

No. 3/20/2000/3SIT/2553

From

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

To

1. All the Financial Commissioners and Principal Secretaries/Commissioners to Government, Haryana
2. All the Heads of Departments, Chief Administrators/Managing Directors of the Boards/Corporations of Haryana
3. All the Divisional Commissioners in Haryana
4. All the Deputy Commissioners in Haryana
5. The Registrar, Punjab & Haryana High Court

Dated Chandigarh the 18.08.2006

**Subject: Procedure to be adopted by various Govt. Department for laying down specifications of computer and their peripherals and purchase thereof.**

Sir,

I am directed to invite a reference to Government letter No. 10(1)-17-5IB-II-88 dated 11.08.1988 on the subject cited above vide which HARTRON has been declared as a sole agency for the purchase and installation/ commissioning of the computers and its peripherals. According to these instructions, even a purchase of small value product needs to be routed through HARTRON. Such type of small purchases take a longer time if they are routed through HARTRON. After careful consideration, now Government has decided that the indenting Departments may purchase computers and its peripherals from open market on the rate contract price of HARTRON if the value of total order is less than Rs. 1.00 Lacs (Rupees One Lacs only). The rates would be available on the HARTRON's website. No consultancy charges will be paid to HARTRON for such purchases. The items which are not under the rate contract of HARTRON, the same can be procured from the open market by adopting due procedure of Government. But the bulk purchases of the computers and its peripherals valuing more than Rs. 1.00 Lacs (Rupees One Lacs only) would be made through HARTRON and HARTRON will charge consultancy charges on these orders, as before. While purchasing the computers and its peripherals with total indent value less than Rs. 1.00 Lacs (Rupees One Lacs only), the departments shall not try to split their orders with a view to make the purchases at their own level and the Departments would see the rates of required items from the website of HARTRON and make an assessment of the total purchase value of the order. If the total value happens to be less than Rs. 1.00 Lacs (Rupees One Lacs only),

then the indenting departments may make the purchases at their own level at a rate finalized by HARTRON or lower rate, if possible. In case they can buy something cheaper than HARTRON rates, they will send an information to HARTRON. The support of HARTRON to the Government Departments/ Organizations would be available in both cases i.e. direct procurement by department without payment of any consultancy to HARTRON in case of order less than Rs. 1.00 Lacs (Rupees One Lacs only) and procurement through HARTRON with payment of consultancy.

These instructions may please be brought to the notice of all concerned.

Superintendent  
for Financial Commissioner & Principal Secretary to Govt., Haryana,  
Electronics & Information Technology Department.

Endst. No. 3/20/2000/3SIT/2554

Dated Chandigarh the 18.08.2006

A copy is forwarded to Managing Director, Haryana State Electronics Development Corporation Ltd., Chandigarh w.r.t. his letter No. HARTRON:AGM(MSG):2006:5566 dated 10.07.2006 for information and necessary action. It is informed that Government has approved the purchase procedure mentioned in Agenda No. 9 of BOD's meeting held on 28.6.2006.

Superintendent  
for Financial Commissioner & Principal Secretary to Govt., Haryana,  
Electronics & Information Technology Department.