

MINUTES OF THE 8th MEETING OF PROCUREMENT COMMITTEE OF IRDA HELD ON

On 13th January, 2012 IN IRDA, HYDERABAD

Present :

1. Shri. A.Krishna Rao (Chairman)
2. Shri R. K. Sharma (CAO) - Convener
3. Shri. Randip Singh Jagpal (JD - Non-Life) -Member
4. Ms. Mamta Suri (JD - F& A) - Member
5. Shri. Mahesh Agarwal (Sr. AD) - Secretary

User Depts Invited

1. Mr. Nityanandam (JD - IT)

It is noted that all the members of the Committee are present. The Items on the agenda are taken up for consideration.

Item No.1 : Proposal for the replacement of Bio- metric attendance system with an advance system.

JD (IT) informed the Committee about the Issues encountered in the present Bio-metric system installed in IRDA which was installed in September 2009. He informed that there are regular 5% problem in attendance with the old system.



He mentioned that presently entry and exit is being recorded through thumb impression and other movements are allowed through access card. The present system is not integrated with IRDA payroll system in SAP. Also, officers sitting in United India building are not integrated with the present attendance system. Further, it does not have web access wherein the administrator can monitor the attendance through web based reports.

Members of the committee raised the question about the expenditure on the new system considering the shifting of IRDA premises to its new building in Gachibowli as the cost estimate of the new system evaluated would be around 3 lacs.

After discussion, Committee opined that the present vendor has to give in writing the following:

- 1) System is not compatible for attendance recording with SAP.
- 2) Regular problems encountered cannot be solved with the present system.

Committee was also of the opinion that IRDA needs to strengthen its attendance recording procedure wherein late coming and early going are also recorded after due approval from the reporting authority and the same is updated in SAP.

Committee concluded that JD (IT) needs to present to the committee the feedback received from the current vendor about the resolution of day-to-day problems and



Integration with SAP. Also, office procedure for coming late and early going needs to be formalized wherein written approval is taken and the same is recorded in SAP. Only after the receipt of above information, the committee shall take up further discussion in this matter.

Item No.2 : Hiring of 2 Nos. of consultants from Deloitte during the Business Analytics Project (BAP) Design Phase.

In continuation of the approval granted by the Procurement Committee vide its meeting dt. 29th August, 2011 wherein the Committee approved for hiring of one consultant for Deloitte for a period of 4 months to the total cost of Rs. 12 lacs at the man month rate of Rs. 3 lacs / month (plus applicable taxes) for assisting IRDA during the preparation of Systems Requirement Specifications (SRS) in Business Analytics Project (BAP).

JT (IT) further informed that during the course of preparation of the said document, it was felt by the authority that the presence of one consultant each for Actuarial and Accounting (CA) areas would help the Authority to finalise the requirement from the Core Departments. Accordingly the letter of Intent was issued on 13th September, 2011 to hire two consultants for a period of 6 months.

The Committee ratified the hiring of 2 nos. of IT Consultants from Deloitte for a period of 6 months for Rs. 36 lacs (plus applicable taxes).

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Item No.3 : Payment to WIPRO on Implementation of IGMS

Milestone	Description	Percentage of payment	Amt	Date of release
3	On Completion of data migration, Testing, Complete Implementation I and Go Live	30%	15,27,000	Only 20% of the amount was released as per decision of the purchase committee meeting held on 29 th August, 2011
4	Completion of Training, Knowledge Transfer and submission of technical and operational manuals	10%	5,09,000	Recommended
5	Final Integration Test and acceptance	20%	10,18,000	Recommended

In continuation of the Committees decision in the meeting held on dt. 29th August, 2011, the committee further discussed the said issue and opined that regarding 8000 entries in old system which has not been migrated, a joint office note duly approved by the competent authority informing that migration of old data is not required to be transferred in the new system is required for approving the release of payment for milestone no. 3, whereas the payments for milestone no. 4 & 5 are approved for payment.



Vote of thanks

The meeting was concluded with a vote of thanks to the Chairman.



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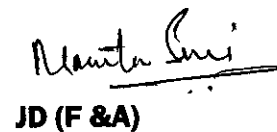
Convener



Handwritten signature of a Member, appearing to be 'P. Payne', with 'JD (NL)' printed below it.

Member


Secretary



Handwritten signature of a Member, appearing to be 'Maurice Sui', with 'JD (F & A)' printed below it.

Member



Handwritten signature of the Chairman, appearing to be 'A. Lee', with 'Chairman' printed below it.

Chairman