

National Institute of Science Communication and Policy Research
Dr. K.S. Krishnan Marg, New Delhi-110012
14, Satsang Vihar Marg, New Delhi-110067

No. 8(37)/G/Committee/2022

Dated: 07.06.2023

OFFICE MEMORANDUM

Sub: Visit of CSIR Society Member Prof. Yogesh Singh to CSIR-NIScPR on 27 June 2023 (Tuesday).

In pursuance of DG, CSIR communication of CSIR Society Meeting the, Director, CSIR-NIScPR has been pleased to constitute a local purchase committee to procure the items in connection with visit of Prof. Yogesh Singh (Vice Chancellor of Delhi University) on 27th June, 2023, who has adopted CSIR-NIScPR. The composition of LPC is as under:-

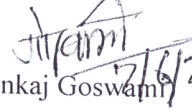
- (i) Dr. Manish Mohan Gore, Scientist
- (ii) Shri Alok Kumar, SO (Finance)
- (iii) Shri Kailash Parewa, SO (Store & Purchase)
- (iv) Smt. Mennakshi Gaur, Convenor

The tentative budget is estimated below:

| Sr. No. | Item | Estimated Cost |
|---------|--|----------------|
| 1. | Printing of brochure, backdrop, and standee | 20,000/- |
| 2. | Lunch, Water and High Tea | 25,000/- |
| 3. | Shawl, memento, potted plant, and floral bouquet | 17,000/- |
| 4. | Contingency | 5,000/- |
| | Total | Rs. 67,000/- |

The Institute's IT support will be required for the presentation and display at reception as well as screens inside the Vivekanand Hall. Transport for the guests will also be arranged, if required.

Further, an advance of Rs. 15,000/- has been sanction to Dr. Manish Mohan Gore, Scientist from the for the events. The expenditure will be met from the Budget Head P-04 financial year 2023-24.


(Pankaj Goswami)
27/6/23
Administrative Officer

Copy to :-

1. All above concerned
2. PPS to Director
3. PS to CoFA
4. PS to CoA
5. DDO/Bill Section
6. Head, IT for uploading on website
7. Hindi Unit
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