



हैदराबाद विश्वविद्यालय
UNIVERSITY OF HYDERABAD

O/o. the Internal Audit Officer

Ref. No. UH/IAO/UHPP/2020-21/3617

Date: 28.09.2020

Notification

Sub: Delegation of Financial Powers, Constitution of the Purchase Committee, Tender Opening Committee and Technical Bid Evaluation Committee for the Directorate of Institution of Eminence (IoE) - Reg.

- Ref: 1) Revised UHPP Notification No.UH/REG/IAO/2019/1493, dated 09.09.2019.
2) Notification dated 18.11.2019 for establishment of the Directorate of Institution of Eminence (IoE).
3) The Vice-Chancellor approvals dated 01.06.2020, 16.06.2020 and 28.09.2020.
4) Minutes of the the 78th Finance Committee meeting held on 23.07.2020 (Item No. FC:78:2020:10).
5) Minutes of the the 185th Executive Council meeting held on 27.07.2020 (Item No. EC:185:2020:6).

Consequent upon issue of notification referred to vide reference 2nd cited and subsequent approval of the Vice-Chancellor, Finance Committee and Executive Council vide reference 3rd, 4th and 5th cited, with regard to Delegation of Financial Powers, Constitution of the Purchase Committee, Tender Opening Committee and Technical Bid Evaluation Committee for purchase of Goods and Services by the Directorate of Institution of Eminence (IoE) the following are hereby notified as an addendum to the University of Hyderabad Purchase Policy for Procurement of Goods and Services (UHPP) for strict compliance.

The following is inserted after S. No. 16 of the table under Para No. 2.1 (Chapter - 2) of the UHPP:

S.No.	Name of the Authority / Faculty / Officer	Financial Limits up to which an authority can purchase goods or services, <i>without pre-check by the Internal Audit Officer</i>	Financial Limits up to which an authority can purchase goods or services, <i>with pre-check by the Internal Audit Officer</i>
17	Director, Institution of Eminence (IoE)	Up to Rs. 2,50,000	Up to Rs. 10,00,000 on the recommendations of the PC
18	Additional Director / Assistant Director, Institution of Eminence (IoE)	Up to Rs. 2,00,000	Up to Rs. 5,00,000 on the recommendations of the PC

The following is inserted as a new Para 3.7 under Chapter - 3 of the UHPP:

3.7 Constitution of various committees for the Directorate of Institution of Eminence for procurement of Goods and Service for an initial period of three years from the date of issue of notification.

Constitution of Purchase Committee :

1	Director, IoE	Chairman
2	Joint Director, IoE	Co-Chairman
3	Faculty member nominated by the Dean of the School concerned / An Officer nominated by the Administrative Head (as the case may be) a technical expert and who has been the chairman of the Technical Committee proposed the equipment / item or user	Member
4	Faculty member nominated by the Dean of the School concerned / An Officer nominated by the Administrative Head (as the case may be) a technical expert and who has been a Member of Technical Committee (expert other than chairman)	Member
5	Faculty member nominated by the Dean of the School concerned / An Officer nominated by the Administrative Head (as the case may be) a technical expert and who has been a Member of Technical Committee (expert other than chairman – where there are at least three expert members in the committee)	Member
6	Finance Officer or his nominee	Member
7	Internal Audit Officer or his nominee	Member
8	The proposer	Member

Constitution of Tender Opening Committee:

1	One of the Assistant Directors of IoE	Chairperson
2	Finance Officer or his nominee	Member
3	Internal Audit Officer or his nominee	Member
4	The proposer	Member

Constitution of Technical Bid Evaluation Committee:

1	Faculty member nominated by the Dean of the School concerned / An Officer nominated by the Administrative Head (as the case may be) a technical expert and who has been the chairman of the Technical Committee proposed the equipment or user	Chairman
2	Faculty member nominated by the Dean of the School concerned / An Officer nominated by the Administrative Head (as the case may be) a technical expert and who has been a Member of Technical Committee (expert other than chairman)	Member
3	Faculty member nominated by the Dean of the School concerned / An Officer nominated by the Administrative Head (as the case may be) a technical expert and who has been a Member of Technical Committee (expert other than chairman - where there are at least three expert members in the committee)	Member
4	External Technical Expert to advise the committee (co-opted with the approval of the Director of IoE)	Member
5	The proposer	Member

The Directorate of Institution of Eminence shall strictly comply with all other guidelines, procedures etc., as laid down under UHPP and GFRs 2017.

This issues with the approval of the Competent Authority.


Internal Audit Officer

To

1. Director, Institution of Eminence, UoH

Copy to:

1. Deans of all the Schools
2. Dean, Students Welfare
3. OSD to the Vice-Chancellor
4. PS to PVC - 1 and PVC - 2
5. PS to the Registrar
6. Finance Officer
7. Controller of Examinations
8. Director, CC&CNF - with a request to forward the notification to all intra-mail users
9. Webmaster - with a request to upload on the University website as well as Finance & Accounts webpage