



**ANNUAL PROCUREMENT PLAN  
AND  
NODAL OFFICERS  
FOR MSEs**

**Biotechnology Industry Research Assistance Council (BIRAC)**

1st Floor ,MTNL Building,  
9,CGO Complex,  
Lodhi Road, New Delhi-110003  
**E-mail address:** [birac.dbt@nic.in](mailto:birac.dbt@nic.in)  
**Phone:**+ 91-11-24389600  
**Fax:** + 91-11-24389611  
CIN No.: U73100DL2012NPL233152

## **Annual Procurement Plan for FY 2018-19**

Total annual procurement target of goods and services by Biotechnology Industry Research Assistance Council (BIRAC) during the financial year 2018-19 is likely to be approximately Rs. 4.07 Crores.

BIRAC is making all efforts to encourage participation of MSE Vendors and achieve the procurement targets.

## Tentative list of Goods and Services

S.No.	Description of Goods and Services (Broad Category)	Category (Goods/Services)	Amount
1	Furnitures & fixtures and Computer Peripherals	Goods	1,98,18,000
2	Contractual Manpower Services	Services	
3	Grocery & consumables	Goods	
4	Stationery	Goods	
5	Housekeeping Services	Services	
6	Petty Purchases: Speed Post, Meeting Snacks, Working Lunch etc	Goods & Services	
7	IT and communication related services	Services	
8	Payroll Services	Services	
9	HVAC Maintenance Services	Services	
10	Financial Services	Services	
11	Travel and Logistic Services	Services	31,00,000
12	Training and Development	Services	8,00,000
13	Meeting Expenses: Events & Conferences	Services	80,00,000
14	Books and Journals	Services	40,00,000
15	Advertisement, Printing & Publication	Services	50,00,000
<b>Total</b>			<b>4,07,18,000</b>

**Note:**

1. The above is the estimated annual procurement plan of BIRAC for FY 2018-19
2. The above figures are only estimates and subject to variations.
3. Details of current tenders are available on BIRAC's website: [www.birac.nic.in](http://www.birac.nic.in) under the link Tenders
4. Provisions for benefits to MSEs including those owned by SC-ST entrepreneurs is included in tenders for above goods and services.

## **Nodal Officer for BIRAC**

1. Ms. Nameeta Khare  
Chief Manager & Head (HR & Admin)  
1st Floor, MTNL Building,  
9, CGO Complex,  
Lodhi Road, New Delhi-110003  
**E-mail address:** [nkhare.birac@nic.in](mailto:nkhare.birac@nic.in)  
**Phone:**+ 91-11-24389600