



## **Purchase Committee**

### **Definition:**

A Purchase Committee is a group of designated staff established for independent review and evaluation of purchasing documentation whose main role is to recommend the most appropriate supplier or service provider based on price, quality, stock availability, references etc. Purchase Committees (PC) should be established and managed by the Chief Executive of the organization and they have the ultimate responsibility for the successful outcome of the evaluation process. For all PC meetings, the Chief Executive should act as the chairperson with a non-voting role. The Purchase Committee is formed to ensure consistent and correct norms of procurement practices. The Committee members meet as and when required and are primarily responsible for monitoring, verifying and ensuring that approved procurement procedures have been applied properly.

### **Roles, Duties and Responsibilities :**

Purchase committee helps procure goods and services designed to meet operational needs while providing the highest possible value.

They ensure that the organization operates with integrity while purchasing the required products.

### **Committee Members:**

| Sr. No. | Name                     | Charge      |
|---------|--------------------------|-------------|
| 01      | Dr. Ranajan Shringarpure | Chairperson |
| 02      | Dr. Shirish Nakhate      | Member      |
| 03      | Dr. Naresh Borkar        | Member      |
| 04      | Ms. Varsha Meshram       | Member      |
| 05      | Dr. Kailas Ishwarkar     | Member      |
| 06      | Mr. Pramod Khangar       | Member      |