

## Further support regarding procurements

### Scenario 1 – Purchase of item has been approved but the sum allocated is not enough.

Q: Sometimes, the allocation we have made is not enough to procure what we want\*. This item has already been approved in the PAT. Can we still purchase it?

A: Yes, you can use one of the following four means:

- (i) If you have savings within the same category or in any other category. However, you cannot exceed the percentages for each category given in the guidelines. **YOU DO NOT NEED OMST APPROVAL FOR THIS, YOU CAN DO THE PURCHASE IN CONSULTATION WITH YOUR OTS DIRECTOR. THIS CHANGE SHOULD BE REFLECTED IN THE NEXT PAT REVISION.**
- (ii) If you have set aside funds under a ‘Miscellaneous’ category in OVAA, you can use those funds. If you have not made such an allocation, you can set aside a sum of Rs 200,000 as ‘Miscellaneous expenses’ in the OVAA table in the next round of PAT revisions. **YOU DO NOT NEED OMST APPROVAL FOR THIS, YOU CAN DO THE PURCHASE IN CONSULTATION WITH YOUR OTS DIRECTOR. THIS CHANGE SHOULD BE REFLECTED IN THE NEXT PAT REVISION.**
- (iii) You can use funds from the Bulk Allocation set aside for Year 2 or Year 3. **YOU DO NEED OMST APPROVAL FOR THIS.**
- (iv) You can see if you have over-allocated funds for any other procurement in any category and use the extra funds for this purchase. However, please keep in mind to use this option only if you are very sure that there is an over-allocation for the other item. **YOU DO NOT NEED OMST APPROVAL FOR THIS, YOU CAN DO THIS IN CONSULTATION WITH YOUR OTS DIRECTOR. THIS CHANGE SHOULD BE REFLECTED IN THE NEXT PAT REVISION.**

Q: We do not have funds from any of the sources mentioned above. Can we use the Rs 20,000,000 set aside for Price Escalation and Exchange Rate Variation?

A: The OMST will consider such requests on a case-by-case basis. For this purpose, you will have to provide any documentation requested by the OMST. **YOU DO NEED WORLD BANK NO OBJECTION FOR THIS.**

### Scenario 2 – Purchase of item has been approved but we want to increase the quantity.

Q: We have been granted approval for a certain quantity of items, but we want to increase the quantity now. How can we get funds for this?

A: Same as Scenario 1. **BUT YOU DO NEED OMST APPROVAL FOR THIS. THIS CHANGE SHOULD BE REFLECTED IN THE NEXT PAT REVISION.**

**Scenario 3 – We want to purchase an item which was not there in the original PAT.**

Q: As we implement the DP, we realize that we need to make additional procurements which were not there in the original PAT. Can this be done?

A: Yes, provided you have funds from any of the sources mentioned in Scenario 1 above. **BUT YOU DO NEED WORLD BANK NO OBJECTION FOR THIS.**

*\* Note: The above excludes Consultancies. Any changes proposed for Consultancies should be discussed with the OMST in advance.*