

ALL INDIA INSTITUTE OF MEDICAL SCIENCES  
ANSARI NAGAR, NEW DELHI-110029

Stores Section (DO)

No. F. 01/SO(DO)/COVID-19/2020-21/St.

27  
Dated: 27.04.2020

**Sub: Standard Operating Procedure (SOP) to be followed for purchases of items i.e. Machinery & Equipment and Material & Supplies (Consumables) during the COVID-19 global pandemic - reg.**

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In continuation to this office circular of even number dated 20.04.2020 on the subject cited above, the following amendments have been carried out:-

Sr. No.	Existing	May be read as
1.	i. Identification of 'Essential Supplies' by the Resource Management Committee and approved by the Director..	i. Identification of 'Essential Supplies' by the Resource Management Committee/ Diagnostic Management Committee and approved by the Director.

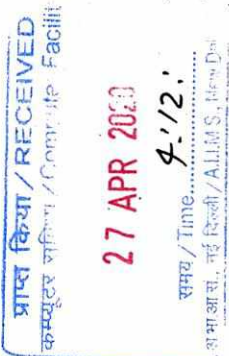
All other entries shall remain unchanged.

*[Signature]*  
27/4/2020  
SR. STORES OFFICER (DO)

**Copy to:-**

1. Chief(s) of all Centres
2. Medical Superintendent/Addl. M.S. of all Centres/Hospital
3. Head (s) of all the departments
4. All Faculty of Hospital Administration
5. Store Officers/Asstt. Store Officers/Jr. Store Officers of all Centres/Hospital
6. Prof.In-charge, Computer Facility - with a request to arrange to host the same on AIIMS website.

**Cc to :** PPS to Director/DDA/Sr. FA/Dy. Secretary – for information please.



Mr. Pawan Kumar  
*[Signature]*  
21.4.2020

*[Signature]*  
28/04/2020