

**GOVERNMENT OF JAMMU & KASHMIR**  
**AGRICULTURE PRODUCTION & FARMERS WELFARE DEPARTMENT**  
**CIVIL SECRETARIAT J&K, JAMMU**

**Subject:** Constitution of Departmental Purchase Committee in respect of Agriculture Production & Farmers Welfare Department.

**Reference:** S.O 15 of 2020, dated 09/01/2020

**GOVERNMENT ORDER NO: 32 -JK(Agri) of 2020**

**DATED: 12 -02-2021**

In supersession to all the previous orders and in pursuance to S.O 15, dated 09/01/2020 issued by Finance Department, sanction is hereby accorded to the constitution of following Departmental Purchase Committees as per the details given below:

**1. Director Agriculture Jammu/Kashmir:**

|    |   |                  |
|----|---|------------------|
| 01 | Director Agriculture Jammu/Kashmir (Senior one)   | Chairman         |
| 02 | Director Agriculture Jammu/Kashmir  | Member           |
| 03 | Additional Secretary, AP&FWD  | Member           |
| 04 | Joint Director/Deputy Director Planning in the Directorate  | Member           |
| 05 | Joint Director (Central) in the Directorate   | Member           |
| 06 | Joint Director (Inputs) in the Directorate  | Member           |
| 07 | Representative of Industries & commerce Department (not below the rank of Jt. Director of concerned Division. | Member           |
| 08 | Senior most Subject Matter Specialist Jammu/Kashmir   | Member           |
| 09 | Accounts Officer concerned  | Member Secretary |

**2. Director Command Area Dev Jammu/Kashmir:**

|    |  |          |
|----|--|----------|
| 01 | Director CAD- Jammu/Kashmir (Senior one) | Chairman |
| 02 | Director CAD-Jammu/Kashmir               | Member   |
| 03 | Additional Secretary, AP&FWD             | Member   |



|    |  |                     |
|----|--|---------------------|
| 04 | Joint Director/Deputy Director (Central)<br>Jammu/Kashmir  | Member              |
| 05 | Deputy Director/Assistant Director<br>Planning   | Member              |
| 06 | Soil Conservation Officer (Sr. Most)   | Member              |
| 07 | Representative of Industries &<br>commerce Department (not below the<br>rank of Jt. Director of concerned<br>Division. | Member              |
| 08 | Senior most Subject Matter Specialist<br>Jammu/Kashmir   | Member              |
| 09 | Accounts Officer concerned   | Member<br>Secretary |

### 3. Director Sericulture J&K:

|    |  |                     |
|----|--|---------------------|
| 01 | Director Sericulture J&K   | <b>Chairman</b>     |
| 02 | Additional Secretary, AP&FWD   | Member              |
| 03 | Joint Director Sericulture (Senior most)<br>Jammu & Kashmir  | Member              |
| 04 | Joint Director Agriculture Jammu &<br>Kashmir  | Member              |
| 05 | Deputy Director/Assistant Director<br>Planning   | Member              |
| 06 | Representative of Industries &<br>commerce Department (not below the<br>rank of Jt. Director of concerned<br>Division. | Member              |
| 07 | Technical Officer  | Member              |
| 08 | Accounts Officer concerned   | Member<br>Secretary |

The above committees shall follow all the codal procedures and the following abstract guidelines:

1. The Purchase Committees shall exercise powers, as envisaged in the relevant paras of S.O 15, dated 09/01/2020 and all other rules on the subject.
2. The committees shall be free to co-opt any expert as may be required in the interest of administration.
3. The Purchase committees so constituted shall proceed in accordance with the procedure/rules as laid down in General Financial rules 2017, Manual for Procurement of Goods and Services 2017, Manual for Procurement of



works 2019, Manual of Procurement of consultancy and other Services 2017, issued by Ministry of Finance, Department of Expenditure, GOI and other instructions/orders/guidelines issued by Government of Jammu & Kashmir from time to time with special reference to the quality standard, specification and reasonability of rates approved or recommended after making proper assessment of the requirements as projected through their indents by respective heads of Department within the allowed budgetary provisions for the financial year. No liabilities for the next year shall be created.

4. The committees shall ensure e-tendering/e-procurement system of operation for all types of purchases above Rs. 1.00 Lakh for items not available on GeM portals..
5. The member secretary of the committee of the State Purchase Committees shall be responsible for the safe custody of tender documents, samples and other concerned record.
6. While floating a NIT, the member secretary shall mention therein the reference number and date of accord of Administrative approval, Technical sanction and financial sanction under which the same has been accorded by the competent authority.
7. The committees shall follow the best practices of purchase of materials without compromising quality with due regard to the Codal formalities/procedures to withstand scrutiny of law at any point of time.
8. The technical specification and parameters should be of ISO standard. Where ISO specifications/standards are not feasible due to recorded reasons, National Standards set by competent authorities/bodies should be followed and adopted.
9. There shall be latest ISO certificate available to the bidders.
10. The bidders should have valid registration TAN/GST registration.
11. Proof of having filed the returns of Income Tax/GST for the last 03 years should be enclosed with the tender.
12. Reasonable and fair turnover of the bidders for last 03 years should be asked for with reference to the volume and estimated cost of the goods, services and supplies.
13. EMD, security deposit and performance guarantee clauses as laid down under GFR and as ordered by



- Finance Department should be followed in letter and spirit.
14. Payment clauses and conditions should be stipulated in the contract agreement. No advance payment should be agreed to by any authority except under special circumstances with the approval of competent authority. Advance payment if any made should be adequately safeguarded before releasing of payment.
  15. This order shall come into the force with immediate effect.

**By order of the Government of Jammu and Kashmir.**

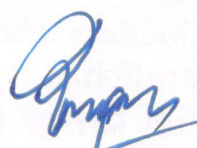
Sd/-  
(Navin K. Choudhary), IAS  
Principal Secretary to the Government

No: APD/Accts/Pur/2015

Dated: 12 /02/2021

Copy to the:

1. Principal Secretary to Government, Industries & Commerce Department with the request to nominate representatives of his Department not below the rank of the designation mentioned in respective committees.
2. Accountant General J&K, Jammu/Srinagar.
3. Director Planning, Agriculture Production & Farmers Welfare Department.
4. Director Agriculture Jammu/Kashmir.
5. Director Sericulture J&K, Jammu.
6. Director Command Area Development Jammu/Kashmir.
7. In-charge Website, Agriculture Production & Farmers Welfare Department.
8. Private Secretary to Principal Secretary to Government, AP&FWD.
9. Government Order file (w.2.s.c).
10. Stock file.

  
(Imtiyaz Ahmad Wani)  
Director Finance  
Agriculture Production & Farmers Welfare  
Department