

Puducherry, dt. 16/03/2022

I.D. NOTE/OFFICE MEMORANDUM

Sub: Consolidated Proposals for Obtaining Sanction in Cases of Similar
Nature of Expenditure/Continuance – Instruction – Issued.

Attention is invited to Rule 157 of the General Financial Rules, which states that a demand for goods and services should not be divided into small quantities to make piecemeal purchases to avoid the necessity of obtaining the sanction of higher authority required with reference to the estimated value of the total demand. This is critical for financial propriety and expenditure control.

2. It has however been noted in several instances that the Administrative Departments are sending proposals for concurrence to the Finance Department in a piecemeal manner.

3. In all cases where the Departments have hitherto been seeking sanctions/approvals for similar items of expenditure/continuance in a number of separate files, a consolidated proposal shall henceforth be mooted out for the same, and the procurement shall also be made by following necessary codal formalities.

4. Some instances of the splitting of proposals are as under:

(i) Sanctions for schemes/works by limiting each proposal to under ₹2 crore.

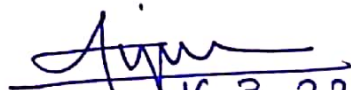
(ii) Procurement of annual maintenance services (AMC) for several units of the same item such as generators, air-conditioners, computers, etc. installed in various offices/sub-divisions of the Department, or on the pretext of different dates for renewal of AMC, etc.

(iii) Seeking sanctions for continuance of temporary posts.

(iv) Payments of fees/license fees, etc.

5. A consolidated proposal shall be submitted in such cases, and procurement shall also be done through one tender. These consolidated proposals may ideally encompass procurement/sanction of similar items for the complete financial year, although the period of contract, the schedule of payment, etc. may vary among the constituent units. The Administrative Secretary may then release payments as per payment schedule, once the Finance Department has approved the consolidated proposal. In fact, over a period of time, the Department may move towards a same date for renewals/sanctions, and a uniform schedule of payment.

//By Order//


16.3.22
(Arjun Ramakrishnan)
Under Secretary (Finance)

To

All Secretaries to Government/All Secretariat Departments
All Heads of Directorates/Offices
All Heads of Public Sector Undertakings/Autonomous Bodies/Societies/Corporations
All SAOs/JAOs