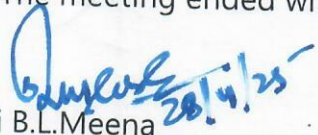


**Minutes of the meeting for finalization of Procurement Plan for F/Y-
2025-26**

The meeting of the Prioritization committee to finalize the annual procurement Plan. constituted by the Director CSIR-NIScPR was held on Dated 28.04.2025 at 10:30 in Lounge. The following members were present:-

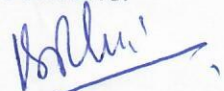
01. Dr.Naresh Kumar	-	Chairman
02. Shri Mukesh Pund	-	Member
03. Dr. Charu Verma	-	Member
04. Shri Mandeep Singh	-	Member (Information Div)
05. Shri Naresh Kumar	-	Member
06. Shri Alok Kumar	-	Member
07. Sh. B.L.Meena	-	Member Convener

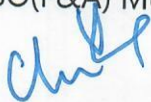
01. The convener formally welcome to Chairman and members of the committee.
02. As per the Direction received from CSIR Headquarter to prepare and Publish the annual Procurement Plan of the lab. An email was sent to all the HOD &PI and Staff of NIScPR to submit their annual Procurement requirement. Accordingly the proposals have been received in the S&P Division, Which have been tabulated and prepared in the form of annual Procurement Plan and submitted to the Committee for consideration & recommendation.
03. The committee has gone through all the received requirements and also had discussion with the indenters/PLs wherever required and recommends the items attached as Annexure-I to IX for including in procurement plan for financial year 2025-26 and also its uploading on CSIR-NIScPR website subject to approval of the competent authority.
04. The committee also recommends that the requirement of additional funds may be sent by finance and accounts division to CSIR Hqrs after approval of the competent authority.
05. The committee also recommends to resend the emails to all for seeking procurement plan for next 2-5 years as desired by CSIR Hqrs.
06. The meeting ended with thanks to chairman

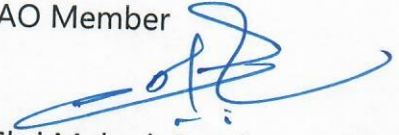

Shri B.L.Meena
Member Convener


Shri Alok Kumar
SO(F&A) Member


Shri. Naresh Kumar
AO Member


Shri Mandeep Singh
Member (Information Division)

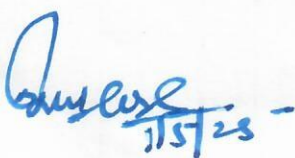

Dr. Charu Verma
Member


Shri Mukesh Pund
Member


Dr. Naresh Kumar
Chairman

Submitted for approval pl.

Director pl


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CSIR-National Institute of Science Communication & Policy Research, New Delhi
PROCUREMENT PLAN 2025-26

*(*Please read the note given at the end)*

A	FOR THE FINANCIAL YEAR 2025-26
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A (a) (i)	Apparatus & Equipment: Out of CSIR Infra Grant
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Sr. No.	Name Category of Equipment/ Vehicle Item	Quantity (Nos.)	Approximate Cost (Rs)
	Detailed attached as Per Annexure – IA		42912800/-

A (a) (ii)		Office Equipment: Out of CSIR Infra Grant	
Sr. No.	Name Category of Equipment/ Vehicle Item	Quantity (Nos.)	Approximate Cost (Rs)
	Detailed attached as Per Annexure – I		2288500/-

(iii)	Equipment: Out of CSIR Funded Projects
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Sr. No	Name Category of Equipment/ Vehicle Item	Quantity (Nos.)	Project Number/ Code	Approximate Cost (Rs)

(iv)	Equipment: Out of Externally Funded Projects (EFP)
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Sr. No	Name Category of Equipment/ Vehicle Item	Quantity (Nos.)	Project Number/ Code	Approximate Cost (Rs)
	Detailed Attached as Per Annexure -II		OLP-2025	2,50,000/-

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CONSUMABLES

Sr. No.	Category	Expected Procurement Value (Rs)			
		Out of CSIR Infra Grant	Out of CSIR Funded Projects	Out of Externally Funded Project (EFP)	Total (Rs)
1	Glass wares (ex- name the different glass wares)				
2	Plastic wares (ex- Name the different plastic wares)				
3	Toner Cartridges (Detailed attached as per Annexure-III,IIIA)	1451878/-	1,50,000/-		1601878/-
4	Batteries, etc.				
5	Gases (ex- tentative names)				
6	Maintenance/AMC/repairing of existing equipment (Detailed attached as per Annexure-IV)	1617000/-			1617000/-
7	Stationery items (Office stationary and general use items)(Detailed attached as per Annexure V)	4751800/-			4751800/-
8	IT / software-related Items (Detailed attached as per Annexure -VI)	1980000/-			1980000/-
9	Furniture (Office Table, Chairs, Sofa set and Centre Table).(Detailed attached as per Annexure -VII)	1187000/-			1187000/-
10	Electric Items (Detailed attached as per Annexure -VIII)	2120000/-			2120000/-
11	Other Consumable items(Detailed attached as per Annexure -IX,IXA)	1255000/-	3,25,000/-		1580000/-

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-B	FOR NEXT 2-4 FINANCIAL YEARS (2025-29) (From 01/04/2025 to 31/03/2029)
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B(a)	EQUIPMENT
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Sr. No.	Name of Equipment / Item	Quantity (Nos.)	Approximate Cost (Rs)
1.	Desktop Computer for Graphic Designing	02	5,00,000
2.	Desktop Computer Computer for Desktop Publishing (DTP)	07	14,00,000

B (b)	CONSUMABLES
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Sr. No.	Category	Expected Procurement Value (Rs)
1	R&D Consumables for closed loop systems (by equipment name)	
2	Chemicals (ex.- Name the different chemicals like Solvents, Biochemical/s, Biochemical kits & enzymes, Diagnostic kits, Sequencing, Oligonucleotides, etc.)	
3	Other Consumables (ex- Insecticide, Raw Materials, Packing Material, Column, Syringes, Transcriptome and Metagenome Analysis, Metabolites analyses, Farm Consumables, TLC Plates, Filter papers, Planting materials, seeds, Chemical standards, Essential oils, Standard aroma molecules, Animal feed, Cell Lines, Agriculture accessories, etc.)	3,00,000
	Carpentry Items (Tools, Wooden board, ply, sunmica lock, handle, door closer etc)	8,00,000
	Plumbing/ Sanitary Items - (Tools, Tanks, Motors, Pipes, Tap, Angle Valve etc)	8,00,000
	Total	19,00,000
4	Glass wares (ex- name the different glass wares)	
5	Plastic wares (ex- Name the different plastic wares)	
6	Toner Cartridges.	3,00,000+
7	Batteries, etc.	15,50,000=1850000
8	Gases (ex- tentative names)	
9	Maintenance/AMC/repairing of existing equipment	
10	Stationery items (ex- name a few)	
11	IT / software-related Items (Name the items required during year)	10,00,000
12	Furniture (Name the items required during year)	60,000
13	Electric Items (Name the items required during year)	44,00,000+
		3,00,000=47,00,000

Note:

- The above procurement plan is dynamic and could be revised as often as may be necessary with the approval of the Competent Authority.
- The procurement of the chemicals & consumables would be based on the need and ongoing requirement of R&D activities of Lab/Instt.
- The procurement is subject to the fund's availability/release of sufficient grant from CSIR / funding agency.
- The indicated procurement value is an estimate only.

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Office Equipment (Annexure -I)

S.NO.	Name of Items	Name of Indenting Officer	Quantity	Estimated Cost (Rs)	Budget head/Project Code
1	Refrigerator (165 Litre)	Dr. Manish Mohan Gore	01	20,000	P-5025106 Office Equipment
2.	Wall Fan	Smt Bhavna Thakur	01	5000	
3.	Paper Shredders	Director Office	Two (One each for SV Marg & PUSA)	60,000	
4.	Air Purifier		01 (PUSA)	30,000	
5.	Air Purifier	Dr. Monika Jaggi	01	30,000	
6	Air Purifier	Shri Bhuvanesh Surjanarayan	01	30,000	
7.	Oil Filled Heater 11 fin	Surjanarayan	01	15,000	
8	Oil Filled Heater	Dr. Dinesh Velip	01	10,000	
9	Room Heaters	Shri BL Meena	04	30,000	
10	Microwave Oven		01	25,000	
11	Water Dispenser		01	25,000	
12.	Water Cooler inbuilt RO's	Shri Chand Mohd	08	10,00,000	
13.	Air Cooler		04	80,000	
14.	Horticulture Items (Petrol chain Machine Size -24" , Tree pole long cutter, bush cutter, Towing Rope etc		2 No. each	2,00,000	
15	Split AC 1.5 ton	Shri Bhuvanesh Surjanarayan	01	60,000	
16.	Window AC 1.5 ton	Smt Bhavna Thakur	01	60,000	
17.	Split AC 1.5 ton		02	1,40,000	
18	2 Ton Split AC (3 Star to 5 Star rating)	Dr. Subha Rastogi	03	2,00,000	
19	AC 1.5 ton	Shri Gurprasad Bagga	01	70,000	
20	AC	Dr. Meher Wan	02	1,20,000	
21	Split AC 1.5 Ton	Director Office (PUSA)	01	50,000	
22	Hot Case	Shri Yogesh Suman	01	7500	
23	BLDC Wall fan with 5 star	Shri Bhuvanesh Surjanarayan	02	10,000	
24	Celling Fan (Small Blade) (for DTP section)	Shri Ashwini Brahmi	01	3000	
25	Celling Fan (Standard Size Blade) (for printing section)		02	8000	
Total				2288500/-	

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Apparatus & Equipment (IA)

S.NO.	Name of Items	Name of Indenting Officer	Quantity	Estimated Cost (Rs)	Budget head/Project Code
1	Audio System Audio Mixture, Microphone (10 nos. delegate units), Speaker System (wall mountable) (6-8 nos.), Amplifier, rack, hand-held microphone (2 Nos), collar microphone (2Nos.), etc	DIRD (SV MARG)		10,00,000	P-5025103 Apparatus & Equipment
2	Screen (min 247cm) (02Nos); (min 216cm) (2Nos.); (min 139cm) (1 Nos.) with movable stand for dais			15,00,000	
3	Digital podium (1 Nos.)			2,00,000	
4	Camera (Wall/overhead mounted)			1,50,000	
5	Computer system (2 HDMI port) for presentation and online meeting			1,00,000	
6	Light (focus light for dais and podium; lighting for hall)			2,50,000	
7	Installation: Installation of electrical & audio-visual equipment, fixing of microphone on the dais tables, mounting of speakers on the walls, mounting of camera on the ceiling, mounting of screen on the wall for synchronous projection, movable inclined frame for 50" screen for dais, necessary electrical & network cabling, fixtures, installation of rack, any other equipment required to meet the above proposed features, etc. Training			2,00,000	
8	Server		02	20,00,000	
9	LAN Upgradation at (SV Marg)		Core Switch: 1 Nos, switches: 9 nos, ports:150 nos, cabling, racks, patch cords and installation	50,00,000	
10	Display Screen		85 inch for DIRD meeting room	1,50,000	
11	Firewall (SV Marg)	DIRD (PUSA)	01	20,00,000	P-5025103 Apparatus & Equipment
12	Next generation Firewall, HA Mode (PUSA)		01	30,00,000	
13	Access switch 1G with and 10G uplink		08	8,00,000	
14	Camera Full Frame 24.2 MP Mirrorless Digital SLR Camera with 70-300mm Zoom Lens / 50mm single lens	Dr. Manish Mohan Gore	01	4,00,000	
15	Digital Standee (43 inch display, wi -fi connector, easily connect and portable)		02	2,00,000	
16	External Hard Disk 4TB		04	60,000	
17	Portable Hard Disk 2TB	Dr. Dinesh Velip	01	15,000	
18	SSD 2 TB	Dr. Avinash Kshitij	01	20,000	
19	SSD	Director Office (PUSA)	01	12,000	
20	Interactive Panel 75 Inches with CPU Resolution -4K UHD- 3840 x 2160	Smt Bhavna Thakur	01	2,00,000	
21	Desktop		01	1,20,000	P-5025103 Apparatus & Equipment
22	Desktop Computer i7	Dr. Dinesh Velip	02	1,60,000	
23	All in One PC	Director Office (SV Marg)	01	1,20,000	
24	Desktop	Dr. Monika Jaggi	01	1,30,000	
25	All in One Desktop Computer	Shri BL Meena	02	2,50,000	
26	Desktop Computer i7 High Ended	Dr. Subha Rastogi	01	1,20,000	
27	AIO Desktop	DIRD (PUSA)	09	11,00,000	

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28	Computer All in One	Shri Chand Mohd	02	2,40,000	
29	Computer	Smt Sandhya Wakdikar	01	1,00,000	
30	Desktop Computer High Ended (for DTP section)		04	6,00,000	
31	Desktop Computer For Graphic Designing High Ended (for art and graphics section)	Shri Ashwini Brahmi	01	2,25,000	
32	Desktop	Dr. Meher Wan	02	1,60,000	
33	Desktop Computer i7		02	3,00,000	
34	24 inch monitor	Shri Bhuvanesh Surjanarayan	01	30,000	
35	Multifunction Printer (MFP) monochrome	DIRD (PUSA)	02	1,00,000	
36	Printer All in One	Shri Chand Mohd	02	1,00,000	
37	Printer	Director Office (SV Marg)	01	1,00,000	
38	Digital Production Printer (for printing section)	Shri Ashwini Brahmi	01	80,00,000	
39	Printer (One Color and one B/W)	Shri BL Meena	02	1,50,000	
40	Laser Printer Black and White with Scanner (All in One) (for art and graphics section)	Shri Ashwini Brahmi	02	1,00,000	
41	Linux Based PC Workstation (AMD Opteron Based PC Workstation)	Shri Shiv Narayan Nishad	01	10,00,000	
42	Linux Based PC Workstation (AMD Opteron Based PC Workstation)	Smt L Sandhiya	01	15,00,000	
43	20/30 KVA UPS with 1 hour backup	DIRD (PUSA)	02	20,00,000	
44	UPS 1 KVA	Shri Bhuvanesh Surjanarayan	03	30,000	
45	UPS	Smt Bhavna Thakur	04	60,000	
46	UPS	Director Office (SV Marg)	01	30,000	
47	UPS 1 KVA	Dr. Subha Rastogi	02	30,000	
48	Laptop (high end configuration)	DIRD (PUSA)	05	7,50,000	
49	Laptop	Smt Sandhya Wakdikar	01	1,50,000	
50	Laptop	Dr. N.K. Prasanna	01	94,400	
51	Laptop	Dr. Paramananda Barman	01	94,400	
52	Photocopier Machine	DIRD (PUSA)	01	3,00,000	
53	Heavy Duty Photocopier cum Scanner	Shri Yogesh Suman	01	7,00,000	
54	GPS Device (Garmin GPS Etrex 10)		01	22,000	
55	Range Finder (mileseey)	Dr. Charu Lata	01	10,000	
56	Network attached Storage (NAS) for data backup	DIRD (PUSA)	01	5,00,000	
57	Video Conferencing setup		01	3,00,000	
58	Wireless Setup for NIScPR (PUSA)	DIRD	01	40,00,000	
59	Display / Video Wall for reception (PUSA & SV Marg)		02	15,00,000	
60	Multi-Purpose Printer	Dr. Kanika Malik	01	60000	
61	All in One Computer		02	260000	
62	UPS (1 KVA) Batteries with Stand		03	60000	
	Total			42912800/-	

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Apparatus & Equipment (Annexure II) Project P-5025103

S.NO.	Name of Items	Name of Indenting Officer	Quantity	Estimated Cost (Rs)	Budget head/Project Code
1.	Desktop	Dr. Arvind Meena	01	1,00,000	OLP-2025
2.	Tablet		01	1,50,000	
	Total			2,50,000/-	

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Toner Cartridge (Annexure III)

S.NO.	Name of Items	Name of Indenting Officer	Quantity	Estimated Cost (Rs)	Budget head/Project Code
1.	Cartridge Q2612AC	Shri Yogesh Suman	06	51,000	P-07110
2.	Cartridge CE505AC		06	30,000	
3.	Cartridge CC388AC		04	32,000	
4.	Cartridge for Konica Minolta BIZHUB 215 Photocopier		02	76,000	
5.	Cartridge Ecosys M5521 CDN		01	15,000	
6.	Cartridge 337		01	6000	
7.	Cartridge 1. TK 4109		02	6000	
8.	Cartridge 51A		02	32,000	
9.	Cartridge Versa Link B7030 Photocopier		03	24,000	
10.	Cartridge HP Laserjet 14A		03	7500	
11.	Franking Machine Toner IJ40/50		02	30,000	
12.	Toner Cartridge Kyocera TaskAlfa Photocopy Machine Toner quantity (02), HP Lasser Jet Printer Toner Quantity (04)	Smt Bhavna Thakur	06	1,00,000	
13.	Toner Cartridge	Shri BL Meena		1,50,000	
14.	Toner Cartridge	Smt L Sandhiya	10	50,000	
15.	Toner Cartridge Canon Image Class MF 244 dw Cartridge (337 Starter)	Dr. Dinesh Velip	03	24,000	
16.	Toner Cartridge	Dr. Arvind Meena	03	50,000	
17.	Toner Cartridge	Dr. Meher Wan	06	60,000	
18.	Toner Cartridge for Xerox Colour Copier Model: Altalink C8030 Toner No. 006RO1701 Black 006RO1704 Yellow 006RO1703 Magenta 006RO1702 Cyan (for art and graphics section)	Shri Ashwini Brahmi	1 Set	1,25,000	
19.	Toner Cartridge for Printer Kyocera TASKalfa 4052 ci Toner No. TK 8529 Cyan TK 8529 Magenta TK 8529 Yellow TK 8529 Black (for art and graphics section)		2 Set (8)	1,60,000	
20.	Toner Cartridge for B/W Printer Konica Minolata (for production section)		01	25,000	
21.	Toner for Existing Printer (HP M479fdw, Kyocera M2040D)	DIRD (PUSA)	02 Set	2,00,000	
22.	Toner Cartridge CE278A-8 TK5275 (SET) - 2 CF350 A (SET) - 2	Dr. N.K. Prasanna		38,378	
23.	Q2612AC (black toner)	Dr. Kanika Malik	02	20000	
24.	Kyocera TK 1178 (Black)		02	25000	
25.	CF 382 AC (yellow)		02	30000	
26.	CF383 AC (Magenta)		02	30000	
27.	CF381 AC (Cyan)		02	30000	

28.	CF 312 A (Black noir)		02	25000	
	Total			1451878/-	

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Toner Cartridge (Annexure III A) Project P-07110

S.NO.	Name of Items	Name of Indenting Officer	Quantity	Estimated Cost (Rs)	Budget head/Project Code
1.	Toner Cartridge	Dr. Arvind Meena	05	1,00,000	OLP-2025
2.	Toner Cartridge (Canon Printer Cartridge 069 Yellow, Magenta, Cyan &Black)	Shri Bhuvanesh Surjanarayan		50,000	
	Total			1,50,000/-	

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AMC (Annexure IV)

S.NO.	Name of Items	Name of Indenting Officer	Quantity	Estimated Cost (Rs)	Budget head/Project Code
1.	AMC for Franking Machine Neopost (License identifier No. N203964)	Shri Yogesh Suman	01	17000	P-07103
2.	AMC for Desktop, Laptop and printer with onsite engineer (1 Pusa & 1 SV Marg)	DIRD	01	15,00,000	
3.	AMC of UPS Pusa campus (5 KVA -2 Nos, 10 KVA-3 Nos, 60 KVA-2 Nos.)	DIRD	01	1,00,000	
	Total			1617000/-	

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Stationery Items (Annexure V)

S.NO.	Name of Items	Name of Indenting Officer	Quantity	Estimated Cost (Rs)	Budget head/Project Code
1.	Mouse	Dr. N.K. Prasanna	04	2600	P-04
2.	A4 Paper Rim, RJ 45 Connectors, Stationery items, RJ 45 Cable bundle 305 mtr, USB Hubs and networkhub, Patch Cables (fiber andcopper), USB Presenters, AA &AAA batteries, HDMI Cables, Networking tools, Wireless Keyboard & mouse set etc.	Dr. Avinash Kshitij SV Marg	01	4,80,000	
3.	Stationery Items (Office Stationery and General use Items)	Shri BL Meena	Replenishment of Stores &Purchase	30,00,000	
4.	Envelope L-cut for magazines (Size, 23x30cm)	Shri Yogesh Suman	1,00,000	5,00,000	
5.	Envelope L-cut for Journals (Size, 25x30cm)		70,000	560000	
6.	Brown Wrapping Paper		40 kg	80,000	
7.	Polythene (for wrapping)(12x14cm)		50 kg	12500	
8.	Plastic Sutli		30 Bundles	10800	
9.	Gum Bottle (700 ml)		60 Bottles	12000	
10.	Corrugation Box, Size Height 9 inch, width 13 inch, Length 10.50 inch		850	23800	
11.	HDPE for Packing (White Katta)		60 kg	9600	
12.	Brown Tape (02 inch)		100	7000	
13.	White Tape (02 inch)		50	3500	
14.	Office Stationery	Shri Ashwani Brahmi		50,000	
	Total			4751800/-	

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Software (Annexure VI)

S.NO.	Name of Items	Name of Indenting Officer	Quantity	Estimated Cost (Rs)	Budget head/Project Code
1.	Adobe Photoshop Professional Software	Research General	15	2,00,000	P-07103/ P-07108
2.	Adobe Suite (Indesign + Photoshop) Software	Dr. Meher Wan	01	1,00,000	
3.	Tableau Software for graph Plotting		01	1,50,000	
4.	ARC GIS	Dr. Charu Lata		1,70,000	
5.	Miscellaneous Software (SSL Certificate, Security Audit)	DIRD	01	3,00,000	
6.	Endpoint Security Software		350	10,00,000	
7.	Ms Office		10	60,000	
	Total			1980000/-	

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Furniture Items (Annexure VII)

S.NO.	Name of Items	Name of Indenting Officer	Quantity	Estimated Cost (Rs)	Budget head/Project Code
1.	Ergonomic Chair with Lumbar Support and headrest	Shri Bhuvanesh Surjanarayan		20,000	
2.	Chair	Dr. N.K. Prasanna	01	7000	
3.	Visitor Chair		06	50,000	
4.	Workstation Chair	DIRD (PUSA)	04	60,000	
5.	Executive Chair (for art and graphics section) (revolving with arm rest and high neck)		01	15,000	
6.	Office Chair (for art and graphics section) (Revolving with arm rest and high neck)	Shri Ashwini Brahmi	06	60,000	
7.	Executive Computer Tables (for art and graphics section) Material – Iron Frame with Drawers Height-2.5ft Length-5ft Width-2.5ft		06	90,000	P-5025107
8.	Furniture Conference Table for 8 person	Smt Bhavna Thakur		50,000	
9.	Workstation table	DIRD (PUSA)	02	1,00,000	
10.	Magazine Standees (4x24 Inches wide)	Dr. Manish Mohan Gore	02	10,000	
11.	Sofa Set (3+1+1) (Pusa & SV Marg) 01 Quantity each	DIRD	04	2,00,000	
12.	Furniture Items (Office Table, Chairs, Sofa Set and Centre Table)	Shri BL Meena		2,15,000	
13.	Almirah for Dispatch Room	Shri Yogesh Suman	01	10,000	
14.	Furniture Solid Wood Arm Chair Cushion Top and Embossing & Engraving, height min. 98 cm (8Nos.);@15000/- Wooden tables (dais for 8 persons); Center table with wooden frame and glass top1200mmx600mm: 6Nos@6500/-	DIRD		3,00,000	
	Total			1187000/-	

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Electrical Items (Annexure VIII)

S.NO.	Name of Items	Name of Indenting Officer	Quantity	Estimated Cost (Rs)	Budget head/Project Code
1	Electric Items Deep Freezer (100L)	Dr. Charu Lata		20,000	P-06 Electrical Items
2	Electric Items	Shri Gurprasad Bagga		11,00,000	
3.	Fire Extinguishers			10,00,000	
	Total			2120000/-	

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Other Consumable Items (Annexure IX)

S.NO.	Name of Items	Name of Indenting Officer	Quantity	Estimated Cost (Rs)	Budget head/Project Code
1.	LED Light Box Menu Poster Light Box	Dr. Manish Mohan Gore	20	60,000	P-07103 Other Consumable Items
2.	Wired Headphones (3d audio spatialization)		02	10,000	
3.	Dimmable Bi- Color 1000D LED Video Light and Stand Lighting Kit		02	76,000	
4.	Blue -Green Screen Backdrop Stand Kit with 8x10.5ft 2 in 1 Reversible Chromakey Green Screen Blue backdrop and Portable T-Shaped Background Support Stand		02	15,000	
5.	HomeArt 8x10 Feet Black Screen Backdrop for Photography		02	1000	
6.	Card Reader		02	2000	
7.	Binding Material for Printing Section (Needed for binding of regular in-house publication)	Shri Ashwini Brahmi	01	25000	
8.	Batteries of existing UPS	DIRD (PUSA)	04 Bank	5,00,000	
9.	Batteries	Shri BL Meena		30,000	
10.	Glass top for table	Dr. Arvind Meena	01	10,000	
11.	Plastic Wares		03	3000	
12.	Plastic Wares (Sampling/Collection vials, falcon tubes, flasks, stands, plastic bags)	Dr. Charu Lata		10,000	
13.	Soil testing Kits			13,000	
14.	Carpentry Items (Tools, Wooden Board, Ply, Sunmica Lock, Handle, Door Closer etc.)	Shri Chand Mohd		2,00,000	
	Plumbing / Sanitary Items- (Tools, Tanks, Motors, Pipes, Tap, Angle Valve etc)			2,00,000	
15.	Contingency Expenditure	DIRD (SV Marg)		1,00,000	
	Total			1255000/-	

Amrutesh
28/4/25

Amrutesh

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Other Consumable Items (Annexure IX A) Project

S.NO.	Name of Items	Name of Indenting Officer	Quantity	Estimated Cost (Rs)	Budget head/Project Code
1.	Conference Kit	Dr. Arvind Meena	25	3,00,000	OLP-2025
2.	RAM		06	25,000	
	Total			3,25,000	

Arvind Meena 29/4/25

Arvind

Arvind

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Arvind

29/4/25

29/4/25



सीएसआईआर
CSIR
भारत का नवाचार इंजन
The Innovation Engine of India
सीएसआईआर-निसपर

STORES & PURCHASE SECTION

File No. S&P(Misc-2)/2025-26

Dated: 11.07.2025

Subject: Inclusion of Indents in the Procurement Plan 2025-26

The following indents have been received in Purchase Division, which are not included in the Procurement Plan (2025-26):-

S.NO.	Indenting Officer	Description of Material	Quantity	Estimated Cost (Rs)	B/H
1	Dr. Charu Lata	Table (L Shape)	01	60,000	P-5025107 Furniture Items
2		Executive Chair	01	20,000	
3		Visiting Chairs (Non revolving)	03	48,000	
4	Dr. Charu Lata (4) Nos., Shri Kiran Kumar, (P.S) (2)Nos. (COFA Office)	Visiting Chairs revolving)	06	98,000	
5	Dr. Charu Lata (1), Shri Kiran Kumar,(P.S) (1) (COFA Office)	Sofa (3+2), (3 Seater Sofa 30,000)	02	80,000	
6	Dr. Charu Lata	Centre Table	01	20,000	
7		Conference Table (4 seater)	01	30,000	
8		Storage Cabinet	01	55,000	
Total A				411000	
9	Dr. Anil Kumar Kushwaha	AC Split 1.5 ton	01	60,000	P-5025106 Office Equipment
10	Shri Kiran Kumar,(P.S) (COFA Office)	Microwave Oven	01	20,000	
Total B				80,000	
11	Shri Kiran Kumar,(P.S) (COFA Office)	Laptop	01	94,400	P-5025103 Apparatus & Equipment
Total C				94400	
12	Shri Kiran Kumar,(P.S) (COFA Office)	Toner Cartridge TK 7120 (2) -25,000 Samsung MLTD2035 (2)- 20,000 Hp Laserjet 28A (2) - 20,000 Ecosys P5021cdn TK 5234Y, (2) -20,000 TK 5234C, (2) -20,000 TK 5234M, (2) -20,000 TK 5234K, (2) -16,000	14	141000	P-07110 Toner Cartridge
Total D				141000	
Sub Total A+B+C+D				726400/-	

Ranjit
A.S.O(S&P)

B. 11/07/25
SO(S&P)

S. S. S.
SPO

Procurement Plan Committee may kindly consider the above and give the recommendation for inclusion of above indents in Procurement Plan 2025-26 subject to approval of competent authority.

Ravi Kant
11/7/25
A.S.O(S&P)

[Signature]
11/07/25
SO(S&P)

Committee recommends the proposal

Committee recommends to include proposed items in Annual procurement plan-2025-26 and processing of indents subject to availability of funds under respective budget heads.

[Signature]
11/7/25
(SPO Convener)

[Signature]
Member (F&A)

[Signature]
11/07/25
Member Admin

[Signature]
Member Infrastructure

[Signature]
11/5/2025
Dr. Charu Verma
Member

(Signed online)
Shri Mukesh Pund
Member

[Signature]
Dr. Naresh Kumar
Chairman

सी.एस.आई.आर. निदेशक कार्यालय
दिनांक.....14/7/25.....
ई-ऑफिस से निस्तारित

As recommended by the Committee, the Director may kindly accord approval for inclusion of proposed items in procurement plan-2025-26 and processing of same subject to availability of funds in respective budget heads.

The Director pl

[Signature]
14/7/25

Note # 1

निदेशक महोदय कृपया समिति की संस्तुती के क्रय हेतु प्रस्तावित वस्तुओं की संलग्न सूची को वार्षिक खरीद योजना-2025-26 में शामिल करने तथा संबंधित लेखा शीर्ष में निधि की उपलब्धता के आधार पर क्रय संबंधी कार्यवाही करने हेतु अनुमोदन प्रदान करने की कृपा करें !

Procurement Plan 2025-26.pdf

14/07/2025 05:33 pm

**BANWARI LAL MEENA
STORES & PURCHASE OFFICER**

Note # 2

अनुमोदित।

14/07/2025 08:31 pm

**Achanta Venu Gopal
DIRECTOR**



सीएसआईआर-निस्पर
The Insulation Engineer of India

STORES & PURCHASE SECTION

File No. S&P(Misc-2)/2025-26

Dated: 22.07.2025

Subject: Inclusion of Indents in the Procurement Plan 2025-26

The following indents have been received in Purchase Division, which are not included in the Procurement Plan (2025-26):-

S.NO.	Indenting Officer	Description of Material	Quantity	Estimated Cost (Rs)	B/H
1.	Dr. Tarakanta Jana	XLSCOUT Database 1 Year License	01	2,36,000/-	P-07103/ P-07108
Total A				2,36,000/-	
1.	Dr. Tarakanta Jana	Toner Cartridge HP CF350A, HP CF351A, HP CF352A, HP CF353A	04	32000/-	P-07110
2.		Toner Cartridge HP CE278A	02	16000/-	
Total B				48000/-	
Sub Total A+B				284000/-	

Procurement Plan Committee may kindly consider the above and give the recommendation for inclusion of above indents in Procurement Plan 2025-26 subject to approval of competent authority.

Ravi Kant
A.S.O(S&P)

CP
22/07/25
SO(S&P)

Committee recommends the proposal

[Signature]
22/7/25
(SPO Convener)

[Signature]
Member (F&A)

[Signature]
Member Admin

[Signature]
22/7/25
Member Infrastructure

[Signature]
22/7/25
Dr. Charu Verma
Member

[Signature]
Shri Mukesh Pund
Member

[Signature]

Dr. Naresh Kumar
Chairman

SPO
सी.एस.आई.आर.-निस्पर
निदेशक कार्यालय
दिनांक... 24/7/25.....
ई-ऑफिस से निस्तारित

As recommended by the committee approval for inclusion of above items in annual procurement plan 2025-26 and processing for procurement subject to availability of funds may kindly be accorded.

The Director pl

[Signature]
24/7/25

Note # 1

STORES & PURCHASE SECTION

File No. S&P(Misc-2)/2025-26
Dated: 22.07.2025

Subject: Inclusion of Indents in the Procurement Plan 2025-2

The following indents have been received in Purchase Division, which are not included in the Procurement Plan (2025-26):-

S. N O.	Indenting Officer	Description of Material	Quantity	Estimated Cost (Rs)	B/H
1.	Dr. Tarakanta Jana	XLSCOUT Database 1 Year License	01	2,36,000/-	P-07103/ P-07108
Total A				2,36,000/-	
1.	Dr. Tarakanta Jana	Toner Cartridge HP CF350A, HP CF351A, HP CF352A, HP CF353A	04	32000/-	P-07110
2.		Toner Cartridge HP CE278A	02	16000/-	
Total B				48000/-	
Sub Total A+B				284000/-	
				-	

The committee has approved the above procurement to be included in the annual procurement plan 2025-26. The competent authority may kindly approve the above recommendation.

SO (S&P)

SPO

Director-NIScPR

Procurement Plan 2025-26 (Dr. TK Jana).pdf

24/07/2025 04:18 pm

MOHD RIZWAN
SO(SP-I)

Note # 2

समिति की संस्तुती के संदर्भ में प्रस्तावित वस्तुओं को वार्षिक खरीद योजना-२०२५२६ में शामिल करने तथा संबंधित लेखा शीर्ष में निधि की उपलब्धता के अनुसार खरीद हेतु आवश्यक कार्यवाही करने हेतु अनुमोदन प्रदान करने की कृपा करें !

24/07/2025 04:29 pm

**BANWARI LAL MEENA
STORES & PURCHASE OFFICER**

Note # 3

अनुमोदित।

24/07/2025 07:18 pm

**Achanta Venu Gopal
DIRECTOR**

Note # 4

कृपया निदेशक महोदय के अनुमोदनानुसार आवश्यक कार्यवाही करे !

25/07/2025 09:53 am

**BANWARI LAL MEENA
STORES & PURCHASE OFFICER**

भण्डार एवं क्रय विभाग

फाइल संख्या. S&P(Misc-2)/2025-26

दिनांक 03.12.2025

विषय: क्रय योजना 2025-26 में माँग पत्रों एवं क्रय योजना प्रस्ताव (Procurement Plan Proposal) को शामिल करने के संबंध में

भण्डार एवं क्रय विभाग को निम्नलिखित माँग पत्र (इंडेंट) एवं क्रय योजना प्रस्ताव Procurement Plan Proposal प्राप्त हुए हैं, जो क्रय योजना (Procurement Plan) 2025-26 में शामिल नहीं हैं।

S.NO.	Indenting Officer	Description of Material	Quantity	Estimated Cost (Rs)	B/H
A	Apparatus & Equipment				
1	Dr. L Sandhya	High end Desktop Computer	01	1,50,000	GAP000126
2	Shri Abhay Mishra (requirement in IT Division)	Desktop Computer i7	03	3,60,000	OLP000080 /Infra
3	Shri Pawan Kumar (requirement in IT Division)	Rack Server	01	8,00,000	
4	Dr. Akshansh Gupta	Workstation Window 11	01	11,00,000	P-5025104 Apparatus & Equipment
5	Dr. Uttam Kumar Jana, Dr. Bornali Sarma, Dr. Vinod Kumar Yadav , Dr. Mukul Bajpai, Mohd Faisal Nawaz, Shri Syed Arshad Hasan, Shri Lokesh Choudhary, Shri Mohit, Shri Vikas Kumar, Shri Saurabh, Shri Anil Kumar	All in One Desktop Computer i7	11	1390000	
6	Shri Himanshu Panwar, Smt Anish Kumari, Shri Dev Lamba, Shri Saurabh, Shri Manish Kumar, Shri Yadav Vindresh Kumar Suresh, Shri Javed Ali, Shri Chand Ram, Ms. Gurmeet Kaur, Smt Bhavana Thakur (Qty 3 for divisional use at Recruitment)	Desktop Computer i7	12	1450000	
7	Mohd Faisal Nawaz, Dr. Uttam Kumar Jana, Shri Himanshu Panwar, Shri Yadav Vindresh Kumar Suresh, Shri Javed Ali, Dr. Anurag Kanaujia , Dr. Vinod Kumar Yadav , Shri Syed Arshad Hasan	Multi Function Printer	08	4,60,000	
8	Dr. Uttam Kumar Jana, Dr. Bornali Sarma, Dr. Vinod Kumar Yadav, Dr. Mukul Bajpai, Dr. Anurag Kanaujia, Shri Syed Arshad Hasan, Dr. Aditya Kumar Dubey(2), Shri Avinash Prasad Kshitij	Laptop i7	09	855200	
Total				6565200/-	
B	Office Equipment				
9	Shri Pretesh Kumar	Sanitary Pad Incinerator machine	02	50,000	P-5025106 Office Equipment
10	Shri Pretesh Kumar	Sanitary Pad Vending Machine	02	50,000	
11	Shri Narendra Pal, Shri Chandran Kumar	Split AC 1.5ton	04	220000	
Total				3,20,000/-	
C	Furniture Items				
12	Shri Himanshu Panwar (2), Smt Bhavana Thakur (Qty 6 for divisional use at Recruitment) Shri Mohit, Qty 8 for divisional use at General Section)	Chairs	16	215000	P-5025107 Furniture Items
13	Mohd Faisal Nawaz	Ergonomic Chair with Lumbar support and head rest	01	25,000	
14	Shri Abhishek Kumar Gupta	Wooden Almirah with glass door	01	27848	
15	Shri Abhishek Kumar Gupta	Executive Office Table with Drawer	01	46964	
Total				314812	
E	Software				
16	Dr. L Sandhya	ADF, COSMO Software	02	249783	OLP000076
Total				249783/-	P-07103/108

क्रय योजना समिति (Procurement Plan Committee) से अनुरोध है कि उपरोक्त माँग पत्रों एवं क्रय योजना प्रस्ताव (Procurement Plan Proposal) पर विचार एवं समीक्षा करके, अपनी अनुशंसा प्रदान करें ताकि क्रय योजना (Procurement Plan) 2025-26 अग्रीम अनुमोदन हेतु सक्षम अधिकारी के सम्मुख प्रस्तुत किया जा सके।

आशीष
03/12/25

रविम
3/12/25

रजवान
03/12/25

अनुभाग अधिकारी, (भंडार एवं क्रय)

समिति इस प्रस्ताव की अनुशंसा करती है।

क्रय योजना समिति ने सभी क्रय प्रस्तावों की जाँच करने के उपरांत क्रय योजना (Procurement Plan) 2025-26 में सम्मिलित करने हेतु उचित पाया गया है। अतः सभी क्रय प्रस्ताव (Procurement Proposal), क्रय योजना (Procurement Plan) 2025-26 में सम्मिलित किए जा सकते हैं।

Additional funds under P-50 will have to be requested for office equipments.

श्री बी.एल. मीणा
(संयोजक)

सदस्य - प्रशासन

सदस्य - वित्त एवं लेखा

श्री नरेंद्र पाल
(सदस्य)

(On Leave)
डॉ. चारु वर्मा
(सदस्य)

(On Leave)
श्री मुकेश पुण्ड
(सदस्य)

डॉ. नरेश कुमार
(अध्यक्ष)