

**OFFICE OF THE DIRECTOR**  
**ALL INDIA INSTITUTE OF MEDICAL SCIENCES**  
**Ansari Nagar, New Delhi-110029**

F. No.40-30/2022-Estt.-I(DO)

Dated: 31<sup>st</sup> March, 2023

**OFFICE MEMORANDUM**

**Subject: Committee for engaging Govt. agency / PSU as Procurement Support Agency for procurement of medical equipment at the AIIMS, New Delhi Reg.**

AIIMS New Delhi procures thousands of medical equipment and medical supplies annually for patient care, medical education, and research. However, the following key observations have been made by the undersigned:


- Currently, stores and procurement are usually handled by the same personnel, which is not in line with good governance practices. Often, outsourced staff are handling procurements, which is not appropriate.
- The store cadre is limited in strength due to which there is frequent unmet demand for stores & procurement personnel from various Centers & Departments. In many areas, as an interim arrangement, procurement work is being handled by administrative cadre staff who are not formally trained in procurement matters.
- There are no biomedical engineers or similar technical staff in the store cadre to support the procurement of complex medical equipment in line with the current best practices globally.
- Due to shortage of technical & trained personnel, clinical faculty are spending a lot of time in procurement-related activities which is in turn affecting their time available for patient care, teaching & research.
- During an interaction with the faculty & staff, it was informed that in certain cases, procurements have been pending for 2 years due to a shortage of procurement resources in some Departments & Stores.

It has been brought to the attention of the undersigned that recently, the Ministry of Health & Family Welfare, Govt. of India, has engaged a PSU as 'Procurement Support Agency' for three Central Government Hospitals in Delhi. Along similar lines, there is a possibility to engage a PSA for facilitating procurements in Main Hospital, Centers and Departments at AIIMS, New Delhi. This can help to expedite the procurements, as the PSA shall be contractually bound by strict timelines and shall also improve core storekeeping functions by freeing the existing staff from procurement-related activities and consequently shall also lead to relieving of all outsourced staff from Stores and Procurement related functions. As the PSA shall have the database of procurement of medical equipment from across the country, this shall help in quicker finalization of specifications and better benchmarking of prices, which can in turn result in higher efficiency and better prudence in procurement.

To examine the benefits & modalities of engaging a Govt. agency / PSU as PSA for the procurement of medical equipment at AIIMS New Delhi, the following committee is constituted:

- |  |                    |
|--|--------------------|
| 1. Sr. Financial Advisor                                 | - Chairman         |
| 2. Medical Superintendent (Main Hospital) or his nominee | - Member           |
| 3. Chief, JPNATC or his nominee                          | - Member           |
| 4. Chief, Dr. RPCOS or his nominee                       | - Member           |
| 5. Chief, CTC or his nominee                             | - Member           |
| 6. Chief, CNC or her nominee                             | - Member           |
| 7. Chief, Dr. BRAIRCH & Head, NCI or her nominee         | - Member           |
| 8. Chief, NDDTC or his nominee                           | - Member           |
| 9. Chief, CDER or her nominee                            | - Member           |
| 10. Dr. Sheetal Singh, Asst. Prof. (Hosp Adm)            | - Member-Secretary |

The committee shall submit their recommendations by 08<sup>th</sup> April 2023.

  
31/3/2023  
( Prof. M Srinivas )  
Director

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- As above

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- Chiefs' of all Centres / Head, NCI Jhajjar
- Heads' of all Departments
- Prof. I/c Computer Facility
- O/Ic Procurement