

PANJAB UNIVERSITY, CHANDIGARH
OFFICE OF THE FINANCE & DEVELOPMENT OFFICER

To

Heads of all Science Departments/
Director SAIF, UIET, UIAMS &
Dr. Harvansh Singh Judge Inst. of Dental Sci. & Hsp./
Director Sports/XEN/DSW/D.R.(Accounts)/ACLA/A.R.(R&S)

No. 3204-3280 / FDO

Dated 14/6/17

Subject: E-tendering for procurement of goods and services.

Sir/Madam,

Your kind attention is invited to Clause 27.10 of Panjab University Accounts Manual, which envisages a gradual switch over to e-tendering system with respect to procurement of goods and services by various departments. In this regard the Registrar has issued instructions vide Circular No.1453-1500 dated 2.7.2015 and No. 317-388 dated 16.5.2017. Through these circulars, the concerned departments were asked to implement the e-tendering system in their respective departments. They were also requested to nominate the concerned officials for undergoing training for the said purpose.

In pursuance of above, the process of e-tendering has been successfully implemented in various Deptt./Branches such as Construction Office, Centralized Store in Administrative Block, Estate Branch etc. However, certain teaching departments could not implement the same citing some difficulties. In the light of representations received from various teaching departments, the matter was reviewed and after such review a threshold limit of Rs.5.00 lac (in terms of value of goods and services) has been fixed in excess of which the process of e-tendering would be mandatory. It has also been decided that a window period of one month be given to the departments to gear up themselves for implementation of e-tendering system. During this window period, the concerned department may depute officials to undergo training with respect to e-tendering process in the office of Assistant Registrar (R&S).

After the expiry of the window period of one month (which shall start from the date of issue of this circular), no relaxation in this regard shall be considered and any purchase of more than Rs. 5.00 lac, if made by the department without following e-tendering procedure, shall not be processed for payment.

I seek your whole hearted support and cooperation in implementing these good governance measures.

Thanking you,

Yours Sincerely,


Finance & Development Officer

Copy submitted to the following for information:

1. The Vice-Chancellor, P.U.
2. The Registrar, P.U.