

**OFFICE OF THE INSTITUTIONAL PROJECT DIRECTOR
UNIVERSITY DEPARTMENTS RTU, KOTA**

F-RTU (UD)/ TEQIP-III/ 2017-18/07/DecmFA/8843-62 Date: 14.03.2018

OFFICE ORDER

Every institute participating in the project, TEQIP III is expected to establish the appropriate mechanism of "procurement and the financial powers" keeping in view the World Bank Guidelines, with the due approval from "Competent Authority". The procurement manual for TEQIP III envisages the need of establishing "Purchase Committee". Purchase committee should be formed with the approval of competent authority i.e. BoG.

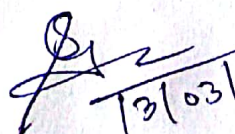
The institutions where no above mechanism exists, they can follow the guidelines of formation of Department purchase committee and Institute purchase committee.

Accordingly following will be the constitution of **Institute purchase committee for UD TEQIP III** till conditions are not fulfilled as mentioned in point (1) above.

1. Head, Civil Engineering
2. Head, Electrical Engineering
3. Coordinator UD TEQIP-III
4. Nodal Officer (Procurement), UD TEQIP-III
5. Nodal Officer (Finance), UD TEQIP-III
6. Mr. Ashok Sharma, Associate Professor, Electrical Engg.
7. Mr. Rajeev Rajora, Associate Professor, Mechanical Engg.
8. Nominee Purchase, UD
9. Accounts UD TEQIP III A.O. or his nominee

Institute purchase committee for UD TEQIP III, after receiving recommendation from the department purchase committee UD TEQIP III shall

- (a) recommend packages for processing as per the prescribed guidelines and through PMSS software.
- (b) expedite the supplies and to ensure the quality and standard of goods. The Committee shall have the power to take decision on the same if the circumstances so require.
- (c) approve the testing and demonstration report of the articles submitted by department committee and take the appropriate action, if the situation arises.


12/03/18

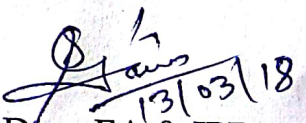
Order for **Department purchase committee UD TEQIP III** is being issued separately today.

This bears approval of Hon'ble Vice Chancellor on para N/22 & N/28 on notesheet of File No. F-RTU (UD)/ TEQIP-III/ 2017-18/ 07.


Dean FA & IPD
UD RTU Kota

Copy for information and n.a.

1. PS to HVC for apprising HVC
2. Registrar for information
3. Finance Comptroller for information
4. All HoDs to help in performing TEQIP III procurement as per this order and as per NPIU Procurement guidelines
5. Coordinator, UD TEQIP-III
6. All Nodal officers/ Asst. Nodal officers UD TEQIP-III
7. Purchase UD TEQIP-III
8. Accounts UD TEQIP-III


13/03/18
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