



भारतीय विदेश व्यापार संस्थान  
(मानित विश्वविद्यालय)  
**INDIAN INSTITUTE OF FOREIGN TRADE**  
(DEEMED TO BE UNIVERSITY)  
(AN AUTONOMOUS INSTITUTE OF MINISTRY OF COMMERCE & INDUSTRY)



बी-21, कुतुब इन्स्टीट्यूशनल एरिया नई दिल्ली-110016  
B-21, Qutab Institutional Area, New Delhi-110016  
Phone : 0091-11-39147200, 39147201, 39147202  
Fax : 0091-11-39147214, Website : www.iift.ac.in

No.Reg.Off/05(1)/2022

28<sup>th</sup> April, 2023

**कार्यालय आदेश / OFFICE ORDER**

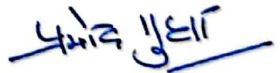
**विषय/Sub: Updation of Manual on Procurement of Goods, Services, Works, Consultancy and other Services.**

In order to solve the problem of not having a single authoritative source of reference being faced by procurement executives due to multiple organisations (DPIT, NITI Aayog etc.) issuing guidelines on public procurement, it has been decided after due deliberations between Central Vigilance Commission (CVC) and Department of Expenditure that public procurement guidelines will be issued by Department of Expenditure (DoE) only.

Department of Expenditure in collaboration with CVC has updated (i) Manual on Procurement of Goods, (ii) Manual on Procurement of Works and (iii) Manual on Procurement of Consultancy & Other services, wherein all the CVC Guidelines on public procurement have been merged. The updated Manuals of D/o Expenditure are available on the website of CVC i.e. [www.cvc.gov.in](http://www.cvc.gov.in). In case of accessing these Manuals through CVC website due to any technical reason, the same may be accessed from the website of Department of Expenditure, Ministry of Finance, Govt. of India (<https://doe.gov.in>)

In order to improve good governance, transparency, fairness, competition and value for money in public procurement in the Institute, with immediate effect all norms and guidelines for public procurement issued by DoE must be adhered to.

This issues with the approval of the Competent Authority.

  
(डॉ. पी के गुप्ता)  
कुलसचिव

**प्रतिलिपि /Copy to:**

1. Dean
2. All Heads of Divisions/ Departments/Centres
3. Deputy Finance Officer
4. Deputy Registrar (P&GA)
5. Senior Administrative Officer (E)
6. Institute's Engineer
7. All Assistant Registrars/AFO
8. All Section Officers/Accounts Officer
9. Hindi Officer: for issuance of orders in Hindi
10. PS to Vice Chancellor: for information of VC

To update/align the procurement guidelines of IIFT in line with the above manuals of DoE and for hosting on website.