

IGNOU

MINUTES OF THE TWENTY SECOND MEETING OF THE PURCHASE COMMITTEE OF THE INDIRA GANDHI NATIONAL OPEN UNIVERSITY HELD ON MONDAY, MARCH 11, 2002 AT 11.00 A.M., IGNOU CAMPUS, MADIAN GARHI, NEW DELHI – 110068.

The following members were present :

1. Prof. H P Dikshit, Vice-Chancellor - Chairman
2. Shri L.N. Jhunjhunwala - Member
3. Prof. S C Garg - Member
4. Prof. B S Saraswat - Member
5. Shri Vikram Chandra, Registrar - Member Secretary

Prof. N V Narasimham could not attend the meeting.

Shri D. C. Pant, Advisor, Dr. R. Sreedher, Director, EMPC and Dr.(Mrs.) Neela Jagannathan, Librarian attended the meeting as Special Invitees.

Shri R P D Singh, Assistant Registrar was present to assist the Committee.

The following items were considered:

ITEM NO. 1 TO CONFIRM THE MINUTES OF THE TWENTY-FIRST MEETING OF THE PURCHASE COMMITTEE HELD ON FEBRUARY 25, 2002.

PC 22.1.1 The Minutes of the 21st Meeting of the Purchase Committee held on February 25, 2002 were circulated among members. No comments have been received. The Minutes were confirmed.

ITEM NO. 2 TO CONSIDER THE PURCHASE OF DIPLEXERS FOR EMPC.

PC 22.2.1 Director, EMPC informed the Committee that orders were placed with the Firm M/s. Allen Dick, U.K. for supply of nine diplexers. Of these, five were already supplied and the payment has also been released against the supply. As regards the remaining four diplexers, the Director, EMPC informed the Committee that he has received a fax message from the suppliers expressing their inability to supply the remaining four diplexers at the original cost. He proposed to cancel the order for the remaining four diplexers and also to place the order for four diplexers with the second lowest bidder.

PC 22.2.2 The Committee considered the matter. The members desired to know whether any penalty clause was available in the contract. The Committee further desired that other remedies provided in the contract should also be examined before initiating any action against the contractor including the black listing of the firm. The Committee noted that the rates now demanded by this firm for certain components/ parts of the diplexers should also be examined to see as to how they compare with the rates for the components as quoted by the second lowest bidder. And, in case, it is seen that by adding this additional payment the rates of the lowest bidder i.e., M/s. Allen Dick, U.K. were still comparable and lower, it would be prudent to place the order with the same firm even at the additional cost.

PC 22.2.3 The members further desired to know that in case it was decided to invoke the penalty clause and black listing of the firm whether any safeguards were available in the contract regarding maintenance of the five diplexers and the supply of spares from them in future. The Committee desired that the above points, as well as, other related issues should be examined further and the proposal put up at the next meeting of the Purchase Committee. The Committee decided that in the meantime, the procurement of four diplexers be kept in abeyance.

ITEM NO. 3 TO CONSIDER THE PURCHASE OF SOFTWARE FOR ADIT & BIT STUDENTS FROM M/S. MACRO MEDIA.

PC 22.3.1 The Committee considered the purchase of software mentioned below for ADIT and BIT courses from M/s. Macro Media at the following rates:-

Macromedia Director, Flash, Fireworks	100 Nos.	Rs. 13,500/- each	13,50,000.00
Media	20 Nos	Rs. 2,000/- each	40,000.00
Documentation	20 Nos	Rs. 6,000/- each	1,20,000.00

Total : 15,10,000.00

The proposal was approved by the Committee.

ITEM NO. 4 TO CONSIDER THE PURCHASE OF CD'S FOR LIBRARY AND ON LINE JOURNALS.

PC 22.4.1 The Committee considered the item. Dr. (Mrs.) Neela Jagnathan, Librarian who was also present in the meeting gave a brief of the proposal. The Librarian informed the Committee that there was a consortium of five universities/institutions including IITs, Delhi and Bombay. The IGNOU is a member of the consortium. The Committee considered and approved the proposal as mentioned below:

A. M/s. Books & Bytes

S. No.	CD-ROM Title	Original Cost (Rs.)	Particulars and Consortium / Concessional rates (Rs.)
1.	MathSci. Disc	\$ 8549 Rs.4,18,901	One time purchase both online + CD-ROM for future reference

B. Informatics (India) Ltd

S. No.	CD-ROM Title	Original Cost (Rs.)	Particulars and Consortium / Concessional rates (Rs.)
1.	Library and Information Abstracts (LISA)	£ 1200 Rs.84,000	Consortium price £ 1020/- (Rs.71,400) bibliographic information available both online and CD-ROM
2.	ABI Inform (Management Studies)	\$ 25,270 Rs.12,38,230	Consortium price is \$ 10,000/- (Rs.4,90,000)
3.	ABI Academic Research Library	\$ 15,970 Rs.7,82,530	Both online and CD-ROM 15% discount \$ 13,575/- (Rs.6,65,151)
4.	Applied Science Technology Plus	\$11,270 Rs.5,52,230	Both online and CD-ROM 15% discount \$ 9,580/- (Rs.4,69,396)
5.	Dissertation Abstracts (DA)	\$6140 Rs.3,00,860	Both online and CD-ROM 15% discount \$ 5219/- (Rs.2,55,731)
Total		Rs.33,76,751	Rs. 23,70,579/-

PC 22.4.2

The Committee, however, desired that the Library should further examine the matter on the following lines:

- To assess the exact volume of users of the CD ROM and for this the Library may install a software which would indicate the extent to which the software is used.
- Chairman suggested that we should promote the usage of CD ROMs and on line journals. This may include possibility of marketing of the package to other universities/ institutions on payment basis.

PC 22.4.3

The Committee desired that the Library shall bring up a comprehensive proposal for consideration of the Purchase Committee in its next meeting.

ITEM NO. 5 TO CONSIDER THE PROCUREMENT OF SPARE PARTS FOR SONY EQUIPMENT.

PC 22.5.1 The item was considered. The Director, EMPC gave a brief of the proposal. He explained that the items for which the spares were now proposed to be purchased were of Sony make and were initially supplied by JICA. These have since been in use. These have to be replaced only with the genuine Sony spares. The Committee was informed that the replacement of 11 Heads was the minimum requirement. The Committee was, further, informed that the cost has been negotiated and the Suppliers have offered further rebate of 1.5%.

PC 22.5.2 The Committee approved the proposal. The Committee, however, desired that the comparative statements in this case be also circulated with the Minutes.

The meeting ended with a vote of thanks to the Chair.

Registrar-Member Secretary