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नवोदय विद्यालय समिति

हैदराबाद संभाग

मानव संसाधन विकास मंत्रालय का एक स्वायत्त संस्थान  
(स्कूल शिक्षा एवं साक्षरता विभाग, भारत सरकार)

1-1-10/3, एस.पी. रोड, सिकन्दराबाद

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**NAVODAYA VIDYALAYA SAMITI  
(HYDERABAD REGION)**

An Autonomous Organization under Ministry of HRD  
(Dept. of School Education & Literacy, Govt. of India)

1-1-10/3, S.P. Road, SECUNDERABAD

Pin- 500 003 (Telangana)

पत्रांक सं. 11-12/SA/NVS(HR)/2016-17/

Date: 07.07.2016

## **IMPORTANT CIRCULAR**

To  
The Principal,  
All Jawahar Navodaya Vidyalayas of  
Hyderabad Region.

Sub: Procurement of goods for JNVs – Reg.

Sir/Madam,

Commissioner, NVS Hqrs., Noida vide his letter No.11-5/2016-NVS(SA)/36, dated 28<sup>th</sup> June 2016 (copy enclosed for ready reference) has intimated that the Executive Committee in its meeting held on 27<sup>th</sup> June 2016 raised serious observations regarding lack of transparency and complaints in purchases by the JNVs.

Time and again this office issued several instructions to adhere to the guidelines issued by the Samiti to follow the purchase procedure as circulated under their letter No. 24(1)/87/NVS(F&A), dated 8<sup>th</sup> July 1988. Financial powers of the Principals were also enhanced to incur expenditure on procurement of goods and services. The guidelines for grant of benefits to small scale units were also issued by the Samiti vide their circular No.16-5/2014-NVS(SA), dated 8<sup>th</sup> July 2014. The guidelines for publication of tender rates of Vidyalaya website were also issued vide NVS Hqrs circular No.16-6/2014-NVS(SA), dated 16<sup>th</sup> March 2015.

It is regretted that despite issue of detailed guidelines the complaints are being received by the NVS Hqrs. The Commissioner desired that the following guidelines may be strictly followed henceforth in addition to the guidelines already issued by the Samiti for better transparency and avoiding complaints:

- Tender notification indicating the details such as EMD, item wise requirement for the year etc must be invariably published in the website of JNV well in advance. The tender document shall be downloaded from the website itself.
- Tender notification must also be published on Central Public Procurement Portal (cppa) at [eprocure.gov.in](http://eprocure.gov.in)
- Tender notification must also be given in Hindi, English and local language news papers at DAVP rates.

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- d. Comparative statement signed by all bidders/tenderers should also be placed on the Vidyalaya website.
- e. Approved tender rates and approved Tenderers/Suppliers list must also be placed in the website of the Vidyalaya.

The uploading of the above information should be completed by 10<sup>th</sup> July 2016 failing which the matter will be viewed seriously and complaint on any corner against Principal shall be dealt under the administrative rules.

Please acknowledge the receipt.

Yours faithfully,



[A.Y. REDDY]

DEPUTY COMMISSIONER

Copy to:

1. The Commissioner, Navodaya Vidyalaya Samiti, Noida – for information w.r.t his lr.No. 11-5/2016-NVS(SA)/36, dated 28<sup>th</sup> June 2016 please.
2. The Asstt. Commissioner/Cluster Incharge, NVS, Hyderabad Region – for information and necessary action.
3. The Section Officer (Fin.), NVS, RO, Hyderabad – for information and necessary action.



DEPUTY COMMISSIONER

Note:

The Computer Operator, NVS, RO, Hyderabad – please upload in NVS, RO website.

