

**Sports Authority of India**

Gate 10, JLN Stadium, Lodhi Road,  
New Delhi - 110003

F No.: 01-20005/8/2024-HO - ES Division /214

Dt: 04.06.24

**Circular**

**Sub: Annual Calendar for recurring procurement undertaken by ES Division - reg.**

In reference to the subject cited above, in order to ensure timely completion of the procurement process and to enable timely availability of the facilities/kits/equipment etc. to the athletes of SAI and for Khelo India Games, it has been decided by the competent authority to finalise an Annual Procurement Calendar for all recurring procurement undertaken by ES Division.

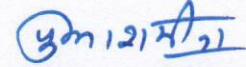
The Annual Calendar for Recurring Procurement is enclosed.

Further, all the user/indenting divisions shall convey the indent with due approval of the competent authority, along with the technical specifications/scope of services and estimated cost of procurement on or before the dates specified in the calendar.

ES Division shall finalise the tenders and place the orders to the successful agency/supplier on or before the date of placement of order specified in the calendar.

This shall come into effect immediately.

This is issued with the approval of the competent authority.



(Kailash Chand Meena)  
Dy. Director (ES)

Encl. – As above.

To,

- i. All Heads of Divisions, SAI Head Office
- ii. DD to DG, SAI
- iii. Assistant Director, IT-For uploading in website
- iv. Assistant Director, Raj Bhasha- For Hindi Version
- v. Assistant Director to Secretary SAI

Status of Recurring Procurement								
Name of Division: ES Division								
S No	Tender	User/Indenting Division	Date of Finalisation of Specifications/Receipt of Indent & Estimates from User Division	Date for Floating tender	Date for Opening tender	Date For completion of Evaluation	Date For Order Placement	Remarks
1	Procurement of Shoes for NCOEs of SAI	Operations Division	10th November	25th November	10th January	10th February	28th February	Contract to be completed tentatively by July 2025
2	Procurement of Shoes for STCs of SAI							Contract to be completed tentatively by June 2025
3	Procurement of General Kits for STCs of SAI							Contract to be completed tentatively by June 2025
4	Procurement of Indigenous Sports Specific Kits for Khelo India	Khelo India Division	15th August	1st September	1st October	31st October	15th November	Existing Contract to be completed by 20.12.2024
5	Procurement of Generic Sports Kits for Khelo India Winter Games							
6	Procurement of Sports Specific and Generic Sports Kits for NCOEs & Khelo India Games	Operations and Khelo India Division	1st July	10th August	20th Sept.	20th Oct.	31st Nov.	Existing Contract to be completed by 08.01.2025
7	Manpower Outsourcing Services Data Entry Operator	Personnel Division	20th November	10th December	1st Jan	20th February	28th February	Existing Contract to be completed by 18.03.2025
8	Manpower Outsourcing Services MTS		1st June	15th June	5th July	20th August	31st August	Contract to be completed tentatively by September 2025
9	Accounts Assistant		1st March	15th March	05th April	20th May	31st May	Existing Contract to be completed by 14.06.2025
10	Drivers		1st June	15th June	5th July	20th August	31st August	Existing Contract to be completed by 20.09.2024
11	Service Provider for Call Centre Services	Operations Division	1st June	10th June	5th July	5th August	15th August	Existing Contract to be completed by 31.08.2024
12	Rate Contract for Medical Insurance & Personal Accidental Policy for SAI Athletes	Operations, Khelo India, TOPS/TEAMS Divisions	5th April	5th May	31st May	30th June	31st July	Existing Contract to be completed by 16.08.2025

\* It shall be the responsibility of the User/Indenting Division to provide the Detailed indent including the estimate cost and Technical Specifications/Scope of work within the relevant dates specified above.