

March 19, 2019

**Internal Office Note**

**PURCHASE COMMITTEE**

A Purchase Committee has been formed especially for the following-

1. Preparation of Annual Procurement Plan and put up the same to the Director.
2. Provide support to the Director/Indenter/ Stores & Purchase Officer for procurement of goods/services in the most efficient, economic and transparent manner.
3. Provide inputs to the competent authority as per the purchase guidelines.

The member of the Committee are:

- |   |             |
|---|-------------|
| 1. Dr. R.P. Tripathi<br>Dean, NIPER-Raebareli   | Chairperson |
| 2. Dr. Jyoti Pandey<br>Assistant Professor, Department of Applied<br>Chemistry, BBAU, Lucknow | Member      |
| 3. Dr. Anoop Kumar<br>Assistant Professor, NIPER-Raebareli                                    | Member      |
| 4. Ms. Rupam Tiwari<br>Assistant Registrar, NIPER-Raebareli                                   | Member      |
| 5. Ms. Deepika Sinha<br>Finance & Accounts Officer, NIPER-Raebareli                           | Member      |
| 6. Mr. Shibli Wasim<br>Assistant Grade- I   | Member      |

**Holding of Meeting:**

All the proposals (Limited Tender & Open Tender) from Institute Grants/Projects Grants must be routed through Purchase Committee.

The services rendered by the Chairman and members are highly appreciated and kept on records.

The committee may initiate its work with the immediate effect.

**Dr. S.J.S. Flora**

**Director**

Copy to: All the above members