CIRCULAR

Reg: Constitution of Spot Committee for Procurement

A Spot Committee for spot purchases upto a limit of Rs.50,000/- as per RTPP Act, 2012/Rules, 2013 has been constituted as under:-

1. GM(D) : Chairman
2. DGM(GAD) : Member
3. DGM(F&A) : Member
4. DGM(HRD) : Member
5. Manager(MS) : Member
6. DM (GAD) : Convenor

The above Committee shall survey the market to ascertain the reasonableness of rate, quantity and specification and identify the appropriate supplier of the subject matter and shall record a certificate as per RTPP Rule 25.

After recommendation of the aforesaid Committee, the expenditure shall be approved by the ED.

All are concerned are advised to take a note of it.

(Anoop Khinchi)
Managing Director

Copy to: 1. Persons concerned
2. Standard Circulation at HO