

No.1-30/2005-Admn.I (Pt.1)

Government of India

National Vector Borne Disease Control Programme,

Dte.G.H.S, Ministry of Health & Family Welfare,

22-Sham Nath Marg, Delhi-110 054.

Telephone No. 23967780, Fax No. 23968329

Website: www.nvbdc.gov.in

28 NOV 2019

Dated the; 28th November 2019

OFFICE ORDER


In supersession of Office Order of even number datd 7th June 2019, it has been decided by the Director, NVBDCP that the Internal Purchase Committee/Assessment Committee is re-constituted with the following members for assessing, procurement and Annual Maintenance Contract for Office Equipments of NVBDCP and the requirements different items procured through headquarter Stores/GFATM/DBS project and all Projects under NVBDCP with immediate effect until further orders:-

- | | | |
|--|---|------------------|
| 1. Dr.Kalpana Baruah, Joint Director | - | Chairperson |
| 2. Dr.Sunil Vilasrao Gitte, Joint Director | - | Member |
| 3. Dr.Chhavi Pant Joshi, Dy. Director | - | Member |
| 4. Ms.Sneh Kirti, Asstt. Director | - | Member |
| 5. Sh.Deepak Kumar Jain, Sr.Accounts Officer | - | Member Secretary |
| 6. Sh.Sanjeev Malhotra, Administrative Officer | - | Member |

The Terms of reference of the Internal Purchase Committee:-

1. All bulk purchase proposals should be scrutinized by the Internal Purchase Committee (IPC) for following the procedures as laid down in GFR. The Committee should verify the quality and specifications of the stores purchased after these are received in stores.
2. The IPC is empowered to confirm availability/requirement of any items of the stores from stock register and physical verification of stores on periodical basis.
3. Minimum 2 members along with Chariman and Member Secretary is mandetary to hold the IPC as and when required.

This issues with the approval of Director, NVBDCP.


(Sanjeev Malhotra)
Administrative Officer
for Director, NVBDCP.
☎:-011-23927108

Copy for information to:-

1. All concerned Officers, Chairman & Members of IPC/Assessment Committee.
2. Advisor (A CD), Additional Director (AJ/AKB/NR/AK), Joint Director (KB/SVG), Dy. Director (SLW/CPJ), Asstt. Director (NKG/SK), and RO(PSR).
3. In-Charge, all Divisions, NVBDCP, Delhi.
4. Store Keeper, NVBDCP, Delhi.
5. Admn.II Division, NVBDCP, Delhi.
6. Vigilance Division, NVBDCP, Delhi.
7. Director's Office.
8. Guard File.