

From

The Comptroller
LUVAS, Hisar.

CO 4806-041223
04/12/23

To

All Deans/Directors/Officers of the University/
Head of Departments/ Offices/Sections/ Including outstations,
LUVAS,Hisar .

No.CVU/2023/Insp./ 6186-6230
Dated: 4/12/23

Sub.: Regarding drawl of Temporary Advances related to AMC of equipment/machinery installed in the departments of the University.

In various departments of LUVAS, a diversity of expensive equipments/machines are installed to provide better services to farmers, research and teaching work, etc. The cost of these equipments varies from thousands to lakhs. For the maintenance of these equipments, there is a requirement of Annual Maintenance Contract (AMC) which is made between the department and the parent company/ manufacturer of that particular equipment for one year.

All the manufacturers/companies of these equipments demand an advance amount of AMC and the department draws temporary advance for the purpose. These Temporary advance gets adjusted after the completion of the AMC period (One year). Until then, the outstanding temporary advances are reflected in the department's accounts.

As per the instruction issued by Comptroller, LUVAs vide memo no CVU/Insp/2022/5522-70 dated 12-10-2022, the department/office shall seek the permission of Worthy Vice-Chancellor in case of drawl of 3rd temporary advance if two temporary advances are pending for more than one month.

In light of the above, the competent authority has authorized the Heads of Departments (HOD) to draw any number of temporary advances for the purpose of AMC, however, HODs must ensure these temporary advances are adjusted within one month after the completion of the AMC period.

Furthermore, it is emphasized that the guidelines circulated by the Comptroller, LUVAS, vide memo no CVU/Insp/2022/5522-70 dated 12-10-2022, will continue to be applicable for drawing temporary advances for all purposes except AMC.


Comptroller