

NATIONAL INSTITUTE OF WIND ENERGY, CHENNAI 600 100.

Office Memorandum

No. NIWE/PUR/1/81/25

Date: 18.08.2025

Sub: Re-constitution of Stores Purchase Committee (SPC) – Reg.

The Director General, NIWE has been pleased to reconstitute the Stores and Purchase Committee (SPC) as follows:

S.NO.	Name & Designation	Designated as
1.	Smt. Deepa Kurup, Addl. Director and DH(I/C) - OWD	Chairman
	Smt. M. C. Lavanya, Dy. Director(Tech.), OWD	Alternate Chairman
2.	Shri. M. Saravanan, Dy. Director (Tech.) S&R	Member
3.	Shri. Yelchuri Srinath, Asst. Director (Technical), C&IT	Member
4.	Shri S. Arulselvan, AEE, C&IT	Member
5.	Indentor	Member
6.	Shri R. Girirajan, Additional Director, F&A	Member
7.	Shri K. Tamilselvi, AAO, Purchase, F&A	Member-Convenor

The TOR to the committee for procurements of more than Rs.1 lakh is as follows:

1. To review the Technical Specifications of the item/service critically for completeness.
2. To ensure that the given specifications are not unduly restrictive, so as to facilitate larger participation and to invite healthy competition.
3. To review the budgetary quote submitted by the Division (wherever necessary).
4. To recommend the mode of procurement (GeM/e-Procurement – Open Tender, Limited Tender, Single Tender/Offline, etc.) and method of bidding (Single/two stages).
5. To review and recommend the technical evaluation of bids by the respective technical members of SPC (The technical evaluation/ compliance/ comparative statement duly signed by the respective Indentor and DH shall be submitted to the SPC for evaluation). The final technical compliance statement shall be signed by the technical members of SPC. (Technical Evaluation sheet is attached).
6. To review and recommend Purchase Order proposals.
7. To suggest midcourse corrections, as necessary during the procurement process.
8. Any other item referred to SPC with regard to procurement process.
9. The Chairman may co-opt any expert member as and when required with the approval of Competent Authority.

The tenure of the committee shall be for the period of two years (from the date of issue of this OM) or till further orders whichever is earlier.


Division Head (F&A)


Copy to :

- 1) All Committee Members (via email)
- 2) All Division Heads (through email)
- 3) ESO for kind information of DG
- 4) Office Memorandum file