

## OFFICE MEMORANDUM

**Subject: Financial Powers of various Purchase Committees/ Authorities in respect of procurement of Goods/ Stores- regd.**

1. The Financial Powers of various authorities in respect of Goods/ Stores decided by the Department of Industries and Commerce were conveyed to the General Managers vide this office letter No. 107-111 Dated 09.04.2018. Subsequently, the Department of Industries revised the powers vide their No. 2/1/2021-41B-II dated 02-02-2021.
2. Qua the Boards/ Corporations, the powers for purchase of stores/goods at their own level are given at 3A (ii) and for deciding rate contracts at level of Boards/ Corporations, the powers are at 3(viii) (sr.no.2). At present, the powers are being exercised by all Chief General Managers and General Managers at maximum prescribed level of one crore. In order to streamline the functioning, following restrictions will be observed in matters of procurement of goods and rate contracts where the procurements are to be made for execution of works and where expenditure is incurred akin to classification of 'Revenue Expenditure' under financial rules of the Government –

### (a) TO FINALIZE THE PURCHASE CASES OF STORES/GOODS


S.No.	Competent Authority	Financial Power Vested
1.	General Manager	Upto 50 Lakh
2	Chief General Manager	Upto 100 Lakh

### (b) FOR DECIDING RATE CONTRACTS

Rate contracts are more useful compared to bulk purchase when the goods are of perishable nature or the goods are needed intermittently during the year and exact requirement keep varying from time to time. For example; need of ply wood and board for manufacture of furniture against specific orders placed by purchasers. The Chief General Managers and General Managers should identify such items and put them to purchase by rate contract system. For deciding rate contract for goods for execution of works and where expenditure is incurred akin to classification of 'Revenue Expenditure' under financial rules of the Government and where maximum purchase during the year is upto one crore in each case, standing committee (to exercise power within their respective area of jurisdiction) of following composition is hereby constituted –

- |       |                       |                  |
|-------|-----------------------|------------------|
| (i)   | Chief General Manager | Chairperson      |
| (ii)  | General Manager       | Member Secretary |
| (iii) | Manager               | Member           |

3. The above powers shall be observed by various authorities by following the procedures and observing all codal formalities prescribed in financial rules of the Government of Haryana. Further, the powers are to be exercised only for purchases needed as incidental to requirement of manufacture of goods in various manufacturing units of Haryana Forest Development Corporation.

  
Managing Director

Endst No. 240-51 Date 27.04.2021

Copy is forwarded to all CGM's and GM's, HFDC

  
Managing Director