



अखिल भारतीय आयुर्विज्ञान संस्थान पटना
ALL INDIA INSTITUTE OF MEDICAL SCIENCES PATNA

No. 292/AIIMS/Pat/Dir/2022

dated: 06 Sep 2022

OFFICE ORDER

SUB: Institute Purchase Committee, AIIMS Patna

Institute Purchase Committee is being constituted to look into all the aspects of procurement that includes equipments, drugs, consumables and other accessories. All the purchase proposals will be discussed in this Committee for approval. The circular will be sent to the Head of the departments in advance to submit their proposals for purchase of various items to the Committee. All the Head of concerned departments will attend the meeting on the date notified. Following is the composition of the meeting:-

1.	Executive Director	Chairperson
2.	Medical Superintendent	Vice-Chairman
3.	Dean (Academics)	Member
4.	Dean (Research)	Member
5.	Faculty Finance	Member
6.	Dr. Bindey Kumar, Professor & HoD Paediatric Surgery	Member
7.	Dr. Manoj Kumar, Professor & HoD General Surgery	Member
8.	Dr. Poonam Bhadani, Professor & HoD Pathology	Member
9.	Dr. Arun Prasad, Additional Professor of Paediatrics	Member
10.	Dr. Padamjeet Panchal, Additional Professor & HoD Anatomy	Member
11.	Dr. Pankaj Kumar, Associate Professor & HoD Psychiatry	Member
12.	Project Coordinator	Member
13.	Deputy Director (Administration)	Member
14.	F&CAO	Member



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15.	Faculty I/c Central Stores	Member
16.	Faculty I/c Pharmacy	Member
17.	Faculty I/c Procurement	Member Secretary

The Member Secretary will call for purchase proposals in a prescribed format from the departments in advance and will prepare agenda items. He will notify for the meetings with the approval of the Chairman and also prepare the minutes of the meetings and with approval of the Chairman will circulate minutes to the members. Member Secretary will ensure the actions taken on the recommendations as noted in the minutes.


(Dr. G K Pal)
Executive Director

Copy for information to:

1. To all concerned.
2. Dean/MS/DDA AIIMS Patna
3. All HoDs, Faculty AIIMS Patna
3. PS to President, AIIMS Patna