

Indian Institute of Technology Delhi
Industrial Research & Development Unit

No. IITD/IRD/M-109/

3157

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Dated: 05/04/2011

Subject: Norms for payment to the Outside Consultants and Professional Agencies hired under Consultancy Jobs/Sponsored Research Projects.

Reference: No. IITD / IRD/M -109/1194 dated 11/02/2011

The following are the clarifications with reference to the above mentioned notification:

1. Outsourcing under the Consultancy Jobs:

(A) Upto 20% of the operational budget i.e. excluding Institute Overheads and taxes etc. or Rs.2.0 lacs whichever is less may be processed as per the following:

i) Payment for outsourcing upto Rs.25,000/- may be approved by Dean, IRD.

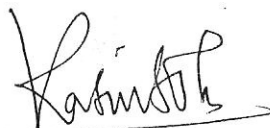
ii) Above Rs.25,000/- and upto Rs.2.0 lacs, the concerned CI will constitute a committee of at least three members to consider the proposed outsourcing. The constitution of the committee shall be approved by the Dean, IRD.

iii) The recommendations of the Committee will be put up to Dean, IRD for consideration/further necessary action.

(B) Outsourcing above Rs.2.0 lacs or 20% of the operational budget shall be processed only with the exclusive concurrence of concerned client organization. Thereafter, a committee under the Chairmanship of Dean, IRD will be constituted to consider the proposal. The recommendations of the Committee will be put up to the Director for consideration/approval

2. Outsourcing under the Sponsored Research Projects:

In any Sponsored Research Projects if there is explicit provision for outsourcing as approved by the sponsor then that would override the provision as mentioned in item 1 above. However, if there is an emergent need for outsourcing in the absence of the provision, the procedure A & B as mentioned above may be followed.



V.K. Vashistha

Assistant Registrar, IRD

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Distribution

1. All Heads of the Deptts./Centres: With a request to kindly circulate the above clarifications among all the PIs/CIs for their information
2. All Deans
3. Registrar
4. P.S. to Director
5. A.R.IRD accounts
6. M-62 file
7. Mr. Sudesh Kr. Bansal
SDP, IRD Unit

For incorporating / updating the IRD Admn. Manual / Website.