



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 2016-17)

Date: 18/09/2015

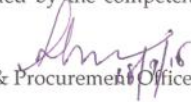
CIRCULAR

All Departments/sections are informed to submit their continuing projected requirements towards creation of assets/ capital expenditure (Budget Estimate: Non recurring) for the period till March' 2017. Departments/sections should prioritize the list in a quarterly phased manner, in the prescribed format according to priority, with the availability of store/equipment, projection of equipment/store with estimated cost, justification of the requirement, availability of manpower and area in the respective departments/sections. The same should be submitted within 17.30 hrs of 28th September'2015.

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 of Departments, is scheduled to be held in the Conference Room at 15.00 hrs of 29th September'2015, for perusal of the requirements till March'2017.

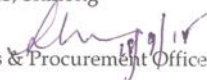
It may be noted that the above, is subject to allocation of budget by the competent authority and no indents in this regard would be received after the above mentioned period, except in case of emergency.

This is issued as per requirement towards Budget Projection, forwarded by the competent authority.


Stores & Procurement Officer

Copy for information and necessary action to:

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


Stores & Procurement Officer

Circular related to store 2015

-The Department shall ensure optimum utilization of all systems/stores.

Name of the Department/Section

Signature of Head of Deptt./In-charge with Seal

