

संख्या:शिक्षा-यू (जी-1) स्टोर/- 2550  
कार्यालय उप शिक्षा निदेशक उच्चतर  
ऊना जिला ऊना (हि0प्र0)

दिनांक ऊना 06 अक्तूबर, 2022  
सेवा में,  
समस्त प्रधानाचार्य/मुख्याध्यापक  
राजकीय वरिष्ठ माध्यमिक/उच्च पाठशालाए  
जिला ऊना (हि0प्र0)

विषय:- बजट के लिए प्रस्ताव भेजने बारे ।

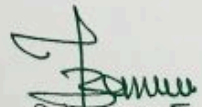
ज्ञापन,

उपरोक्त विषय पर शिक्षा निदेशक उच्चतर हिमाचल प्रदेश शिमला के पत्र संख्या: ईडीएन-एचई (4) सी (5) 1/2022 दिनांक 26-7-2022 के सन्दर्भ में आपको सूचित किया जाता है कि आपकी पाठशाला द्वारा बजट प्रावधान के मामले उपरोक्त पत्र में दिए गए दिशा निर्देशों के अनुसार प्राप्त नहीं हो रहे हैं । बजट प्रावधान से सम्बन्धित मामलों को निम्न दस्तावेजों के साथ भेजे:-

- 1 जैम में ई-बीड के द्वारा मामला तैयार करवाकर या फिर हिमाचल प्रदेश राज्य इलेक्ट्रॉनिक विकास नगर शिमला द्वारा भेजा जाए ।
- 2 जैम का प्रपत्र ।
- 3 स्कूल भवन में सामग्री को रखने का प्रमाण पत्र I(Availability Certificate)
- 4 कमेटी का प्रस्ताव
- 5 बजट के लिए मामला जब भी भेजा तो दो सैट भेजे जाए ।

अतः आपको निर्देश दिए जाते हैं कि सम्बन्धित मामलों को उपरोक्त दिशा निर्देशों को मध्यनजर रखते हुए सभी औपचारिकताएं पूर्ण करने के उपरान्त ही कार्यालय को प्रेषित करें ।

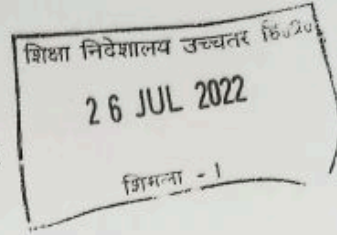
संलग्न: 01

  
उप शिक्षा निदेशक उच्चतर  
ऊना जिला ऊना (हि0प्र0)

06/10/2022 16:27

Most Urgent  
Personal Attention

No. EDN-HE(4) C (5) 1/2022  
Directorate of Higher Education  
Himachal Pradesh



Dated : Shimla the July, 2022

To

1. Group Commander NCC Hqtr/ Commanding Officer NCC Units
2. All the Govt. Colleges/ Skt Colleges/ B.Ed College of Himachal Pradesh.
3. All the Dy. Directors of Higher Education, Himachal Pradesh.
4. All the Principals/Headmasters of GSSS/GHS.

**Sub:- Instructions regarding procurements of different kinds of articles.**

It has been observed that some institutes are approaching public representatives for various demands including procurement of different articles without intimation to concerned Dy. Directorate office as well as to this Directorate. Besides it has also been observed that instructions issued earlier are not being adhered to. Therefore all the Heads of offices are directed to adhere to the instructions issued earlier in addition to the following:-

1. Concrete and consolidated demand be submitted once in a year avoiding repeated peace meal purchases.
2. While procuring on GeM Portal e Bid system be preferred for all purchases even of below Rs. 5.00 Lacs.
3. As per instructions contained in DO No. 222/CEO-GeM/2022 dated 8.7.2022 from CEO, GeM Govt. of India ( Copy available on GeM portal) No Custom Bids and BOQ bid be published. Violation of instructions will be viewed seriously.
4. For purchase of Office Furniture in r/o old establishments/offices demands be submitted on replacement basis of old furniture after condemning by declaring them unserviceable. However demand for office furniture for newly established office/ additional post created can be submitted alongwith relevant documents for creation.
5. All the documents submitted in the proposal should be verified and signed by purchase committee for transparency.

6. As per Finance ( Regulation) Department Hovt. Of Himachal Pradesh letter No. Fin (C) (3) 5/2004 dated 12.2.2020 the items for which rate contract has been finalized by the Controller of stores shall be purchases on Rate Contract. However, the procuring entity i.e. Govt. offices may also check the availability if items on GeM Portal and if rates on items on GeM Portal are found lower than the rates as notified in the Rate Contract such items may be purchased from GeM Portal. Rate contract of Sports Articles and steel furniture has been finalised and are available on website <https://emerginghimachal.hp.gov.in/> .
7. All the demands should be submitted through concerned DDHEs and reach this office up to 31.12.2022 on the enclosed purchase Performa.



**(Dr.Amarjeet K. Sharma)**  
**Director Higher Education**  
**Himachal Pradesh**