

## IGNOU

### **MINUTES OF THE THIRTY-SEVENTH MEETING OF THE PURCHASE COMMITTEE HELD ON MAY 24, 2005 AT 12.30 P.M. IN THE BOARD ROOM, BLOCK - 8, IGNOU CAMPUS, MAIDAN GARHI, NEW DELHI – 110 068**

The following were present:

1. Prof. H.P. Dikshit, Vice-Chancellor - Chairman
2. Prof. S.C. Garg - Member
3. Prof. A.K. Agarwal - Member
4. Prof. Swaraj Basu - Member
5. Prof. A.S. Narang, Registrar - Member-Secretary

Shri Rajendra Singh Pawar, Ms. Meenakshi Mishra, Finance Officer and Dr. C.K. Ghosh, Director, RSD could not attend the meeting. Shri V.K. Arora, Director, EMPC and Shri R.K. Arora, Deputy Registrar, F&A Division attended the meeting as Special Invitees.

Shri T.K. Kaul, Assistant Registrar (VCO) and Shri R.P.D. Singh, Assistant Registrar (Governance) were present to assist the Committee.

At the outset, the Chairman welcomed the members to the 37<sup>th</sup> meeting of the Purchase Committee. Thereafter, the Chairman requested Prof. S.C. Garg, Pro Vice-Chancellor to present the Items for discussion.

The following items were considered:

**ITEM NO. 1 TO CONFIRM THE MINUTES OF THE 36<sup>TH</sup> MEETING OF THE PURCHASE COMMITTEE HELD ON APRIL 13, 2005 AND TO NOTE THE ACTION TAKEN THEREON**

**PC 37.1.1** Prof. S.C. Garg, Pro Vice-Chancellor informed the Committee that the Minutes of the 36<sup>th</sup> Meeting of the Purchase Committee held on April 13, 2005 were circulated to the Members. He read out the comments received from the Finance Officer suggesting addition to Resolution No. PC 36.2.2. He mentioned that a similar view was also expressed in the Academic Council and it was resolved that the Minutes are a record of decisions, which are arrived at after detailed deliberations. The Purchase Committee took a conscious decision to defer the proposal with the direction that the proposal be reprocessed. The proposal for purchase of furniture for the Regional Centres/Study Centres has accordingly, been reprocessed now taking into consideration the various points/suggestions that had emerged during course of discussion on this item in the previous meeting. As such, there should be no need for any change in the Minutes.

**PC 37.1.2** The matter was discussed. The Committee recalled the detailed discussions in the previous meeting and the minutes as recorded vide Resolution No.PC 36.2.1 to 36.2.3. The Committee decided that since the proposal has now been reprocessed as per the directions of the Committee, it resolved that no formal amendment or addition to the Resolution (36.2.2) was called for.

**PC 37.1.3** The Committee reaffirmed the Minutes of the previous meeting.

**PC 37.1.4** The Committee also noted the action taken on the various recommendations of the previous meeting and confirmed the Minutes.

**ITEM NO. 2 TO CONSIDER AND APPROVE THE PROCUREMENT OF FURNITURE FOR SUB-REGIONAL CENTRES/REGULAR STUDY CENTRES/ PROGRAMME STUDY CENTRES, etc.**

**PC 37.2.1** Prof. S.C. Garg, Pro Vice-Chancellor informed the Committee that a proposal for procurement of furniture items for the newly established Sub Regional Centres, Regular Study Centres and Programme Study Centres, etc. was placed before the 36<sup>th</sup> Meeting of the Purchase Committee. The Committee had directed that the norms for furniture be reviewed by Student Support Services Committee and the proposal be reprocessed thereafter. The proposal has accordingly been reprocessed and concurrence of the Finance Division as well as Administrative approval of the Vice-Chancellor has been obtained. He further informed that the norms for supply of items of furniture are placed at **Appendix**. The firm has agreed to allow 7% institutional discount on the basic price. Incidental Charges @ 2% and cost of transportation as per actuals in case of the deliveries beyond the branch/dealer towns would, however, be payable extra. This will be further subject to other levies such as Octroi/Sales Tax/VAT as applicable from State to State. Taking into account the discount offered by the firm and adding the VAT/Sales Tax @ 12% (tentative) the total cost of the furniture proposed to be purchased from the firm works out to Rs.4,41,86,489/- (Rupees four crores, forty-one lac, eighty-six thousand, four hundred eight-nine only). As per the agreed terms and conditions of the contract, 50% of the cost is

payable in advance against the irrevocable bank guarantee and the balance 50% within 20 working days of submission of the bills, duly supported by the certificate of delivery of the furniture to the Centres.

**PC 37.2.2**

The proposal was discussed in detail. The Committee noted that the items of furniture proposed to be procured constituted the standard items for the Regional Centres/Study Centres approved by the Board of Management. Further, the Centres which are now proposed to be equipped have been identified and approved by the Student Support Services Committee, a Standing Committee of the Board of Management. As regards the terms & conditions relating to the payment, the Committee noted that it was in accordance with the terms of payment specified in the agreement already signed with M/s. Godrej & Boyce Mfg. Co. Ltd. with the concurrence of Finance & Accounts Division. The Committee approved the proposal.

**ITEM NO.3**

**TO CONSIDER AND APPROVE THE PROPOSAL FOR RE-ACQUISITION OF VIDEO PROGRAMMES WHOSE ROYALTY PERIODS HAVE EXPIRED FOR RE-RUN ON GYAN DARSHAN CHANNEL.**

**PC 37.3.1**

The Item was taken up for consideration. Prof. S.C. Garg, Pro Vice-Chancellor informed the Committee that for educational programmes on Gyan Darshan Channel, IGNOU is nodal agency of MHRD. Since it is a satellite based 24 hrs. channel, it requires a lot of video programmes. This is being met through the in-house programmes, programmes of the participating institutions as well as different Govt. agencies. In addition programmes generated by private agencies, freelance producers and international agencies are acquired on payment of

royalty. This period of royalty in a number of cases has expired and it is proposed to renew the telecast rights of some of these programmes. The Sub Committee of the Video Acquisition Committee reviewed these programmes and has recommended 154 programmes for reacquisition. The sub committee has further recommended the rates of royalty payable for the first, second and the third years.

Prof. Garg further informed the Committee that these recommendations were placed before the MAC which has recommended rates of royalty for the third year as Rs.8500/- per programme of 30 minutes duration and for programmes below 25 minutes duration the payments shall be pro-rata basis. The total financial implication would be Rs.11,20,870/- (Rupees Eleven lakh twenty thousand eight hundred & seventy only). The expenditure will be met from the Gyan Darshan funds.

**PC 37.3.2**

The Item was discussed in detail. The Committee noted that the proposal has been concurred by the Finance & Accounts Division and approved the reacquisition of programmes on payment of royalty for Gyan Darshan Channels for one year. The Committee further advised that Director, EMPC should seek help of Directors of Schools to depute academics for reviewing programmes for their relevance.

**ITEM NO. 4**

**TO CONSIDER AND APPROVE THE PROPOSAL FOR PROCUREMENT OF HIGH SPEED SCANNERS FOR SCANNING THE DOCUMENT AND CREATING THE DIGITAL REPOSITORY**

**PC 37.4.1**

The item was withdrawn.

**ITEM NO. 5 TO CONSIDER AND APPROVE THE ESTIMATES SUBMITTED BY M/S BECIL FOR CONSTRUCTION OF GYAN VANI STUDIOS AT LUCKNOW, AHMEDABAD, RAJKOT, PATNA, VARANASI AND GUWAHATI**

**PC 37.5.1** The item was taken up for consideration. Prof. S.C. Garg, Pro Vice-Chancellor informed the Committee that a proposal for award of contract to M/s. BECIL for construction and development of Gyan Vani Studios was put up to the Board of Management at its 82<sup>nd</sup> Meeting and was approved by the Board, in principle. Accordingly, M/s. BECIL were advised to submit their estimates which have been examined by the Sub-Committee of Technical Purchase Committee. The Technical Purchase Committee considered the recommendations of its Sub-Committee and has recommended the award of the work to M/s. BECIL at the total negotiated cost of Rs.72,15,000/- (Rupees Seventy-two lakh, fifteen thousand only). In addition, the Committee has recommended payment of service fee @ 9%, a Service Tax @ 10.2% (or as may be applicable) and Rs.20,000/- (Rupees twenty thousand only) shall be payable per site towards Contingency Charges to the firm.

**PC 37.5.2** The Purchase Committee considered the proposal. The Committee noted that the proposal to award the contract had already been approved by the Board of Management in principle. The Committee further noted that the construction/development of the studios was of a highly sophisticated and technical nature and the work was being awarded to the firm on turnkey basis. Since BECIL is a Public Sector Unit specialized in developing sophisticated studios,

the Purchase Committee approved the recommendation of Technical Purchase Committee for award of contract for six Gyan Vani Stations.

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

**Registrar**  
**Member-Secretary**