

Proceedings of meeting of the Central Purchase held on 30.05.2019 at 10:30 A.M. in the Conference Hall (Board Room) of Indira Gandhi University, Meerpur, Rewari.

The following members were present:

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| 1. Prof. Tej Singh, Chairperson, Dept. of Commerce | Convener |
| 2. Dr. Mamta Kamra, Chairperson, Dept. of Mathematics | Member |
| 3. Dr. Satinder Bal, Chairperson, Dept. of C.S.E | Member |
| 4. Dr. Partap Singh, Principal, Govt. College, Rewari | Member |
| 5. Sh. Narender Kumar, Finance Officer | Member |
| 6. Sh. D.R. Chugh, Asstt. Registrar(Gen Branch) | Member |

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

1. The case of purchase of chemicals for department of chemistry was examined and observed that a committee constituted by the Hon'ble Vice-Chancellor vide his order dated 08.04.19 recommended to purchase chemicals of Rankem make on quality basis only. However, department received quotations from five firms by registered post namely M/s Jagdamba Enterprises M/s Innovative Elements , M/s Scientific Emporium , M/s Upashan Enterprises and M/s Lyzer. Out of which M/s Scientific Emporium has only quoted the rates of Rankem make chemicals. Hence, the comparison of rates drawn by the department is either for different make of chemicals or without any make. This is not in order. On query Smt. Karamwati a teacher of the Department of Chemistry could not explain the comparison of rates so made. However, the committee constituted by the Hon'ble Vice Chancellor has recommended to purchase chemicals required by Chemistry department from M/s Scientific Emporium on quality basis on single quotation received for Rankem make chemicals, but the Central Purchase Committee did not agree with this proposal/recommendation.

In view of above, it was resolved that fresh quotations are required to be invited after preparing proper Notice Inviting Quotations to derive the benefit of market competition. Further, it was resolved that the proposal for purchase be referred to Central Purchase Committee before calling quotations/tenders.

2. The case of purchase of glassware for department of Chemistry was examined and observed that a committee constituted by the Hon'ble Vice Chancellor vide his order dated 08.04.19 recommended to purchase glassware of Borosil(make) on quality basis only. Accordingly department received quotations by registered post from four firms namely M/s Innovative Elements , M/s Scientific Emporium, M/s Upashna Enterprises and M/s Jagdamba Enterprises. The rates offered by M/s Jagdamba Enterprises have not been taken into consideration because this firm stated to be not an authorized dealer of Borosil The department has worked out the tentative cost of items required to be purchased after working out net rates (i.e.rate minus discount+GST). The comparative statement so prepared is a comparison for tentative cost of items required only to purchase. The tentative cost so worked out in respect of rates offered by M/s Innovative Elements have not been considered by the department because of the fact that item no. 4 (LeiBig Condensor, 300mm) is not according to desired specification. This is not in order. Hence, the department has made comparison of tentative cost so worked out in respect of two firms namely M/s Scientific Emporium, M/s Upashna Enterprises . However, in case rate of item no.4 (LeiBig Condensor, 300 mm) offered by M/s Innovative Elements is not considered even then the tentative cost of remaining items comes to Rs. 82130.66/- on the basis of rates offered by the firm. The tentative cost of remaining items as offered by M/s Scientific Emporium comes to Rs. 80624.97/- and that of Upashna Enterprise

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comes to Rs. 90315.13/- . for borosil/glassco make glassware items. Hence, on the basis of tentative cost so worked out M/s Scientific Emporium is L-1.

In view of above, it was resolved that department of chemistry may purchase glassware items (except item no. 4) as required for the lab from M/s Scientific Emporium after having a negotiation for further discount in rates. It was also resolved that the committee already constituted by the Hon'ble Vice Chancellor may decide the rate of item no.4 (LeiBig Condenser, 300 mm) and give its recommendation for this item as per requisite specification on lowest rate. Further, it was resolved that the proposal for purchase be referred to Central Purchase Committee before calling quotations/tenders.

3 The proposal for purchase of various items estimated to Rs. 5.00 Lacs for department of EVS was examined.

It was resolved that the department may purchase requisite items through a sub committee consisting of Chairperson of the department, Finance Officer, In-charge, P&S Branch and one teacher of the from the concerned department.

4 The proposal for purchase of software hosting of managed dedicated server by department of CSE was examined and observed that rates offered through online quotations by M/s Godaddy India, M/s Hosgator, M/s Cyfuture Private India Ltd. And Go4hosting were further negotiate d by a departmental committee consisting of Dr. Satinder Bal Gupta, Dr. Raj Kumar and Dr. Reena Hooda. After negotiation M/s Go4hosting (L-1) further reduced its rates to Rs. 106200/- including GST and the same has been recommended by the departmental committee.

In view of above, the Central Purchase Committee approves the purchase from M/s Go4hosting (L-1) for Rs. 106200/- including GST as recommended by the committee already constituted.

5 The proposal for purchase of inverter batteries and other electric items estimating Rs. 71800/- required for RLB Girl Hostel was examined and it was observed that Notice Inviting Quotations as per details of items mentioned in the estimate not prepared. However 3 nos. incomplete quotations were available in the file. The committee found that the proper prescribed procedure for inviting/collecting quotations has not followed

In view of above, the Central Purchase Committee recommends to constitute a sub committee consisting of Warden, RLB Girl Hostel, Finance Officer, In-charge, Engg. Cell and In-charge, P&S Branch to proceed further for purchasing the requisite items.

6 &7 The proposals for purchase of music instruments worth Rs. 96800/- and music systems items worth Rs. 97250/- by Dean Students Welfare was considered. The committee consisting of Dr. Ishwar Sharma, Dr. Bharti, Sh. Sushant Yadav and Sh. Jaswinder Singh constituted by the Hon'ble Vice Chancellor recommended to purchase these items from M/s R.N. Bhargawa & Co and M/s R&B music Pvt respectively on the basis of lowest rates offered by the said firms as per spot quotations collected by aforesaid committee. Hence, the purchase stands completed.

In view of the above, the Central Purchase Committee accords its post facto approval for this purchase.

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8 The proposal for purchase of Plastic Coated Identity Cards estimated to Rs. 50000/- was examined and it was noticed that the Hon'ble Vice Chancellor has made some remarks to add father's mobile no. and blood group in the I.Cards.

The Central Purchase Committee recommends to constitute a sub committee consisting of Dean Students Welfare, Library Advisor, Finance Officer and In-charge, P&S Branch to proceed further for purchase of Plastic Coated Identity Cards requisite items, with additions as mentioned above.

9 The matter regarding purchase of furniture for library which was processed in the year 2016 was discussed in the meeting of Central Purchase Committee.

After consideration, it was resolved that a sub committee consisting of In-charge, Engg. Cell, Finance Officer, Library Advisor and In-charge, P&S Branch be constituted to negotiate with M/s Diksha Office Furniture, Delhi(L-1) for supply of furniture on the already quoted rates.

10 The proposal for printing/purchase of degrees(approx. 7000 nos.) for awarding to students who pass out UG/PG courses in May, 2017 and May, 2018 was considered.

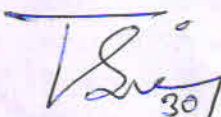
The Central Purchase Committee approved the purchase of degree through a sub committee consisting of Dean, examinations affairs, Deputy COE, Finance Officer, Dr. Satinder Bal and In-charge, P&S Branch.

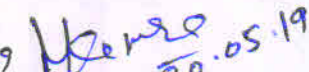
11 The proposal of Examination Branch for purchase of 50000 nos. blank coloured DMC sheets required for issuing to students appearing/passing in various courses in May, 2018, Dec., 2018 and May, 2019 was examined. Notice Inviting Quotations were sent to 8 firms under the registered cover and only 5 nos. firms were stated to have responded.


It was resolved that examination branch may purchase blank coloured DMC sheets through a sub committee consisting of Dean, examinations affairs, Deputy COE, Finance Officer, Dr. Satinder Bal and In-charge, P&S Branch.


The recommendation of the sub-committee be got approved from the Hon'ble Vice Chancellor and order may be placed after pre-audit.


The meeting ended with the thanks to the chair.


(Prof. Tej Singh)
Convener


(Dr. Mamta Kamra)
Member


(Narender Kumar, F.O.)
Member


(Dr. Satinder Bal)
Member


(Dr. Pratap Singh)
Member


(D.R. Chugh)
Member