

From

The Comptroller  
Lala Lajpat Rai University of Veterinary & Animal Sciences  
Hisar

To

All Deans/Directors/Officers/Heads of Departments/Offices  
(Including outstations)  
Lala Lajpat Rai University of Veterinary and Animal Sciences  
Hisar

Memo No. CVU/LUVAS/IF/2024/7560-7605

Dated: 17/2/24

**Sub: Purchase of items without calling quotations**

Instances have come to notice that some departments/offices incur expenditure more than its annual prescribed limit for emergent purchases without calling quotations and cases are sent to this office for obtaining permission of the competent authority to increase the limit for the same. From perusal of such cases, it reveals that many items are not of urgent nature and can be purchased by calling quotations through prescribed Departmental Purchase Committee.

The competent authority has taken a serious note of it and desired to discourage such practice. The matter was also discussed in the CPC and it was decided that **items upto Rs. 6000/- which are not of urgent nature may be purchased through Departmental Purchase Committee by calling quotations as per prescribed purchase procedure of the University.**

Further action in the matter may please be taken accordingly. This may be brought to the notice of all concerned working under your kind control for strict compliance.

  
Comptroller 17/2/24

Copy to:

1. Secretary to Vice-Chancellor, LUVAS, Hisar
2. Joint Director (Audit), LUVAS, Hisar
3. Dr. Dinesh Mittal, Incharge, University website, LUVAS, Hisar for uploading on the website of LUVAS
4. Dr. Gaurav Charaya, Social Media Champion, LUVAS, Hisar
5. P.S. to Comptroller, LUVAS, Hisar