

AS-CFMS
(A Registered Society under Finance Department)
Assam Society for Comprehensive Financial Management System
F Block, Assam Secretariat, Dispur, Guwahati-781006 (Assam, India)

File No. ASPIRe/ECF/295123

Dated Dispur, 25-03-2024

From : Jayant Narlikar, IAS,
Commissioner & Secretary to the Govt. of Assam
Finance Department

To: All Additional Chief Secretaries / Principal Secretaries/ Commissioner & Secretaries /
Secretaries to the Government of Assam.

Sub : **Submission of procurement plans through FinAssam portal for FY 2024-25**

Sir/ Ma'am,

I am pleased to inform you that the module for preparation and submission of procurement plan through Finassam portal has been made live. Departmental officials shall have to directly prepare and approve their procurement plans online through the Finassam portal. In continuation with the ongoing reform initiatives of the Finance Department, the budgeting process for 2024-25 will also see substantial changes that are aimed at improving budget controls, increasing transparency etc., both on the receipts as well as on the expenditure side.

Following are the key points to be noted about this module:

- The procurement plans should get approved at the level of the respective Departments within 15 days of budget communication, which is expected in the first week of April, 2024.
- All departments have to ensure that any new procurement activity to be undertaken within FY 2024-25 has been mandatorily approved as part of the department's annual procurement plan through the Finassam portal.
- In case of any doubts/ clarifications, the Procurement Cell of Finance Department may be contacted.

Yours faithfully,

Commissioner & Secretary to the Govt. of Assam
Finance Department

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Copy to:

1. All Administrative Departments/ Heads of Departments, Assam.
2. The Commissioner & Secretary to the Governor of Assam, Kharghuli, Guwahati.
3. The Chief Electoral Officer, Assam, Dispur for information.
4. All Commissioners of Divisions, Assam.
5. The General Administration Department, Dispur, Guwahati-6 with a request to circulate the notification to the Resident Commissioner, Assam Bhawan, New Delhi, all the Deputy Commissioners/ Sub Divisional Officers (Civil), Assam and OSD/Liaison Officer, Assam House,

I/509751/2024

Shillong/ Assam House, Mumbai.

6. The Finance (Estt.-B) Department with a request to circulate the same to all the Sr. Financial Advisers/ Financial Advisers/ Finance & Accounts Officers/ Treasury Officers, Assam.

7. The Trade Adviser to the Govt. of Assam, Assam House, 8 Russel Street, Kolkata.

8. The Judicial Department with a request to circulate the O.M to all District & Session Judges in Assam.

9. The PPS to the Hon'ble Chief Minister, Assam, Dispur.

10. The PSs to all Hon'ble Ministers, Assam, Dispur.

11. The PS to Chief Secretary, Assam, Dispur.

12. The Principal Secretary, Karbi Anglong Autonomous Council, Diphu/ N.C. Hills Autonomous Council, Haflong.

13. The Principal Secretary, Bodoland Territorial Region, Kokrajhar/ Rabha Hasong Autonomous Council, Dudhnoi, Goalpara/ Lalung (Tiwa) Autonomous Council, Morigaon/ Missing Autonomous Council, Gogamakh, Dhemaji.

14. FinAssam team for necessary uploading.

By orders, etc.

Commissioner and Secretary to the
Government of Assam, Finance
Department and Project Director,
AS-CFMS