

**Government of West Bengal**  
**Finance Department**  
**Audit Branch, Group T**  
**Nabanna, Howrah- 711102**  
**(E – 302706)**

No. 3482-F(Y)

Date: 25.05.2023

**Notification**

**Sub: AMC of machines/equipment**

In terms of Finance Department Memo No. 1956-F(Y) dated 04.04.2014 it is mandatory to obtain concurrence of Finance Department for assigning the work of maintenance of machines/equipment to original equipment manufacturers (OEM) or their authorised agents.

Now in partial modification of the memo ibid, the Secretary in-charge of the concerned Administrative Department is hereby empowered to allow all such procurement in consultation with Financial Advisor of the Department provided the following conditions are satisfied: -

- i. the cost of AMC / CMC to be executed is within 10% of the cost of procurement of this equipment (including cost of installation), and
- ii. the concerned Administrative Department is satisfied to the fact that, the equipment in question is Proprietary in nature and that the AMC / CAMC of the same can be done only by the OEM or its authorised agent.

In all such cases, the Department will preserve the proprietary certificate as per para 2(b) of the Memo ibid in the procurement file.

This order is issued with immediate effect.

  
Additional Chief Secretary to the  
Government of West Bengal

Copy forwarded for information and necessary action to:

1. Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
2. Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
3. Accountant General (Receipt Works & Local Bodies Audit), West Bengal, CGO Complex, 3<sup>rd</sup> MSO Building, 5<sup>th</sup> Floor, Block DF, Sector I, Salt Lake, Kolkata – 700064.
4. Additional Chief Secretary / Principal Secretary / Secretary, \_\_\_\_\_ Department.
5. Special Secretary/Additional Secretary/Commissioner/Joint Secretary/Deputy Secretary, Finance Department.
6. Financial Advisor, \_\_\_\_\_ Department.
7. Commissioner, \_\_\_\_\_ Division, \_\_\_\_\_
8. Director, \_\_\_\_\_
9. Director of Treasuries & Accounts, West Bengal, Mitra Building, 8, Lyons Range, 3<sup>rd</sup> Floor, Kolkata – 700001.
10. Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kolkata – 700012.
11. Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Kolkata – 700073.
12. Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, Suvanna, SGO Complex, Sector I, Bidhannagar, Kolkata – 700064.
13. District Magistrate / District Judge / Commissioner of Police / Superintendent of Police \_\_\_\_\_
14. Sub-Divisional Officer, \_\_\_\_\_
15. Treasury Officer, \_\_\_\_\_
16. Block Development Officer, \_\_\_\_\_.
17. Sri Sumit Mitra, Network Administrator, Finance (Budget) Department. He is requested to upload copy of this order in the website of Finance Department.



Deputy Secretary to the  
Government of West Bengal