

## IGNOU

### MINUTES OF THE FORTIETH MEETING OF THE PURCHASE COMMITTEE HELD ON FEBRUARY 28, 2006 AT 5.00 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. C.L.Anand - Member
3. Prof. J.M.Parakh - Member
4. Prof. Pardeep Sahni - Member
5. Prof. B.S.Saraswat, Finance Officer (I/C) - Member
6. Shri Dalip Kumar Tetri, Registrar - Member-Secretary

Prof. S.C. Garg, Pro Vice-Chancellor and Joint Director, EMPC attended the meeting as Special Invitees. Dr. C.K. Ghosh, Director, RSD could not attend the meeting being out of station.

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

The Chairman welcomed the members to the 40<sup>th</sup> meeting of the Purchase Committee and requested Shri Dalip Kumar Tetri to present the agenda items. The following items on the agenda were taken up for consideration, ad seriatim:

**ITEM NO. 1 TO CONFIRM THE MINUTES OF THE 39<sup>TH</sup> MEETING OF THE PURCHASE COMMITTEE HELD ON DECEMBER 14, 2005 AND TO NOTE THE ACTION TAKEN THEREON**

**PC 40.1.1** The Minutes of the 39<sup>th</sup> Meeting of the Purchase Committee were taken up for confirmation. The Member-Secretary informed that the Minutes were circulated to all the Members and no comments have been received. He further informed that these minutes were approved by the Board in its 85<sup>th</sup>

Meeting held on December 24, 2005. He, therefore, proposed that the Minutes may be deemed as confirmed.

**PC 40.1.2** The Committee noted the approval of its recommendations made at the 39<sup>th</sup> meeting by the Board of Management. The Committee further noted the action taken on the various recommendations made by the Committee at its previous meeting and confirmed the minutes.

**PC 40.1.3** With regard to the supply of spares for 10KW FM Transmitters, the Committee was informed that the period of delivery for the spares ordered on the firm was 60 days from the date of placement of the order. The Committee desired that this should be monitored by Director (EMPC).

**ITEM NO. 2 TO CONSIDER AND APPROVE THE PROPOSAL FOR ACQUISITION OF DW TV PROGRAMMES**

**PC 40.2.1** The Member-Secretary informed the Committee that the University has been acquiring educational TV programmes from Open University, UK: Channel- 4 and BBC, UK and DWTV (Trans Tel), Germany with multiple telecast and Hindi dubbing rights for its Gyan Darshan Transmissions. Earlier the University had entered into an agreement with DWTV, Germany in August, 2000 which expired on 31<sup>st</sup> May, 2004. Since the video programmes are required for regular Gyan Darshan I transmissions, it is proposed to acquire video programmes for a total of 54 hours from DWTV, Germany, on payment of a Licence Fee of Euro 35,640. For acquiring these programmes under Licence Agreement (A), the DWTV shall offer video programmes for a total of 29.5 hours free of cost under the provisions of Licence Agreement (B)

which will be valid for a period of 2 years from the date of arrival/delivery to the University. Further, the programmes are offered for multiple telecast rights for terrestrial Television, DTH and Cable and also dubbing rights in all Indian languages. The payment of Euro 35,640 (Euro thirty five thousand six hundred forty) only has to be made through their Bankers in two parts consisting of 50% on delivery of the tapes and the balance 50% payable after a period of 6 months from the date of delivery. The programmes have been reviewed by the experts from the Schools concerned. The proposal has also been concurred by the Finance & Accounts.

**PC 40.2.2** The Committee noted that the rates of the licence fee being charged are much lower than the prevailing market rates. Regarding validity of the period of licence of two years, the Committee desired that it should count from the date of actual delivery of the programmes and the validity period for dubbed programmes should be upto six months beyond the stipulated two years.

**PC 40.2.3** The Committee approved the proposal for acquisition of DWTV programmes at the total cost of Euro 35,640 (Euro thirty five thousand six hundred forty) only.

**ITEM NO. 3 TO CONSIDER AND APPROVE THE PROPOSAL FOR PROCUREMENT OF BETACAM TAPES**

**PC 40.3.1** The item was taken up for consideration. It was explained that for the purpose of recording of programmes under Edusat, Urdu and DD Bharti capsuling, the requirement of Betacam Tapes essential for the purpose was assessed. Limited tenders were also floated for the requirement of Betacam Tapes, 50 Nos. of 30 minutes duration, 300

Nos. of 60 minutes duration and 500 Nos. of 90 minutes duration. The bids received were evaluated by the Tender Evaluation Committee which recommended the offer of M/s. Nicetel Electronics (P) Ltd., New Delhi being the L-1 at the total cost of Rs.5,36,750/- (Rupees five lakh thirty six thousand seven hundred fifty) only. The user Division has, however, proposed that in view of the increasing requirement of these tapes for the above ongoing programmes, provision may be made for procurement of 25% extra with the approval of the Purchase Committee. The Member-Secretary explained that if the request of the concerned Division for provision of 25% extra quantity was agreed, the additional cost will be Rs.1,34,337/- (Rupees one lakh thirty four thousand three hundred thirty seven) only, and the total cost of the acquisition of the tapes would work out to Rs.6,71,087/- (Rupees six lakh seventy one thousand eighty seven) only.

**PC 40.3.2**

The proposal was considered. The Committee appreciated the ongoing efforts of the University to increase its delivery of programmes with optimum use of Edusat, Urdu and DD Bharti programmes and approved the proposal for purchase of Betacam Tapes with provision for 25% extra quantity on the same terms and conditions at the total cost of Rs.6,71,087/- (Rupees six lakh seventy one thousand eighty seven) only as detailed below:

<b>Name of the Item</b>	<b>Quantity</b>	<b>Unit Price (Rs.) (Including Taxes)</b>	<b>Total Price (Rs.) (Including Taxes)</b>
Betacam Tapes 30 Mts.	63 Nos.	299/-	18,837/-
Betacam Tapes 60 Mts.	375 Nos.	621/-	2,32,875/-
Betacam Tapes 90 Mts.	625 Nos.	671/-	4,19,375/-
<b>Total</b>			<b>6,71,087/-</b>

**PC 40.3.3** The Committee, however, desired that possibility of entering into a rate contract valid for one year for supply of the tapes should be explored by the EMPC.

**ITEM NO. 4 TO CONSIDER AND APPROVE THE PROPOSAL FOR PROCUREMENT OF 105 CMS (42 INCHES) 125 CMS (50 INCHES) PLASMA SCREEN DISPLAY UNITS**

**PC 40.4.1** The item was taken up for consideration. It was explained that for display of Gyan Darshan Channels at the EMPC and the Convention Centre Foyer and also to use as background display in the television studio sets, it is proposed to purchase Plasma Screen Display Units, i.e., 1 No. 105 cms and 2 Nos. 125 cms. For the purpose, open tender was floated for procurement of 3 Nos. of Plasma Screen Displays. In response 7 bids were received which were evaluation by the Technical Purchase Committee which recommended 1 No. of 105 cms (42 inches) Plasma Screen Display Unit and 2 Nos. of 125 cms (50 inches) Plasma Screen Display Units. The Committee further recommended opening of the commercial bids of two firms, namely, M/s. Mitushi Electronics (Samsung) and M/s. Visual Technologies India Pvt. Ltd. (Panasonic). The Tender Evaluation Committee after evaluating the commercial bids recommended the purchase of 1 No. of 105 cms (42 inches) Plasma Screen Display Unit and 02 Nos. of 125 cms (50 inches) Plasma Screen Display Units at the cost of Rs.1,82,346/- (Rupees one lakh eighty two thousand three hundred forty six) only, plus Rs.17,241/- (Rupees seventeen thousand two hundred forty one) only, (Warranty charges for 2<sup>nd</sup> and 3<sup>rd</sup> years) and Rs.6,19,200/- (Rupees six lakh nineteen thousand two hundred) only, respectively.

**PC 40.4.2** The Committee considered the proposal and approved the purchase of 3 Nos. Screen Display Systems at the total cost of Rs.8,18,787/- (Rupees eight lakh eighteen thousand seven hundred eighty seven) only, including the VAT/Sales Tax, and the Warranty charges for 2<sup>nd</sup> and 3<sup>rd</sup> years of Rs.17,241/- (Rupees seventeen thousand two hundred forty one) only, as per recommendations of the Tender Evaluation Committee (**Appendix-1**).

**PC 40.4.3** The Committee further desired that a mechanism should be evolved for repair/rectification of minor faults in the electronic items like TV, DVD, etc. procured by the University for various Divisions / Schools / Regional Centres. The representative of the EMPC assured that technical personnel from EMPC will be deputed to all the Divisions/Schools for taking stock of the electronic items and carry out the repairs immediately.

**ITEM NO. 5 TO CONSIDER THE PURCHASE OF PUBLICATION SCANNER (PS-7000) FOR THE LIBRARY AND DOCUMENTATION DIVISION**

**PC 40.5.1** The item was taken up for consideration. It was explained that the Library & Documentation Officer (I/C) has requisitioned a Publication Scanner (PS-7000) for the purpose of digitizing the course material before uploading them to the National Digital Repository. It was explained that the Scanner is manufactured by M/s. Konica Minolta Co. and is a proprietary item. The Scanner is supplied in India by two agents of the Company, namely, M/s Infres Methodex Ltd. and M/s. Ankita Enterprises. The quotations were, therefore, invited from the two firms and were opened and evaluated by the Tender Evaluation Committee. The Committee recommended the

purchase of the Scanner from M/s. Ankita Enterprises being the L-1 firm at the total cost of Rs.6,73,350/- (Rupees six lakh seventy three thousand three hundred fifty) only. The proposal has been examined and concurred in by the Finance Division.

**PC 40.5.2**

The Committee approved the proposal for purchase of Publication Scanner at the total cost of Rs.6,73,350/- (Rupees six lakh seventy three thousand three hundred fifty) only (inclusive of the cost of the accessories and installation charges).

**ITEM WITH THE PERMISSION OF THE CHAIR**

**ITEM NO. 6**

**TO CONSIDER THE PROCUREMENT OF NON-LINEAR EDITING SYSTEM FOR EMPC**

**PC 40.6.1**

The item was taken up for consideration. It was explained that the Purchase Committee at its meeting held on 3-10-2005 had approved the procurement of 01 No. of Leitch Velocity Non-Linear Editing System (NLE) from M/s. Digital Processing Systems (India) Pvt. Ltd., Mumbai at a cost of Rs.5,57,740/- (Rupees five lakh fifty seven thousand seven hundred forty) only including sales tax of 10%. In the meeting of the Technical Purchase Committee held on 1-2-2006, the proposal of procuring two more editing equipments was considered. The Committee recommended procurement of 02 Nos. of the equipment from the same firm at Rs.5,57,740/- each to meet the increased requirement of Study Centres and Partner Institutions and develop in-house capacity. As authorized by the Technical Purchase Committee, the matter was negotiated with M/s. Digital Processing Systems (India) Pvt. Ltd., Mumbai. The firm has agreed to supply 02 Nos. of Non-linear

Editing Systems a the total cost of Rs.11,15,480/- (Rupees eleven lakh fifteen thousand four hundred eighty) only including the Sales Tax @ 10%. The Purchase Committee approved the proposal subject to financial concurrence.

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

**(Dalip Kumar Tetri)**  
**Member-Secretary**



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### **EXTRACT OF THE MINUTES OF THE FORTIETH MEETING OF THE PURCHASE COMMITTEE HELD ON FEBRUARY 28, 2006**

#### **ITEM NO. 2 TO CONSIDER AND APPROVE THE PROPOSAL FOR ACQUISITION OF DW TV PROGRAMMES**

##### **PC 40.2.1**

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- PC 40.2.2** The Committee approved the proposal for acquisition of DWTV programmes at the total cost of Euro 35,640 (Euro thirty five thousand six hundred forty) only.
- PC 40.2.3** The Committee also noted that the rates of the licence fee being charged are much lower than the prevailing market rates
- PC40.2.4** Regarding validity of the period of licence of two years, the Committee desired that it should count from the date of actual delivery of the programmes and the fact should be made clear to the suppliers.

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