



MAHATMA GANDHI CENTRAL UNIVERSITY

[A Central University established by an Act of Parliament]
Dr Ambedkar Administrative Building, Near OP Thana, Motihari – 845 401, District – East Champaran, Bihar

F. No. MGCUB/Acad./Misc./2021

Dated: 28th July, 2026

OFFICE ORDER

1. As per approval of the Competent Authority, a One-Time Financial Assistance of **Rs. 1.00 Lakh [One Lakh]** is sanctioned to **each School(s)** of the University for procurement of Books & Reference materials exclusively for preparation of Competitive examinations.
2. The initiative aims to strengthen the academic resources of the University and provide students with access to quality learning materials for preparation of various National and State-level Competitive Examinations.

Accordingly, the following guidelines shall be followed: -

- i. **Allocation of Funds:** Each School of the University shall be entitled to a one-time allocation of **₹1,00,000/- (Rupees One Lakh only)** for the procurement of books and reference materials exclusively related to Competitive Examinations.
 - ii. **Procurement Authority:** The Dean of the respective School shall identify the books and reference materials to be procured and shall be the competent authority to take necessary procurement decisions, keeping in view the academic requirements of the school and the relevance of the materials for Competitive Examinations.
 - iii. **Procurement Procedure:** The procurement shall be undertaken strictly in accordance with the provisions of the **General Financial Rules (GFR), 2017**, Government of India instructions issued from time to time.
 - iv. **Accounting of Expenditure:** The expenditure incurred under this scheme shall be met from the **Capital Fund** from the Funds earmarked for the 'Library' from the Grant-in aid received to the University by the UGC.
3. This issues with the approval of the Competent Authority.

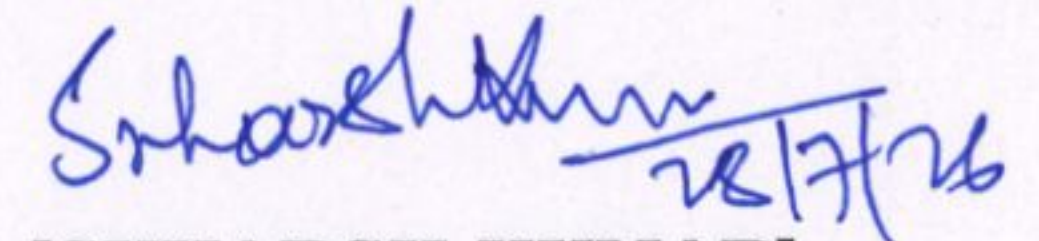


[SUHARSH KUMAR]
OSD (Administration) I/c

Copy of the above is forwarded for information and necessary action to:

1. OSD(Admin), OSD (Finance), MGCU
2. Director, Academic Affairs/Director, RDC, MGCU
3. All the Deans of various Schools, MGCU.
4. All the Heads of various Departments, MGCU.
5. The Deputy Registrar (Internal Audit), MGCU.
6. OSD to Vice-Chancellor, MGCU – for information of the Hon'ble Vice-Chancellor, please.





[SUHARSH KUMAR]
OSD (Administration) I/c