

SKILLS STRENGTHENING FOR INDUSTRIAL VALUE ENHANCEMENT [STRIVE]

Name of Procuring Entity : IMC Society of GITI Kaithal W

Annual Procurement Plan for Financial Year :2021-22

Date of Approval of Annual Procurement Plan :

Approved By/Name of Approving Authority :

S. No.	Procurement Category	Name/Description of Procurement/Selection	Trade	Estimated Cost [INR]	Results Area	Procurement Mode	Applicable Procurement Rules	Use of GEM [Yes/No]	Use of e-Procurement [Yes/No]	Procurement Method	Market Approach [National/International]	Proposed Procurement Start Date	Pre-bid Conference Date [if any]	Proposed Procurement End Date	Tentative Contract Award Date	Tentative Contract Duration [Months]	Tentative Completion Date
[1]	[2]	[3]	[3 A]	[4]	[5]	[6]	[7]	[8]	[9]	[10]	[11]	[12]	[13]	[14]	[15]	[16]	[17]
1	Works	Renovations for S.S.A (Hindi) rooms & minor repairing works for building	SSA Hindi	250000	1	Public Procurement	Financial State Rule	No	Yes	E-tender	National	1/5/2021	31/05/2021	10/6/2021	15/06/2021	1	30/06/2021
2	Goods	Machine Tools Equipments	SSA Hindi	2110000	1	Public Procurement	Financial State	Yes	Yes	E-tender	National	1/6/2021	30/06/2021	15/7/2021	25/07/2021	1	31/07/2021
3	Goods	Machine Tools Equipments	Basic Cosmetology	78000	1	Public Procurement	Financial State	Yes	Yes	E-tender	National	1/6/2021	30/06/2021	15/7/2021	25/07/2021	1	31/07/2021
4	Goods	Machine Tools Equipments	All Trades	150000	1	Public Procurement	Financial State	Yes	Yes	E-tender	National	1/6/2021	30/06/2021	15/7/2021	25/07/2021	1	31/07/2021
5	Goods	Machine Tools Equipments	DM Civil	250000	1	Public Procurement	Financial State	Yes	Yes	E-tender	National	1/7/2021	31/07/2021	12/8/2021	25/08/2021	1	31/08/2021

NOTES :

Annual Procurement Plan may be prepared on the assumption that total budget will be released
Procuring entities shall ensure that procurements are carried out as per Delegation of Financial Powers and within Categories defined as 'Eligible Expenditure' in the Operations Manual
Specifications for goods to be procured shall be as per approved specifications for that trade, approved by the Competent Authority



Jagmender Singh
Assistant Director (Technical)

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Govt Industrial Training Institute Women Kaithal (GR06000028)

SECOND Year Procurement Plan

Sr.	Name of Items	Specifications	Trade/ Course for which it is required	Total required	Rate/ Unit	Total	Head
1	Training of Technical & Non-Technical Staff	Weekly or Fortnightly T	Engg. & Non- Engg. Trades	As per requirements	250000.00	250000.00	Training of teaching and Management Staff
2	Training of Ministerial Staff	Weekly or Fortnightly T	All Branches	As per requirements	100000.00	100000.00	Training of teaching and
3	Industry Visit of Trainees	Engg. & Non Engg Trade	DTP, Basic Cosmetology, Electronics Mechanic, Fashion Design & Technology, Dress Making, DMC	As per requirements	400000.00	400000.00	FACILITY OF TRAINEES
4	Guest Lectures for Trainees	Engg. & Non Engg Trade	Engg. & Non- Engg. Trades	As per requirements	100000.00	100000.00	FACILITY OF TRAINEES
5	Broadband Internet, Computer, Printer, Electronics Allied & Machinery Maintainance, Networking	Engg. & Non Engg Trade	All Trades & Office	As per requirements	700000.00	700000.00	ICT INFRASTRUCTURE
6	Salary /Remuneration of Staffs			As per requirements	250000.00	250000.00	SALARIES OF



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Govt Industrial Training Institute Women Kaithal (GR06000028)
First Year Procurement Plan

Sr.	Name of Items	Specifications	Trade/ Course for which it is required	Total required	Rate/ Unit	Total	Head
1	Renovations for S.S.A (Hindi) rooms & minor repairing works for building		Civil Works	As required			MINOR CIVIL WORK
					250000.00	250000.00	
2	DUAL DESK		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	18 NO.	5500.00	99000.00	Equipment Furniture and other goods
3	COMPUTER TABLE WITH REVOLVING CHAIR		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	24 NO.	7000.00	168000.00	Equipment Furniture and other goods
4	MICROPHONE SYSTEM		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	1 NO.	4000.00	4000.00	Equipment Furniture and other goods
5	DESKTOP COMPUTER	CPU 3264 Bit i3/i5/i7 or latest processor Speed 3 GHz or Higher. RAM-4 GB DDR-III or Higher Wi-Fi Enabled. Network Card Integrated Gigabit Ethernet with USB Mouse USB Keyboard and Monitor Min. 17 Inch. Licensed Operating System and Antivirus compatible with trade related software.	STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	24+1 NO.	50000.00	1250000.00	Equipment Furniture and other goods
6	LAPTOP		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	1 NO.	55000.00	55000.00	Equipment Furniture and other goods
7	LASER PRINTER		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	1 NO.	12000.00	12000.00	Equipment Furniture and other goods
8	PRINTER TABLE		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	2 NO.	2000.00	4000.00	Equipment Furniture and other goods
9	GLAZED WHITE MAGNETIC BOARD	8 X 4 FEET	STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	2 NO.	5500.00	11000.00	Equipment Furniture and other goods
10	INTERACTIVE BOARD		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	1 NO.	45000.00	45000.00	Equipment Furniture and other goods
11	LOCKERS FOR TRAINERS	WITH EXTERNAL	STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	2 NO.	11000.00	22000.00	Equipment Furniture and other goods
12	BOOK CASE		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	2 NO.	10000.00	20000.00	Equipment Furniture and other goods



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13	STEEL ALMIRAH		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	2 NO.	10000.00	20000.00	Equipment Furniture and other goods
14	PHOTOCOPIER WITH MULTIPLE FEATURES WITH FURNITURE		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	1 NO.	30000.00	30000.00	Equipment Furniture and other goods
15	UPS FOR COMPUTERS		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	25 NO.	3000.00	75000.00	Equipment Furniture and other goods
16	FAX MACHINE LATEST MODEL		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	1 NO.	15000.00	15000.00	Equipment Furniture and other goods
17	HAND TOOLS KIT		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	2 NO.	500.00	1000.00	Equipment Furniture and other goods
18	A.C 2 TON WITH CVT		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	1 NO.	50000.00	50000.00	Equipment Furniture and other goods
19	LCD PROJECTOR		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	1 NO.	50000.00	50000.00	Equipment Furniture and other goods
20	LED TV		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	1 NO.	25000.00	25000.00	Equipment Furniture and other goods
21	APPLICATION SOFTWARE MS OFFICE EDUCATIONAL VERSION		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	25 LICENSE	5000.00	50000.00	Equipment Furniture and other goods
22	ANTIVIRUS LATEST		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	25 LICENSE	4000.00	100000.00	Equipment Furniture and other goods
23	SCANNER		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	1 NO.	4000.00	4000.00	Equipment Furniture and other goods
24	SHORTHAND PENCIL		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	48 DOZEN	60.00	2880.00	Equipment Furniture and other goods
25	SHORTHAND NOTEBOOK		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	49 DOZEN	150.00	7350.00	Equipment Furniture and other goods
26	ERASER		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	24 DOZEN	60.00	1440.00	Equipment Furniture and other goods
27	SHARPENER		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	24 NO.	60.00	1440.00	Equipment Furniture and other goods
28	SCALE	12"	STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	3 PACKET	100.00	300.00	Equipment Furniture and other goods


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29	CUTTER		STENOGRAPHER &SECRETARIAL ASSISTANT HINDI	48 NO.	10.00	480.00	Equipment Furniture and other goods
30	WHITE PAPER	A4, A3, A2	STENOGRAPHER &SECRETARIAL ASSISTANT HINDI	12 RIM EACH	785.00	9420.00	Equipment Furniture and other goods
31	CORRECTING FLUID		STENOGRAPHER &SECRETARIAL ASSISTANT HINDI	20 NO.	20.00	400.00	Equipment Furniture and other goods
32	CLOTH DUSTER		STENOGRAPHER &SECRETARIAL ASSISTANT HINDI	15 DOZEN	300.00	4500.00	Equipment Furniture and other goods
33	PILOT PEN		STENOGRAPHER &SECRETARIAL ASSISTANT HINDI	24 NO.	60.00	1440.00	Equipment Furniture and other goods
34	STEEPLER SMALL SIZE		STENOGRAPHER &SECRETARIAL ASSISTANT HINDI	24 NO.	40.00	960.00	Equipment Furniture and other goods
35	FILE FOLDER		STENOGRAPHER &SECRETARIAL ASSISTANT HINDI	48 NO.	20.00	960.00	Equipment Furniture and other goods
36	MARKER		STENOGRAPHER &SECRETARIAL ASSISTANT HINDI	60 NO.	30.00	1800.00	Equipment Furniture and other goods
37	WHITE BOARD DUSTER		STENOGRAPHER &SECRETARIAL ASSISTANT HINDI	12 NO.	20.00	240.00	Equipment Furniture and other goods
38	PRINTER CARTRIDGE		STENOGRAPHER &SECRETARIAL ASSISTANT HINDI	4 NO.	2500.00	10000.00	Equipment Furniture and other goods
39	CARBON		STENOGRAPHER &SECRETARIAL ASSISTANT HINDI	200 NO.	3.00	600.00	Equipment Furniture and other goods
40	DIFFERENT TYPES OF POLYTHENE		STENOGRAPHER &SECRETARIAL ASSISTANT HINDI	200 EACH	2.00	400.00	Equipment Furniture and other goods
41	COLIN		STENOGRAPHER &SECRETARIAL ASSISTANT HINDI	10 BOTTLES	90.00	900.00	Equipment Furniture and other goods
42	BOX FILE		STENOGRAPHER &SECRETARIAL ASSISTANT HINDI	24 NO.	250.00	6000.00	Equipment Furniture and other goods
43	ALL PIN JAM CLIP		STENOGRAPHER &SECRETARIAL ASSISTANT HINDI	4 PACKET	30.00	120.00	Equipment Furniture and other goods
44	SCISSOR PAPER CUTTING		STENOGRAPHER &SECRETARIAL ASSISTANT HINDI	2 NO.	60.00	120.00	Equipment Furniture and other goods
45	DUSTBIN		STENOGRAPHER &SECRETARIAL ASSISTANT HINDI	4 NO.	150.00	600.00	Equipment Furniture and other goods


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46	FEVISTICK		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	24 NO.	25.00	600.00	Equipment Furniture and other goods
47	DVD		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	50 NO.	20.00	1000.00	Equipment Furniture and other goods
48	CD DWR		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	50 NO.	50.00	2500.00	Equipment Furniture and other goods
49	REGISTER		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	1 DOZEN	1200.00	1200.00	Equipment Furniture and other goods
50	POKER	SMALL AND BIG	STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	2 NO.	25.00	50.00	Equipment Furniture and other goods
51	HIGHLIGHTER		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	24 NO.	20.00	480.00	Equipment Furniture and other goods
52	SKETCH PEN COLOR		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	48 NO.	30.00	1440.00	Equipment Furniture and other goods
53	CELLO TAPE /BROWN TAPE		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	12 NO. EACH	30.00	720.00	Equipment Furniture and other goods
54	OUTWARD CORRESPONDENCE REGISTER		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	1 NO.	200.00	200.00	Equipment Furniture and other goods
55	INWORD CORRESPONDENCE REGISTER		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	1 NO.	200.00	200.00	Equipment Furniture and other goods
56	POST LEDGER REGISTER		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	1 NO.	260.00	260.00	Equipment Furniture and other goods
57	PAPER WEIGHT		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	2 DOZENS	240.00	480.00	Equipment Furniture and other goods
58	DRAWING PINS		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	2 PACKET	20.00	40.00	Equipment Furniture and other goods
59	STEPLER PINS		STENOGRAPHER & SECRETARIAL ASSISTANT HINDI	24 NO.	20.00	480.00	Equipment Furniture and other goods
60	Ceramic Straightning Pressing Machine	ICONIC	Basic Cosmetology	4 No.	7000.00	28000.00	Equipment Furniture and other goods
61	Hair Dryer (2500-3000w)	ICONIC	Basic Cosmetology	3 No.	5000.00	15000.00	Equipment Furniture and other goods
62	Makeup Brush	Professional (PAC)	Basic Cosmetology	1 No.	18000.00	18000.00	Equipment Furniture and other goods
63	Eye Shadow Palette No. 35	Murphy	Basic Cosmetology	1 No.	5000.00	5000.00	Equipment Furniture and other goods


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64	Hair Cutting Scissors		Basic Cosmetology	4 No.	500.00	2000.00	Equipment Furniture and other goods
65	Hair Extension	Danial	Basic Cosmetology	5 No.	1000.00	5000.00	Equipment Furniture and other goods
66	Tong	Mr. Barbar	Basic Cosmetology	2 No.	2500.00	5000.00	Equipment Furniture and other goods
67	AUTOCAD SOFTWARE	AUTOCAD 2D LATEST VERSION	DM CIVIL	1 NO.	250000.00	250000.00	Equipment Furniture and other goods
68	Offline/Online UPS for Computers		All Trades	50 No.	3000.00	150000.00	Equipment Furniture and other goods
69	Books & Learning Materials			As required	150000.00	150000.00	Purchase of Books and other learning Material
70	Training of Technical & Non-Technical Staff	Weekly or Fortnight	Engg. & Non-Engg. Trades	As per requirements	100000.00	100000.00	Training of teaching and Management Staff
71	Training of Ministerial Staff	Weekly or Fortnight	All Branches	As per requirements	50000.00	50000.00	Training of teaching and Management Staff
72	Industry Visit of Trainees	Engg. & Non Engg	DTP, Basic Cosmetology, Electronics, Mechanic, Fashion Design & Technology, Dress Making, DMC	As per requirements	200000.00	200000.00	Facilities of Trainees
73	Guest Lectures for Trainees	Engg. & Non Engg	Engg. & Non-Engg. Trades	As per requirements	50000.00	50000.00	Facilities of Trainees
74	Salary /Remuneration of Staffs			As per requirements	300000.00	300000.00	SALARIES OF ADDITIONAL STAFF
TOTAL			3750000.00(RS. THIRTY SEVEN LAKH FIFTY THOUSAND ONLY)				

(Signature)
29/12/21

Jagmender Singh
Assistant Director (Technical)