

Proceedings of meeting of the Central Purchase Committee held on 02.08.2019 at 10:30 A.M. in the Conference Hall of Indira Gandhi University, Meerpur, Rewari.

The following were present:

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| 1. | Prof. Tej Singh, Chairperson, Dept. of Commerce | - | Chairman |
| 2. | Prof. Manju Pruthi, Dept. of Mathematics | - | Member |
| 3. | Dr. S.C. Gera, Library Advisor | - | Member |
| 4. | Dr. Mamta Kamra, Assoc. Prof., Chairperson, Dept. of Maths. | - | Member |
| 5. | Dr. Partap Singh, Principal, Govt. College, Sidhrawali | - | Member |
| 6. | Sh. A.S. Dahinwal, Deputy Registrar (P&S) | - | Member |
| 7. | Sh. Narender Kumar, Finance Officer | - | Member |
| 8. | Sh. D.R. Chugh, Asstt. Registrar (Gen. Branch) | - | Member |

At the outset the Chairman welcomed all the members of the Central Purchase Committee and the agenda of the meeting was taken up.

1. Considered the proposal for purchase of Muffle Furnace and Autoclave submitted by Chairperson, Department of Pharmaceutical Sciences.

The comparative statement of rates prepared by the Department and recommended by the committee constituted by the Vice-Chancellor was discussed in the meeting at length and point was raised as to why only three firms were asked to send quotations. This point was explained by the teacher concerned of the Department of Pharmaceutical Sciences. After that it was resolved that the recommendations of the committee i.e. purchase of Muffle Furnace and Autoclave @ Rs. 60,356/- and Rs. 83366/- (including GST) respectively from M/s. Universal Scientific Corporation be approved. It was also resolved that the Chairperson, Department of Pharmaceutical Sciences may process the purchase further for obtaining approval of the Vice-Chancellor to place supply order and to get the proposal pre audited before sending the supply order.

2. Considered the proposal regarding purchase of Fisher/Merck/CDH/SRL/Rankem brand Chemicals purely on quality basis submitted by the Chairperson, Department of Chemistry.

The proposal for purchase of Fisher/Merck/CDH/SRL/Rankem brand Chemicals purely on quality basis estimated to Rs. 77,887/- was considered and it was resolved that a sub-committee consisting of Chairperson, Department of Chemistry, Finance Officer, Assistant Registrar (Gen.) and one teacher of the Department nominated by the Chairperson be constituted to open the quotations already received and process the purchase further as per university rules.

3. Considered the proposal regarding purchase of Glasswares of Borosil/ Glassco brand purely on quality basis submitted by the Chairperson, Department of Chemistry.

The proposal for purchase of Glasswares of Borosil/ Glassco brand purely on quality basis estimated to Rs. 88,240/- was considered and it was resolved that a sub-committee consisting of Chairperson, Department of Chemistry, Finance Officer, Assistant Registrar (Gen.) and one teacher of the Department nominated by the Chairperson be constituted to open the quotations already received and process the purchase further as per university rules.



4. Considered the proposal regarding making/ putting Aluminium partitions - 02 (one with Jali and other one without jali) for the Department of Mathematics estimated to Rs. 1,00,000/- submitted by the Chairperson, Department of Mathematics.

The proposal submitted by the Chairperson, Department of Mathematics and comparative statement of rates offered by 5 firms for supply and fixing of Aluminium partitions 01 with Jali and other one without Jali was considered. It was resolved that the recommendations regarding L-1 rate i.e. Rs. 180/- per sft without jali and Rs. 250/- per sft with jali offered by M/s Seema Drywall Solutions Pvt. Ltd. of committee constituted by the Vice-Chancellor to purchase these items be approved. It was also resolved that the Chairperson, Department of Mathematics may process the purchase further for obtaining approval of the Vice-Chancellor to place supply order and to get the proposal pre audited before sending the supply order.

5. Considered the proposal for purchase of Chemicals estimated to Rs. 93,492/- submitted by Chairperson, Department of Chemistry.

The notice inviting quotations prepared by the Department of Chemistry for inviting quotations to purchase Rankem brand chemicals from authorized distributor/ dealer was considered and it was recommended that a condition regarding duration of expiry gap of chemicals of at least one year from date of supply should be laid down in the NIQ as well as supply order. After that it was resolved that a sub-committee consisting of Chairperson, Department of Chemistry, Finance Officer, Assistant Registrar (Gen.) and one teacher of the Department nominated by the Chairperson be constituted to process the purchase further as per university rules.

6. Considered the proposal for purchase of 300 Nos. Wooden Stools (Sheesham) estimated cost Rs. 4,72,500/- submitted by Chairperson, Department of Environmental Science.

After considering the above proposal for purchase of 300 Nos. Wooden Stools (Sheesham) for Laboratories of department of Zoology, Biotechnology, Botany Environmental Science and Chemistry it was resolved that the wooden stools be purchased from the Forest Department, Govt. of Haryana being approved source. It was also resolved that Chairperson, Department of Environmental Science shall process the proposal further for purchase of wooden stools as per university rules.

7. Considered the proposal for purchase of 50 Nos. UPS estimated to Rs. 1,25,000/- submitted by Chairperson/Incharge, Department of Geography.

After discussing it was resolved that a sub-committee consisting of Dr. Raj Kumar Yadav, Associate Professor in C.S.E., Dr. Devinder Singh, Incharge, Department of Geography, Finance Officer and Assistant Registrar (Gen.) be constituted for calling quotations through registered post as well as displaying on University website and to process the proposal for purchase of 50 Nos. UPS further as per University Rules.

8. Considered the proposal for purchase of Laminar Flow Atlantis estimated to Rs. 4,00,000/- submitted by the Chairperson, Department of Zoology.

After considering the above proposal for purchase of Laminar Flow Atlantis estimated to Rs. 4,00,000/- it was resolved that a sub-committee consisting of Chairperson, Department of Zoology, Finance Officer, Assistant Registrar (Gen.) and one teacher of the department to be nominated by the Chairperson be constituted to open the quotations already received and process the purchase further as per university rules.

- 9. Considered the proposal for purchase of laboratory equipments and Psychological tests estimated to Rs. 2,50,000/- as submitted by the Chairperson, Department of Psychology.

After considering the proposal for purchase of laboratory equipment and psychological tests estimated to Rs. 2,50,000/- it was resolved that a sub-committee consisting of Chairperson, Department of Psychology, Finance Officer, Deputy Registrar (P&S) and one teacher of the department to be nominated by the Chairperson be constituted to prepare a notice inviting quotation with details of specification make/ brand of each item for calling quotations through registered post as well as displaying on University website and to process the purchase further as per university rules.

- 10. Considered the proposal for purchase of two Nos Mobile Hand Sets (Samsung Galaxi-S10) estimated to Rs. 62,000/- each set as submitted by the General Branch.

After considering the above proposal it was resolved that a sub-committee consisting of Dr. Raj Kumar Yadav, Associate Professor in C.S.E., Dr. Vikas Batra, Assistant Professor in Economics, Finance Officer and Assistant Registrar (Gen.) be constituted to collect spot quotations from dealers of Samsung Brand Mobile Handsets from local market and to process the purchase further as per university rules.

- 11. Considered the proposal regarding purchase of Chemicals for labs of Department of Pharmaceutical Sciences estimated to Rs. 89,908/- as submitted by the Chairperson, Department of Pharmaceutical Sciences.

After discussing the above proposal it was resolved that a sub-committee consisting of Chairperson, Department of Pharmaceutical Sciences, Finance Officer, Deputy Registrar (P&S) and one teacher of the department to be nominated by the Chairperson be constituted for calling quotations through registered post as well as displaying on University website and to process the proposal for purchase of chemicals further as per University Rules.

- 12. Considered the proposal regarding purchase of furniture items (60 computer tables, 80 Chairs, 02 Large Tables, 1 Rack (wooden) for keeping bags) for setting up two computer labs and one reading room in the Department of Mathematics approximate cost Rs. 2,56,600/- as submitted by the Chairperson, Department of Mathematics.

After considering the above proposal it was resolved that the requirement be got assessed from the Engineering Branch of the University by visiting to the site of Lab. and after assessing the requirement specification of the computer tables & other items, required to be decided by the Chairperson. Further it was resolved that a sub-committee consisting of Chairperson, Department of Mathematics, Finance Officer, Deputy Registrar (P&S), and Incharge, Engg. Cell be constituted for calling quotations through registered post as well as displaying on University website and to process the proposal for purchase of ~~chemicals~~ ^{furniture} further as per University Rules.

The bottom of the page contains several handwritten signatures and initials in blue ink. On the left, there is a signature that appears to be 'B. Singh'. In the center, there is a signature that looks like 'Jad S'. To the right of that, there are initials 'P. Singh' and 'B. Singh'. At the bottom right, there are initials 'B. Singh' and 'B. Singh' written in a circular or box-like format.

13. Considered the proposal regarding purchase of Tally Software ERP 9 Multiuser updated version for computerization of the Accounts of the University from the Authorized Dealers as submitted by the Finance Officer, Indira Gandhi University, Meerpur, Rewari.

After considering the above proposal it was resolved that a sub-committee consisting of Chairperson, Department of C.S.E, Dr. Pinki Rani, Assistant Professor in Commerce, Finance Officer and Deputy Registrar (P&S) be constituted to open the quotations already invited and to process the ~~process of~~ purchase of Tally Software further as per University Rules.

14. Considered the proposal regarding purchase of Chemicals (Rankem) for labs of Department of Pharmaceutical Sciences estimated to Rs. 86,970/- as submitted by the Chairperson, Department of Pharmaceutical Sciences.

After discussing the above proposal it was resolved that a sub-committee consisting of Chairperson, Department of Pharmaceutical Sciences, Finance Officer, Deputy Registrar (P&S) and one teacher of the department to be nominated by the Chairperson be constituted for calling quotations through registered post as well as displaying on University website and to process the proposal for purchase of chemicals further as per University Rules.

15. Any other items.

In the last with the permission of Chairman the matter regarding framing of own purchase rule of the University was discussed and it was resolved that the Hon'ble Vice-Chancellor be requested to constitute a committee for drafting own rules of University relating purchases.

The meeting ended with the thanks to the chair.


(Prof. Tej Singh) 02/8.19


(Prof. Manju Pruthi)

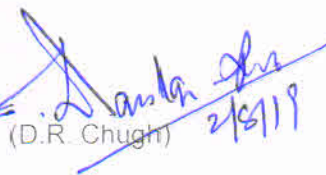

(Dr. S.C. Gera) 2/8/2019


(Dr. Mamta Kamra) 05.08.19


(Dr. Pratap Singh)


(A.S. Dahinwal)


(Narender Kumar)


(D.R. Chugh) 2/8/19