

MINUTES OF THE 22nd MEETING OF GENERAL PROCUREMENT COMMITTEE OF
IRDA HELD ON 11th November, 2013 AT IRDA OFFICE, HYDERABAD

Present:

- (i) Shri A. Krishna Rao - Chairman
- (ii) Shri Suresh Mathur (Sr. JD-Intermediaries) - Member
- (iii) Shri M. Pulla Rao (Sr. JD – Inspections) – Member
- (iv) Shri Randip Singh Jagpal (JD-NL) - Member
- (v) Dr. Mamta Suri (JD - SD) – Member
- (vi) Prassad Rao Kalayru (CAO) – Convener & Secretary

User Department Invited:

- (vii) Shri A.R. Nithayantham, JD-IT

It was noted that all the members of the Committee as per quorum were present. The items on the agenda were taken up for consideration.

Item No. 1: Procurement of Printer Cartridges

JD-IT informed the Committee about the process followed for shortlisting the vendors for supply of HP toner cartridges. He informed that IRDA had received quotations from four firms, i.e. M/s. Vishal Peripherals, M/s. Sanaaree Computers, M/s. Youdan Marketing and M/s. Mehak Data Systems. Further, he informed that M/s. Youdan Marketing stood L1, based on the quotations submitted by the vendors.

To an enquiry regarding the tender only for HP cartridges, it was clarified that all printers being used in the Authority are of HP make.

The Committee observed that as per the terms of agreement proposed to be entered with HP, one of the terms that “End user must have minimum consumption of Rs.25,55,170/- for 12 months in order to maintain eligibility for the program benefits”, which the Committee recommended for modification based on the requirement of IRDA and also ascertain the discount mentioned elsewhere in the draft proposed tripartite agreement.

The Committee advised legal vetting, stamping as per Stamp Act and execution of the agreement with HP. Subject to compliance of the same, it was recommended for placing order with HP through M/s.Youdan Marketing (L1) by entering into tripartite agreement for purchase of printer cartridges.

Vote of Thanks

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

Secretary & Convener (CAO)

JD (NL)
Member

JD (SD)
Member

Sr. JD (General)
Member

Sr. JD (Intermediaries)
Member

Chairman