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**DIRECTORATE OF AUDIT
GOVERNMENT OF NCT OF DELHI
4TH 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)