

Thiruvananthapuram-14.

Dated: 08/06/2020.

**CIRCULAR**

Sub: IMS Dept.- Purchase of drugs, dressings etc. required for the year 2020-2021- Indent called for -reg.

The list/ proforma of drugs & dressings etc, to be purchased for the year 2020-2021 is published in the website **www.lmskerala.gov.in**. All the superintendents of ESI hospitals and I.M.O s of ESI dispensaries are requested to furnish the indent in the proforma to the store authorities concerned within two weeks.

The following instructions are given in connection with preparing the indent.

- 1.While preparing the indent preference should be given to essential and life saving items given in the list to avoid local purchase and to minimize the medical reimbursement.
  - 2.The superintendents and RMO of ESI hospitals and I.M.Os o ESI dispensaries are fully responsible for the indent. They can seek the help of the senior pharmacist for its preparation.
  - 3.Indent is for one year.
  4. **The total cost of medicines and other items indented should tally with the amount available for each institution as described below.**  
**Amount admissible for Dispensary = 325 x IP Strength**  
**Amount admissible for Dispensary with NCD clinic = 350x IP Strength**  
**Amount admissible for Hospital = 125 x IP Strength of feeding dispensaries**  
**Amount admissible for Hospital with NCD clinic & Pharmacy outlet = 150 x IP Strength**
  5. **Separate indents must be raised for the institutions conducting NCD clinics and Pharmacy outlets. (use the same proforma).**
  6. It is proposed to supply the full quantity of medicine indented as far as possible.
  7. The medicines so supplied should be fully utilized without any loss to Government.
  8. If any item indented is found slow moving, it is the responsibility of the Superintendent/ I.M.O to redistribute it to the needy institutions.
  - 9.The indent must be send to the concerned store strictly **in Excel format as E-mail** on or before 25/06/2020 and hard copy must reach the concerned store on or before 30/06/2020.
  10. Requirement receiving after **30/06/2020** cannot be considered.
- IMO s and Superintendents are requested to submit their requirement as early as possible without waiting for the last date to arrive.

  
For Director of Insurance Medical Services

To

Superintendents of all ESI Hospitals & IMO s of all ESI Dispensaries.

Copy to: 1. The RDD SZ / CZ / NZ  
2. The Store Superintendent, CMS, TVM  
3. File