Preamble: The procurement activities in the Institute have increased over period of time. In order to review requirements for equipment and instrument whose value is Rs.5 lakh and above per item, and to ensure its full utilization, a Need Aspect Review Committee (NARC) is hereby constituted:

Composition: The NARC comprises the following members:

1. Director Chairman
2. Dean Member
3. Head-SEG Member
4. Chairman, GC-I Member
5. Chairman, GC-II Member
6. Admn. Officer Member-Secretary
7. One or two External Experts will be invited to the Committee on need basis.

Scope of the Committee: The NARC will be responsible for review of the following:

1. Need aspect justification of an equipment/instrument as listed in an Indent with value of Rs.5 lakh & above;

2. Mode of tendering (including single/two part tender proposal);

3. Estimated value of Indent;

4. The validity of the NARC's review will be one year. If the Purchase Order is not released within one year of obtaining the NARC's endorsement, the requirement will be again reviewed by the NARC.

The Purchase Section may process Indents, whose value is Rs.5 lakhs and above per item, after complying with the above procedure.

The Purchase Section may continue to follow the existing procedure for appointment of Technical Evaluation Committee (TEC) and Price/Commercial Negotiation Committee in respect of supply of items whose value is Rs.5 lakhs and above.

This Order is effective from 1-1-2014 and valid for two years or until further orders.

P.Sreekumar