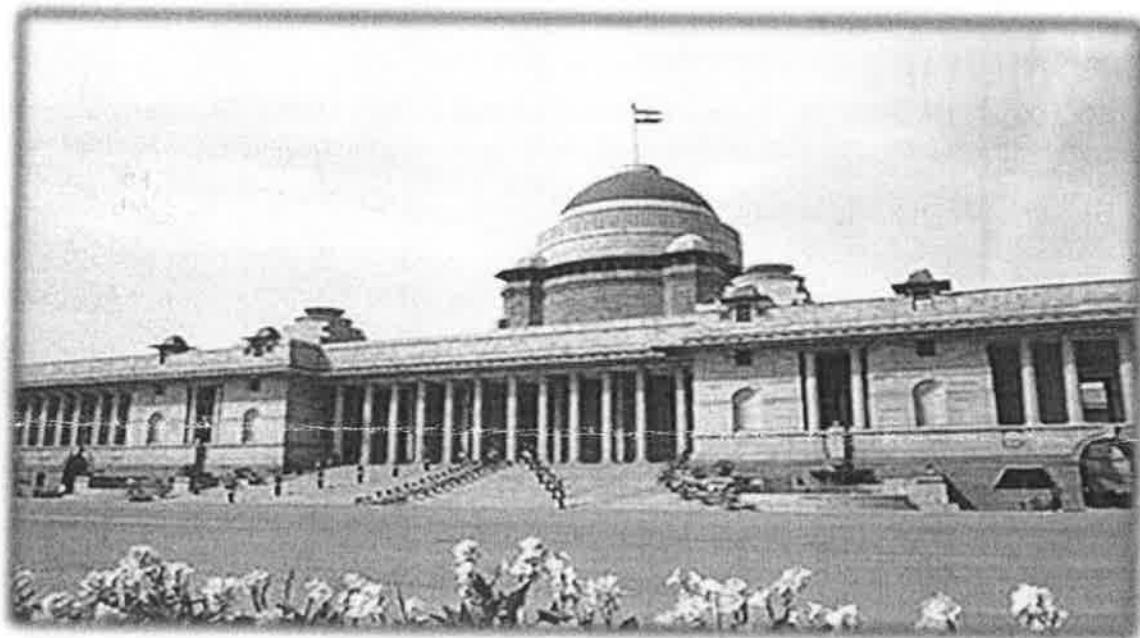
Office Address: Room No. 919, 9<sup>th</sup> Floor, Sankalp Bhawan, Pandit Ravi Shankar Shukla Lane, K.G. Marg, New Delhi-110001

Tel.: 011-23783010, 23783011; Email: secyurban@nic.in; Website: www.mohua.gov.in



**Government of India (Allocation of Business) Rules, 1961**  
**भारत सरकार (कार्य आवंटन) नियम, 1961**

**(As Amended up to 31<sup>st</sup> January, 2017)**  
**(31 जनवरी, 2017 तक यथा संशोधित)**



**CABINET SECRETARIAT**  
**मंत्रिमंडल सचिवालय**

**MINISTRY OF URBAN DEVELOPMENT<sup>1</sup>  
(SHAHARI VIKAS MANTRALAYA)**

1. Properties of the Union, whether lands or buildings, with the following exceptions, namely:-
  - (a) those belonging to the Ministry of Defence, the Ministry of Railways and the Department of Atomic Energy and the Department of Space;
  - (b) buildings or lands, the construction or acquisition of which has been financed otherwise than from the Civil Works Budget;
  - (c) buildings or lands, the control of which has at the time of construction or acquisition or subsequently been permanently made over to other Ministries and Departments.
2. All Government Civil Works and Buildings including those of Union territories excluding Roads and excluding works executed by or buildings belonging to the Ministry of Railways, Department of Posts, Department of Telecommunications, Department of Atomic Energy and the Department of Space.
3. Horticulture operations.
4. Central Public Works Organisation.
5. Administration of Government estates including Government Hostels under the control of the Ministry. Location or dispersal of offices in or from the metropolitan cities.
6. Allotment of accommodation in Vigyan Bhawan.
7. Administration of four Rehabilitation Markets viz. Sarojini Nagar Market, Shankar Market, Pleasure Garden Market and Kamla Market.
8. Issue of lease or conveyance deeds in respect of Government built properties in Delhi and New Delhi under the Displaced Persons (Compensation and Rehabilitation) Act, 1954 (44 of 1954) and conversion of lease deeds, allotment of additional strips of land and correctional areas adjoining such properties.
9. Stationery and Printing for the Government of India including official publications.
10. Planning and coordination of urban transport systems with technical planning of rail based systems being subject to the items of work allocated to the Ministry of Railways, Railway Board.
11. Fixing of maximum and minimum rates and fares for rail-based urban transport systems other than those funded by the Indian Railways.
12. Tramways including elevated high speed trams within municipal limits or any other contiguous zone.
13. Town and Country Planning; matters relating to the Planning and Development of Metropolitan Areas, International Cooperation and technical assistance in this field.
14. Schemes of large scale acquisition, development and disposal of land in Delhi.
15. Delhi Development Authority.

<sup>1</sup> Modified vide Amendment series no.273 dated 27.05.2004