

IGNOU

MINUTES OF THE TWENTY FIFTH MEETING OF THE PURCHASE COMMITTEE HELD ON JUNE 14, 2002 AT 11:00 A.M. IN THE BOARD ROOM, BLOCK – 8, IGNOU CAMPUS, MAIDAN 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. Prof. N.V. Narasimham - Member

Shri Vikram Chandra, Registrar (Member-Secretary) could not attend the meeting being on leave.

Shri D.C. Pant, Advisor, IGNOU and Dr. Sreedher, Director, EMPC, IGNOU attended the meeting, as special invitees.

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

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

The following items were considered:

ITEM NO. 1 TO CONFIRM THE MINUTES OF THE 24TH MEETING OF THE PURCHASE COMMITTEE HELD ON MAY 22, 2002.

PC25.1.1 The Minutes of the 24th meeting of the Purchase Committee held on May 22, 2002 were circulated among the members. No comments were received on the minutes. The Minutes were confirmed by the Committee.

The Chairman requested the Director, EMPC to make a presentation before the Purchase Committee on various activities relating to Gyan Darshan and Gyan Vani undertaken by the EMPC and the technical outfit connected therewith which he did.

ITEM NO. 2 TO CONSIDER THE PROPOSAL TO MAKE EMERGENT PURCHASE OF TWO C-BAND CONVERTERS OF REDYNE MAKE (CGFC 6400) FOR GYAN DARSHAN TRANSMISSION.

PC25.2.1 The item was taken up for discussion. At the outset Dr. R. Sreedhar gave a detailed outline of the proposal. He explained that the Up Link systems were installed in the EMPC with 2 Nos. C Band Up converters to support the Gyan Darshan telecasts; of which 1 was digital chain and other with analogue chain. The analogue chain has, however, failed due to lightning and hail storm on 27th May, 2002 resulting in serious disruption of Gyan Darshan Transmissions.

PC25.2.2 Dr. Sreedhar further explained that the proposal was to procure two C-Band converters of which is 1 for replacing the failed system and the other to be kept as a stand by for both the chains, the analogue as well as the digital. He further explained that the items were proposed to be procured from the original suppliers who have offered to supply the two converters at the same terms and conditions as was agreed in October, 2000.

PC25.2.3 The item was discussed in detail. Since the purchase was emergent the Committee resolved to approve the proposal for purchase of two C-Band converters at Rs. 7,75,250/- each that is for a total cost of Rs. 15,50,500/- in principle. However, the Committee desired that the matter relating to price of the items shall be examined further by a committee consisting of Shri L.N Jhunjhunwala-Member, Prof. B.S. Saraswat and Shri D.K. Tetri, Dy. Registrar Finance, Dr. R. Sreedhar, Director, EMPC, before hand, to ensure the correctness of the rates; particularly in the light of the fact that the prices of electronic items were on a declining trend, generally.

PC 25.2.4 The Committee further noted that the equipments were insured, and in that case a claim should have been lodged with the Insurance Company immediately. The Committee directed that the claim should be lodged in a days time, and a report submitted to the Vice-Chancellor- Chairman Purchase Committee.

ITEM NO.3 TO CONSIDER SUPPLY AND INSTALLATION OF INFRASTRUCTURE FOR UPGRADING PRESENT IGNOU UPLINK TO CARRY 5 CHANNELS.

PC25.3.1 The item was taken up for discussion with a brief presentation by Shri D.C. Pant, Advisor, IGNOU. Dr. R. Sreedhar clarified that the proposal for supply and installation of the items was for the purpose of development of necessary infrastructure for upgrading the existing Gyan Darshan Transmission system.

PC 25.3.2 The item was discussed. The Committee noted that the charges for testing, commissioning and the service charges were on higher side; more over, there was no criteria to check the correctness of these charges.

Prof. B. S. Saraswat pointed out that since the items were proposed to be procured from the manufacturers, the prices should be all inclusive and there should be no case for payment of any other charge.

PC 25.3.3 After detailed discussions, the Committee resolved to approve the proposal of upgradation of the existing system to five digital channel in principle. It further resolved that the Committee looking into the price of two C-Band Converters for Gyan Darshan may look into the matter of the charges towards commissioning, service charges, etc. and negotiate with the firm the rates for these charges on case to case basis.

ITEM NO. 4 TO CONSIDER PURCHASE OF 322 NUMBERS OF COMPUTERS AND 43 NUMBERS OF PRINTERS AT AN APPROXIMATE COST OF RS.1.60 CRORES.

PC 25.4.1 The item was taken up for discussion. At the outset, Shri D.C. Pant, Adviser gave a brief outline of the proposal. He explained that the proposal has already been examined by an Expert Committee set-up by the Vice-Chancellor. He further explained that there were two separate proposals before the present Purchase Committee, one for purchase of 322 Computers and 43 Printers vide Agenda Item No. 4 and the other for purchase of 134 Computers and 43 Printers vide Agenda Item No. 8. The purchases will be made centrally, but for two separate units (i) Virtual Campus Initiative and North-East Projects and, (ii) for EMPC, from their distinct budget and hence two separate proposals.

PC 25.4.2 The item was discussed in detail. The Committee was of the view that after the passage of Central Budget 2002-2003, the prices of electronic goods have been declining generally. It was, therefore, stressed that this aspect should be borne in mind while inviting and evaluating the tenders. The Committee was of the view that the requirement should also be assessed properly and orders, as and when placed should be for the minimum of the requirement with a provision for 25% extra quantity under the same terms and conditions.

PC 25.4.3 With the above observations, the Committee resolved to approve the proposals as per Item No. 4 and 8 of the Agenda.

ITEM NO. 5 TO CONSIDER NETWORKING IN NEW ACADEMIC COMPLEX AT AN APPROX. COST OF RS.70.00 LAKHS FOR ABOUT 450 NETWORK NODES.

PC 25.5.1 The item was considered. The Committee resolved to approve the proposal subject to the condition that proper procedure shall be followed for calling of tenders, finalising them and placing of final purchase orders.

ITEM NO. 6 TO CONSIDER PURCHASE OF 600 LICENSES OF MS OFFICE XP WITH PROOFING TOOLS TO HAVE LEGAL COPY OF MS OFFICE SOFTWARE ON 600 COMPUTERS WHICH WERE PROCURED LAST YEAR.

PC 25.6.1 The Item was taken up for discussion. The Committee desired that rates may first be examined by a High Power Committee and a fresh proposal brought for the consideration of the Purchase Committee. The Item was deferred.

ITEM NO. 7 TO CONSIDER PURCHASE OF 100 LICENCES OF MS PROJECT AT AN APPROX. COST OF RS. 4.5 LAKHS FOR USE BY ADIT/ BIT STUDENTS.

PC 25.7.1 The Item was taken up for discussion. It was explained that the proposal to procure 100 licenses of MS Project was for use by the ADIT/ BIT students at Virtual Campus Initiative (VCI) at a cost of Rs.4.5 Lakhs which will be met from the funds earmarked for the VCI. The Committee resolved to approve the proposal.

ITEM NO. 8 TO CONSIDER PURCHASE OF 134 NUMBERS OF COMPUTER, 43 NUMBERS OF PRINTERS, AND 108 LICENSES FOR AUDIO SOFTWARE AT AN APPROXIMATE COST OF RS.75.0 LAKHS.

PC 25.8.1 The Item was taken up for consideration with Item No. 4 of the Agenda.

ITEM NO. 9 TO CONSIDER THE APPROVAL SOUGHT FOR ADDITIONAL EXPENDITURE OF RS.2,67,483/- TOWARDS NET WORKING AT BLOCK-14, SOET, CMD, EMPC, SSC AND FRESH APPROVAL FOR RS.5,49,291/- TOWARDS NET WORKING AT DEC BUILDING.

PC 25.9.1 The item was taken up for discussion. It was explained that the work order of networking of certain premises, Block-14, School of Engineering and Technology, CMD, Electronic Media Production Centre, Student Support Centre was placed on M/s.OA Comp Servers at a cost of Rs.23.00 Lakhs. However, there was a cost over run and the actual expenditure was Rs.25,67,483/- i.e., an excess of Rs.2,67,863/- which needed to be regularised.

- PC 25.9.2** Further, an expenditure of Rs.5,49,291/- incurred on networking of the Distance Education Council building with the approval of the Vice-Chancellor needed to be regularised by way of ex-post facto approval of the Purchase Committee as the expenditure already incurred was in excess of the powers delegated to the Vice-Chancellor.
- PC 25.9.3** The Committee resolved to accord ex-post facto approval of the excess expenditure of Rs.2,67,483/- due to the cost over run and approve the expenditure of Rs.5,49,291/- on the networking of Distance Education Council building.

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

Registrar – Member Secretary

**Annexure – 1
(To Item No. 2)**

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**EXTRACT OF THE MINUTES OF THE TWENTY FIFTH MEETING OF THE
PURCHASE COMMITTEE HELD ON JUNE 14, 2002**

**ITEM NO. 5 TO CONSIDER NETWORKING IN NEW ACADEMIC
COMPLEX AT AN APPROX. COST OF RS.70.00 LAKHS FOR
ABOUT 450 NETWORK NODES.**

PC 25.5.1

The item was considered. The Committee resolved to approve the proposal subject to the condition that proper procedure shall be followed for calling of tenders, finalising them and placing of final purchase orders.