

विकास आयुक्त का कार्यालय
(सूक्ष्म, लघु एवं मध्यम उद्यम)
सूक्ष्म, लघु एवं मध्यम उद्यम मंत्रालय
(भारत सरकार)

विभाग भवन, सातवीं मंजिल, मौलाना आजाद रोड,
नई दिल्ली-110 108



OFFICE OF THE DEVELOPMENT COMMISSIONER
(MICRO, SMALL & MEDIUM ENTERPRISES)
MINISTRY OF MICRO, SMALL & MEDIUM ENTERPRISES
GOVERNMENT OF INDIA

Nirman Bhawan, 7th Floor, Maulana Azad Road,
New Delhi-110 108

Ph. EPAX-23063800, 23063802, 23063803, 23063804, 23063805 & 23063806

F. No.1 (19)/2022-2023-Library

Date: 17.07.2025

To,

1. PAO (MSME) New Delhi /Kolkata.
2. MSME- DFO's (12)/ Branch MSME- DFO (1)

Subject: - Allocation of funds for DC MSME Library of MSME-DFOs Libraries for the year 2025-26.

Sir,

I am directed to convey the sanction of competent authority to the allocation of ₹ 4,05,000/- (₹ Four Lakh Five Thousand Only/-) towards meeting the expenditure on purchase of books to the following institutes during the financial year 2025-26.

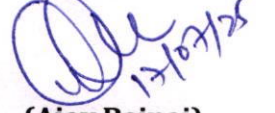
S. No.	MSME- DFO's/ Branch MSME- DFO's/ MSME-TC	Amount (in ₹)
1.	MSME- DFO, Ludhiana	5,000/-
2.	MSME- DFO, Jaipur	10,000/-
3.	MSME- DFO, Ranchi	10,000/-
4.	MSME- DFO, Ahmedabad	10,000/-
5.	MSME- DFO, Indore	25,000/-
6.	MSME- DFO, Goa	30,000/-
7.	MSME- DFO, New Delhi	30,000/-
8.	MSME- DFO, Kanpur	30,000/-
9.	MSME- DFO, Solan	50,000/-
10.	MSME- DFO, Bengaluru	50,000/-
11.	MSME- DFO, Thrissur	50,000/-
12.	Branch MSME- DFO, Gulbarga	50,000/-
13.	MSME- DFO, Allahabad	55,000/-
Grand Total		4,05,000/-

2. The following terms and conditions shall be followed while incurring the expenditure Under the Scheme:-

- (i) No PC/Laptops or other hardware will be purchased out of these funds.
- (ii) Expenditure on furniture will not exceed 20% of the allocation for each Institute/Branch Institute.
- (iii) Not less than 50% of the balance allocation {(i.e. allocation-(ii))} will be spent on Hindi books, preferably technical in nature.
- (iv) 80% of the balance allocation (i.e. allocation-(ii+ iii)) will be spent on technical books
- (v) Balance expenditure will be on Periodicals, Magazines, and Newspapers & Journals.

3. Provisions of GFR and related guidelines on the subject shall be followed while purchasing above items.
4. The above expenditure will be met under **Demand No. 68 during the current financial year 2025-26. Major Head-4851.00.102.33.00.77 "Other Fixed Assets" DC (MSME) Library.**
5. This issue with the approval of Competent Authority.

Yours faithfully,



(Ajay Bajpai)

Joint Director (Lib)

अजय बाजपेई / AJAY BAJPAI
संयुक्त निदेशक (आईईडीएस) / Joint Director (IEDS)
भारत सरकार / Govt. of India
सूक्ष्म, लघु एवं मध्यम उद्यम मंत्रालय
विकास आयुक्त (सू. ल. एवं म. उद्यम) का कार्यालय
Office of the Dev. Commissioner (MSME)
निर्माण भवन, नई दिल्ली-110011 / Nirman Bhawan, New Delhi-110011

Copy to:-

1. Director of Audit / Accountant General of Audit, Economic & Service Ministries, Concerned state's
2. PS to AS&DC (MSME)
3. PS to ADC (Lib).
4. Cash Section, O/o DC (MSME), New Delhi.
5. Budget Division, O/o DC (MSME), New Delhi.
6. SENET With request to upload the sanction on the website of this office.
7. Sanction folder.