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भारत सरकार
Government of India
परमाणु ऊर्जा विभाग
Department of Atomic Energy
क्रय एवं भंडार निदेशालय
Directorate of Purchase & Stores

PREFACE

Directorate of Purchase and Stores (DPS), Department of Atomic Energy (DAE) is responsible for carrying out materials management function of DAE. During its 48 years of its operation, Directorate of Purchase & Stores has developed vast experience and expertise in this field. This has enabled the scientific and technical manpower to concentrate in its field of expertise leaving compliance to procedure to DPS. DPS is having 28 units attached to all major constituent units of DAE. During the year 2019-20, DPS processed 15429 indents, entered into 15231 numbers of indigenous and 425 numbers of foreign contracts for supply of equipment and material worth Rs. 2031 Crore and about 3300 number of orders were released through GeM portal worth Rs 38 crores.

In order to have uniformity, transparency, speed of operation and conformity to all government rules such as General Financial Rules, CVC guidelines, MSE rules, Preference to Make in India, public procurement policy, etc. across all decentralized units of DPS; it was necessary to bring out a revised terms and conditions for tendering and conditions of contract and a revised purchase manual consistent with the terms and conditions of tendering and conditions of contract. These documents were compiled after detailed study of relevant documents used by DGS&D, DCSEM, DoS, NPCIL, Railways, Delhi Metro, EIL, etc.

After preparation of a draft revised manual, the same was reviewed by senior officers of DPS including all Regional Directors of Regional Purchase Units, Manager Purchase Regional Purchase Unit (Managuru) and Incharge Materials Management Group, Atomic Minerals Purchase Unit. A committee comprising of Shri R. Banwari, Ex-Regional Director, Indore Regional Purchase Unit, Indore, Shri KKM Haneef, Ex-Regional Director, Nuclear Recycle Board Purchase Unit, Mumbai, Shri Shailesh Kumar Jakhotia, Internal Financial Adviser, Bhabha Atomic Research Centre, Mumbai with invitees Shri Nitin K Khopkar, Ex-Joint Director DPS, Shri Pradeep Pillai, Joint Director DPS and Shri Chetram Singh, Internal Financial Adviser, DPS, Mumbai reviewed the revised Manual. Their suggestions were incorporated in the revised manual.

I am thankful to Dr. K.N. Vyas, Chairman Atomic Energy Commission and Secretary to GOI Department of Atomic Energy for his continued support ensuring completion of the revised manual. I am thankful to Shri Nitin K Khopkar, Ex-Joint Director DPS who initiated the work for revision of the purchase manual while in service, for utilising his vast experience in documenting the manual, discussing it with the committee members and continuing the process to contribute till its completion of the revised manual. I am also thankful to all committee members and all officers and staff of DPS for providing their comments and feedback.

I am sure that the revised manual will be of immense help in enhancing the understanding the complexity of government procurement and the manual may be used as a reference document in other units. It is expected that the manual shall be updated and structured revisions of the manual shall be released as and when required.

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