

दक्षिणमध्यरेलवे SOUTH CENTRAL RAILWAY

प्रधानकार्यालय Headquarters Office
भंडारशाखा Stores Branch
रेलनिलयम Rail Nilayam
सिकंदराबाद Secunderabad – 25
Dt.26.05.2023

सं.No.S.232.Tender & Purchase Procedure

**All the Officers of Stores Department.
All the Officers of Medical Department**

OFFICE PROCEDURE ORDER NO: 08/2023

Sub :Procurement of Medicines in Stores/Medical departments.

With respect to subject matter, the following system improvements are issued with the approval of PCMM/SCR & PCMD/SCR towards procurement of Medicines for compliance by all concerned.

- 1) A list of drugs that were dropped/could not be procured in any AMI must be maintained both by **Stores Department and Medical Department**. While submitting the AMI for subsequent years, any item borne on this list must be reviewed jointly by the two departments before inclusion in the AMIs. This would avoid in fructuous tendering and purchases.
- 2) All concerned officers in **Medical Department** handling Local Purchases (LP) shall ensure that while accepting the offers, compliance with respect to eligibility criteria and other conditions laid down in the tender shall be strictly adhered to.
- 3) **PCMD office** shall update the list of registered sources in SCR website, duly including the list of products approved as per extant instructions.
- 4) All filed units of **Stores Department** handling procurement of low value AMI items shall consult the **Medical Department** before dropping the procurement of any item, particularly where dropping is proposed due to high rates received, as this may lead to procurement at even higher rates in subsequent local purchases.

This issues with the approval of Competent authority.

(उप मुख्य समग्री प्रबंधक/ Dy.CMM/IC)

कृते प्रमुख मुख्य सामग्री प्रबंधक

For PRINCIPAL CHIEF MATERIALS MANAGER

Copy to:-Secy to GM for kind information of GM Please

PS to PCMM for kind information of PCMM

CMM/T, CMM/G, CMM/E & CMM/M. for kind information please.