

INDIAN INSTITUTE OF TECHNOLOGY DELHI
HAUZ KHAS, NEW DELHI- 110 016.

COORDINATION SECTION

No.IITD/CDN/2008/86

Dated:- 06.02.2008

Sub:- Procurement of Software on Single Tender basis.

As most of the software products are proprietary in nature, the procurement of Software may be considered on single tender basis subject to adherence of GFR Provisions/Institute purchase rule as under:-

GFR 154: Single Tender Enquiry – Procurement from a single source may be resorted to in the following circumstances:-

- (i) It is in the knowledge of the user department that only a particular firm is the manufacturer of the required goods.
- (ii) In a case of emergency, the required goods are necessarily to be purchased from a particular source and the reason for such decision is to be recorded and approval of competent authority obtained.
- (iii) For standardization of machinery or spare parts to be compatible to the existing sets of equipment (on the advice of a competent technical expert and approved by the competent authority), the required item is to be purchased only from a selected firm.

Institute Purchase Rule 5.4.3. In case of proprietary items, the items may be procured from the proprietary source on the basis of a single quotation after certification of the proprietary nature of the item by the seller/supplier. In such cases, wherever possible, the purchase price of similar item paid previously may be used as a benchmark to ensure reasonability of price.

Proprietary Article Certificate is to be endorsed on the line as specified under.

“Certified that _____ is a proprietary item of M/s _____ and no other manufacture make these items”.

Kalyan Kr. Bhattacharjee
(Kalyan Kr. Bhattacharjee)
Assistant Registrar(CDN)

All Dy.Directors/Deans/Heads of Deptts./Centres/Sections/Units/Cells

- Cc to: 1. PS to Director
- 2. Secy., to Registrar
- 3. Secy., Faculty Forum
- 4. Master File