



Phone : 23710519
Fax : (91-11) 23730937, 23730682
E-mail : cvo@csir.res.in

वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्
अनुसंधान भवन, 2, रफी मार्ग, नई दिल्ली-110 001
COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH
Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110001

संख्या

No. 15-45(56)/2024-Vig.

प्रेषक

From

मुख्य सतर्कता अधिकारी
Chief Vigilance Officer

Date: 09 September, 2024

To

The Directors/ Heads of all National Labs. /Instts. of CSIR

Sub: - Purchase of items on Proprietary Article Certificate (PAC) Basis -reg.

Madam/Sir,

Kind attention is invited to CVO, CSIR letter no. 15-1(120)/90- Vig. dated 27.01.2014 vide which advisory on proper scrutiny and application of due diligence while procurement of items on Proprietary Article Certificate (PAC) basis were issued to all labs/Institutes of CSIR.

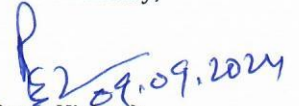
However, it has been observed that the same is not followed scrupulously by the Purchase Committee (PC) / Technical & Purchase Committee (T&PC) while dealing with purchase proposal on PAC basis.

Therefore, PC/T&PC are advised to follow the advisory issued vide letter no. 15-1(120)/90- Vig. dated 27.01.2014 without fail while examining and recommending the purchase proposals on PAC basis.

The Director/Head of the CSIR laboratories/Institutes is requested to ensure proper implementation of the advisories by the PC/T&PC.

This issued with the approval of DG, CSIR.

Yours faithfully,



(Roop Kishor)

Chief Vigilance Officer

Copy to:

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2. JS (Admn.), CSIR
3. FA, CSIR
4. Head IT Division- with a request to host this letter on CSIR website.
5. Office Copy



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संख्या

No. 15-1(120)/90-Vig.
प्रेषक

SPEED-POST: राफि मार्ग

Dated: 21 January, 2014

From

मुख्य सतर्कता अधिकारी
Chief Vigilance Officer

To

The Directors/Heads of all national labs/institutes of CSIR

Sub: Purchase on Proprietary / Proprietary Usages Basis – Need for Caution and Due Diligence -Regarding.

Madam/Sir,

Of late it has been observed that the volume of proprietary purchase is rising phenomenally across CSIR. Further, there is no secondary level of scrutiny of proprietary purchases under the present purchase procedure since such cases are not required to be referred to Purchase Committees. This calls for all the more caution and due diligence on the part of the indenters as they themselves are accountable for the correctness of their proprietary certificates.

The following irregularities have generally been observed during preventive checks / Investigations in respect of proprietary purchases:


- 1) Items are claimed to be proprietary merely on the ground that the manufacturer holds an exclusive legal rights over the product by way of patent/copy/design or trademark rights. It should be ensured by the indenter that **there is no effective alternative or suitable substitute** to the item being proposed for purchase on proprietary basis. This can be decided on the basis of a thorough analysis of the technical or other requirements or situations.
- 2) Often Proprietary Article Certificates (PACs) are being issued on technical grounds without any perceivable **unique** technical features/processes and **essentiality** thereof for the research/assignment at hand.
- 3) Stores/Equipments are being purchased on proprietary basis merely on the self-certification/ claims of proprietary status for their products by the OEMs/Principals.

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- 4) Proprietary certificates are being issued in favour of the dealers/marketing agents of the principal proprietors. Consequently, quotations are being solicited and purchases made from such agents/ dealers. This leads to purchase of items at extraordinarily higher price.
- 5) Reasonability of Price (ROP) is not being checked in case of Proprietary/Proprietary Usage purchases. Due diligence for establishing the ROP in all cases of purchases, especially in proprietary cases, is very important.

It is requested, therefore, that the above common irregularities may kindly be brought to the notice of all concerned so as to avoid recurrence of the same.

Yours faithfully,


(Sushma Singh)
Chief Vigilance Officer

Copy to-

1. Sr. COSPs/COSPs/SPOs of all national Labs./Instts.
2. Sr. COFAs/COFAs/FAQs of all national Labs./Instts.
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- ✓ 6. IT Division, CSIR Headquarters for posting the circular on CSIR Website.