

भारत सरकार, गृह मंत्रालय/Government of India, Ministry of Home Affairs
महानिदेशालय/Directorate General
राष्ट्रीय आपदा मोर्चन बल/National Disaster Response Force
क्रय शाखा/Procurement Branch
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एनडीसीसी-2 बिल्डिंग /NDCC-II Building,
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जयसिंह रोड/ Jai Singh Road,
नई दिल्ली / New Delhi

दिनांक, 12 Sep, 2022

// ORDER //

As approved by the Competent Authority, the request to sort out any query /issue by any vendor, the NDRF Officers (IG/DIG (Procurement) along with the team of their Branch will meet the vendors on every Thursday from 1130 to 1300 hours.

- 01) This meeting will be done with prior appointments only. The request can be sent on email to DIG (Prov/Proc), IG/NDRF or through office phone no of DIG (Prov/Proc), IG/NDRF.
- 02) Vendors not having prior appointments will not be ordinarily entertained for the above scheduled meeting.
- 03) Minutes of the meeting will be minuted every time, if required.
- 04) The meeting will be held either with DG/IG//DIG (Prov/Proc) in their office chamber as per availability of the officers on that day.
- 05) The vendors will be met in connection with issues related to Procurement Process (i.e., Bid/Tender terms & conditions, Technical Specification Clarification and other related issues). Vendors may also raise their grievances or give suggestion to improve the procurement process.
- 06) The vendors will as far as possible should meet only once in a month unless there are other important issues to be raised by the vendor. Repetition of the meeting with the same vendors may be avoided.
- 07) Concerned DIsG will intimate to DG / IG NDRF for their presence if required to attend the same.
- 08) The meeting will be conducted for smooth functioning of procurement process and transparency, for speedy disposal of issues, so that procurement can be done as per the time line.

-: 02 :-

04. All the branch in-charges will ensure timely submission of the representation of firms on the issues.



(Bharat Bhusan Vaid)
Dy.Inspector General (Prov)
HQ DG NDRF

Distribution:-

1. PS to DG NDRF	: For information please.
2. PS to IG, NDRF	: -do-
3. Prov/Proc/ R&D/NDRR Branches, HQ NDRF	: For information and n/a please.
4. Guard file	