

2.8.1  
2.8.2

Manual - 18  
(Updated upto 31.08.2020)

Bill no for  
Accounts- Vertical  
Accounts- I

Annexure- X

Details of official tours (Monthly) by Advisers and above rank officer including members and Vice Chairman

Name and Designation	Touring Station	Period of tour		Amount ₹
		From	To	
VCH	Ahmedabad	11/3/2019	12/3/2019	25441
VCH	Hyderabad	24/04/2019	25/04/2019	51192
VCH	Ranchi	4/6/2019	5/6/1900	27772
VCH	Mumbai	3/5/2019	6/5/2019	78142
VCH	Kolkata	8/7/2019	9/7/2019	69621
VCH	Mumbai	5/10/2019	5/10/2019	74599
VCH	Chandigarh	3/7/2019	3/7/2019	14743
VCH	Ahmedabad	4/9/2019	4/9/2019	18797
VCH	Vijayawada	13/09/2019	13/09/2019	54677
VCH	Mumbai	1/4/2019	2/4/2019	59871
VCH	Pune	25/09/2019	25/09/2019	40833
VCH	Chennai	17/09/2019	18/09/2019	75550
VCH	Indore	28/09/2019	29/09/2019	9277
VCH	Lucknow	15/10/2019	15/10/2019	25197
VCH	Coimbatore	21/09/2019	21/09/2019	51002
VCH	Kochi	18/10/2019	21/10/2019	21366
VCH	Chandigarh	7/11/2019	7/11/2019	38765
VCH	Mumbai	24/11/2019	25/11/2019	82832
VCH	banglore	13/12/2019	13/12/2019	358246
VCH	Chandigarh	7/12/2019	7/12/2019	35134
VCH	Lucknow	15/11/2019	16/11/2019	27286
VCH	Mumbai	22/12/2019	27/12/2019	46919

VCH	pune	1/3/2020	1/3/2020	36511
VCH	Ahmedabad	11/2/2020	11/2/2020	41604
VCH	Ranchi	4/6/2019	5/6/2019	26772
Member (VKS)	Nagpur	3/4/2019	4/4/2019	5946
Member (VKS)	Mumbai	7/5/2019	8/5/2019	16451
Member (VKS)	Hyderabad	5/12/2019	5/12/2019	23335
Member (VKS)	Banglore	16/05/2019	16/05/2019	34037
Member (VKS)	Hyderabad	26/04/2019	28/04/2019	43166
Member (VKS)	Hyderabad	26/04/2019	29/04/2019	43166
Member (VKS)	Hyderabad	3/5/2019	6/5/2019	37969
Member (VKS)	Hyderabad	29/05/2019	31/05/2019	46906
Member (VKS)	Hyderabad	25/05/2019	27/05/2019	38953
Member (VKS)	Hyderabad	27/07/2019	28/07/2019	31187
Member (VKS)	Hyderabad	12/7/2019	15/07/2019	47793
Member (VKS)	Hyderabad	28/07/2019	30/07/2019	31078
Member (VKS)	Hyderabad	22/06/2019	23/06/2019	43563
Member (VKS)	Hyderabad	15/03/2019	17/03/2019	58006
Member (VKS)	Hyderabad	12/4/2019	14/04/2019	43894
Member (VKS)	Hyderabad	7/4/2019	7/4/2019	13709
Member (VKS)	Coimbatore	26/03/2019	26/03/2019	8853
Member (VKS)	Banglore	10/6/2019	11/6/2019	74598
Member (VKS)	Guwahati	12/6/2019	14/06/2019	31743
Member (VKS)	Hyderabad	4/6/2019	9/6/2019	45942
Member (VKS)	Guwahati	12/6/2019	13/06/2019	17369
Member (VKS)	Hyderabad	17/04/2019	21/04/2019	24876
Member (VKS)	Pune	27/09/2018	2/10/2018	40850

Member (VKS)	Hyderabad	4/9/2019	6/9/2019	132027
Member (VKS)	Hyderabad	7/9/2019	8/9/2019	45952
Member (VKS)	Hyderabad	29/08/2019	3/9/2019	50639
Member (VKS)	Hyderabad	20/07/2019	21/07/2019	13904
Member (VKS)	Bangalore	13/09/2019	15/09/2019	97736
Member (VKS)	Guwahati	16/09/2019	17/06/2019	50702
Member (VKS)	Hyderabad	27/09/2019	2/10/2019	65362
Member (VKS)	Hyderabad	26/10/2019	29/10/2019	45878
Member (VKS)	Hyderabad	10/11/2019	10/11/2019	24815
Member (VKS)	Hyderabad	15/11/2019	17/11/2019	24539
Member (VKS)	Hyderabad	28/12/2019	28/12/2019	22859
Member (VKS)	Hyderabad	9/1/2020	12/1/2020	72317
Member (VKS)	Chennai	20/02/2020	23/02/2020	80306
Member (VKS)	Hyderabad	28/02/2020	1/3/2020	49956
Member (VKS)	Lucknow	2/3/2020	2/3/2020	19053
Member (VKS)	TRV	30/01/2020	3/2/2020	76070
Member (VKS)	Hyderabad	7/2/2020	9/2/2020	73222
Member (RC)	Mumbai	16/08/2019	16/08/2019	59119
Member (RC)	Coimbatore	13/09/2019	14/09/2019	34924
Member (RC)	Hyderabad	31/10/2019	31/10/2019	46217
Member (RC)	Aurangabad	23/09/2019	23/09/2019	19058
Member (RC)	Mumber	27/05/2019	27/05/2019	4600
Member (RC)	Dharamshal	9/11/2019	11/11/2019	19787
Member (RC)	Mumbai	21/11/2019	24/11/2019	42069
Member (RC)	Dehradun	18/12/2019	19/12/2019	30667
Member (RC)	Surat	26/12/2019	30/12/2019	25771

Member (RC)	Bangalore	27/01/2020	31/01/2020	55510
Member (RC)	Guwahati	22/02/2020	24/02/2020	42583
Member (RC)	Bengaluru	27/02/2020	1/3/2020	58776
Member (BD)	Kolkata	19/07/2019	19/07/2019	55809
Member (VKP)	Chennai	23/08/2019	29/08/2019	49575
Member (VKP)	Varanasi	12/8/2019	13/08/2019	13250
Member (VKP)	Ranchi	7/8/2019	8/8/2019	27385
Member (VKP)	Ahmedabad	26/07/2019	27/07/2019	20303
Member (VKP)	Varanasi	7/6/2019	7/6/2019	23663
Member (VKP)	Raipur	16/05/2019	18/05/2019	33264
Member (VKP)	Jiapur	16/02/2019	16/02/2019	15334
Member (VKP)	Shirdi	30/03/2019	31/03/2019	20889
Member (VKP)	Pune	18/03/2019	19/03/2019	47523
Member (VKP)	Bangalore	17/04/2019	17/04/2019	61580
Member (VKP)	Lucknow	2/5/2019	2/5/2019	38752
Member (VKP)	Ahmedabad	12/4/2019	13/04/2019	32979
Member (VKP)	Bhubaneswar	15/11/2019	15/11/2019	21052
Member (VKP)	Bhopal	31/10/2019	1/11/2019	32278
Member (VKP)	Jaipur	12/10/2019	13/10/2019	10284
Member (VKP)	Dharmashala	26/09/2019	27/09/2019	10989
Member (VKP)	Hydrabad	3/10/2019	3/10/2019	27512
Member (VKP)	Hydrabad	13/12/2019	14/12/2019	46218
Member (VKP)	chandigarh	21/12/2019	21/12/2019	18001
Member (VKP)	Deharadun	17/12/2019	15/12/2019	11873
Member (VKP)	Patna	5/12/2019	5/12/2019	20199
Member (VKP)	Kochi	29/06/2019	29/06/2019	65040
CEO				

CEO	Mumbai	11/1/2019	15/01/2019	73895
CEO	Trivandrum	14/01/2019	15/01/2019	124523
CEO	Banglore	26/03/2019	26/03/2019	82547
CEO	Mumbai	10/5/2019	11/5/2019	68403
CEO	Kolkota	2/3/2020	3/3/2020	55165
CEO	Kochi	21/02/2020	22/02/2020	67793
CEO	Indore	18/10/2019	18/10/2019	33970
CEO	Lucknow	15/07/2019	15/07/2019	18298
Spl. Secretary (VM)	Mumbai	13/03/2019	13/03/2019	48853
Spl. Secretary (VM)	Mumber	20/06/2019	21/06/2019	66387
Spl. Secretary (VM)	Mumber	27/06/2019	27/06/2019	61605
Spl. Secretary (VM)	Mumbai	16/08/2019	16/08/2019	45992
Spl. Secretary (RPG)	Guwahati	17/06/2019	17/06/2019	35044
Spl. Secretary (RPG)	Ranchi	28.05.2019	28/05/2019	4813
Spl. Secretary (RPG)	Vadodara	17/07/2019	18/07/2019	39222
Anna Roy, Sr. Adviser	Mumbai	1/3/2019	2/3/2019	74510
Anna Roy, Sr. Adviser	Mumbai	15/11/2018	16/11/2018	61213
Anna Roy, Sr. Adviser	Bengaluru	21/06/2019	21/06/2019	67448
Anna Roy, Sr. Adviser	Hyderabad	3/9/2019	3/9/2019	46217
Anna Roy, Sr. Adviser	Banglore	17/10/2019	19/10/2019	7603
Anna Roy, Sr. Adviser	Raipur	15/10/2019	15/10/2019	38998
M.C.Jauhari, Jt. Secretary	Mumbai	23/09/2019	23/09/2019	59321
M.C.Jauhari, Jt. Secretary	Guwahati	16/06/2019	18/06/2019	47283
M.C.Jauhari, Jt. Secretary	Allahabad	7/7/2019	10/7/2019	13976
M.C.Jauhari, Jt. Secretary	Guwahati	7/9/2019	9/9/2019	47129
M.C.Jauhari, Jt. Secretary	Gorakhpur	22/08/2019	22/08/2019	8301

Anil Srivastava, Adviser	Mumbai	18/07/2019	19/07/2019	67217
Parag Gupta, Adviser	Mumbai	19/09/2019	21/09/2019	45992
Parag Gupta, Adviser	banglore	12/2/2020	15/02/2020	20182
Alok Kumar, Adviser	Lucknow	6/3/2019	6/3/2019	35680
Alok Kumar, Adviser	Guwahati	12/7/2019	13/07/2019	63729
Alok Kumar, Adviser	Patna	16/04/2019	18/04/2019	22032
Alok Kumar, Adviser	Ranchi	4/6/2019	5/6/2019	26422
Alok Kumar, Adviser	Ranchi	11/5/2019	11/5/2019	27733
Alok Kumar, Adviser	Lucknow	15/07/2019	16/07/2019	26114
Alok Kumar, Adviser	Ahmedabad	26/07/2019	26/07/2019	21658
Alok Kumar, Adviser	Lucknow	8/8/2019	18/08/2019	18235
Alok Kumar, Adviser	Patna	29/08/2019	29/08/2019	34546
Alok Kumar, Adviser	Varansi	24/09/2019	25/09/2019	16572
Alok Kumar, Adviser	Lucknow	10/11/2019	11/11/2019	16471
Alok Kumar, Adviser	Mumbai	4/11/2019	4/11/2019	54784
Alok Kumar, Adviser	Lucknow	15/11/2019	15/11/2019	28516
Alok Kumar, Adviser	Lucknow	21/12/2019	21/12/2019	17185
Alok Kumar, Adviser	Goa	30/12/2019	1/1/2019	73847
Alok Kumar, Adviser	Guwahati	24/02/2020	25/02/2020	31986
Alok Kumar, Adviser	Chandigarh	3/5/2019	4/5/2019	30232
Alok Kumar, Adviser	Lucknow	15/07/2019	16/2019	23194
Yogesh Suri, Adviser	Guwahati	23/02/2020	25/02/2020	47129
Archana G Gulati Jt. Secretary	Bengaluru	4/12/2019	5/12/2019	60351
Archana G Gulati Jt. Secretary	Bangalore	2/3/2020	3/3/2020	52510
Sonjay Kumar Saha, Adviser	Mumbai	5/5/2019	6/5/2019	46284
Sonjay Kumar Saha, Adviser	Ahmedabad	29/08/2019	31/08/2019	31821

Sonjay Kumar Saha, Adviser	Kolkata	6/9/2019	8/9/2019	53009
Sonjay Kumar Saha, Adviser	Kolkata	3/6/2019	5/6/2019	56259
Sanjoy Kumar Saha, Adviser	Shirdi	1/6/2019	2/6/2019	24990
Sanjoy Kumar Saha, Adviser	Bagdogra	24/09/2019	29/09/2019	41238
Sanjoy Kumar Saha, Adviser	Ahmedabad	29/11/2019	29/11/2019	45487
Sanjoy Kumar Saha, Adviser	Banglore	10/1/2019	11/1/2019	68836
Sonjoy Kumar saha, Adviser	Kochi	1/2/2020	6/1/2020	78925
Sonjoy Kumar saha, Adviser	Vadodara	26/02/2020	26/02/2020	25308
Sayukta Samaddar, Adviser	Bhopal	23/02/2020	23/02/2020	40004
Sanyukta Samaddar, Adviser	Mumbai	23/07/2019	28/07/2019	70385
Sanyukta Samaddar, Adviser	Vadodara	2/5/2019	2/5/2019	14453
Sanyukta Samaddar, Adviser	Vadodara	23/04/2019	26/04/2019	8382
Sanyukta Samaddar, Adviser	Vijaywada	29.11.2018	1/12/2018	18093
Sanyukta Samaddar, Adviser	Srinagar	15/10/2019	18/10/2019	3013
Sanyukta Samaddar, Adviser	Kolkata	9/11/2019	12/11/2019	56609
Sanyukta Samaddar, Adviser	Guwahati	6/1/2020	8/1/2020	50169
Sanyukta Samaddar, Adviser	Imphal	30/01/2020	2/2/2020	30738
Sanyukta Samaddar, Adviser	Guwahati	20/02/2020	26/02/2020	46929
Sumita Misra, Adviser	Deharadun	12/2/2020	13/02/2020	32276
Jitendra Kumar, Adviser	Ahmedabad	28/11/2019	29/11/2019	46441
Jitendra Kumar, Adviser	Patna	27/03/2019	28/03/2019	27752
Jitender Kumar, Adviser	Lucknow	3/4/2019	4/4/2019	21127
Jitender Kumar, Adviser	Kochi	21/06/2019	23/06/2019	52832
Jitendra Kumar, Adviser	Dehradun	7/7/2019	9/7/2019	11516
Jitendra Kumar, Adviser	Nagpur	25/04/2019	26/04/2019	19589
Jitendra Kumar, Adviser	Portblair	15/07/2019	20/07/2019	52886

Jitendra Kumar, Adviser	Dehardun	26/07/2019	27/07/2019	9776
Jitendra Kumar, Adviser	Kochi	25/11/2019	26/11/2019	10091
Jitendra Kumar, Adviser	baglore	29/01/2020	31/01/2020	63980
Jitendra Kumar, Adviser	Patna	15/01/2020	16/01/2020	48170
Jitendra Kumar, Adviser	Kochi	9/2/2020	10/2/2020	35417
Jitendra Kumar, Adviser	banglore	12/2/2020	12/2/2020	46096
Anil Pratap Singh, Adviser	Kochi	23/10/2019	25/10/2019	73687
Anil Pratap Singh, Adviser	Bengaluru	23/07/2019	28/07/2019	63012
Anil Pratap Singh, Adviser	Mumbai	16/08/2019	16/08/2019	45952
Anil Pratap Singh, Adviser	Bengaluru	25/06/2019	26/06/2019	83575
Neeraj singha, Adviser	Vijayawada	13/09/2018	13/09/2019	54677
Neeraj Sinha, Adviser	Raipur	24/04/2019	25/04/2019	11230
Neeraj Sinha, Adviser	Guwahati	13/05/2019	14/05/2019	38816
Neeraj Sinha, Adviser	Chandigarh	11/7/2019	11/7/2019	35686
Neeraj Sinha, Adviser	Mumbai	11/3/2019	11/3/2019	50483
Neeraj Sinha, Adviser	Bengaluru	25/06/2019	26/06/2019	104575
Neeraj Sinha, Adviser	Bhubaneshwar	22/07/2019	22/07/2019	29934
Neeraj Sinha, Adviser	Chennai	17/09/2019	18/09/2019	107357
Neeraj Sinha, Adviser	Guwahati	4/11/2019	5/11/2019	46929
Neeraj Sinha, Adviser	Indore	15/11/2019	18/11/2019	36623
Neeraj Kumar, Adviser	Coimbatore	4/9/2019	5/9/2019	86752
Neeraj singha, Adviser	Mumbai	30/09/2019	1/10/2019	46863
Avinash Mishra, Adviser	Ranchi	4/6/2019	5/6/2019	10498
Avinash Mishra, Adviser	Hyderabad	16/07/2019	18/07/2019	53454
Ajay Kumar Nema, Dir/HoD (Link Officer)	Hyderabad	11/10/2019	12/10/2019	47673
	Moali	21/06/2019	1/7/2019	15567



Ajay Kumar Nema, Dir/HOD (Link Officer)	Aurangabad	9/7/2019	12/7/2019	215444
Ajay Kumar Nema, Dir/HOD (Link Officer)	Kolkata	11/10/2019	11/10/2019	16803
Ajay Kumar Nema, Dir/HOD (Link Officer)	Hydrabad	27/02/2020	8/3/2020	8724
Ajay Kumar Nema, Dir/HOD (Link Officer)	Chandigarh	16/08/2019	25/08/2019	2924
Rajiv Sabharwal, DS/Hod	Aurangabad	4/8/2019	7/8/2019	20249
Rajiv Sabharwal, DS/Hod	Firozpur	15/7/2019	19/07/2019	9523
Rajiv Sabharwal, DS/Hod	Firozpur	9/9/2019	13/09/2019	17761

**Note: Details are on the basis of actual expenditure/claims settled during 2019-20**

✓	2	2.2.3	Information related to procurements (a) Notice/tender enquiries and corrigenda if any thereon, (b) details of the bids awarded comprising the names of the suppliers of goods/services being procured, (c) the works contracts concluded - in any such combination of the above - and (d) the rate/rates and the total amount at which such procurement or works contract is to be executed	Annexure-2 attached
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2.2.3

GA.

Annexure-2

As on 27.07.2020

General-I

Sl. No.	Contract Details	Name of firm, if contract has been awarded. (Also indicate if any tender has been initiated or is likely to be initiated in the near future for award of fresh contract)	Period of contract	Whether 1 <sup>st</sup> year of Contract or is it under extension? If under extension which year of extension?	File No./FTS	Service availability on GEM	Remarks
1	Housekeeping/Cleaning services and managing parking of vehicles in NITI Aayog	M/s. Utkarsh Utilities L.P., D-1004, BPTP Park, Grandeur, Sector-82, Parklands, Faridabad-121004, Haryana	01/12/2018 to 31/05/2020. Contract extended further for 2 months up to 31.07.2020	2 <sup>nd</sup> year of contract	D-26016/19/2018/CT/Genl-I	-	Contract to the firm has been awarded initially for a period of 18 months with effect from 01.12.2018 i.e. up to 31.05.2020. First extension for two months up to 31.07.2020 has been given. For hiring suitable housekeeping contractor from GeM, tender document has been uploaded

						<p><b>on GeM Portal.</b></p> <p>In the meantime, extension of the extant contract for further period of three months w.e.f. 01/08/2020 is being sought.</p>
2	Security Guard at the residence of Vice-Chairman	M/s. R.S. Group, (Shri Praveen Choudhary, Proprietor), C-17, (Office No.101), Guru Nanak Pura, Laxmi Nagar, New Delhi-110092.	For one year w.e.f. 01/12/2019.	1 <sup>st</sup> year of the contract	No.D-31011/28/2015/CT/Gen.III	<p>Yes</p> <p>As requested by O/o VC, services of 3 Private Security Guards have been hired through GeM portal, initially for one year w.e.f. 01.12.2019.</p>
3	Drive away monkeys from NIT1 Aayog	M/s Gulshan, B-581, Gali-23, B Block, Shri Ram Colony, Rajivnagar, Delhi 94	23.11.2019 to 22.11.2020	2 <sup>nd</sup> year	31011/12/2014-CT/Gen-III	<p>No</p> <p><b>UP-TO-DATE</b></p> <p>Contract for providing two monkey handlers is running from 23.11.2018 to 22.11.2019. Further extension has been awarded for the period of one year w.e.f. 23.11.2019. <b>UP-</b></p>



### General-II

Sl. No.	Contract details	Name of Firm	Period of Contract	Remarks
1.	Telephone Console Operators (Telephone Exchange)	M/s J.B. Security Service	01.04.2019 to 31.03.2021	New tender has been awarded to M/s J.B. Security Service w.e.f. 01.04.2019
2.	Cable TV Services	M/s New Friends Cable TV Net	01.04.2020 to 31.03.2021	This is renewed every year subject to satisfaction report.

### General- III

S. No.	Item of Discussion	Status
1.	Review of pending public grievances in CPGRAMS	Nil
2.	Review of pending RTI cases	Nil
3.	Status of vacancies in various cadre/grade and	N/A

	action plan to fill up vacant posts	
4.	Status of pending Recruitment Rules	N/A
5.	Status of existing contracts and performance of service providers	Enclosed
6.	Review of pending Civil and Electrical works	N/A
7.	Disposal of scrapped material	Process completed
8.	Status of fund utilisation	Statement Enclosed
9.	Pending audit para with Admin Units	Nil
10.	Pending Court cases	Nil
11.	Pending Parliament Assurances	Nil
12.	Any other points	Nil

#### General-IV

Sl. No.	Name of Tender	Period	Value	Company	
1.	Maintenance Air Conditioner	29.04.2020 to 28.07.2020	Rs.308450/- (for one year)	M/s. Cool Weather India	Extension

2.2.3	Information related to procurements-(a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the name of the suppliers of goods/services being procured, (c) The works contracts conclude- in any such combination of the above	PAMD/PPP Vertical empanelled following 04 Law and Technical firm, during year 2016 for assistance in drafting of model concession documents agreements RFQs, RFPs; review of concession documents received from Ministries/Government Departments and providing	
	rate/rates and the total amount of which such procurement or works contract is to be executed.	<p>comments thereon, and other related legal services as may be required by NITI Aayog.</p> <p>Legal Consultants:</p> <ol style="list-style-type: none"> <li>1. M/s PKA Advocates</li> <li>2. M/s HSA Advocates</li> </ol> <p>Technical Consultants</p> <ol style="list-style-type: none"> <li>1. M/s Lion Engineering Consultants</li> <li>2. M/s a'xykno Capital Services</li> </ol> <p>An RFP dated 13.2.2019 was issued from PPPAU Vertical, NITI Aayog for expanding its existing Panel of 02 Law Firms by empaneling more Firms for provision of legal services to assist NITI Aayog.</p> <p>After due procedure, 04 firms were empaneled, as per Annexure (PPP - 4).</p>	



Empanelment of Law Firms with NITI Aayog (PPP Vertical)		
Tender ID	Name of Work	Names of Selected Applicants
2019_NITIA_443691_1	Drafting of model concession agreements, review of concession documents received from Ministries / Government Departments and providing comments thereon, and other related legal services.	<ol style="list-style-type: none"> <li>1. Cyril Amarchand Mangaldas Advocates and Solicitors</li> <li>2. DSK Legal Advocates and Solicitors</li> <li>3. Luthra &amp; Luthra Partners</li> <li>4. Shardul Amarchand Mangaldas Advocates and Solicitors</li> </ol>