

**PROPOSAL FOR CONSTITUTION OF TECHNICAL & PURCHASE  
COMMITTEE**

Name of the proposer /Indenter \_\_\_\_\_

Date \_\_\_\_\_

Project Leader \_\_\_\_\_

Name of Project \_\_\_\_\_

Project code \_\_\_\_\_

Budget Head \_\_\_\_\_

Approx. Cost.

General description of the item / Equipment.

Function expected to be performed / End use

It is Proposed to constitute a technical & Purchase committee of the following constitution to procure the above equipment / material ( in addition to SPO & F&AO)

-Chairman.

-Indenter / Project Leader

-Two Scientific/ technical Officers (other than indenter/ project leader)

-A technical member responsible for providing technical support if any.

Director may kindly approve

Indenter

Project Leader

Director

A T & P C of following members is approved

1. Chairman:
2. Scientist/ TO member:
3. Scientist/ TO member:
4. Indenter / Project Leader:
5. SPO
6. F&AO

Director

It is Proposed to hold a pre-indent conference of the technical subcommittee with the list of vendors enclosed on.....(date) at.....hrs(Time) at .....(venue) on the aspect of utility/ Technology, feature, literature, design, technical parameters, clientele. SPO/Sr SPO may kindly assist in organizing the above conference please.

Or

It is recommended to issue a pointer advertisement in the press – in the form of Expression of Interest for requirement of the equipment as mentioned and also the requirement may be hosted on the CEERI website, in order that genuine parties participate in the P.I.C, in addition to the vendors list enclosed. The pre-indent conference will be held at.....(time), at.....(venue), on.....(date).The SPO may kindly assist in organizing the P.I.C please.

Or

The requirement of the project is specific. It is felt that because of technical suitability, compatibility with the existing equipment / component or its easiness of operation and its universally accepted quality, design, performance or/and features meeting quality / aesthetic Standards etc. the technical sub-committee recommends the following equipment of the specifications given:

Equipment Specification:

The above specification is supplied by the following manufacturer:

Any other justification:

**Signatures:**

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Indenter /  
Project Leader

Member  
Scientist/To

Member  
Scientist/To

Chairman  
Technical sub-committee

Approved

Director