



टाटा मूलभूत अनुसंधान संस्थान  
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भारत सरकार के परमाणु ऊर्जा विभाग की स्वायत्त संस्था  
एवं समविश्वविद्यालय  
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February 22, 2016

**OFFICE ORDER OD-10-2016**

**Standing Tender Committee**

1. The Standing Tender Committee is hereby constituted as follows until further orders:

- |     |  |   |                |
|-----|--|---|----------------|
| (a) | Prof. Vandana S. Nanal                                   | - | Chairperson    |
| (b) | Prof. Gobinda Majumder                                   | - | Co-Chairperson |
| (c) | Chairperson, Scientific & Engineering Services Committee |   |                |
| (d) | Convener, Budget Planning Group                          |   |                |
| (e) | Registrar/Representative                                 |   |                |
| (f) | Financial Advisor  |   |                |
| (g) | Chief Engineer, Technical Services                       |   |                |
| (h) | Head, Accounts   |   |                |
| (i) | Purchase Officer   | - | Secretary      |

2. In addition to the above members, the Committee may invite other concerned members for presentation of the case and experts for clarifications.

3. All purchase/work tenders below ₹ 25 lakhs will be examined by the Purchase Section.

4. On recommendation of Purchase Section:-

- |     |   |
|-----|---|
| (a) | Purchase officer may approve proposals upto ₹ 3 Lakhs.                        |
| (b) | Registrar may approve proposals beyond ₹ 3 lakhs and upto ₹ 10 lakhs.         |
| (c) | Chairperson, STC may approve proposals beyond ₹ 10 Lakhs and upto ₹ 25 Lakhs. |

5. All tenders above ₹ 25 lakhs will be examined by a technical evaluation committee and a techno-commercial committee appointed by the Chairperson, STC.
6. The STC Committee will examine all the proposals with reference to existing Purchase / Works procedure for award of purchase orders and works of the value beyond ₹ 25 lakhs and up to ₹ 2 crores in case of limited and public tender, and up to ₹ 1 crore in cases of Proprietary items and Single / Negotiated tender. In case of deviations from the existing procedures, the proposals may be sent to the Director for his consideration and approval along with recommendations.
7. On recommendation of STC:-
  - (a) Chairperson, ACCC, may approve proposals beyond ₹ 25 lakhs and up to ₹ 1 crore,
  - (b) Director may approve proposals beyond ₹ 1 crore and up to ₹ 2 crores in case of limited and public tender.
8. Tenders with a value greater than the specified values in para 5 above, will be put up, as the case may be, to the Purchase Committee or Buildings & Works Committee.
9. This supersedes all previous orders on the subject.

**Sd/-**  
(Sandip P. Trivedi)  
**Director**

All members of the Committee