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No. RM-3 (51)/70

Dated the 19th February, 1971

To

The Secretary to the Govt. of Assam/West Bengal/Bihar/Uttar Pradesh/Madhya Pradesh/Orissa/Maharashtra/Gujarat/Rajasthan/Punjab, P.W.D.

Subject :- Procedure for the procurement of additional spare parts required for the maintenance and repairs of machinery purchased out of Central Funds for the execution of I.D.A. Project, Emergency Works, Lateral Road Works and Strategic Road Works

Although Government of India had purchased several specialised items of road/bridge building equipments out of Central Funds and made available to the State Public Works Departments for the execution of projects like the emergency works, I.D.A. works, L.R.P. works and the strategic road works, it appears that adequate timely action is not being taken for the procurement of additional spare parts for the proper repair, maintenance and operation of these equipments. As you are aware, spare parts to the extent of 20% of the cost of the main equipments had already been supplied but it is observed from sporadic reports and discussions with technical officers that additional spare parts, are, in several cases, necessary and should have been procured in time. It is also seen that the State P.W.Ds. have either been purchasing some spare parts as and when required by them or are now making ad hoc references. This is being done without any advance proper planning to assess the requirement of these spare parts and the mode of obtaining these specially for the imported equipments. Therefore, with a view to streamline action for procurement, the following procedure is laid down for guidance and further action by the State Public Works Department at their end :

- (i) The requirements for additional spare parts for the maintenance, repairs and operation of Central Govt. machinery, which are with State Public Works Departments, should be assessed primarily by them (State P.W.Ds) and planned well in advance so that these spare parts are available when they are actually needed.
- (ii) The indigenous spare parts should be procured by the State P.W.Ds. directly against the Directorate General Supplies & Disposals; rate contracts, wherever available (as Direct Indenting Officers) and from other sources, when not available against Directorate General of Supplies and Disposals rate contracts, according to their local purchase rules.
- (iii) Spare parts of imported origin could also, like-wise be obtained against Directorate General of Supplies and Disposals rate contracts wherever available. In case, there is any difficulty about the procurement of such parts of imported origin, against Directorate General of Supplies and Disposals rate contracts, D.G.S. & D. should be kept informed and full details should be furnished to this Ministry well in time for further action to procure actual users' licences/foreign exchange as the case may be.

2. The cost of the spare parts may be debited to the repair estimates sanctioned by this Ministry for which advance steps may be taken by furnishing full details. In case, spare parts are immediately required and the repair estimates have not been prepared and sanctioned, the cost may be initially charged to the Suspense Stock A/c of the State Public Works Departments but debited to the repairs estimates when the same are sanctioned by this Ministry.

3. I am to request you that the procedure outlined above may be brought to the notice of all concerned for their information and guidance.