



टाटा मूलभूत अनुसंधान संस्थान
TATA INSTITUTE OF FUNDAMENTAL RESEARCH

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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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May 2, 2016

OFFICE ORDER OD-25-2016

Purchase Committee

1. The Purchase Committee is hereby reconstituted as follows with immediate effect and until further orders:

Director, TIFR - Chairperson
Convener, BPG
Joint Secretary (R&D), DAE, or his/her empowered representative
Registrar, TIFR
Financial Advisor

In addition, to consider proposals of TIFR Mumbai, the committee will include:

Chair, Apex Committee for Colaba Campus
Chairperson, STC,
Dean, NSF,
Purchase Officer

To consider proposals of Centres, the committee will include:

Centre Director,
Dean - Centre,
Head, Administration & Finance - Centre,
Purchase Officer – Centre

2. Purchase officer of TIFR, Mumbai / Centres will be the Secretary of the respective Committee.

3. The Committee may invite concerned members for presentation of the case and at its discretion co-opt members from any Unit / Institution of DAE, for expert advice.

4. The Committee will examine all purchase proposals beyond ₹ 2 crores in case of Open Tender / Limited Tender, and beyond ₹ 1 crore in case of Proprietary items and Single / Negotiated Tender.

5. The Director on behalf of the Council may approve the proposals:-
- beyond ₹ 1 crore and up to ₹ 2 crores in case of Proprietary items and Single / Negotiated Tender,
 - beyond ₹ 2 crores and up to ₹ 3 crores in case of Limited Tender,
 - beyond ₹ 2 crores and up to ₹ 8 crores in case of Open Tender.
6. Proposals beyond these limits will be put up to the Procurement and Works Apex Committee (Ref. Office Order OD-71-2015 dated July 7, 2015) to be forwarded to DAE for final financial approval.
7. Please note indents for procurement beyond the above limits, will also need to be put up to the Procurement & Works Apex Committee through Chair STC/Centre Director to obtain pre-approval of the indent from DAE. Further process should not be carried out without the permission of DAE at this initial stage.
8. Secretaries of the respective committee for centres should coordinate with the purchase officer, TIFR, Mumbai for collating the cases and interfacing with DAE for the meetings.
9. This supersedes all previous orders on the subject.

Sd/-
(Sandip P. Trivedi)
Director

Centre Director- NCRA/NCBS/HBCSE/ICTS/TCIS & TIFR CAM-Bangalore

All members of the Committee