



**CENTRE FOR COMPUTERS AND
COMMUNICATION TECHNOLOGY
CHISOPANI, SOUTH SIKKIM**

(Under Directorate of Technical Education, Government of Sikkim)
Approved by A.I.C.T.E. ISO 9001:2008 Certified



**MODERNIZATION AND STRENGTHENING OF LIBRARIES AND INCREASING
ACCESS TO KNOWLEDGE RESOURCES**

Month	Work done/Activity	Remarks
April	Items/software and hardware for Library required for Library are collected from Librarian and Course In charges of all department	
May	Letter sent to INDEST for membership Purchase Committee meeting held on 23/5/2014 List of books prepared by concern CIC (DENC and Civil) were put for the discussion in Purchase Committee meeting..	
June	Specification of items/equipment went for scrutiny to concern CICs	
July	Purchase Committee meeting held:5/8/2014 List of books for Diploma in Electronics and Communication and Diploma in Civil Engineering approved by Purchase Committee.	
August	Advertisement on four local news paper from 17/8/2014 to 27/8/14 inviting tender from different supplier/vender/ manufacturer to get quote on our specified equipment/items	
September	Last date of receiving quotation was 1/9/2014. We received the quotation and tender opened on 12/9/2014 administrative, financial and technical scrutiny done and supply order issued on 22/9/2014	
October	Follow up of supply order given to dealer/manufacturer done from administrative section /store/project coordinator	
November	Expected date of receiving equipment is 5 th November but some supplier has asked the extension for the supply of equipment.	
December	a. Expected to receive books/items by 1 st week of December b. Installation commissioning and coding of equipment/items is expected to complete by 20 th Dec. c. Release of payment will be done before 30 th December.	
January	Collection of requirement from the concern department for the next phase of procurement.	
February	Purchase Committee meeting for the next phase of procurement.	
March	Closing of financial year.	

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