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B/49795/AG/ECHS

23 May 11

IHQ of MOD (Navy) (SO ECHS)
Air HQ (VB) (DPS)
HQ Southern Command (A/ECHS)
HQ Eastern Command (A/ECHS)
HQ Western Command (A/ECHS)
HQ Central Command (A/ECHS)
HQ Northern Command (A/ECHS)
HQ Southern Western Command (A/ECHS)
HQ Andaman & Nicobar Command (A/ECHS)
HQ Strategic Forces Command (A/ECHS)

**PROCUREMENT OF FURNITURE AND NON-MEDICAL EQUIPMENT
FOR POLYCLINICS OF ECHS**

1. Reference:-

- (a) GOI MoD letter No 24(5) /04/US(WEW)/D(Res) dt 26 Aug 04.
- (b) P & FC Accounting Note No 2/2004 issued vide Central Org letter No B/49787/AG/ECHS dt 02 Nov 04.
- (c) Central Org letter No B/49787/AG/ECHS dt 08 Jul 05.
- (d) Amendment to ECHS accounting Note No 2/2004 issued vide Central Org letter No B/49787/AG/ECHS dt 09 Dec 05.
- (e) Central Org letter No B/49795/AG/ECHS dt 02 Aug 07.

2. The scales for furniture and non-medical equipments are divided into three parts as mentioned below:-

- (a) List of furniture items which are of MES origin. - Appendix A
- (b) List of items which are to be procured through local purchase under code head 363/02. - Appendix B
- (c) List of items which are to be procured through Local purchase under code head 366/00. - Appendix C

3. The procedure to be followed for procurement of furniture and non-medical equipment for ECHS Polyclinics is given below:-

(a) Items at Appendix A are to be supplied by MES as per works procedure for which budget has been placed/being placed with Command Q of respective Command HQ under code head 363/03. In case of non-availability, local purchase may be carried out by the station HQ under code head 366/00 after obtaining NA certificate from MES.

(b) Items at Appendix B & C are to be procured by Station HQ through local purchase as per existing local purchase procedure under code head 363/02 and 366/00 respectively.

(c) Quality items only be purchased to ensure durability. Items which are available from CSD be purchased as per existing procedure.

4. Our letters mentioned at para 1 (b) to (e) are hereby superseded. You are requested to disseminate these instructions down the chain of command for early action.

(A Srivastava)
Maj Gen
MD ECHS

Appendices :- A - List of furniture items which are of MES origin.

B - List of items which are to be procured through local purchase under code head 363/02.

C - List of items which are to be procured through local purchase under code head 366/00.

Copy to:-

All Area HQ
All Sub Area HQ
All Regional Centres

Internal

Dir Ops & Coord
Dir Medical

Appendix A**LIST OF FURNITURE ITEMS WHICH ARE OF MES ORIGIN**

Sl No	Nomenclature	Type A	Type B	Type C	Type D
1	Bedstead Iron Hospital	1	1	1	1
2	Bedstead Fowler	1	1	0	0
3	Table Bed Side II	2	2	2	1
4	Stool Steel	3	3	1	1
5	Step Two Tier	5	5	3	2
6	Invalid Chair Non Folding	2	3	1	1
7	Table 90 cms x 60 CMS stainless steel on castors	2	2	1	1
8	Screen movable	2	2	2	2
9	Patient Trolley stretcher	2	2	2	2
10	Revolving Stool	14	14	9	7
11	Respectable Large 75 Ltrs	6	6	4	4
12	Respectable Large 35 Ltrs	24	24	16	10
13	IV Fluid stand	2	2	2	2
14	Examination Couch	5	5	4	3
15	Examination Couch Obstetric	1	1	0	0
16	Cylinder Trolley	1	1	1	1
17	Board Notice	3	3	2	2
18	Lateral Filing Cabinet 3 drawer	3	2	2	2
19	Rack Adjustable closed on 3 sides 6 tiers	9	7	5	2
20	Rack Adjustable open	8	5	4	2
21	Side Rack with 3 trays wooden ,3 sides	7	7	4	3
22	Chair CB (without arms)-stackable visitor	5	5	2	1
23	Chair CBA(visitor) with padded arm	12	8	6	4
24	Chair CB elevated and Rotating	2	2	2	2
25	Chair Executive Revolving Low back with	8	8	5	5
26	Computer chair with Arm on casters	3	3	2	2
27	Computer chair without Arm on casters	1	1	1	1
28	Chair folding Multiseater set of 3	15	12	10	8
29	Table 150cms X 75cms X 75cms	9	9	5	4
30	Table 100cms X 75cms X 75cms	2	2	2	2
31	Almirah Large	3	3	2	1
32	Almirah medium	6	6	3	2
33	Computer table set	6	6	3	3
34	Cash safe Iron Small	1	1	1	1
35	Trolley Mobile (Waste management)	1	1	1	1
36	Form post with Back and Arms	6	6	4	4

Appendix B**LIST OF ITEMS WHICH ARE TO BE PROCURED THROUGH
LOCAL PURCHASE UNDER CODE HEAD 363/02**

No	Nomenclature	Type A	Type B	Type C	Type D
1	Refrigerator 300 Ltrs	1	1	1	1
2	Refrigerator 165 Ltrs	1	1	0	0
3	Hot Case	1	1	1	1
4	Gas Double Burner	1	1	0	0
5	Gas single Burner	1	1	2	2
6	Tool kit for minor repairs constituting Hammer, Wrench, Pliers, Screw Drivers	1	1	1	1
7	Water cooler with Aqua Guard	2	2	1	1
8	Thermos 1 Ltr	1	1	1	1
9	Stretcher Folding Lt Wt	1	1	1	1
10	Standard Measuring height	1	1	1	1
11	Weighing Machine	5	5	3	3
12	Blanket Hospital	4	4	2	2
13	Matress Hospital	2	2	1	1
14	Pillow Hospital	4	4	4	4
15	Pillow Slip	8	8	8	8
16	Bed Sheet Hospital	6	6	6	6
17	Towel Hand	24	24	16	16
18	Table Cloth	24	24	16	16
19	Vaccuum Cleaner	1	1	1	1
20	Torch Hand	5	5	3	3
21	Gown operating	2	2	2	2
22	Aprons water proof	1	1	1	1
23	Inverter 5 KVA	1	1	1	1
24	White Gowns	As reqd	As reqd	As reqd	As reqd
25	White Caps	As reqd	As reqd	As reqd	As reqd
26	Face Masks	As reqd	As reqd	As reqd	As reqd

Appendix C**LIST OF ITEMS WHICH ARE TO BE PROCURED THROUGH
LOCAL PURCHASE UNDER CODE HEAD 366/00**

No	Nomenclature	Type A	Type B	Type C	Type D
1	Soap Tray	12	12	8	8
2	Mat Door	12	12	8	6
3	Bucket Plastic with Mug	5	5	3	3
4	Tape measuring	5	5	3	3
5	Safety Razor and Blade	2	2	2	2
6	Slipper Rubber	2	2	2	2
7	Spray Hand Anti Insect	1	1	1	1
8	Brooms Sweeping	4	4	3	3
9	Ice Box	1	1	1	1
10	Wall Clock	5	5	3	3
11	Rechargeable Light	2	2	2	2
12	Torch cells	4 per torch	4 per torch	4 per torch	4 per torch
13	Water glass	As reqd	As reqd	As reqd	As reqd
14	Floor mops	As reqd	As reqd	As reqd	As reqd
15	Phenyl	As reqd	As reqd	As reqd	As reqd
16	Odonil	As reqd	As reqd	As reqd	As reqd
17	Soap Toilet	As reqd	As reqd	As reqd	As reqd
18	Soap Laundry	As reqd	As reqd	As reqd	As reqd
19	Soap Woolen	As reqd	As reqd	As reqd	As reqd