

IGNOU

MINUTES OF THE 42ND MEETING OF THE PURCHASE COMMITTEE HELD ON NOVEMBER 20, 2006 AT 4.00 P.M. IN THE BOARD ROOM, BLOCK - 8, IGNOU CAMPUS, MAIDAN GARHI, NEW DELHI – 110 068

The following were present:

1. Prof. V.N. Rajasekharan Pillai, Vice-Chancellor - Chairman
2. Prof. C.L. Anand - Member
3. Prof. Pardeep Sahni - Member
4. Prof. B.S.Saraswat - Member
5. Shri R. Chauhan, Finance Officer - Member
6. Shri Dalip Kumar Tetri, Registrar - Member-Secretary

Prof. J.M. Parakh, Director, School of Humanities, Member could not attend the meeting.

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

At the outset, the Chairman welcomed the members to the 42nd Meeting of the Purchase Committee, a Standing Committee of the Board. The Chairman requested the Member-Secretary to present the items on the agenda. The following items were taken up for consideration, ad seriatim:

ITEM NO. 1 TO CONFIRM THE MINUTES OF THE 41ST MEETING OF THE PURCHASE COMMITTEE HELD ON MARCH 31, 2006 AND TO NOTE THE ACTION TAKEN THEREON

PC 42.1.1 The Minutes of the 41st 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 the recommendations of the Committee made at its 41st Meeting were placed before the Board at its 86th Meeting held on 1st April, 2006 and have been approved by the Board. He proposed that the Minutes may be deemed as confirmed.

PC 42.1.2 The Purchase Committee noted that the recommendations made at its 41st Meeting have been approved by the Board of Management. The Committee also noted the action taken on the various recommendations made by the Committee at its previous meeting.

PC 42.1.3 With regard to the matter relating to the payments to M/s Godrej & Boy Mfg. Co. Ltd. against their bills (vide item No.3 of P.C.-41), the Member Secretary, in response to the query raised by a member, clarified the detailed circumstances relating to placing of the purchase orders to some SSC and subsequent cancellation thereof by the RSD and informed that all the bills of the firm excepting two have been settled. The two bills are under process with the RSD. The Committee desired that the process should be expedited and matter reported to the next Purchase Committee meeting giving full details/facts and confirmed the Minutes.

ITEM NO. 2 TO CONSIDER AND APPROVE THE PROPOSAL FOR PROCUREMENT OF 200 CONFERENCE CHAIRS AND 3D VIEW CD OF CONFERENCE TABLES FOR THE CONVENTION CENTRE

PC 42.2.1 The item was taken up for consideration. The Member-Secretary informed the Committee that a proposal for procurement of Conference Tables and Chairs for the Convention Centres were received from the Campus Development Unit (CDU). Open tenders were floated and 07 firms responded to the tender notice. The bids were technically evaluated by the Technical Evaluation Committee (TEC), which recommended that the samples of the Conference Tables and Chairs be obtained from the firm. The Technical Evaluation Committee, short-listed 04 firms and recommended opening of the financial bids of these firms for supply of tables. However, since the samples of tables provided by the L-1 did not conform to the specifications the matter of purchase of conference tables could not be processed further.

PC 42.2.2 As regards the chairs, the Committee, finally recommended purchase of 200 Conference/Visitor Chairs (PCH 7003) from M/s. Godrej & Boyce Mfg. Co. Ltd. on repeat order basis at the total cost of Rs.9,10,008/- (Rupees Nine lakh ten thousand eight) only. However the Finance Division has observed that acceptance of the bid of M/s Godrej for chairs only would amount to consideration of a single tender which may not be in order.

PC 42.2.3 The proposal was considered. The Committee also took note of the view expressed by the Finance Division. The Committee after detailed deliberations recommended that for the purchase of conference tables and chairs, fresh bids be invited and a sound proposal submitted to the Purchase Committee for its consideration.

PC 42.2.4 The Committee desired that complete furnishing and interior decoration of the Conference hall should be taken as one item of work and quotations for this work be invited.

ITEM NO. 3 TO CONSIDER THE PROPOSAL FOR PURCHASE, INSTALLATION AND COMMISSIONING OF 50 NOS. OF SATELLITE INTERACTIVE TERMINALS (SITS) AND AMC THEREFOR

PC 42.3.1 The item was taken up for consideration. The Member-Secretary informed that with a view to put a special focus on the development of North-East Region (NER), a grant of Rs.7.00 crores was received from the University Grants Commission for the networking of the NER. The University identified and furnished a list of 187 locations (96 for SITs and 91 for ROTs) to ISRO, Bangalore towards the University's initiative for broadening the access to the education in the region. Of this, 50 locations were finally identified for installation of SITs in the first spell. The Deputy Director, SEA/Deputy Programme Director, EduSat, Department of Space (ISRO) forwarded 02 invoices amounting to Rs.10,76,991/- and Rs.39,06,984/-, respectively for payments in favour of M/s. Antrix Corporation Ltd. The Member-Secretary informed that the payment against the above invoices totalling Rs.49,83,975/- (Rupees forty-nine lakh eighty-three thousand nine hundred seventy-five) only as an advance in favour of M/s. Antrix Corporation Ltd. towards supply, installation, commissioning, transportation charges and the AMC charges of 50 Nos. of SITs need consideration and approval of the Purchase Committee.

PC 42.3.2 The Committee directed that the payment be released after the proposal is approved by the Board of Management. The terms and conditions prescribed by

the UGC and the procedure prescribed in the Financial Code be followed while releasing the payments.

The Committee further directed that the progress of the installation/commissioning of SITs may be kept under watch. It should be ensured that the logistics needed for operationalising the SITs are in place in due course.

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

(Dalip Kumar Tetri)
Member-Secretary

