

MINUTES OF THE 5th MEETING OF PROCUREMENT COMMITTEE OF IRDA HELD ON

On 22nd June, 2011 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. Mrs. Yagna Priya Bharat (Consumer Affairs Dept)
2. Shri. Nityanand (JD- Information Techonology)

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 –Payment to DAVP

Ms. Yagnapriya Bharat – JD (Consumer Affairs Dept) informed the following:

An amount of Rs 1 Crore had been transferred to DAVP's account for commencement of IRDA's Insurance Awareness Campaign in November, 2009.



The following campaigns were carried out through DAVP after the above referred amount of Rs 1 Crore was transferred to DAVP under Registration No.15220.

S. No.	Details of Campaign	Period	Expenses Incurred
1	Through Print media, advertisements on "Why Insurance", "A Winner is one who" and "Ombudsman"	19-12-2009 to 28-02-2010	Rs 50,13,599
2	IGCC Campaign TV (Private Channels) Radio (Private Channels)	17-07-2010 to 19-08-2010 17-07-2010 to 19-08-2010	Rs 94,73,835 Rs 75,33,664
3	ULIP Campaign Radio (Private Channels)	05-03-2011 to 27-03-2011	Rs 37,97,760
4	IGMS Campaign* TV (Private Channels) Radio (Private Channels)	04-06-2011 to 03-07-2011 04-06-2011 to 03-07-2011	Rs 1,25,20,980 Rs 36,07,200

*IGMS Campaign is currently in process.

DAVP requested at the time of broadcast of ULIP Campaign vide their letter dated 4th March, 2011 for release of Rs 1,21,07,499/- (Rs 1,70,07,499 less Rs 49,00,000) relating to IGCC Campaign without enclosing the related original bills. IRDA had requested DAVP to submit details of break-up of the amounts incurred, duly endorsed by DAVP.

On 2nd June, 2011 DAVP had written letter no. 15220/AV/2011 demanding an amount of Rs 95,53,000/- (Rs 1,45,00,000 less Rs 49,47,000/-) to be paid in favour of "Accounts Officer, DAVP, New Delhi", in response to IRDA's letters dated 25th & 30th May, 2011.

In this connection, Consumer affairs department of IRDA requested DAVP vide letter dated 7th June, 2011 to submit break-up of Rs 95.53 lacs to enable IRDA to account for the same.

In view of the ensuing campaign pertaining to IGMS, Consumer Affairs Department had requested to transfer Rs 1 Crore to account at DAVP, bearing Registration No. 15220 as expenses have already exceeded the balance available. They had also informed that on receipt of the break-up of above amount/bills from DAVP, the expenses and deposits will be accounted for.

Committee noted that there is a huge delay in submission of details of bills by DAVP. Though they have given the facility of login in their website, the figures are not authenticated by DAVP officials and hence could not be taken as final since DAVP does not pay to the media house who do not submit the bills within 15 days of release of advertisement. The Committee felt that IRDA needs to reconcile all the payments and bills submitted by DAVP.

The committee approved release of Rs. 1 Crore in view of the urgency on the condition that Consumer Affairs Dept shall depute persons to DAVP for early reconciliation of DAVP accounts with IRDA accounts. The Committee asked the JD(CA) to complete this item of work before approaching the Committee again for further release of funds on this account.

Item No.2 – Purchase 25 Desktops and software (Ms-Office & MS-Project):

Mr. Nityanand (JD-IT) has informed that in May 2011 27 new staff are likely to join the Authority within a span of 2 months and they have only 3-5 computers left in the stock. Therefore, additional desktops are required to be procured to cater to the needs of the new staff. Similarly equal no. of Ms-Office Licenses (for new 25 desktops) and also 3 nos. of Ms-Project licenses (for IT staff) are also required to be procured to control no. of IT projects being handled by IRDA.

Accordingly a tender notice was published in 'Deccan Chronicle' on 16th May, 2011 and also in IRDA website. In response to the advertisement, IRDA received tenders from 10 nos. of IT firms and IRDA internal committee opened these tenders on 24th May, 2011. All the bids are found to be technically acceptable.

The comparative statement of the rates quoted by the ten bidders is given below:

Comparative Statement

25 Desktops (Including 25 MS office Licenses) & 3 nos. of Ms-Project licenses

S.no.	Company	PC	Office	Project	Total	Rank	Make
1	Sara - Infoway ITES India Pvt Ltd	951600	347571	90506	1389677	L1	Dell
2	Orange Bytes Systems (P) Ltd	999500	327600	91005	1418105	L2	Lenovo
3	ISS Technologies	995280	363480	98020	1456780	L3	HP
4	Cluster Infotech Pvt Ltd	1004750	429157	109322	1543239	L4	Lenovo
5	Microbase Computers	977600	584480	130832	169912	L5	HP
6	Silicon Business Solutions Pvt Ltd	1033500	619893	134039	1787432	L6	Lenovo
7	Frontier Business Systems Pvt Ltd	1039740	633753	141039	1814532	L6	Lenovo
8	Digicom Complete solutions Ltd	1071200	634115	139104	1844419	L8	Lenovo
9	Conquer Computers	1205100	619090	131165	1955355	L9	HP
10	Conquer Technologies	1872500	601500	136140	2610140	L10	Apple

From the above, it was observed that the rates quoted by M/s. Sara-Infoway ITES India Pvt Ltd were the lowest (L1) for the desktops (the bidder offered Dell computers with the required specifications) and MS-Project but their Ms-office price was higher. M/s. Sara-Infoway ITES India Pvt Ltd was invited for negotiations on 8th June, 2011. The final price quoted by M/s. Sara-Infoway ITES India Pvt Ltd for all the items was Rs. 13,67,981/- (inclusive of all taxes).

Payment terms mentioned was 90% on supply and 10% on installation. JD (IT) informed the Committee that the prices finally quoted were lower than the DGSD's rate contract prices for the same make of computers with similar configuration and confirmed the reasonableness of the prices quoted by the vendor.

Based on above consideration the Committee decided to award the contract to M/s. Sara - Infoway ITES India Pvt Ltd for purchase of 25 Desktops and software (Ms-Office & MS-Project).

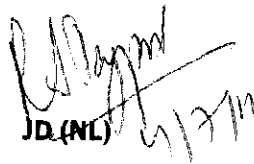
Item No.3 - Ratification of hiring of temporary .Net resources hired for the purpose of fixing the security Audit issues identified by Security Audit firm in our website.

The Committee did not consider this item as the monetary value of the proposal is less than Rs.10 lakhs.

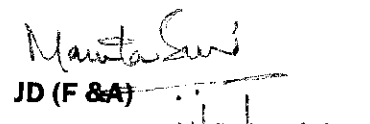
Vote of thanks


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


CAO
Convener
4/7/2011


JD (NL)
Member
4/7/11


Secretary
4/7/11


JD (F & A)
Member
4/7/2011


Chairman