

**GOVERNMENT OF NCT OF DELHI  
OFFICE OF THE MEDICAL SUPERINTENDENT  
ARUNA ASAF ALI GOVT. HOSPITAL  
5, RAJPUR ROAD, DELHI-110054**

**File No.- 1(126)/MSO/AAAGH/2013/20674/10/1/14**

**MINUTES OF MEETING 23/12/2013 AT 3.00 PM**

A meeting was convened by the undersigned on 23/12/2013 at 3.00pm in his chamber for discussing and expediting various e-tenders pertaining to the purchase/maintenance deptt./ & other outsourced services/works.

The meeting was attended by the officers of purchase, maintenance, their committee members, store officers, sr. accounts officer & by DMS/HOO.

At the very outset sincere thanks were given to all the officers who were instrumental in getting finalised e-tenders pertaining to the sanitation services, computerised opd registration services & the laundry services and also to those who materialised floating of our E-tenders for security services, for gas refilling, maintenance of gas pipelines, empanellement of local chemist and for kitchen items.

However grave concern was shown to the inordinate delay in processing the various e-tenders pertaining to purchase & maintenance deptt. despite several circulars issued to complete them within timelines the same not materialised till to date and the reasons given in this regard were also found unsatisfactory. This is affecting the smooth functioning of the hospital and the patient care ultimately.

It was also brought to the knowledge of all that delay in processing of tenders is resulting in procurements through alternate means i.e under GFR145/146/OR USING IMPREST MONEY so as to ensure smooth running of hospital services and in the interest of patient care. Further as these rules are to be used in exceptional circumstances and not as a routine as it will surely invite audit objections as has

been done by CAG in a PRESTIGIOUS INSTITUTE OF DELHI- AS PER THE NEWSPAPER CLIPPINGS -TIMES OF INDIA 14/12/2013 " ..... INSTITUTE PULLED UP FOR BREECH OF SPENDING RULES BY CAG...ON ACCOUNT OF DELAY IN TENDER PROCESS." It should be an eye opener for us and lessons to be learnt.

In view of above all concerned officers were directed to spare some more time and see that all pending tenders are finalised with in 15 days and that administration will provide any help required by them in this regard.

All concerned officers were asked to ensure that tenders pertaining to their branch are extended with in the period of their validity or processed at least 03 months prior to completion of their validity so that such situation donot recur.

At this stage extra effort,time, co-operation & co-ordination of all is required and is also the need of the hour. All were requested to work together in the interest of the organisation and the patient care. The meeting ended with vote of thanks to all and with wishing all a VERY HAPPY NEW YEAR.

**SD-**

**DR ASHOK JAISWAL**

**MEDICAL SUPERINTENDENT**