

IGNOU

MINUTES OF THE FIFTEENTH MEETING OF THE PURCHASE COMMITTEE HELD ON JANUARY 22, 2001 AT 2.00 P. M. IN THE BOARD ROOM, BLOCK - 8, IGNOU CAMPUS, MAIDAN GARHI, NEW DELHI - 110 068.

The following were present:

1. Prof. V.S. Prasad, Vice-Chancellor - Chairman
2. Dr. D.K. Choudhry
3. Prof. A.K. Agarwal
4. Prof. Ram Pratap
5. Shri Vikram Chandra
6. Shri K.J.S. Prasada Rao - Member-Secretary

Shri D. Deb, Assistant Registrar (Governance), was present to assist the Committee.

The Vice-Chancellor welcomed the members of the Purchase Committee. Before the Agenda Items were taken up, he pointed out that the purchase proposals have huge financial involvement and needs to be considered in a manner that will ensure the adherence to procedures and technical requirements of purchase.

The following items were considered:

ITEM NO. 1 TO CONFIRM THE MINUTES OF THE 14TH MEETING OF THE PURCHASE COMMITTEE HELD ON OCTOBER 17, 2000.

PC 15.1.1 The Committee considered the Minutes of the 14th meeting of the Purchase Committee held on October 17, 2000. Registrar informed that no comments were received on the Minutes. The Minutes were confirmed.

ITEM NO. 2 TO CONSIDER THE PROPOSAL FOR THE CONVERSION OF VIDEO/AUDIO PROGRAMMES INTO VCD's.

PC 15.2.1 The proposal was considered. Director, EMPC, gave a brief background of the proposal. He informed the members that there are 800 Video Programmes which need to be converted. Two Programmes of 30 Minutes each can be accommodated on one VCD. So 400 VCDs are to be made to accommodate

all the 800 Programmes in Phased manner after evaluating the suitable contents and their relevance. Second, there are around 500 Study Centres all over the country and it is proposed to send one VCD to each of every Study Centre.

PC 15.2.2 Having considered , the Committee approved the proposal for the conversion of video/audio programmes into VCDs at a cost of Rs.96,94,000 (400x500x48.47).

ITEM NO. 3 TO CONSIDER AND APPROVE IMPLEMENTATION OF CMC SOFTWARE.

PC 15.3.1 The item was considered. Joint Director, Computer Division, explained the need to have a single centralized data base in ORACLE with proper authenticated access right. He informed that M/s CMC was awarded the task of developing ORACLE based application software in 1997. He also informed that due to insufficient space in the server in September, 1998, the task of implementation of ORACLE based application software to automate the activities of SRE Division however, could not be taken up. Also unavailability of trained manpower in IGNOU and inacceptability of CMC's proposal on Facility Management Services by the University has contributed significantly in not getting the software installed. It was informed by him that this matter was discussed among the senior officials of Computer Division, Registrar and Finance Officer with the Vice-Chancellor. After having considered the various aspects, it is felt necessary now to enter into maintenance support contract with CMC.

PC 15.3.2 Keeping in view the background and the need, the Committee approved the proposal to hire the support from CMC at Rs.15 Lacs subject to the condition that 50 percent of the cost will be released initially and the remaining 50 per cent will be released after the entire process is completed satisfactorily and the MoU being signed between IGNOU and CMC Ltd.

ITEM NO. 4 TO CONSIDER AND APPROVE ESTABLISHMENT OF REGIONAL LABORATORIES IN REGIONAL CENTRES.

PC 15.4.1 The item was considered. Joint Director, Computer Division gave a brief background of establishing Regional Computer Laboratories in Regional Centres. It was noted that University

had already established Regional Computer Laboratories with computers and servers in the following Regional Centres:

- (i) Delhi-I
- (ii) Chennai
- (iii) Hyderabad
- (iv) Ahmedabad
- (v) Calcutta
- (vi) Lucknow

PC 15.4.2

The Committee after considering various aspects of the proposal took the following decisions:

- (i) The Committee approved to have the Regional Computer Laboratories in all the Regional Centres.
- (ii) Regional Computer Laboratories will be set-up in phased manner.
- (iii) The infrastructure need for setting up the laboratories are to be assessed and ensured.
- (iv) During the year 2000-2001, Regional Computer labs will be set up in the following Regional Centres:
 - (a) Srinagar
 - (b) Bhopal
 - (c) Delhi II
 - (d) Patna
 - (e) Bangalore
 - (f) Cochin
 - (g) Pune
 - (h) Bhubaneswar

PC 15.4.3

The Committee approved the proposal for the purchase of 16 Servers (which includes 8 for the North-East Regional Centres) at a cost of Rs.88.00 Lacs.

PC 15.4.4

The Committee further considered and approved the proposal to have 64 KBPs leased line facility for 22 Regional Centres (which includes 8 Regional Centres in the North-East) as indicated below:

- (a) For 14 Regional Centres - total cost Rs.105 Lacs-to be met from virtual campus fund.
- (b) For 8 Regional Centres (North Eastern States)-

total cost Rs.60 Lacs to be met from North East Project Fund.

ITEM NO. 5 TO CONSIDER AND APPROVE DIGITAL UPGRADATION OF RECEIVING DISHES AT STUDY CENTRES & REGIONAL CENTRES.

PC 15.5.1 The Item was considered. Director, EMPC gave a brief background and justification of the proposal for digital upgradation of the receiving dishes at Study Centres and Regional Centres. He apprised the number of the circumstances arising out of the recent drift of INSAT-2B and subsequent reallocation of transponder for different services; requirement of upgradation of analogue to digital by adding an Integrated Receiving Decoder (IRD) at each Study Centre and that the existing dishes at the Study Centres have been in use for Gyan Darshan.

PC 15.5.2 Keeping in view the above, the Committee approved the proposal for upgradation of receiving dishes at each Regional Centre at an estimated cost of around Rs. 25,000 has been approved subject to the following conditions:

- (i) Technical Specifications are to be supplied by IGNOU Headquarter.
- (ii) Local Technical Committee at Regional Centres are to be constituted.
- (iii) Procedures of purchase have to be followed.
- (iv) Finally, each Regional Centre will forward its proposal to EMPC for expeditiously processing the proposal and getting the approval of the Vice-Chancellor.

ITEM NO. 6 TO CONSIDER AND APPROVE PURCHASE OF FRAME SYNCHRONIZERS.

PC 15.6.1 The item was considered. Joint Director, EMPC explained the background and justification for the purchase of frame synchronizers. He informed that as the TDCC is being

restarted in digital mode, there is a need for two more frame synchronizers to be installed in video studio to be able to mix the external live fields. These units will also provide sufficient standby for Gyan Darshan which is going to be 24 hrs. Channel.

PC 15.6.2 Keeping in view the above background and justification, the Committee approved the proposal for the purchase of frame synchronizer by repeat order at the cost of US Dollars 13,900.

ITEM NO. 7 TO CONSIDER AND APPROVE PURCHASE OF 3 FM TRANSMITTERS FOR GYAN VANI.

PC 15.7.1 The Item was considered. Joint Director, EMPC, explained the background. He informed that during the year 2000-2001, the commitment of the University to the Ministry of Information and Broadcasting is to operationalise 3 FM Stations for Gyan Vani FM Channel. EMPC needs to take immediate steps to procure 3 FM Radio Transmitters of 10KW Power. He informed the members that All India Radio (AIR) have ordered for FM transmitters of similar power rating and specifications with M/s. Harris. He emphasized that the requirement is urgent. There is a need to effect these purchases by using the current years' budget and that variation in price during the year is expected to be negligible.

PC 15.7.2 Keeping in view the above background and the urgency, the Committee approved the proposal for the purchase of 3FM Transmitters for Gyan Vani at an estimated cost of US \$3,00,000.

ITEM NO. 8 TO CONSIDER AND APPROVE PURCHASE OF NON-LINEAR EDITING SYSTEMS.

PC 15.8.1 The Item was considered. Joint Director, EMPC explained the need for upgradation of A/B Roll editing facilities for EMPC. He informed that EMPC had procured two Media-100 (iFINISH V80) from M/s. Techex, Inc., USA, at the cost of US \$80,400. The present proposal will be on the repeat order basis.

PC 15.8.2 The Committee considered and approved the proposal for the purchase of non-linear editing systems at the cost of US \$80,400 by repeat order basis.

ITEM NO. 9 TO CONSIDER AND APPROVE PURCHASE OF GRAPHICS SYSTEMS.

PC 15.9.1 The item was considered. One of the members expressed a view that purchase proposals involving huge cost need to be presented to the Committee in a comprehensive note giving full background, justification and the need as also adequate time for perusal. This was noted by Director, EMPC for future actions.

PC 15.9.2 With the above observations, the Committee approved the purchase of graphics systems from M/s Benchmark Systems (s) PTE Ltd, Singapore at a cost of US\$ 23,487 by repeat order basis.

ITEM NO. 10 TO CONSIDER AND APPROVE PURCHASE OF 400W POWER AMPLIFIER.

PC 15.10.1 The Item was considered. Joint Director, EMPC explained that ISRO have clarified that they are unable to carry out the deposit work allotted to them by IGNOU for a new Earth Station for TDCC at EMPC premises and that they will be returning the balance money to the University. He informed that as the EMPC had procured a 400W power amplifier for the uplink from M/s Communication and Power Systems (M/s CPI) for the Gyan Darshan uplink and the same is working properly.

PC 15.10.2 The Committee considered the proposal. While approving the proposal for the purchase of 400W power amplifier for a new Earth-Station for TDCC at EMPC premises in principle, the committee desired that the purchase be made through open tender basis.

ITEM NO. 11 TO CONSIDER AND APPROVE PURCHASE OF THREE 6KVA UPS.

PC 15.11.1 The Committee considered and approved the purchase of three 6 KVA Uninterrupted Power Supply (UPS) at a cost of

Rs.9,14,835/- from the CMD subject to the condition that the orders will be placed through CMD and the maintenance will be under the supervision of CMD.

ITEM NO. 12 TO OUTSOURCE EDUCATIONAL SOFTWARE FROM M/S. WORLDVIEW GLOBAL MEDIA LTD.

PC 15.12.1 The Item was considered. Director, EMPC explained the background. He informed that the proposal has been considered by the Review Committee and concerned academics.

PC 15.12.2 Keeping in view the above, the Committee approved :-

(1) the proposal in principle with the stipulation that specific orders will be placed after each programme has been approved by the concerned academics.

(2) cost of acquisition at a cost of Rs.23,75,000/- at US\$500 for per hour for acquisition from M/s World View Global Media Ltd.

ITEM NO. 13 TO CONSIDER AND APPROVE PURCHASE OF 800 COMPUTERS.

PC 15.13.1 The Item was considered. Registrar explained the background of the proposal and the procedure followed with regard to the purchase. He informed that the proposal to purchase 800 computers had already been approved by both 13th Purchase Committee held on 13-6-2000 and 66th Board of Management held on 7-8-2000. He also informed that the Tender Evaluation Committee duly constituted by the University had made recommendations to purchase 800 computers from M/s ECIL , Public Sector Enterprises, (Department of Atomic Energy) by invoking the purchase preference policy of Government of India at the rate of each computer costing Rs.49,575/- pre-loaded with Windows-2000, professional full pack with Media and Manuals.

PC 15.13.2 Keeping in view the above, the Committee approved the proposal to purchase 800 Computers at a cost of Rs. 3,96,60,000/- plus Octroi of actuals wherever applicable.

ITEM NO. 14 **TO RATIFY THE ACTION TAKEN BY THE VICE-
CHANCELLOR IN EXTENDING OF THE
AGREEMENT WITH M/S. GODREJ AND BOYCE MFG.
CO. LTD.**

PC 15.14.1 The Committee considered and ratified the action taken by the
Vice-Chancellor in extending agreement with M/s Godrej and
Boyce Mfg. Co. Ltd. up to 6-6-2001.

The meeting ended with a vote of thanks to the Chair.

(V.S. PRASAD)
Acting Vice-Chancellor

IGNOU

**SIXTY-EIGHTH MEETING OF THE BOARD OF MANAGEMENT
TO BE HELD IN NEW DELHI ON JANUARY 24, 2001.**

Item No. 6A
(additional item)

**Sub: To approve the Minutes of the 15th Meeting of the Purchase
Committee held on January 22, 2001.**

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NOTE

The 15th meeting of the Purchase Committee was held on January 22, 2001. As per the provisions of Statute 16(ii) of the Statutes of the University, the decisions taken by the Standing Committees of the Board of Management are to be subsequently got confirmed by the authority appointing it . Therefore, the Minutes of the above mentioned meeting of the Purchase Committee are placed before the Board for confirmation. A copy of the Minutes is placed at **Annexure -1.**

