

**Institute of Minerals & Materials Technology
BHUBANESWAR**

No.IMMT/SPO/PC/2011

Dt.27th April 2011

Office Memorandum

The Director, IMMT, has been pleased to constitute the Purchase Committee consisting of the following members with immediate effects in accordance with New Purchase Procedure.

Chairman

Dr. B.B Jha

Alternate Chairman: Dr.M K Ghosh

Members:

Mr P.C.Beuria/Ms.M.G.Sujana/Mr P.K.Sahu

The other members of the committee are Indenting officer, SPO & F&AO. In case of SPO, F&AO is not available, the next senior most officer of the stream will act as member. The presence of member Purchase and Member Finance is mandatory. The Convener of the Purchase Committee is SPO. The committee will look after the purchase indents in accordance with guidelines of new purchase procedure. The separate Technical & Purchase Committee will be constituted by the Director in each case where Open tender is required and nature of items is sophisticated and high value. The committee will remain operative till issue of further orders.

Copy to: 1. All members of PC

2.PA to Director for information

3.PA to AO, 4. PA to F&AO

5.Head computer centre (for displaying in our website)

6.Notice board, (7) All dealing Assts. In Purchase section

[Signature]
Stores & Purchase Officer
27/4/11

INSTITUTE OF MINERALS & MATERIALS TECHNOLOGY BHUBANESWAR

No. IMMT/SPO/PL/10/03

Dated: 26.4.2010

OFFICE MEMORANDUM

The Director, Institute of Minerals & Materials Technology, has been please to constitute the Standing Disposal Committee (SDC) in accordance with CSIR guidelines. The following members have been nominated:

1. ✓ Dr. Santosh K. Mishra , Chairman (Dr D.B. Ramesh as alternate chairman)
2. Mr. **B**.B. Palei (Technical Member) (Mr. P.K.Sahu as alternate member)
3. Mr. Santosh Behera (Member) (Dr. D.P.Das as alternate member)

The other members of the committee are Administrative Officer, Finance & Account Officer, Stores & Purchase Officer and Section Officer(Stores). Stores Officer will be the convener of committee. The scope of the committee is to examine and recommend the cases of disposal. This order is effective from 1st of May, 2010 and remains operative till further order.



(S.P.Singh)

Stores & Purchase Officer