



वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्
Council of Scientific & Industrial Research
अनुसंधान भवन 2 रफी मार्ग नई दिल्ली 110001
Anusandhan Bhawan, 2 Rafi Marg, New Delhi-110001



सो/No. SP-13023/2/2024-S and P-CSIR HQ (E 9989) दिनांक/Date: 14th March, 2024

सेवा में / To,

सी.एस.आई.आर. की सभी राष्ट्रीय प्रयोगशालाओं/संस्थानों/मुख्यालय/एकको के निदेशक/प्रमुख
The Directors/Heads of all CSIR Laboratories/Insttts./Units

विषय/Sub: वित्त वर्ष 2024-25 के लिए खरीद योजना
Procurement Planning for the FY 2024-25

महोदया/ महोदय/Madam / Sir,

Of late increasing emphasis is being accorded to the timeline for incurring expenditure and preventing rush of expenditure towards the end of a Financial Year (FY). Instructions have been issued setting 31st January as the deadline for surrendering unspent funds/funds not likely to be spent by the end of Financial Year (FY). Normally, no more than 33% and 15% of the BE is permitted for expenditure in the last quarter and last month of the FY respectively.

2. In order to adhere to the above norms of financial discipline, the Procuring Entities (PEs) in CSIR need to brace up with concrete steps even before the beginning of the new FY. Some of the illustrative (not exhaustive) steps are as under:

I. **Procurement Plan (PP)**

Most PEs in CSIR have already published PP for 3-5 years. While PP for the current year is supposed to be more accurate and precise,

that of the ensuing 2-4 years could be rather tentative. PEs may, therefore, immediately firm up/finalize their PP for the year 2024-25 more precisely. Simultaneously, they may also add/publish tentative PP for the ensuing 2 to 4 year (i.e 2nd to 5th Years). Having a clear list of things to be purchased helps in better achieving procurement targets. This needs priority attention!

II. Rolling Indent

Procurement, especially "Public" procurement is inherently time-consuming for the sake of transparency and various mandatory compliances woven around that. Considering that the cycle time for a typical Open/GTE tender is anywhere between 3 to 6 months, it is imperative that a system of rolling indent is adopted. In order to have a jumpstart in expenditure right from the beginning of the 1st quarter of FY 2024-25 (April to June), indents for the items of PP 2024-25 ought to have been received and put to processing by the end of December 2023 or in the last quarter of FY 2023-24 (January - March, 2024). This is the model one needs to adopt in order to log expenditure in the very first quarter of a FY. This calls for processing of indents for items figuring in the tentative PP well in advance of the ensuing FY.

III. Rate Contract for Chemicals/Consumable

CSIR has been especially permitted to conclude RC for R&D consumables such as chemicals, glassware, plastic ware, filter papers and allied routine consumables. PEs may take early action to conclude RC on time. Until CSIR's request to introduce RC functionality in GeM is heeded to, PEs in CSIR have to be concluded by RCs at their level.

IV. Stocking & Replenishment of common user items

PEs need to draw up their own list of common-use items for maintaining stocks and periodically replenishing the same by fixing

Reorder Level, factoring Buffer Stock and EOQ. This helps in an uninterrupted supply and economy of scale. Stationery, Toner cartridges and common R&D Chemicals/consumables may fall in this category. An illustrative list used at Headquarters is attached for reference/replication.

V. AMC/CAMC/FSMA/TGC

Timely renewal of AMCs/CAMCs etc. has always been a sore point. Often AMCs expire, services get interrupted and equipment lie idle. To avoid this situation, all PEs may first draw-up a list of all AMCs with the name of OEM, Authorized Services Provider, validity period, cost and contact no etc., and upload in the Intranet. This helps in better monitoring the AMCs and their timely renewal. AMCs may be consciously categorized as 1st party, 2nd party (OEM authorized) or 3rd party (open to all). Besides, all efforts should be made to onboard all AMC providers on GeM so as to procure the services easily through GeM. An illustrative list used at Headquarters is attached for reference/replication.

VI. Life Cycle Cost (LCC) Method of procurement of high value Equipment.

Often it is observed that cost of AMC is not factored/considered at the time of procurement of high-end equipment. Subsequently PEs fall into a trap as there is no option but to accept the exorbitant rates quoted by the OEMs/Authorized Service Providers for AMC. To stave off such undesirable situations, it must be consciously decided in the beginning itself, at the time of indenting, whether the equipment would eventually need AMC/CAMC or not; if so, whether on 1st, 2nd or 3rd party basis. If it is decided to go for AMC/CAMC, the rates for AMC/CAMC should be asked for year on year, over the expected life-span of the equipment. This may also be factored for determining L-1. This method will give best Value for Money (VFM) for the vendors will offer their most competitive

rate in order to become L-1 on Life- Cycle Cost (LCC) basis. Fortunately, GeM has features to seek rates for AMC for a number of years after expiry of warranty/extended warranty. So, AMC/CAMC decision needs to be taken at the time of purchasing the equipment/items.

3. As we are drawing closer to the Financial Year end (2023-24), this communication intends to alert you in advance to brace up and take the best foot forward for the new FY 2024-25. Wishing all PEs a smooth and satisfying FY closing,

भवदीय/ Yours Sincerely,

(श्रीदेब नन्दा/ Srideb Nanda)

वरिष्ठ भंडार एवं क्रय नियंत्रक

Sr. Controller of Stores & Purchase

E-Mail: sridebnanda@csir.res.in

Phone No. (O): 011- 23711117

Encls: As above

Stock replenishment item list with Safety Stock List and Reorder details

S.No.	Name of Item	Annual Consumption	Safety Stock	Unit	Reorder Level	Reorder Qty.	Remarks
1	Attendance Register	24	1	Nos.			One time Req.
2	Ball Pen	4867	232	Nos.	608	1622	
3	Bind Cover Back Sheet	1418	68	Nos.	177	473	
4	Button folder	175	8	Nos.	22	58	
5	Brown Tape	265	13	Nos.	33	88	
6	Calculator	29	1	Nos.	4	10	With Approval of HOD
7	Carbon Sheet Pack	719	34	Sheets	90	240	
8	Transparent tape 25mm	290	14	Nos.	36	97	
9	Transparent Tape 48mm	255	12	Nos.	32	85	
10	Coaster	107	5	Nos.	13	36	US Equivalent and above/On Functional Basis
11	Color Flag 3m	757	36	Nos.	95	252	
12	Correction Fluid	60	3	Nos.	8	20	
13	Cup & Saucer	54	3	Sets	7	18	US Equivalent and above /On Functional Basis
14	Dak Pad	104	5	Nos.	13	35	
15	Diary register/Section Diary	24	1	Nos.	3	8	
16	Dustbin 10 Ltr.	34	2	Nos.	4	11	
17	Duster (small)	3122	149	Nos.	390	1041	
18	Duster(Yellow)	244	12	Nos.	31	81	
19	Electric Kettle	46	2	Nos.	6	15	Each room with approval of HOD
20	Envelope (SE-5)	2853	136	Nos.	357	951	
21	Envelope (SE-6)	2143	102	Nos.	268	714	
22	Envelope (SE-8)	3278	156	Nos.	410	1093	
23	Envelope (A-4)	6170	294	Nos.	771	2057	
24	Eraser	579	28	Nos.	72	193	
25	Face tissue	549	26	Pkt.	69	183	
26	File Board	5864	279	Nos.	733	1955	
27	File Cover	9451	450	Nos.	1181	3150	
28	Gel Pen Ordinary	1913	91	Nos.	239	638	
29	Gem Clip	280	13	Pkt.	35	93	
30	Glass Tumbler	705	34	Nos.	88	235	
31	Glossy Paper	19	1	Pkt.	2	6	
32	Glue Stick	735	35	Nos.	92	245	
33	Gum bottle (small) 200-250ml	12	1	Nos.	2	4	
34	Highlighter	652	31	Nos.	82	217	
35	Mosquito repellent Spray	66	3	Nos.	8	22	
36	Issue slip Book	45	2	Nos.	6	15	
37	Bond Paper 100GSM	12	1	Reams	2	4	
38	Letter Head	93	4	Nos.	12	31	
39	Log Book	18	1	Nos.	2	6	
40	Note sheet	584	28	Nos.	73	195	
41	OHP Marker	59	3	Nos.	7	20	
42	Packing Cloth	167	8	Mtr.	21	56	
43	Paper Cutter	67	3	Nos.	8	22	
44	Pen drive 32GB	282	13	Nos.	35	94	With Aooroval of HOD
45	Pen Drive 64GB	42	2	Nos.	5	14	With Anoroval of HOD
46	Pencil	3197	152	Nos.	400	1066	
47	Pencil Cell (AA)	729	35	Nos.	91	243	
48	Pencil Cell(AAA)	382	18	Nos.	48	127	
49	Peon Book	20	1	Nos.	3	7	
50	Permanent Marker	1076	51	Nos.	135	359	
51	Photo Copy Paper(A-4)	3712	177	Reams	464	1237	
52	Photo Copy Paper(A-3)	25	1	Reams	3	8	
53	Photo Copy Paper (Legal)	68	3	Reams	9	23	
54	Paper Folder	1927	92	Nos.	241	642	
55	Pilot Pen	728	35	Nos.	91	243	
56	Uniball eye pen gel	672	32	Nos.	84	224	
57	Plastic Folder	9635	459	Nos.	1204	3212	

58	Plastic Jug 2ltr.	51	2	Nos.	6	17	
59	Punch (Single/Double)	121	6	Nos.	15	40	
60	Register (2qr)	236	11	Nos.	30	79	
61	Register(4qr)	513	24	Nos.	64	171	
62	Room Freshner	189	9	Nos.	24	63	
63	Rubber band Pkt. (100 g)	19	1	Pkt.	2	6	
64	Scale 12inch	63	3	Nos.	8	21	
65	Scissor 9inch (medium)	175	8	Nos.	22	58	
66	Sharpner	454	22	Nos.	57	151	
67	Sketch pen	429	20	Nos.	54	143	
68	Slip Pad With logo	2053	98	Nos.	257	684	
69	Liquid Hand Wash	533	25	Nos.	67	178	
70	Spoon (Steel)	25	1	Nos.	3	8	
71	Stamp Pad	46	2	Nos.	6	15	
72	Stapler (24/6)	56	3	Nos.	7	19	
73	Stapler (M-10)	144	7	Nos.	18	48	
74	Stapler pin (24/6)	149	7	Pkt.	19	50	
75	Stapler pin (M-10)	620	30	Pkt.	78	207	
76	Surf	107	5	Kg.	13	36	
77	Sutli roll	11	1	Rolls	1	4	
78	Tag(bunch)	198	9	Bunch	25	66	
79	Thermos steel 2ltr.	43	2	Nos.	5	14	Each room with approval of HOD
80	Tour Book	14	1	Nos.	2	5	
81	Towel	593	28	Nos.			Once in a year
82	Transparent sheet/binding front Cover	1197	57	Sheets	150	399	
83	Dish Washing liquid	289	14	Nos.	36	96	
84	Wall Clock	32	2	Nos.	4	11	With Aooroval of HOD
85	Water Jug 5 ltr.	13	1	Nos.	2	4	
86	Yellow slip (2x3) 3M	166	8	Nos.	21	55	
87	Yellow slip (3x5) 3M	38	2	Nos.	5	13	
88	Pen Stand	37	2	Nos.	5	12	
89	Paper Weight	44	2	Nos.	6	15	
90	Paper Tray	23	1	Nos.	3	8	
91	Binder clip	282	13	Pkt.	35	94	
92	Spiral Note Pad 300/100 pages	759	36	Nos.			One time Req.
93	Mouse Pad	93	4	Nos.			One time Req.
94	White Board Marker	85	4	Nos.	11	28	
95	White Board Duster	19	1	Nos.	2	6	
96	Water Glass Set Borosil	80	4	Sets	10	27	
97	HP Toner CF230A	101	5	Nos.	13	34	
98	HP Toner CE278A	71	3	Nos.	9	24	
99	HP Toner CC388AC	297	14	Nos.	37	99	
100	HP Toner CF280A	9	0	Nos.	1	3	
101	HP Toner Q5949A	2	0	Nos.	0	1	
102	HP Toner Q7553A	2	0	Nos.	0	1	
103	HP Toner CF380AC	14	1	Nos.	2	5	
104	HP Toner CF381AC	14	1	Nos.	2	5	
105	HP Toner CF382AC	11	1	Nos.	1	4	
106	HP Toner CF383AC	11	1	Nos.	1	4	
107	HP Toner W2040A	8	0	Nos.	1	3	
108	HP Toner W2041A	7	0	Nos.	1	2	
109	HP Toner W2042A	8	0	Nos.	1	3	
110	HP Toner W2043A	7	0	Nos.	1	2	
111	HP Toner CF410A	42	2	Nos.	5	14	
112	HP Toner CF411A	20	1	Nos.	3	7	
113	HP Toner CF412A	28	1	Nos.	4	9	
114	HP Toner CF413A	25	1	Nos.	3	8	
115	HP Toner CF228A	62	3	Nos.	8	21	

116	HP Toner CE255A	3	0	Nos.	0	1	
117	HP Toner CE410A	4	0	Nos.	1	1	
118	HP Toner CE411A	3	0	Nos.	0	1	
119	HP Toner CE412A	3	0	Nos.	0	1	
120	HP Toner CE413A	4	0	Nos.	1	1	
121	HP Toner CE740A	3	0	Nos.	0	1	
122	HP Toner CE741A	3	0	Nos.	0	1	
123	HP Toner CE742A	3	0	Nos.	0	1	
124	HP Toner CE743A	2	0	Nos.	0	1	
125	HP Toner W1002YC	1	0	Nos.	0	0	
126	HP Toner CF360A	3	0	Nos.	0	1	
127	HP Toner CF361A	2	0	Nos.	0	1	
128	HP Toner CF362A	2	0	Nos.	0	1	
129	HP Toner CF363A	2	0	Nos.	0	1	
130	HP Toner CE505A	3	0	Nos.	0	1	
131	HP Toner CE320A	2	0	Nos.	0	1	
132	HP Toner CE321A	2	0	Nos.	0	1	
133	HP Toner CE322A	2	0	Nos.	0	1	
134	HP Toner CE323A	2	0	Nos.	0	1	
135	Canon Toner 054 (Black)	46	2	Nos.	6	15	
136	Canon Toner 054 (Yellow)	27	1	Nos.	3	9	
137	Canon Toner 054 (Magenta)	23	1	Nos.	3	8	
138	Canon Toner 054 (Cyan)	23	1	Nos.	3	8	
139	HP Toner CF 232 A	6	0	Nos.	1	2	
140	HP Toner Q5942 A	1	0	Nos.	0	0	
141	HP Toner CF 277 A	7	0	Nos.	1	2	
142	Canon Toner 326	1	0	Nos.	0	0	
143	Canon Toner 337	41	2	Nos.	5	14	
144	Cartridge No. TK-7119	2	0	Nos.	0	1	
145	Kyocera TK-5234K (Black)	1	0	Nos.	0	0	
146	Kyocera TK-5234K (Cyan)	1	0	Nos.	0	0	
147	Kyocera TK-5234K (Yellow)	1	0	Nos.	0	0	
148	Kyocera TK-5234K (Magenta)	1	0	Nos.	0	0	

Inventory Management Monitoring Sheet for Printer Cartridges

Sr. No.	Cartridge No	Use /Sec	Printer No.	Reserve Stock	Stock as on Date	ROL	RO Qty.
1	2	3	4	5	6	9	10
1	Canon Cartridge 054 (Black+Cyan+Yellow+Magenta)	Minister Office (4 Nos)	Canon Images Class MFP 643 cdw	4 Set + 2 Black	3 Set + 1 Yellow	Black-6	15
						Yellow-3	9
						Magenta-3	8
						Cyan-3	8
		JS (A)					
		FA					
CVO							
2	410A- CF410A (Black+Cyan+Yellow+Magenta)	Minister Office	HP Colour Laserjet Pro MFP M477 fdw	3 Set	10 Set + 5 Black, 1 Magenta, 2 Yellow	CF410A-5	14
		DG Office (2 Nos)				CF411A-3	7
		FA				CF412A-4	9
		CVO				CF413A-3	8
3	Imaging Drum 32A CF232A	Minister Office	HP Laserjet Pro m203 dw	2 Nos.	3 Nos.	1	2
	32A CF232A	CVO					

Sr. No.	Cartridge No	Use /Sec	Printer No.	Reserve Stock	Stock as on Date	ROL	RO Qty.
4	416A W2040A (Black+Cyan+Yellow+Magenta)	DG Office	HP Colour Printer MFD M479DM	2 Set	3 Set + 1 Black	W2040A-1 W2041A-1 W2042A-1 W2043A-1	3 2 3 2
5	Cartridge Drum NPG - 67 (Black+Cyan+Yellow+Magenta)	JS (A)	Conon Image Runner Advance (Photocopier)	2 Set	1 Set + 1 Black	0	0
6	Cartridge No. CE278A	Minister Office (5 Nos)	HP Laserjet P1606dn	3 Nos.	8 Nos.		
			HP Laserjet P1566			9	24
			HP Laserjet P1536dnf MFP				
7	Cartridge No. TK-5234K (Black+Cyan+Yellow+Magenta)	DG Office	Kyocera	2 Set	2 Set + 1 Black	0	0
8	CC388AC	Minister Office (5 Nos)	HP Laserjet Pro M202dw	5 Nos.	101 Nos.		
			HP Laserjet Pro M202dw				
			HP Laserjet P1108				
			HP Laserjet P1108			37	100
			HP Laserjet Pro M202dw				

Sr. No.	Cartridge No	Use /Sec	Printer No.	Reserve Stock	Stock as on Date	ROL	RO Qty.
		JS (A)	HP Laserjet pro MFP M226DN				
		FA	HP Laserjet pro MFP M226DN				
9	CF228A	DG Office	Hp Laserjet Pro MFP M427fdw	3 Nos.	17 Nos.	8	21
		CVO					
10	MLT - D203S/XIP	Minister Office	Samsung Proxpress M3870fw	2 Set	Nil	0	0
11	Cartridge NO. 30A CF230A	Minister Office (2 Nos)	HP Laserjet Pro M203dw	3 Nos.	12 Nos.	13	34
12	Conon Cartridge NO. 73 (Black)	DG Office	Conon Image Runner Advance 4545(Photocopier)	2 Set	Nil	0	0
		Minister Office	Canon Photocopier Machine				
13	CF380A (Black)+CF381A (Cyan)+CF382A (Yellow)+CF383A (Magenta)	FA	HP Colour Laserjet Pro MFP M476dw	2 Set	1 Black 1 Magenta	CF380A-2 CF381A-2 CF382A-1 CF383A-1	5 5 4 4
14	NPG-84	FA	Canon Photocopier Machine	2 Set	Nil	0	0
15	Conon cartridge No 326	CVO	Canon Printer	2 Nos.	1 No.	0	0

Sr. No.	Cartridge No	Use /Sec	Printer No.	Reserve Stock	Stock as on Date	ROL	RO Qty.
16	CF 277A	Minister Office	Laser Jet Pro MPPm429 fdw	1 No.	Nil	1	2
17	TK-1173	Minister Office	Kyocera			0	0
Sr. No.	Item Description		Printer Name.	ROL	RO Qty.		
18	TK-1178		Kyocera	0	0		
19	Canon 337		Canono	5	12		
20	HP 80A (CF280A)		HP	1	3		
21	Sharp MX-237AT		Sharp	0	0		
22	HP 49A (Q5949A)		HP	0	1		
23	HP 305A (CE410A)		HP	1	1		
24	HP 305A (CE411A)		HP	0	1		
25	HP 305A (CE412A)		HP	0	1		
26	HP 305A (CE412A)		HP	1	1		
27	Canon Cartridge NPG59		Canon	0	0		
28	HP 210A (W2100A)		HP	0	0		
29	HP 55A (CE255A)		HP	0	1		
30	TK-5275		Kyocera	0	0		
31	HP 128A (CE320A)		HP	0	0		
32	HP 58A (CF258A)		HP	0	0		
33	Samsung SPS 203L Black		samsung	0	0		
34	HP 304A (CC530A)		HP	0	0		
35	HP 307A (CE740A)		HP	0	1		
36	HP 307A (CE741A)		HP	0	1		
37	HP 307A (CE742A)		HP	0	1		

Sr. No.	Cartridge No	Use /Sec	Printer No.	Reserve Stock	Stock as on Date	ROL	RO Qty.
38	HP 307A (CE743A)		HP	0	1		
39	HP 53A (Q7553A)		HP	0	1		
40	TK-5254		Kyocera	0	0		
41	HP 05A(CE505A)		HP	0	1		
42	Sharp MX-C35		Sharp	0	0		
43	HP 650A (CE270A)		HP	0	0		
44	HP 508A (CF360A)		HP	0	1		
45	HP 508A (CF361A)		HP	0	1		
46	HP 508A (CF362A)		HP	0	1		
47	HP 508A (CF363A)		HP	0	1		
48	HP 42A (Q5942A)		HP	0	0		
49	MX-237AT		Sharp	0	0		
50	Canon NPG-59		Canon	0	0		
51	HP 201A (CF400A)		HP	0	0		
52	HP 79A (CF279A)		HP	0	0		
53	Sharp BP-20C20		Sharp	0	0		
54	HP 283A		HP	0	0		
55	HP 975A (Black)		HP	0	0		
56	HP 975A (Cyan)		HP	0	0		
57	HP 975A (Yellow)		HP	0	0		
58	HP 975A (Magenta)		HP	0	0		
59	HP W1002YC (Black)		HP	0	0		
60	CANON CARTRIDGE 069 B	DC'S Office	Canon	0	0		
	CANON CARTRIDGE 069 C			0	0		

Sr. No.	Cartridge No	Use /Sec	Printer No.	Reserve Stock	Stock as on Date	ROL	RO Qty.
00	CANON CARTRIDGE 069 Y	DGS Office	Canon	0	0		
	CANON CARTRIDGE 069 M			0	0		

List of AMC/CAMC/FMSA at CSIR Hqrs.

S. No	Subject	Installed at	Indenter/ Project Leader Division	Firm/ File No.	Original Cost of equipment & Date of Purchase	AMC charges	Period	Remarks	Contact of Service Provider
1	Websites GIGW Service provider empanelled by NIC		Chanchal Sagar, TO Dolly Chaudhary, Scientist	M/s. Uneecops Technologies Ltd (13-2(25)/2022-23/ Pur/ 41)	23rd Aug 2022	Rs.24,96,599/-	19.10.2022 to 18.10.2024	To be taken up for tender by 18.05.2024	9654572327 pankaj.goyal@ uneecops.com
2.	VC & AV Devices (II) OEM Authorized service provider OEM- HP Polycom (1st Party Basis)	Auditorium End Points along with (AV Devices/Display TV/Micro Ph/Matrix Switcher/Projector & Screen etc)	Chanchal Sagar, TO Dolly Chaudhary, Scientist	M/s. Gurusons Communications Pvt. Ltd. 13-2(34)/2023-24/Pur		Rs.42,64,520/-	25.01.2024 to 24.01.2026	To be taken up for tender by 24.09.2025	01142643990/ 42643800 commercial@ gurusons.com
3.	Computer/Printer/FMS (FMS/CAMC) (3rd party)	CSIR Hqrs. and its premise	Arvind Kumar, IT	M/s. Vinayak Compserve Pvt. Ltd. (13-2(22)/2022- 23/Pur/22		Rs.37,07,560/-	01.12.2023 to 31.05.2024 (extended for 6 months)	1)Provision of extending by 1 more year is available as per Tender Document at the option of CSIR 2)To be taken up for tender. 3) If NIC provides panel of service provider the tender to be restricted to the empanelled Service Provider.	9958429477 8527662952 vinayak.systems@gamil.com info@vinayakit.com
4.	IP Based Surveillance Systems (CCTV)	CSIR Hqrs. and CSIR- Science Centre. (AMC)	Security Officer	M/s.Electronics Corporation of India Limited (ECIL) 13-(4)/2022-23/Pur	Rs.1,03,80,695/-	Rs.10,22,170/-	01.08.2023 to 31.07.2024	To be processed by 31.05.2024	011-25771244 rosyvij@ecil.co.in rmathur@ecil.co.in

	Directly from Original system Integrator ECIL								
5.	EPBAX Key Telephone Systems (KTS) Hipath/Hicom OEM Authorized Service Provider OEM- UNIFY earlier "Semens"	CSIR hqrs.,DG Office & Science Center	Prasana Kumar, AE	M/s. Gurusons Communication Pvt. Ltd. 13-2()/2022-23/Pur		Rs.4,41,131/-	19.03.2024 to 19.03.2026		9810941942 marketing@gurusons.com
6.	Canon Digital Copiers IT (FSMA) OEM Authorized Service Provider OEM- Canon	Room No.103	C/o Sh. Arvind Kumar, Pr. Scientist	M/s. Faxonics Technologies F.No.13-2(107)/2021-22/pur		Rs.61,000/-	12.07.2022 to 11.07.2024	To be taken up for tender by 10.04.2024	
7.	Canon Colour Digital Copier OEM Authorized Service Provider OEM-Canon	O/o, JS(A) (1 no.)	Sh. N. K. Niraj PS to JS(A)	M/s. Uneecops Technologies Ltd. 13-2(58)/2016-17/Pur		Rs. 26,904/-	12.01.2024 to 11.12.2025	To be taken up for the approve 11/10/2025	Sh. L. S. Bist (8527496015) 9350619666 info@uneecops.com
8.	UPS systems (3 nos.) OEM Authorized Service Provider OEM-Novateur	Data Center Server Room	Shri Abhishek Kumar, /Arvind kumar, IT	M/s.Novateur Electrical & Digital Systems. Pvt. Ltd. 13-2(109)/2015-16/Pur		Rs.2,30,100/-	01.09.2022 to 31.08.2025	To be taken up for tender by 30.05.2025	Sh. Upendra 9345952525 ravi.kushwah@numericups.com
9.	Photocopier Machines (Various Make)								
							Firm to which PO is awarded		
			Location	Make & Model		Machine Sl. No.			
	Kyocera Make		CATEGORY-I						
	1.		IMD	KYOCERA – TASKALPA S002i		VPL 7601246	Under process		
	2.		Policy Division R.No. 416	KYOCERA – TASKALPA 3011i		VTN 7902893			

	3.		CPD R No. 303	KYOCERA –		V967506096			
	4.		IFD, R.No.406	KYOCERA – TASKALPA3011(i)		VTN7403531			
	5.		Room No. 408	KYOCERA – TASKALPA 3011i		VTN 7Z04827			
	6.		ISTAD Room No. 220	KYOCERA Taskalfa 3011i		VTN 7X03410			
	7.		CVO Office	KYOCERA Taskalfa 2201		LBL 55071 24			
		Canon Make	CATEGORY-II						
	1.		O/o. DG,CSIR	CANON- IRADV 4545		2PS00783	F.No. 13-2(4)/2023-24/Pur M/s. Uneecops Technologies Ltd. w.e.f. 08/11/2023 to 07/11/2024	Process for tender on 07/08/2024	
	2.		Hindi Section	CANON IR 2320L		EQM01824			
	3.		R.No. 421 Reprography Units	CANON IR ADV 4045		HSAD 1433			
	4.		R.No. 421 Reprography Units	CANON IR ADV 4045		HSAO - 1031			
	5.		General Section, R.No. 14	Canon Image Runner 2006 N		2FG07822			
	6.		Room No. 210 O/o. VP, CSIR	Canon IR-ADV 4545 III (A4545)		2PS01040			
	7.		E-I Sec. R. No. 402	Canon IRADV - 4225		QYX - 01078			
	8.		E.III Section	Canon IRA-4525		2RV02993			
	9.		Science Centre Guest House	Canon IR-3530		MTP023813			
	10.		HR-II R.No.401	Canon IR-3225		Included in FASMA Vide P.O of even no. Dt.02/11/2021			
		Sharp Make	CATEGORY-III						
	1.		Audit Section R.No.16	SHARP MX – M315 NV		95045349	M/s. Prompt Solve w.e.f. 12/10/2023 to 11/10/2024	Process for tender on 11/07/2024	
	2.		HR-III R.NO.405	SHARP – AR 6020NV		93005792/93009792			
	3.		Vigilance Division R.No. 414	SHARP MX – M6070		950356300			
	4.		Legal Setion	SHARP BP-30M28		23003977			
10.	Digital Photocopier Heavy Duty	Room No.421	Shri. ShriBhagwan, Reprography Section	M/s. Uneecops Technologies Ltd. 13-2(101)/2017-18/Pur Dt. 21.12.2018		(price for below 1 lakh copies per month)	04.03.2019 to 03.03.2024	1)Payment will be made on pro-rata basis	9212152339/ 9810484399 8826009636 Harvinder.singh@canon.co.in

	machine – 01no. Total Guarantee Contract (TGC) OEM-Canon (1 st Party) OEM Authorized Service Provider					12 paise + GST extra (for A4 per copy) 18 paise + GST extra (for A3 per copy) (price for above 1 lakh copies per month) 11 paise + GST extra (for A4 per copy) 17 paise + GST extra (for A3 per copy)		2) Tender to be done by 02.12.2024	Udit.bhatia@canon.co.in
11.	Live Streaming Annual 01 no. Professional Subscription (3rd Party)		Sh. Rakesh Kumar, SO (SCDD)	M/s Gurusons Communications Pvt. Ltd. F.No. 13-2(36)22-23/Pur		Rs. 98,613/-	30.01.2024 to 29/01/2027		
12.	GePNIC Application Software/Operational Support & FMP related services at CSIR by NICS I for the 7th year (Original Service Provider) NIC		13-4(01)/15-16/S&P/Policy	M/s. National Informatics Center Services Inc.	–	Rs.15,19,000	01.04.2023 to 31.03.2024	Process for extension on 01.01.2024	
13.	NICS I Cloud Service for hosting of CSIR official website (www.csir.res.in) at NICS I (Original Service Provider) NIC		Smt. Chanchal Sagar, TO (3), IT Division	M/s. National Informatic Center Services Inc.	–	Rs.2,54,625/-	01.04.2023 to 31.03.2024	Process for extension on 01.01.2024	

14.	STQC Certification for CSIR Website (www.csir.res.in) (Original service provider NIC through 3rd party empanelled Vendor)		Smt. Chanchal Sagar, TO (3), IT Division	M/s.Electronic Regional Test Laboratory (North), Government of India, Ministry of Electronics & IT	—	Rs.1,62,250/-	28.04.2023 to 27.04.2026	Process for extension on 26.01.2026	
15	Water Cooler	CSIR- MBGH	Sh. Ram Gopal Meena, Incharge CSIR-MBGH	M/s. Climatrol Corporation 13-2(32)/2023-24/Pur	Rs. 1,20,904/- (upto 5 yr warranty)	Rs.1,37,838/- (from 6th to 10th year)	(from 6th to 10th year)		Rakesh Sharma (Mangager -Sales & Marketing) 81 30936622 8384098253 email: info@climatrol.in
16.	Audio equipment of Room No. 201	CSIR Hqrs., Room No. 201	Smt. Chanchal Sagar, Sr. T.O.(3), IT Division	M/s. Havi Design India LLP 13-2(46)/2023-24/Pur/60		Rs. 11,98,603.88	19.02.2024 to 18.03.2024		tenders@hvidesign.in 09810701097
17.	SAN Make: Dell AMC by 2nd Party		Sh. Abhishek Kumar Gupta, Sct., IT Div 13-2(88)/2020-21/Pur					Note sent through e-office E-6809, dated 25/10/2022 to Competent Authority for approval & expenditure sanction	