

Joint Secretary, MoRD  
Director General, NRIDA  
No. NRRDA-G021(11)/9/2019-Dir(FA)

National Rural Infrastructure Development Agency  
(Ministry of Rural Development, Govt. of India)  
5<sup>th</sup> Floor, 15-NBCC Tower, Bhikaji Cama Place, New Delhi-110066

Dated: 5<sup>th</sup> August, 2021

To

1. ACS/ Principal Secretary/ Secretary of Nodal departments of PMGSY & RCPLWEA of all States / UT's
2. CEOs/ E-in-C/ Chief Engineers of SRRDAs/ Nodal departments of PMGSY & RCPLWEA

**Sub: Approval of the Expenditure to be met from Administrative Expenses Fund**

Dear Madam/ Sir,

With reference to the captioned subject, it has been observed that proposals for procurement of goods and services including laboratory equipment from the PMGSY administrative expenses fund have been sent by some states to NRIDA for approval. In this regard, para 1.4.2 of the PMGSY Administrative Expenses Fund Accounts Manual, which specifies the types of expenditure that can be booked under admin exp fund is reiterated below for guidance of States / UTs:-

"1.4.2 Administrative expenses shall, **in addition to usual office expenses**, include all expenses related to operating and maintaining the On Line Management and Monitoring System (OMMAS), **computers including internet charges and data entry costs**. Cost of **outsourcing of execution and management related functions** may also be paid out of administrative expenses within the limits prescribed. However, expenditure on purchase of vehicles, payment of salaries & wages and purchase or construction of buildings is not permissible."

Further, para 12.2 of PMGSY-III programme guidelines as also para 12.2 of programme guidelines for RCPLWEA projects inter-alia provides that "**procurement of laboratory equipments for the newly established laboratories at the district, regional and State level as well as for strengthening of the existing laboratories at these levels** would also be an admissible item under administrative expenses". The list of essential equipments for district and central laboratory has been provided under para 120 and 121 in section 100 of revised Quality Assurance Hand Book (QAHB) for rural roads (2016) volume-II, published by NRIDA.

The SRRDAs are hereby advised to process matters relating to procurement of goods and services including laboratory equipment in line with the above provisions and procure the same as per rules, and no proposal, which is already covered as per the guidelines above, should be referred to Ministry/ NRIDA in future.

Yours sincerely,

(Dr. Ashish Kumar Goel)

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Financial Controllers of SRRDAs / Nodal Departments of all States / UTs