

MINUTES OF THE PURCHASE COMMITTEE MEETING

VENUE: PRINCIPAL CHAMBER, ASSAM ENGINEERING INSTITUTE, GUWAHATI-03

The Purchase committee meeting was held on 16/08/2024 at 3.00 p.m. under the chairmanship of Dr. Hitesh Tahbaldar, Principal, Assam Engineering Institute, Guwahati-03 regarding Procurement of the following items as per Tender Notice published in the AEI Website.

Agenda of the meeting:

1. Discussion of about the Quotations.

Members Present:

- 1) Dr. Hitesh Tahbaldar, Principal, AEI
- 2) Dr. Mitali Chakravorty, HOD i/c, Electrical Engg. Deptt., AEI
- 3) Mrs. Plabita Borbora, HOD, Computer Engg. Deptt., AEI
- 4) Sri Bhabananda Deka, Lect. (S.G), ETC Engg., AEI
- 5) Dr. Tapan Kachari, Lect. (SG), AEI
- 6) Sri Bhabesh Goswami, Lect. (SG), Mech. Engg. Deptt., AEI
- 7) Mr. Abdul barek, Lect., Computer Engg. Deptt., AEI
- 8) Sri Ganesh Kalita, Workshop Supdt., AEI
- 9) Mrs Bibha Devi Changkakoti, Junior Assistant, AEI

The following issues were discussed in the meeting :

- 1) The committee members opened the quotations on 08/08/2024 at 3.00 p.m in the Principal's Chamber.
- 2) The committee had gone through the Comparative Statements and selected the L1 Parties for the procurement of below mentioned items shown in the **Serial No. i to v.**

i) Desktop Computer

- a) Datamation Services L1

ii) Computer Accessories

- a) JD Service L1

iii) Repairing and Supply of 5KVA SMS Battery

- a) SN POWER SOLUTION L1


iv) Repairing and Supply of 10 KVA SMS Battery

- a) Tech Needs L1

v) Paper License Software

- a) JD Service L1

- 3) The Principal AEI and the Committee Members decided after going through the Comparative statements that the party with the least price will be allowed to get the Supply contract.


Principal
Assam Engineering Institute
Guwahati-03