



UNIVERSITY OF CALCUTTA
AUDIT AND ACCOUNTS DEPARTMENTS

NOTIFICATION

Amendments in the Calcutta University Purchase and works manual.

Approved by the Syndicate, Item no. 2 dated 21/03/2017.

The members of the Finance Committee discussed at length the recommendations of the Workshop on ***E-Procurement and Utilisation of Financial Resource*** held on 28/02/2017 and **Resolved that,**

- 1) Purchase of goods/work contact costing Rs. 10,001/- (Rupees ten thousand one) and up to Rs. 50,000/- (Rupees fifty thousand) be made on the basis of three quotations, to be obtained by making invitations for the same that is to be put up on the office notice boards. The lowest quotation is to be accepted.
- 2) Purchase of goods/work contact costing Rs. 50,001/- (Rupees fifty thousand one) and up to Rs. 5,00,000/- (Rupees five lakh) be made by making invitations for quotations/tenders that is to be on the office notice boards and in the University Website. The lowest quotation is to be accepted. No advertisement in the newspaper is necessary for this.
- 3) Purchase of goods/work contact costing Rs. 5,00,001/- (Rupees five lakh one) and above, e-tender shall be floated through the tender portal www.wbtenders.gov.in with brief advertisements in two daily newspapers (one English and one Bengali) and for work value above 10,00,000/- (Rupees ten lakh), brief advertisement in three daily newspapers (one English, one Bengali and one Hindi) shall be required.

The Committee further resolved that, all other rules mentioned in the Purchase & Works Manual, as approved by the syndicate in its meeting dated 26/07/2016, Item no. 5, will remain same.

Asig/4/mr

(Abhik Kusari)
Accounts Officer
Calcutta University