



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.

No.NEIGR-GAD/54/2013/421

Dated Shillong the 3<sup>rd</sup> January, 2019

**CIRCULAR**

**"Cost for Printing of Flex"**

It is notified for the general information of all concerned that in all cases of projects, conferences, workshops and other private matter, those who are willing to avail the facility need to deposit the printing cost of flex @ Rs. 10/- per sq. ft. with Accounts section. On production of receipt, the services shall be provided by Store Department. In addition to all official purposes, sanction of the competent authority would be required for processing without payment of cost.

Assistant Administrative Officer  
General Administration.

Memo.No.NEIGR-GAD/54/2013/421 -A

Dated Shillong the 3<sup>rd</sup> January, 2019

**Copy for information and necessary action:**

1. Dean, NEIGRIHMS, Shillong.
2. Medical Superintendent, NEIGRIHMS, Shillong.
3. All HODs/ HODs I/c/Section Heads, Shillong.
4. Executive Engineer (Civil), NEIGRIHMS, Shillong.
5. Store & Procurement Officer, NEIGRIHMS, Shillong.
6. PA to the Director, NEIGRIHMS, for information of the Director.
7. PA to the DD(A), NEIGRIHMS, for information of the DD(A).
8. Office copy.

*for receipt of circular*

① z/c Control sheet / 26 needed

② z/c Medical Officer / 26 needed

③ Dean / Sub Dean / 26 needed

④ MS / DUS / 26 needed

⑤ Account Officer / 26 needed

⑥ MS D / 26 needed

⑦ MS / 26 needed

⑧ MS / 26 needed

Assistant Administrative Officer  
General Administration.

07/1/2019