

No. 28/50/2020-2 B&C

From

The Additional Chief Secretary to Government Haryana,
Finance Department

To

All the Heads of Department

Dated, Chandigarh, the 14th November, 2023

Subject: Deputing Officers of Finance Department for Participation in the meetings of Purchase Committees / Tender Committee etc.

Sir,

Kindly refer to the subject noted above.

2. It has been observed that notices are often received in the Finance Department from various Departments and Public Sector Undertakings (PSUs) for deputing officers of Finance Department for participation in the meetings of purchase Committees/ Tender Committees etc. Once a scheme, Project, Service or activity has been approved by Finance Department its implementation which, *inter-alia*, also includes purchase, tender issues etc. are the responsibility of the Administrative Department. Rules, codal provisions and instructions of the Government with regard to purchase, tender and other such matters are very clear and the implementing Department are supposed to follow these without any assistance from the officers of Finance Department. Accounts personnel are available in your Department and it is not possible to spare their services without adversely affecting the normal work of Finance Department to associate with the proceedings of such Committee of other departments, which is a part of the normal duties of these Departments.

3. As far as Public Sector Undertakings (PSUs) are concerned, it has been observed that they have to carry out their activities, which, *inter-alia*, include purchase, tender and other Such issues, in terms of their own rules, regulations and purchase manual etc.

4. In view of above, all the officers of the Finance Department are advised not to participate, in the meeting of purchases/Tender Committees, Spot Purchase Committees/ Negotiation Committees etc. constituted by the various Departments/PSUs except in the following cases :-

- i. Officers of Finance Department will participate only in such meeting of the purchase committees/tender committees etc. which have been constituted with the specific concurrence of the Finance Department for the inclusion of its representative on the Committee.
- ii. The representative of Finance Department will continue to participate in the meetings of the High Powered Purchase Committees under the Chairmanship of Hon'ble C.M/F.M.

These instructions can also be downloaded from the Finance Department **website**
www.finhry.gov.in.

Yours Sincerely,

Pawan Kumar
Superintendent Budget & Committee,
for Additional Chief Secretary to Govt. Haryana,
Finance Department.

A copy is forwarded to all the Administrative Secretaries to Government Haryana
for information and necessary action.

Pawan Kumar
Superintendent Budget & Committee,
for Additional Chief Secretary to Govt. Haryana,
Finance Department.

To

All the Administrative Secretaries to Government Haryana.

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A Copy is forwarded to Secretary Finance-cum-Advisor/Secretary/Special
Secretary/Senior Economic Advisor/Joint Secretaries/Deputy Secretaries/Under Secretaries/
Joint Director, SBFM/Superintendents of all expenditure control Branches of Finance
Department for Information and necessary action.

Pawan Kumar
Superintendent Budget & Committee,
for Additional Chief Secretary to Govt. Haryana,
Finance Department.

CC: Private Secretary to ACSF