

No. SNT-SH/2/2024-DI and TC-DCMSME (E-4027684)
GOVERNMENT OF INDIA
MINISTRY OF MICRO, SMALL & MEDIUM ENTERPRISES
o/o DEVELOPMENT COMMISSIONER (MSME)

Nirman Bhawan, New Delhi
Dated: 25/08/2025

Sanction Order

To,

1. PAO (MSME) New Delhi
2. MSME DFO Agra

Sub- Re-validation of Funds to MSME DFO Agra for Annual Maintenance Contracts (AMC) for their Laptops, Computers (including UPS, Batteries & Printers etc. including repairing of Desktops,) for the year 2025-26- reg

I am directed to convey the approval of the competent authority for allocation of funds amounting to Rs.70,000/- (Rupees Seventy Thousand Only) to MSME DFO Agra for incurring expenditure on " **Annual Maintenance Contracts (AMC) for their Laptops, Computers (including UPS, Batteries & Printers etc. including repairing of Desktops,)**" SENET Head during the Year 2025-26. The details are as below:

Sr No	Name of Field Office	Purpose	Sanctioned
1	MSME DFO Agra	Pending payment of Annual Maintenance Contracts (AMC) for their Laptops, Computers (including UPS, Batteries & Printers etc. including repairing of Desktops,)	Rs 70,000/-

2. The amount sanctioned for the subject items would be utilized by the respective offices as per the items quantity mentioned. No change in quantity and location will be allowed under this sanction.
3. MSME DFO Agra office may be advised to follow the Purchase Procedures, as given in latest General Financial Rules 2017 and procure the item through GeM only.
4. The expenditure of Rs.70,000/- (Rupees Seventy Thousand Only) will be accommodated in No. 68-Ministry of Micro, Small and Medium Enterprises under (2851.00.001.05.01.29) Under Repair & Maintenance in FY 2025-26.
5. HoD should furnish the statement of actual expenditure incurred to this office by 2nd of the following month and ensure to utilize the sanctioned amount within 3 months from the day of issuing sanction. If the funds are not utilized within 3 months, the same will be withdrawn without any intimation.
6. This issues with the approval of the competent authority vide note#104, e-office file no. 4027684 dated 25.08.2025.

Yours faithfully,

Dr Ramesh Kumar Yadav
Director (SENET)
Ministry of Micro, Small & Medium Enterprises
Office of the Development Commissioner (MSME)

Dr Ramesh Kumar Yadav
Director (SENET)
Ministry of Micro, Small & Medium Enterprises
Office of the Development Commissioner (MSME)

Copy for information & necessary action to: -

- 1) B&A Section, Deptt. Of IP & P, Ministry of Industry, Udyog Bhawan, New Delhi
- 2) Cash Section, Office of DC (MSME), Nirman Bhawan, New Delhi
- 3) Planning Division, Office of DC (MSME).
- 4) Guard File/Section for uploading on DC (MSME) website