



Government of Haryana/ हरियाणा सरकार

**Secretariat for Information Technology**  
**सूचना प्रौद्योगिकी सचिवालय**

From,

Commissioner & Secretary to Govt. Haryana,  
Electronics & Information Technology Department,  
Chandigarh.

To,

1. All Administrative Secretaries,
2. All Divisional Commissioners,
3. All Deputy Commissioners,
4. All Head of Departments,
5. All Managing Directors, Chief Executives, Chief Administrators of Corporations, Boards, Co-operative Federations and Authorities of Haryana State,
6. All Registrars of the Universities of Haryana State, and
7. State Informatics Officer, NIC-HSU, Chandigarh.

Memo No.: 2/259/83

Dated: 03/02/2004

**Subject: Purchase of Computer Hardware.**

Please refer to this office memo No. 2/259/2002/2SIT/88 dated 06.01.2003 vide which instructions / guidelines were issued regarding the purchase of computers.

In continuation to the above instructions / guidelines, it has been noticed that some Govt. Departments have been sending cases for approval of purchase of computers out of unspent Central funds lying with them. It is made clear that this Department recommends purchases of the optimal quantity of computer hardware required for the proposed deployment by various Govt. Departments / Boards / Corporations as per their approved computerization plans. This Department does not come into the picture where purchases of computers are sought to be made for the purpose of utilization of any grant, whether Central or otherwise, which lie within the domain of the concerned Administrative Department or the Finance Department.

*Amrinder Singh*  
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for Commissioner & Secretary to Govt. Haryana  
Electronics & Information Technology Department

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