

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: 20/06/2016

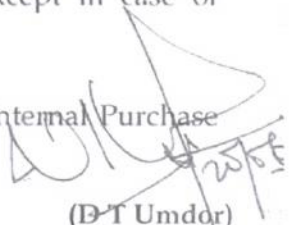
**CIRCULAR**

In continuation to this Office Circular of even reference dated:25/04/2016 and 12/5/2016, all Departments/sections were informed to submit their continuing projected requirements towards creation of assets/ capital expenditure (Budget Estimate: Non recurring) for the FY 2016-17. The estimates of all expenditure for each department shall be projected for the revised estimates of the FY 2016-17 and projected estimates of the next financial year 2017-18. 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 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 re-scheduled to 13.30hrs of 22<sup>nd</sup> June'2016, for perusal of the requirements.

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, consideration in Internal Purchase Committee and Competent Authority.

  
(D.T. Umdor)  
Deputy Director (Admn)

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; DMS-General/Medical/Surgical
3. All Head /In charge of Departments, NEIGRIHMS, Shillong/ Bio Medical Engineer
4. Superintendent Engineer/Executive Engineer /Estate Officer (C)/Sanitary Officer
5. Chief Security Officer, NEIGRIHMS, Shillong.
6. Principal, College of Nursing, NEIGRIHMS, Shillong;
7. AAO (A),AAO(B), NEIGRIHMS, Shillong
8. Librarian, NEIGRIHMS, Shillong; Website Administrator, NEIGRIHMS, Shillong.
9. AO Estt-I & GAD, AR-Estt-II, AR-Estt-III, AAO-GAD, NEIGRIHMS, Shillong