

ITEM SPECIFICATION

Sl. No.	Item Description	Item Quantity	Unit
1.	Swamy's Compilation of FRSR (Part I – General Rules) (2023)	02	No
2.	Swamy's Compilation of FRSR (Part II - T.A. Rules) (2023)	02	No
3.	Swamy's Compilation of FRSR (Part III – Leave Rules) (2024)	02	No
4.	Swamy's Compilation of FRSR (Part IV — DA, DR, & HRA Rules) (2024)	02	No
5.	Swamy's Handbook CGS (2025)	02	No
6.	Swamy's Pension Rules Made Easy (2024)	02	No
7.	Swamy's Pay Rules Made Easy (2023)	02	No
8.	Swamy's Complete Manual on Establishment and Administration (2023)	02	No
9.	Swamy's Manual on Office Procedure (with notes and instructions) (2024)	02	No
10.	Swamy's Compilation of Medical Attendance Rules (2024)	02	No
11.	Swamy's Master Manual for DDOs and Heads of Offices- Part-1 Finance and Accounts (2024)	02	No
12.	Swamy's Master Manual for DDOs and Heads of Offices- Part-11 Establishment (2024)	02	No
13.	Swamy's Manual on e-Office Procedure (2024)	02	No
14.	Swamy's Leave Rules Made Easy (2024)	02	No
15.	Swamy's T.A. Rules Made Easy (2023)	02	No
16.	Swamy's General Financial Rules, 2017 Incorporating Compendium of Rules on Advances (2025)	02	No
17.	Swamy's Manual for Procurement of Goods 2017 (2022)	02	No
18.	Swamy's Manual for Procurement of Consultancy/ Other Services (2024)	02	No