

**PANJAB UNIVERSITY, CHANDIGARH**  
**OFFICE OF THE FINANCE & DEVELOPMENT OFFICER**

To

All Wardens of P.U. Hostels/DSW/ACLA  
Panjab University, Chandigarh.

No. 7131-61/FDO

Dated: 6-11-18

**Subject: Regarding procurement of Goods & Services through GeM.**

This is in continuation to the earlier instructions circulated vide No. 6612-6811/FDO dated 29.10.2018 regarding procurement of Goods & Services through GeM.

In the above context various Wardens have expressed their difficulties regarding procurement of small/petty items relating to day to day repair and maintenance of hostels which are required at a short notice, such as electrical items (switches, wires, sockets), sanitary items (taps, joints), civil repair items (cement, bricks and gravel sand) etc.. The quantity and purchase value of these items are usually very small and the normal delivery time of which is atleast 15 days. Thus procurement of these items through GeM portal is practically not possible.

In view of the practical problems expressed by various Wardens, the Vice-Chancellor after due consideration has exempted the procurement of such small/petty items costing upto Rs. 10,000/- from GeM (which are required for day-to-day repair of civil, electrical and sanitary works, etc.) with stipulation that the Warden should not bifurcate the quantity or go for piecemeal purchases to avoid procurement through GeM.

These instructions shall be reviewed depending upon the updation on GeM portal regarding shorter delivery time and availability of small value items etc.

  
Finance & Development Officer

Copy to the following for information/necessary action:

1. SVC for kind information of the Vice-Chancellor
2. Registrar, PU
3. C.O.E., PU
4. ACLA
5. D.R. (Accounts)
6. All Asstt. Registrars of Accounts branch