

**ICAR-NATIONAL REAEARCH CENTRE ON EQUINES  
HISAR -125 001 (HARYANA)**

F. No. 9-138/Misc/2021/

Dated: 28.07.2026

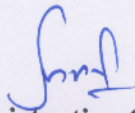
**Circular**

It has been observed that, in certain cases, stores/material are being accepted after expiry of the stipulated delivery period without obtaining prior approval of the Competent Authority or formal extension of the delivery period.

In order to ensure compliance with the provisions of the General Financial Rules (GFR), GeM Contract Terms & Conditions, and other applicable procurement guidelines, all Scientists, Indenting Officers, Store Officials and other concerned officers are hereby requested to ensure that:

1. No goods/material shall be accepted after expiry of the stipulated delivery period without prior approval of the Competent Authority and/or formal extension of the delivery period, wherever applicable under the contract conditions.
2. In case of delay in supply, the matter shall immediately be reported to the Administration/Purchase Section for taking appropriate action in accordance with the applicable rules, including cancellation of the order, extension of delivery period, or levy of Liquidated Damages, as the case may be.
3. Acceptance of supplies received beyond the contractual delivery period may be considered only after ensuring compliance with the applicable contractual provisions and procurement guidelines.

All concerned are requested to strictly follow the prescribed procedure while accepting supplies. This is issued with a view to ensuring transparency, uniformity and compliance with the applicable procurement rules and Government instructions.

  
**Asst. Administrative Officer (P)**

Copy to:

1. All Scientist
2. Head of Division/HoRC
3. AAO Store, NRCE, Hisar
4. FAO, NRCE, Hisar
5. Notice Board
6. Institute Website