

पूर्वोत्तर इंदिरा गांधी क्षेत्रीय स्वास्थ्य एवं आयुर्विज्ञान संस्थान, शिलांग
North Eastern Indira Gandhi Regional Institute of Health & Medical Sciences, Shillong
(भारत सरकार, स्वास्थ्य एवं परिवार कल्याण मंत्रालय, स्वायत्त संस्थान)
(An Autonomous Institute, Ministry of Health and Family Welfare Government of India)
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F.No. NEIGR/S&P/188/2006/Pt-II (Budget 2014-15)

Date: 12/11/2014

CIRCULAR

All Departments/sections have submitted projected requirement for creation of assets/ capital expenditure and revenue expenditure separately for assets, equipments, store, consumables etc. during January'2014 for the period till March' 2015. Departments/sections should prepare the list in a quarterly phased manner in the prescribed format according to priority, with the availability of store/equipment, pattern of consumption, projection of equipment/store with estimated cost, availability of manpower and area in the respective departments/sections.

The meeting of the "Internal Technical Committee for assessment/review of the requirement of high end store/assets in the Institute" under the Chairmanship of Director, NEIGRIHMS and all Professor & HOD /In charge is re-scheduled to be held in the Conference Room at 15.00 hrs of 25th November'2014, for perusal of the requirements till March'2015 and for the next financial year (2015-16).


It may be noted that no indents in this regard would be received after the above mentioned period, except in case of emergency.

This is issued with approval of the Director.


Deputy Director (Admin)

Copy for information and necessary action to:

1. P.A. to Director/DDA/MS/Dean NEIGRIHMS, Shillong.
2. The Financial Adviser, NEIGRIHMS, Shillong
3. All Head of Departments, NEIGRIHMS, Shillong
4. Executive Engineer / Estate Officer (C),
5. Store & Procurement Section, NEIGRIHMS, Shillong
6. Principal of College of Nursing, NEIGRIHMS, Shillong
7. Sr. Account officer, AAO-I & II, NEIGRIHMS, Shillong
8. Librarian, NEIGRIHMS, Shillong
9. AAO Estt-I, Estt-II, Estt-III, GAD, NEIGRIHMS, Shillong
10. I/C Central/Medical/Ancillary Stores-Sanitary Superintendent, NEIGRIHMS, Shillong
11. Security Officer, NEIGRIHMS, Shillong


Deputy Director (Admin)

Internal Technical Committee for assessment of the requirement of High end stores/assets in the Institute.

Sl.No.on Priority	Name of the Equipments/ Assets/Stores	Qty	Estimated value	Availability in Dept.	Availability of Man power

Name of the Department:

Signature