

Name of Division: Purchase Section,

1. Maintenance of all records duly catalogued and indexed in a manner and the form which facilitates the right to information under this act.	
<u>List of files with subjects:</u>	List attached
2. Function and duties of each employees working in your division.	1. Technical Officer- Noting, Drafting and checking of Quotations /Tenders/ Comparative Statement and Supply order and others office routine works. 2. MTS- Open the office, Dusting / Dairy Dispatch and maintenance of files.
3. Financial / Administrative power of an employee in your division	Nil
4. Procedure to be followed, decision making including supervision and accountability.	Director, FRI, and Purchase officer, FRI
5. Statement of categories of documents that are held by it or under its control	Purchase related files
6. Consultancy work carried out in your division	N.A.
7. Directory of employees with name, designation and telephone number	Telephone Directory of the Institute is being uploaded separately.
8. Budget allocated during the current year for different projects and expenditure incurred.	Rs. 20,000/- Budget Head:- Other than project
9. Particulars of facilities to citizens and for public use.	Nil



S.O./ W. O No. and Supply Date	Supplier Name/Address (M/s)	Items/Equipment	Amount(Rs.)	Div. Consignee
Tender X-63/2018-19/Purchase, Coffee Table Book, 08.07.2019	M/s Print Vision, 41C & 58 Rajpur Road, Dehradun	Printing of Coffee Table Book	Rs. 9,87,840.00	ADG, BCC Division
X-76/2018-19/Purchase/29.7.2019	GEMC-511687780755537, M/s Siddhi Vinayak Technology, 59 Kanwali Road, Dehradun	Computer Wortstation	Rs. 1,48,500.00	Dr. Parmanand Kumar, ECC&FI
X-1/2019-20/29.4.2019	M/s Usha Infracon technologies, Dehradun	LED TV-LG	Rs. 72,555.00	Registrar FRI
X-2/2019-20/31.5.2019	M/s Motras Scientific Instrument Pvt. Ltd., New Delhi	Instrument AAS 4141 A (Replacement of Interface-Card)	RS.40,000.00	ECC&FI
X-3/2019-20/	Sent to Chemistry Division	Fractional Distillation Unit Not PURCHASED	Not PURCHASED	CHEMISTRY DIVISION
X-4/2019-20/24.06.2019	M/s Usha Infracon technologies, Dehradun	Refrigerator 284 Liters LG	Rs. 30,380.00	NEW Forest Hospital
X-5/2019-20/15.7.2019	GEMC-511687771476987, APEX TECHNIQUES, MUMBAI	Voltas 185 DZA 1.5 Ton 5 Star	Rs. 1,65,186.00	PLO, FRI
X-6/2019-20/06.09.2019	M/s Agilent Technologies India Pvt. Ltd., Bangalore-560 016	GC-Ms Splitter Spare parts	Rs. 2,77,529.00	Chemistry Division ,
X-7/2019-20/15.7.2019	M/s Macro Scientific Works Pvt. Ltd., B-35/3, G.T.karnal Road, Industrial Area, Delhi-110033	Autoclave	Rs. 1,99,990.00	Forest products Division (W.S.)
X-8/2019-20/05.07.2019	M/s Reckon web Solutions, Indrapuram, Dehradun	Work order Website Design and Development assistance services for yamuna DPR Project	Rs. 41,300.00	Silviculture (Seed)
X-9/2019-20/	Merge in Tender No. X-16/2019-20/Purchase	ULTRASONICATOR	-	Forest Products Division (C&P)
X-10/2019-20/22.7.2019	M/s Panacea Instrument Pvt Ltd. 1K, 1st Floor, Gopala Tower, 25, Rajendra Place, New Delhi-110008	Micro Controller based Flame Photometer	Rs. 70,682.00	ECC&FI Division
X-11/2019-20/29.7.2019	M/s Roorkee Industries, 699, West Amber Talab, Roorkee	Watermark Soil Moisture (Suction) Sensors	Rs. 64,900.00	ECC&FI Division
X-12/2019-20/07.08.2019	M/s H.V. Technologies, Transport Nagar, Dehradun	Vertical deep Freezer, Make-Celfrost	Rs. 73,500.00	Chemistry Division
X-13/2019-20/09.07.2019	M/s Alliance associates, Court Road Dehradun	Air Cooler	Rs. 23600.00	Account Section (Budget)
X-14/2019-20/	Cinema art Studio, Dehradun	Nikon Camera	Rs. 50,000.00	G&TP Div.
X-15/2019-20/	Merge in Tender No. XI-5/2019-20/Purchase	Preparation of 3 Documentary Films	-	EXTENSION DIV.

X-16/2019-20/19.09.2019 TENDER	M/s DHR Holding Pvt. Ltd., Mumbai-421302	Stereo Zoom Microscope system with Cc camera Leica M-205 Stereomicroscope, Item no. 5	Rs. 15,43,500.00	Forest protection Division, Entomology, Dr. Arvind kumar, Scientist
X-16/2019-20/22.09.2019 TENDER FILE	M/s Radical scientific Equipment Pvt. Ltd., 9th Milestone, AMBALA CANTT	Stereo-Zoom Microscope, Model RSMr-8 make-Radical	Rs. 2,75,100.00	Forest protection Division, Entomology, Dr. Arun Pratap singh
X-16/2019-20/19.09.2019 TENDER FILE	M/s Buchi India pvt. Ltd., Mumbai-400 055	Rotary Evaporator with Vacuum Pump	Rs. 3,30,750.00	Chemistry Division , Dr. A.K.Pande
Retender X-16/2019-20/15.10.2019 TENDER FILE	M/s Elron Instruments Co. Pvt. Ltd., Ner Delhi-110019	Leaf Water Potential System	Rs. 6,74,835.00	G&TP Div., Dr. SantanBbartwal
Retender X-16/2019-20/14.10.2019 TENDER FILE	M/s Elixir Technologies, No. 300/2 Chamundeswari Layout, Bengaluru-560097	Tree Motion Sensor	Rs. 7,49,700.00	Froest Products Division, R. Ezhumalai, Scientist-D
Retender X-16/2019-20/15.10.2019 TENDER FILE	M/s Transasia Bio Medicals Ltd., 8 Chandivali Studio Road, Andheri (East) Mumbai-400 072	Auto Analyser Machine, Model EM Destiny 180 with ISE	Rs. 5,29,230.00	New Forest Hospital, FRI, Mrs. Mala M. Massey
Retender X-16/2019-20/10.10.2019 TENDER FILE	M/s IGIS Pvt. Ktd. 243/196 Rabindernath Tagore marg, New cantt road, Dehradun	Preparation of GIS Layers and Maps	Rs. 11,50,500.00	Head, Silviculture Division, Dr. Manisha Thapliyal, Scientist
X-17/2019-20/28.08.2019	M/s KDP Scientific Instruments, Dehradun	Sartorius , IR Moisture meter, Model No. MA37	Rs. 2,04,750.00	Chemistry Division
X-18/2019-20/02.8.2019	M/s Usha Infracon technologies, Dehradun	Split AC 1.5 Ton Make HITACHI	Rs. 43,980.00	Head, Silviculture Division
X-19/2019-20/16.08.2019	M/s National Equipment & Services, Dehradun	Billing Printer Machine	Rs. 38,200.00	PLO, FRI
X-20/2019-20/19.08.2019	M/s S.M.Traders, Upasana Complex, Dehradun	Inverter Battery by back Old Battery	Rs. 10,500.00	Watch & ward
X-21/2019-20/		APC UPS 600 VA		Forest Informatics Div.
X-22/2019-20/	NOT PURCHASED	Projector	-	Extension Division
X-23/2019-20/19.08.2019	M/s Krafto kreations, 75/9, Rajpur Road, Dehradun	Mementos- Combo Set of 3 pieces	Rs. 1,70,000.00	Silviculture (Seed)
X-24/2019-20/06.8.2019	GEMC-511687725235647, Singh traders, Street No. 13A South Delhi-110019	Carbide Chain Saw	Rs. 22,800.00	Ezhumalai Rajamanickam, Forest products Division
X-24/2019-20/06.8.2019	GEMC-511687789668417, Ashirwad, Sadar bazar, Lucknow-Up-226002	Chain Saw	Rs. 21,754.00	Ezhumalai Rajamanickam, Forest products Division
X-25/2019-20,01.10.2019	M/s Supereq Systems (P) Ltd., 93/2 Dharam Pur, Dehradun	Supereq Double faced Library Steel Racks	Rs. 97,350.00	N.F.L.I.C.
X-26/2019-20,24.10.2019	M/s IVC Pumps Pvt. Ltd., Plot No. 255, Phase -I Nr. Gate No.5	Cast Iron MOC with ss 304 Impeller, Single Stage Watering vacuum Pump,	RS. 76,582.00	Forest Products Division (W. S. Discipline)

X-27/2019-20, 21.10.2019	M/s H.V. Technologies, Transport Nagar, Dehradun	Digital Seed Counter	Rs. 97,467.00	Silviculture (Seed)
X-28/2019-20,	Sent to Silviculture Division Under Process	Advances Stereo Zoom Microscope with camera	-	Silviculture
X-29/2019-20,06.09.2019	M/s Elron Instruments Co. Pvt. Ltd., Ner Delhi-110019	Soil Respiration Chamber	Rs. 5,46,325.00	ECC&FI. Div.
X-30/2019-20,	LPC Under process	Seed Germinator Single chamber	-	Silviculture Division
X-31/2019-20,	Under process	Chairs for conference Hall	-	Extension Division
X-32/2019-20,	Under process	Electrical heated Wood Dryer	-	Forest products Division (W.S. Discipline)
X-33/2019-20,18.10.2019	M/s Repidex Enterprises, 45 Industrial Estate, Yamuna Nagar	Wood Treatment Vacuum Pressure Plant	Rs. 75,520.00	Forest products Division (W.P. Discipline)
X-34/2019-20,21.10.2019	M/s Jai Gurudev Industries, C-19/20, Industrial Estate, Rudrapur, Udham Singh Nagar	Shrub Master	Rs. 62,000.00	Silviculture (Range Office)
X-35/2019-20,	Sent to Pathology	UPS Battery 12 Volt	-	Pathology
X-36/2019-20,	LPC Under process	Air Conditioner	-	N.F.L.I.C.
X-37/2019-20,27.08.2019	GEMC-511687745753406, 27.08.2019, M/s Subhasayam Computech, Kotdwara UK	Desktop Computers	Rs. 2,60,900.00	I.T. & GIS Division
X-38/2019-20,	Under process,	Ultra HD Microscopic Camera	-	Pathology , Forest protection Division
X-39/2019-20, 30.10.2019	GEMC-511687742485508	ECG Machine	Rs. 57,478.00	New Forest Hospital

X1-1/2019-20/20.5.2019	M/s Strategic Marketing, Rajpur Road, Dehradun	Cartridge HP Laserjet 1320n and 2055dn	Rs. 15,694.00	Purchase Section
X1-2/2019-20/29.5.2019	M/s Computer Junction, Near ONGH Hospital, Dehradun	4GB DDR3 RAM and Bio Cell	Rs. 2,714.00	Purchase Section
X1-3/2019-20/28.6.2019	M/s Thermo Fisher Scientific India Pvt. Ltd., New Delhi-110025	AMC of UV-VIS for Spectrometer	Rs. 44,976.00	Chemistry Division
X1-4/2019-20/20.6.2019	M/s Alliance associates, Court Road Dehradun	Sanitation Items	Rs. 48,653.00	Watch & Ward
X1-5/2019-20/	Tender Under Process	EOI for preparation of 3 Documentary Films	-	Extension Division
X1-6/2019-20/11.7.2019	M/s Arihant Enterprises, 265, Khurbura, Dehradun	Stationery item (Envelopes 12"x10")	Rs. 2,000.00	Store Section
X1-6/2019-20/11.7.2019	M/s Jay Prakash & Sons, Paltan Bazar dehradun	Stationery item	Rs. 16,450.00	Store Section
X1-6/2019-20/11.7.2019	M/s Ganpati Sales, Dhamawala Dehradun	Stationery item	Rs. 4,085.00	Store Section
X1-6/2019-20/11.7.2019	M/s Bishnu Gupta Pustak Bhandae, panditwari, Dehradun	Stationery item	Rs. 60,873.00	Store Section
X1-6/2019-20/11.7.2019	M/s General supply Agency, Dehradun	Stationery item	Rs. 60,149.00	Store Section
X1-7/2019-20/03.7.2019	M/s Swastik General Suppliers, Harrawala Chowk, Dehradun	Cartridge Konika Minolta 4650EN	Rs. 14,927.00	Store section
X1-8/2019-20/09.7.2019	M/s Usha Infracon technologies, Dehradun	Cartridge HP Laser jet 1320	Rs. 6,200.00	Store Section
X1-9/2019-20/02.7.2019	M/s S.S. Technoprint, 37 A Old Cannaught Palace, Dehradun	Museum Tickets @40/ & @10/	Rs. 97,050.00	PLO, FRI
X1-10/2019-20/22.7.2019	M/s Swastik General Suppliers, Harrawala Chowk, Dehradun	Cartridge Konika Minolta 4650EN	Rs. 29,854.00	Budget and Admin section
X1-11/2019-20/19.08.2019	M/s M.M Technology, Luxmipur, Dehradun	Phase Change Material	Rs. 2,24,500.00	Forest products Division, W.S. Discipline
X1-12/2019-20/	Sent to Store Section	Stationery Items NOT PURCHASED	-	Central Store
X1-13/2019-20/23.08.2019	M/s Dehra tent house, 5-B Race Course, Dehradun	Hiring of Tentage and Crockery during Convocation	Rs. 1,65,200.00	Dr. P.K.Gupta, Scientist & member of catering & tent Committee
X1-14/2019-20/23.08.2019	Hotel Inderlok, Anekant place, Dehtadun	Work order for Hi Tea, During Convocation of FRI Deemed university	Rs. 1,05,610.00	Dr. P.K.Gupta, Scientist & member of catering & tent Committee

X1-15/2019-20/28.08.2019	M/s New Era Enterprises, Dehradun	Genotyping by microsatellite markers	Rs. 2,36,178.00	CoEFGR, G&TP
X1-16/2019-20/02.09.2019	M/s Frama System (I) Pvt. Ltd, New Delhi	AMC & Server Charges of Franking machine	Rs. 20,010.00	Record section, Section Officer (G)
X1-17/2019-20/	Merge in XI-22	Cartridge Konika Minolta 4560 EN	-	Service Branch
X1-18/2019-20/	FILE CLOSED	Binding Items	-	N.F.L.I.C.
X1-19/2019-20/23.09.2019	M/s Reckon Web Solutions, Dehradun	Work order for Website design and Development of Narmada DPR	Rs. 53,100.00	Silviculture (Seed)
X1-20/2019-20/	Under process			
X1-21/2019-20/17.09.2019	M/s H.V.Technology, B-7 Transport Nagar,Dehradun	DNA Extended range labChip	Rs. 2,43,180.00	CoEFGR, G&TP
X1-22/2019-20/27.09.2019	M/s Swastik General Suppliers, Harrawala Chowk, Dehradun	Cartridge Konika Minolta 4650 EN	Rs. 42,480.00	Service branch, Entomology & Account Section
X1-23/2019-20/13.09.2019	M/s RAPID Sales, Faltu line, Dehradun	Ceramic Mug with Box, Sublimation paper, and Sublimation Colour ink	Rs. 26,937.00	PLO, FRI
X1-24/2019-20/24.09.2019	M/s H.V. Technology, B-7 Transport Nagar,Dehradun	DNA Extended range labChip	Rs. 1,62,120.00	Head, G&TP
X1-25/2019-20/	Under process	Development Software Portal for data Collection and Analysis	-	Silviculture (Seed)
X1-26/2019-20/	Tender Process	Dental Consumables Items for NFH		N.F.H.
X1-27/2019-20/	Tender Process	Pathology Chemical Glassware Plastic ware	-	N.F.H.
X1-28/2019-20/	Under Process	Spareparts of Microwave Test Bench	-	Forest products Division

