

Sports Authority of India
(Equipment Support Division)

No. 01-20005/3/2024-HO-ES Division | 73

Dt: 23.08.2024

Circular

Sub: Procurement of Sports and Sports Science Equipment by Regional Centers of SAI – Reg.

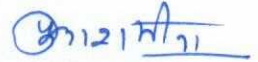
During the ED-RD Meeting held on 21.08.24 it has been observed by the competent authority that, procurements beyond the delegated financial powers of RD I/c are being forwarded to Head Office for approval, and hence the process of the procurements are being delayed. Accordingly, it has been decided by DG SAI, that, all the procurement of equipment, for which the estimated cost/financial implication is beyond the delegated powers of the Heads of Regional Centres, the same shall be undertaken from SAI HO.

All such procurement shall be forwarded to Operations Division by the Regional Centres. In case of Sports Goods/Equipment, Operations Division shall forward the same to Equipment Support Division, SAI HO and In case of Sports Science Equipment, the same shall be forwarded to NCSSR, SAI HO for further processing the procurement.

It shall be kindly noted that all such indents shall be shared through a duly certified Indent form, as enclosed with this circular in order to expedite the process.

This shall not be applicable for tenders that are already floated/are under evaluation.

This is issued with the approval of the competent authority.



(K C Meena)
Dy. Director (ES)

To,

Heads of all Regional Centers/Stadia.

Copy To,

- i. Heads of All Division – SAI HO/Administrators SAI Stadia
- ii. DD to DG, SAI
- iii. Assistant Director, IT-For uploading in website
- iv. Assistant Director, Raj Bhasha- For Hindi Version
- v. O/o Secretary, SAI
- vi. Office Order Folder

**Sports Authority of India
(Indent Form)**

Indentor's File No.

Dated:

1. Name and designation of Indentor (Name of Regional Center):
 - (a). Postal Address:
 - (b). E-mail id:
 - (c). Name of contact person:
 - (d). Telephone No.:
 - (e). Mobile No.
2. Details of Equipment's required to be procured.

Item No.	Description of Article (provide name of equipment along-with technical specification of equipment)	Qty.	Estimated Cost including GST		Last Purchase Price (if available)	Details of warranty & CAMC if required & estimated cost of CAMC is to be specified in case CAMC is required.
			Rate per unit	Total Cost		

3. Likely / known source of supply (if available):
4. Basis of Estimated Cost of Equipment (Market Survey / LPP / any other details):
5. Delivery period :
6. Consignee Details:
 - a. Equipment's should be consigned to.
 - b. Postal address (with PIN code).
 - c. E-mail ID.
 - d. Telephone No. /Fax No.
 - e. Mobile No.
7. Confirm availability of adequate fund allocation during the Financial Year indicating Major / Minor Head of account, in case of allocation specific sanction order / approval may be enclosed.
8. In case of proprietary equipment, a duly certified Proprietary Article Certificate (PAC) in the format as specified in GFR is to be enclosed along-with the indent form.

- A. Certified that the technical specifications mentioned are correct and are not unduly restrictive.**
B. Certified that Technical Specifications have been framed after due deliberation of and as per requirement of SAI

(Signatures of Head of Regional Center /
Officer nominated by the Head of RC)



Place:

Date: