



टाटा मूलभूत अनुसंधान संस्थान
TATA INSTITUTE OF FUNDAMENTAL RESEARCH
होमी भाभा रोड, कुलाबा, मुंबई - 400005
Homi Bhabha Road, Colaba, Mumbai 400005
भारत सरकार के परमाणु ऊर्जा विभाग की स्वायत्त संस्था
एवं समविश्वविद्यालय

An autonomous institute of the Department of Atomic Energy,
Government of India, and a Deemed University

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24 June 2016

OFFICE ORDER OD-R53-2016

Stores and Procurement Policy Advisory Committee

1. The Stores and Procurement Policy Advisory Committee is reconstituted as under until further orders to formulate rules and procedures to streamline procurements as per the mandate given below:-

Prof. Vandana S. Nanal - Chairperson
Prof. Gobinda Majumder
Prof. Roop Mallik
Prof. D.K. Ojha
Prof. Achanta Venu Gopal
Dr. Jyotishman Dasgupta
Dr. K. Samudravijaya
Registrar/Representative
Ms. Meenaxi Rawat, Financial Advisor
Mr. Kishor S. Paithankar
Mr. V. Nandagopal
Mr. Ajay E. Salve
Mr. Shekhar G.K. - Secretary

2. To formulate rules and procedure, for efficient and expeditious functioning of the Purchase, Stores and Accounts sections as far as procurements are concerned. The recommendations of this committee will be submitted to ACCC and the Director, for approval.

3. To oversee the procurement process in the Institute, including implementation of procedures, manpower allocation, and IT support for procurement related matters under Purchase, Accounts and Stores sections.

4. To approve the list of suppliers for fast moving items and ensure that the list is updated.

5. To decide on the norms for stocking items required by different departments so that the number of indents for commonly used items can be minimised. The committee shall review periodically requirements of the users and ensure that varying demands in relation to the developments in technology are complied with.

6. Head, ISDG may be co-opted in the Committee as and when required.

7. This supersedes all previous orders on the subject.

Sd/-
(Sandip Trivedi)
Director

All members of the committee