

INDIAN INSTITUTE OF TECHNOLOGY DELHI
HAUZ KHAS : NEW DELHI - 110016

Coordination Section

No.: IITD/ICDN/2010/2070

Dated: 20.12.2010

Sub:- International Purchases

Rule - 7 on "International Purchases" of Comprehensive Stores & Purchase Rules - 2008 stipulates that, for procurement of items from outside India against the Open General Licence or otherwise in foreign currency, all the rules and procedures laid down earlier shall apply. The quotations should be obtained either directly from the foreign supplier or alternatively from the Indian agent enlisted with the Department of Expenditure, Ministry of Finance, Govt. of India. All further processing including pre-audit and placement of orders shall be through Stores Purchase Section irrespective of the value of purchase.

While checking / reviewing the files in internal audit pertaining to purchases of stores made from foreign firms through Indian agents, it has been noticed that it has not been indicated anywhere in the file whether the Indian agent is enlisted with the Department of Expenditure or not. Non-indication of enlistment status of Indian agents with Department of Expenditure, Ministry of Finance may attract audit observations from the Government auditors.

In view of the above, it has been decided by the Competent Authority that, with immediate effect, **while importing the stores through Indian agent, a copy of the order enlisting the Indian agent with Department of Expenditure, Ministry of Finance should invariably be enclosed with the proposal by the buyer(s) of concerned Departments / Centres.**

All Head of Depts. / Centres / Sections / Units / Cells are requested to kindly bring the contents of the above decision to the notice of all concerned staff members working under them for strict compliance.

This has approval of the Competent Authority.


(N. Bhaskar)
Asstt. Registrar(CDN)

Distribution

1. Dy. Directors / Deans / Head of Depts. / Centres / Sections / Units / Cells
2. Dy. Registrar (Accounts)
3. Dy. Registrar (Audit)
4. Asstt. Registrar (Stores)
5. PS to Director
6. Secy. to Registrar
7. Hindi Cell : For publication in "SAMPARK" &
8. Prof. I/C - Publication Cell : "This Fortnight in IITD"
9. Master file