

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
OFFICE OF THE LABOUR COMMISSIONER  
5-SHAM NATH MARG, DELHI-110054

No.F.5(900)/LC/Acctts./Misc./2013-14/

Dated:

**CIRCULAR**

Enclosed please find herewith a copy of letter No.F.1(290)/2013/ Spl.Audit/5470-5492 dated 08.09.2014 received from Pr. Secretary(Finance) Department, GNCTD for purchase of computers and allied items with the request to follow the instructions of Finance Department while making any related purchases.

Encl: As above.

(Manoj Kumar V.M.)  
Accounts Officer

U.O. No.F.5(900)/LC/Acctts./Misc./2013-14/1946

Dated: 26/09/14

Copy to:-

1. Addl. Labour Commissioner, Labour Department.
2. Member Secretary, Delhi Swasthya Kutumb Society (DSKS), Labour Department.
3. Secretary, Dilli Swalamban Yojana (DSY), Labour Department.
4. Member Secretary, Rehabilitation-cum-Child (Child Labour), Labour Department.
5. Secretary, DBOCW WB, 7<sup>th</sup> Floor, A-Block, Vikas Bhawan-II, Upper Bela Road, Delhi-110054.
6. Joint Labour Commissioner, Labour Department, GNCTD.
7. Dy. Labour Commissioner (CT Branch), Labour Department, GNCTD.
8. Welfare Commissioner, DLWB, 7<sup>th</sup> Floor, A-Block, Vikas Bhawan-II, Upper Bela Road, Delhi-110054.
9. System Analyst, EDP Cell, Labour Department with the direction to follow the instructions contained in this letter and also to upload the same on the website of Labour Department.
10. PA to Secretary-cum-Commissioner (Labour).

(Manoj Kumar V.M.)  
Accounts Officer

**DIRECTORATE OF AUDIT  
GOVERNMENT OF NCT OF DELHI  
4<sup>TH</sup> LEVEL, C-WING, DELHI SECRETARIAT  
I.P. ESTATE, NEW DELHI**

F.1(290)/2013/Spl.Audit/ 5470-5492

Dated: 08.09.2014

**CIRCULAR**

Instances have come to the notice of Finance Department that while procuring goods and services, the provisions given in GFRs and Delegation of Financial Powers Rules, are not being followed. It has also been reported that the instruction issued by the I.T. Department vide Circular No. F.10(9)/2007/IT/ 3725-45 dated 02.07.2009 and Order No. 10(9)/2008/IT/P-II/946-63 dated 22.12.2009 for purchase of computers and allied items which *inter-alia* stipulates that clearance of I.T. Department and concurrence of Finance Department should be obtained before making purchases, are also not being complied with.

In order to streamline the purchases, it is reiterated that the provisions given in GFR especially Rule 137, 138, 145, 146, 150 & 151 should strictly be complied with. At the same time, sanction of competent authority must not be lost sight of and in no case, delegated powers may be exceeded. All sanction orders should, without fail, incorporate the clause that the proposal has been shown to the Accounts Functionary of the Department. In all such cases where concurrence of Finance Department is required U.O. No. of Finance Department should also be given.

( Dr. M.M. Kutty )  
Pr. Secretary (Finance)

To

1. All Pr. Secretaries/Secretaries/HODs with the request to ensure that these instructions are strictly followed by the autonomous bodies/grantee institutions functioning under their control.
2. Head of all autonomous bodies/grantee institutions of Govt. of NCT of Delhi.
3. Controller of Accounts, Directorate of Audit, GNCT of Delhi, Delhi Secretariat, New Delhi.
4. Dy. Controller of Accounts (Admn.), Principal Accounts Office, Vikas Bhawan, New Delhi.
5. All Dy. Secretaries of Finance Department, Govt. of NCT of Delhi.
6. All PAOs with the direction to ensure that the above conditions are fulfilled.
7. Website of Audit Department.

( Dr. M.M. Kutty )  
Pr. Secretary (Finance)

433/A222/C  
16/9/14  
4344/LC  
12/9/14  
20/09/14

PS

SLE

per u/a  
20 per law

Addl. Secy

M. Chakrabarti

APD

22/9

M. Arjane  
M. Chakrabarti  
D. Chakrabarti