

MANUAL – 8**List of Boards, Councils, Committees and other Bodies Constituted****[Section 4(1) (b) (viii)]**

Sl. No	Name and address of the body	Main functions of the Body	Constitution of the body	Date of Constitution	Date up to which valid	Whether meetings open to public	Whether minutes accessible to public	Frequency of meeting	Remarks
1	2	3	4	5	6	7	8	9	10
1	Tender Finalization Committee	For finalization of Tender	Director, DTE&T - Chairman any Addl Director /Jt. Director – Member and Dy. Director (Proc) member Convener		One Year	No	No		
2	Quotation Selection Committee	For finalization of tender in connection with construction of super structure and quotations called for different items like (Chair, Khaskhas, day to day office stationary, fan, water cooler etc.)	Director, DTE&T- Chairman, any Addl Director/Jt. Director nominated by Director is member, any Dy Director nominated by Director is member and concerned branch officer member convener		One Year	No	No		
3	Departmental Purchases Committee	For purchases of tools & equipment , computer hardware, machines and raw materials in connection with training programme in deferent Govt. Engg School/ITIs	Director, DTE&T- Chairman, any Addl Director /Jt. Director nominated by Director is member, any Dy Director nominated by Director is member and Dy. Director (Proc.) member convener		One Year	No	No		

4	Departmental Promotion Committee	For promotion lower post to higher post	Director, DTE&T- Chairman, any Addl Director /Jt. Director nominated by Director is member, any Dy Director nominated by Director is member and Dy. Director (Admn.) member convener		One Year	No	No		
5	Screening Committee	For Advancement Carrier Pay on compilation of 15 years and 25years	Director, DTE&T- Chairman, any Addl Director /Jt. Director nominated by Director is member, any Dy Director nominated by Director is member and Dy. Director (Admn.) member convener		One Year	No	No		