

STORE SECTION (DO)
AIIMS, NEW DELHI-110029

Amendment No.2

Sub: Amendment no. 2 dated 31.08.2017 to "Purchase Manual of AIIMS 2016".

The subject Amendment no. 2 supersedes Amendment no. 1 dated 10.08.2017.

A) Para 15.1.2

FOR: "Consumable not on Rate Contract: For the consumables which are not on rate contract, the concerned HODs shall have financial powers for procurement of consumables upto Rs. 10 lakhs. However, the guidelines of six months inventory, as detailed above in para 15.1.1 should also be followed. Further, all these cases shall mandatorily be required to be routed through Store Officer/ASO concerned as the case may be. For cases beyond Rs. 10 lakhs the approval of Director/Chief of the Centre, AIIMS as the case may be shall be obtained".

READ: "Consumable not on Rate Contract: For the consumables which are not on rate contract, the concerned HODs shall have financial powers for procurement of consumables upto Rs. 10 lakhs. Such cases may be decided by HOD ensuring that Purchase Manual has been followed and prices are reasonable. However, the guidelines of six months inventory, as detailed above in para 15.1.1 should also be followed. Such cases as finally approved by HOD, may be sent to Finance Division for fund booking.

Further the proposals of proprietary purchase other than spare parts accessories of the existing equipment and chemical reagents for closed systems may be uploaded on the Institute's Website and CPP portal for a period of two weeks for the information of public. In case, some representation is received the same should be examined by User Department and HOD for deemed fit actions.

For cases beyond Rs. 10 lakhs the approval of Director/Chief of the Centre/MS(H)/Dean, AIIMS as the case may be shall be obtained".

B) Para 15.2.2


FOR: "For proprietary goods or goods with less than three responsive bidders, the approval of Director/Chief of the centres should be obtained, irrespective of value of Stores".

READ: "HOD of respective departments have been delegated powers for purchase of capital equipment upto Rs. 5 lakhs. Such cases may be decided by HOD ensuring that Purchase Manual has been followed and prices are reasonable. Such cases as finally approved by HOD, may be sent to Finance Division for fund booking.

Further the proposals of proprietary purchase other than spare parts accessories of the existing equipment and chemical reagents for closed systems may be uploaded on the Institute's Website and CPP portal for a period of two weeks for the information of public. In case, some representation is received the same should be examined by User Department and HOD for deemed fit actions.

For cases beyond Rs. 5 lakhs the approval of Director/Chief of the Centre/MS(H)/Dean, AIIMS as the case may be shall be obtained".

This issues with the approval of Competent Authority.


(Pradeep Gupta)
Sr. Store Officer
Store Section (DO)

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