

## IGNOU

### MINUTES OF THE TWENTY-FOURTH MEETING OF THE PURCHASE COMMITTEE HELD ON MAY 22, 2002 AT 3.30 P. M. IN THE BOARD ROOM, BLOCK - 8, IGNOU CAMPUS, MAIDAN GARHI, NEW DELHI – 110 068.

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. Prof. N.V. Narasimham - Member

Shri Vikram Chandra, Registrar (Member-Secretary) could not attend the meeting because of his preoccupations, elsewhere.

Shri D. C. Pant, Advisor, attended the meeting as a Special Invitee. Shri Rama Rao, Jt. Director (EMPC) also attended the meeting as a Special Invitee.

Shri D.K. Tetri, Deputy Registrar, Finance & Accounts Division attended the meeting as a representative of the Finance Officer.

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 23<sup>rd</sup> MEETING OF THE PURCHASE COMMITTEE HELD ON MARCH 28, 2002.**

**PC 24.1.1** The Minutes of the 23<sup>rd</sup> Meeting of the Purchase Committee held on March 28, 2002 were circulated among members. Copies of the comments received from Prof. B.S. Saraswat, Member in respect of certain items of the Minutes were also circulated.

**PC 24.1.2** At the outset, the Advisor briefed the Committee on the comments received from Prof. B.S. Saraswat on item nos. 2 and 3 of the Minutes of the 23<sup>rd</sup> Meeting of the Purchase Committee. The comments were considered by the

Committee. The Committee resolved that the corrections pointed out by Prof. B.S. Saraswat, Member be adopted.

As regards Item No. 3, it was clarified by Prof. B.S. Saraswat, Member that the cost of Fire Alarm System and the components had increased because of non-inclusion of the cost of the supply of pipes @ Rs.242 per meter as the exact length/requirement of the pipe and related accessories was not known at the time of tendering and not because of the cost of trolley, etc. as reported in the Minutes. The Committee agreed that the corrections pointed out by the member be adopted and incorporated in the Minutes. However, the members were of the view that there was certainly a lapse on the part of the staff responsible for processing the purchase in this case. Shri L.N. Jhunjhunwala, Member was of the view that there should have been no difficulty in assessing the requirement of laying pipes and accessories. This shows that the estimate was not processed properly. The Committee agreed with the observations of the member.

**PC 23.1.3**

With these observations, the Committee resolved to confirm the Minutes of the 23<sup>rd</sup> Meeting of the Purchase Committee. The Committee, however, desired that in such cases, the staff responsible for such lapses should be made accountable and responsibility should be fixed. It should be ensured that the instances of the type do not recur in future.

**ITEM NO. 2**

**TO CONSIDER THE REPEAT ORDER FOR PURCHASE OF 7 NOS. OF DIPLEXERS FROM M/S. ADC, LONDON.**

**PC 24.2.1**

The Committee considered the proposal for purchase of 7 Diplexers. At the outset, a brief outline of the proposal was presented by the Advisor. The Committee was of the view that the prices of the electronic goods were going down generally. It is, therefore, worthwhile to invite fresh tenders instead of placing repeat orders. It was also pointed out by the members that the estimates and orders should have been specific to the requirements and not for extra quantity, in terms of percentage.

**PC 24.2.2**

Shri Rama Rao, Joint Director, EMPC, clarified that the repeat order for the purchase of diplexers was proposed to be placed in view of the fact that the prices quoted by the

firm were the lowest and a provision already existed for ordering 25% extra quantity in the tender.

**PC 24.2.3** The Committee resolved to approve the proposal of purchase of 7 diplexers at the cost of US\$ 56,820 per unit or US\$3,97,740 for 7 diplexers.

**ITEM NO. 3 TO CONSIDER THE PROCUREMENT OF DISH ANTENNAS FOR GYAN DARSHAN RECEPTION AT DIFFERENT PLACES.**

**PC 24.3.1** The Advisor initiating the discussion on the item gave a brief outline and genesis of the proposal. Shri V. Rama Rao, Joint Director (EMPC) clarified that the item was earlier considered by the Purchase Committee but the same was deferred for want of certain clarifications / necessary papers desired by the members. Complete papers have now been placed along with the present agenda for information of the Committee.

**PC 24.3.2** After detailed discussion, the Committee resolved to approve the procurement of Dish Antennas for Gyan Darshan Reception at different locations on the rates approved for the package in 'table annexed'. (**Appendix – 1**) The Committee, however, directed that the exact locations/places should be identified to ensure that exact number of the IRDs could be assessed and the number could be restricted to the actual number indicated in the tender notice before placing the firm orders with the suppliers. The Committee was of the view that wherever work for installation of dish antennae was being awarded on single tender basis detailed justification should be recorded and work awarded only after approval of the justification.

As regards the installation in respect of six Regional Centres from where the information regarding the evaluation of the tenders was still awaited, the Committee approved the proposal for purchase of Dish Antennas to avoid delay in installation of the systems at the Regional Centres.

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

**Registrar**

