

**GOVERNMENT OF PUDUCHERRY
DIRECTORATE OF INFORMATION TECHNOLOGY**

No.1-10/DIT/D4/2015/2788

Puducherry, dt. 09.03.2015

CIRCULAR

Sub: DIT - Rate Contract for the Computer Consumables - Reg.

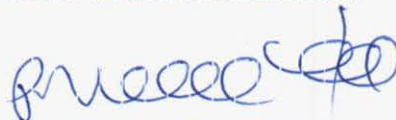
Ref: G.O.Ms.No.6/DIT/2014-15 dt.02.03.2015 of IT Secretariat,
Puducherry.

At present, all the departments in this administration are referring the files to this Directorate for Rate Reasonableness Certificate towards the purchase of computer consumables / peripherals / accessories which are not covered under the DGS&D Rate Contract. This Directorate has initiated steps to streamline this process and place a Rate Contract for computer consumables with the authorized firms of the Original Equipment Manufacturers (OEMs), based on which, the departments which intend to purchase the consumables can directly purchase from the vendors authorized by the OEMs as per the Rate Contract which will reduce the time taking process and also facilitate for original products at a special price.

2. As this Directorate is vested with powers for appraising the Rate Reasonableness for the Computer consumables / accessories purchased by all departments of this administration, this Directorate has entered into a Rate Contract with one OEM viz. M/s Hewlett-Packard India Sales Pvt. Limited in the first instance and in the process of adding other makes with respective OEMs. The RC copy has been published in the website of this Directorate <http://dit.puducherry.gov.in> and also in state portal <https://www.py.gov.in> under 'notification'. For other makes, the RC will be published as and when MoU is signed.

3. Hence, the departments are requested to ensure the following terms and conditions while purchasing the computer consumables

- All Departments / Societies / Govt. Undertakings of this Administration can procure the computer consumables at the RC rates in its validity period.
- The validity of the rate contract shall be for one year and the period will be indicated in the respective RC.
- Consumables under RC can be procured from the corresponding authorized reseller indicated in the rate contract.
- Prices mentioned in the Rate Contract are exclusive of VAT and other taxes if any.
- The department should make necessary arrangement to pay all invoiced amounts within thirty (30) days of the authorized reseller's invoice date.
- This department will not issue RRC for consumables when the RC is valid.
- The departments shall return all used empty cartridges to the authorized reseller and the empty cartridges have to be disposed off by the OEM in an environment friendly way.


(P.T.RUDRA GOUD)
DIRECTOR (IT)

To
All Heads of Departments.

Copy submitted to :
All Secretaries to Govt.