

 <p>तत् त्वं पूषन् अपावृणु केन्द्रीय विद्यालय संगठन</p>	 <p>आज़ादी का अमृत महोत्सव</p>	<p>केन्द्रीय विद्यालय संगठन (मु.)/ Kendriya Vidyalaya Sangathan (HQ) 18 संस्थागत क्षेत्र/18 Institutional Area, शहीद जीत सिंह मार्ग/Shahed Jeet Singh Marg, नई दिल्ली – 110016/New Delhi -110016 दूरभाष/Telephone No.: 011-26858570 Email- budget.section@kvs.gov.in</p>
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फ.स.110239/51/2022/बजट/केवीएस(मुख्या.)/149

दिनांक: 17.08.2022

भारत सरकार, वित्त मंत्रालय, व्यय विभाग द्वारा जारी निम्न वर्णित कार्यालय ज्ञापन सं. F. 1/1/2021-PPD दिनांक 04.08.2022, सूचना एवं आवश्यक कार्रवाई हेतु केन्द्रीय विद्यालय संगठन की वेबसाइट पर अपलोड किये जा रहे हैं।

1. Manual for Procurement of Goods (Updated June,2022) - Containing 289 pages
2. Manual for Procurement of Works (Updated June,2022) - Containing 214 pages.
3. Manual for Procurement of Consultancy & Other Services (Updated June,2022) - Containing 214 pages.


(अखिलेश कुमार श्रीवास्तव)
सहायक आयुक्त (वित्त)

वितरण :

1. उपायुक्त, के. वी. एस., सभी क्षेत्रीय कार्यालय एवं मुख्यालय ।
2. वित्त अधिकारी, के.वी.एस., सभी क्षेत्रीय कार्यालय एवं मुख्यालय ।
3. सभी अधिकारी/अनुभाग, के. वी. एस. (मु.) ।
4. प्राचार्य, के. वी. काठमांडू, मास्को एवं तेहरान ।
5. महासचिव, सभी मान्य संघ ।
6. निदेशक, जीट ग्वालियर, मुंबई, मैसूर, चंडीगढ़ एवं भूबनेश्वर।
7. उपायुक्त, ई डी पी, के वी एस (मु.) को के वी एस (मु.) की वेबसाइट के शीर्ष “ सूचना पट (Announcements)” के अंतर्गत अपलोड करने हेतु प्रेषित ।
8. आर टी आई, के वी एस (मु.)।
9. गार्ड फाइल

No.F.1/1/2021-PPD
Government of India
Ministry of Finance
Department of Expenditure
Procurement Policy Division

264-C, North Block, New Delhi.
4th August, 2022.

OFFICE MEMORANDUM

Subject: Updated Manuals for Procurement of Goods, Services and Works.

The undersigned is directed to forward copies of the following three updated Procurement Manuals:

- a. Manual for Procurement of Goods,
- b. Manual for Procurement of Works,
- c. Manual for Procurement of Consultancy & Other Services.

These Manuals were comprehensively revised and issued in 2017 & 2019; they have been recently updated and the updated version was issued on 01.07.2022.

2. Instructions on procurement and the GFR amendments issued by Department of Expenditure from time to time, since issuance of last Procurement Manuals, have been incorporated in the current editions. Instructions relating to Public Procurement (Preference to Make-in-India) Order and the Order giving preference to Micro and Small Enterprises (MSEs) and certain other procurement related instructions have been also updated. Further, all erstwhile procurement related instructions issued by Central Vigilance Commission (CVC) have been subsumed into these Procurement Manuals. Vide OM no. 022/VGL/032 (circular no 14/07/22), CVC has also advised that all earlier instructions issued by CVC on public procurement have been withdrawn and all the organizations are required to update/ align their procurement guidelines/ manuals in line with manuals issued by Department of Expenditure.


3. These Manuals are a standard reference document for public procurement across all Ministries/ Departments/ their attached & subordinate offices/ autonomous bodies and Central Public Sector Enterprises (CPSEs) etc. They are to be taken as generic guidelines, which are necessarily broad in nature, except to the extent mentioned in para 5 of this OM.

4. Ministries/ Departments etc may supplement these manuals to suit their local/ specialized needs, by issuing their own detailed manuals or instructions including customized formats. Standard Bidding Documents and Schedule of Procurement Powers as guidance for their own procuring officers.

5. Certain instructions containing "shall" in the Manual for Procurement of Works are mandatory (indicated at the end of respective paragraphs) both for Ministries/ Departments etc as well as CPSEs. Any deviation from these instructions shall require relaxation from this Department (for Ministries/ Departments etc.) or from the Board of Directors (for CPSEs).

6. These Manuals are also available on the website of Department of Expenditure.

7. It is requested that above may be informed to all organizations under your control including autonomous bodies as well as CPSEs.


04/08/2024
Kanwalpreet

Director (Procurement Policy)

Tel.: 23093811

email kanwal.irss@gov.in

To

Secretaries of all Central Government Ministries/ Departments.
Financial Advisers of Central Government Ministries/ Departments

Copy to:

- 1) Secretary, Department of Public Enterprises (with a request for also reiterating these instructions for compliance of all CPSEs in this regard).
- 2) Chief Secretaries of States and Union Territories: for information.

No.F.1/1/2021-PPD
Government of India
Ministry of Finance
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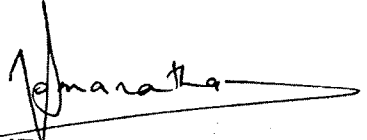
**MANUAL
FOR
PROCUREMENT OF
GOODS
(Updated June, 2022)**



**Government of India
Ministry of Finance
Department of Expenditure**

FOREWORD

1. The Manual for Procurement of Goods was comprehensively revised and issued in 2017. The manual, over a period of time, has become a standard reference document for officials involved in Public Procurement across all Ministries/ Departments/ Attached and Sub-ordinate bodies/ Central Public Sector Enterprises, etc. The Manual is also a resource material for institutes providing training on Public Procurement.
2. Public Procurement is a dynamic field where policies are constantly reviewed to help Government achieve its socio-economic or strategic goals. Hence, there is a need to keep reference documents, like manuals, updated to ensure their continued relevance.
3. Instructions on procurement issued by Department of Expenditure from time to time, since issuance of the last Manual, have been incorporated in the current edition. **Further, all procurement related instructions issued by Central Vigilance Commission have been subsumed into the Manual, in collaboration with the Commission.**
4. I would like to acknowledge the hard work of the concerned officers not only in this Department but in other Organisations, Ministries and Departments; the role of Shri Vikram Rajvanshi, Consultant (Public Procurement) is also specifically acknowledged.
5. I hope that this updated Manual will help procuring officials working in various Ministries/ Departments and Public Enterprises as a guiding template, deepen the impact of policy initiatives and improve the ease of doing business with the Government.


(Dr. T. V. Somanathan)
Finance Secretary

Date: 1st July, 2022



**MANUAL
FOR
PROCUREMENT OF
WORKS
(Updated June, 2022)**



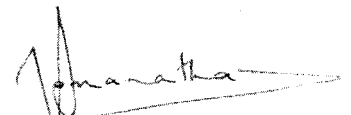
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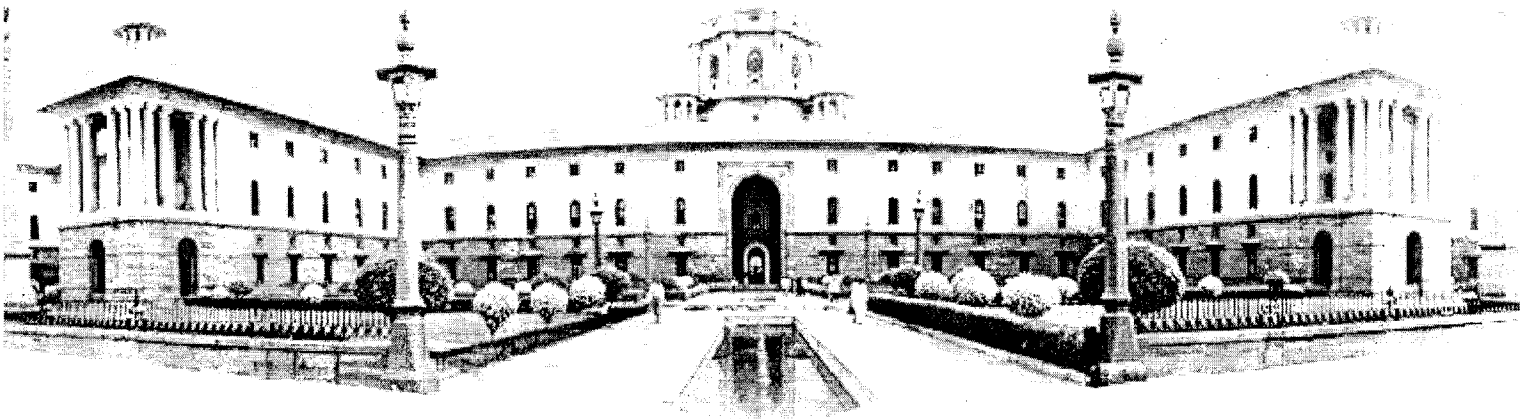
(Dr. T. V. Somanathan)
Finance Secretary

Date: 1st July, 2022



**MANUAL
FOR
PROCUREMENT OF
CONSULTANCY & OTHER
SERVICES**

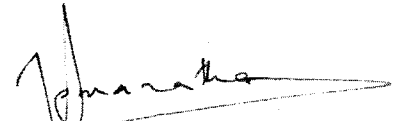
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**Government of India
Ministry of Finance
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FOREWORD

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