JKMSCL

# JAMMU AND KASHMIR MEDICAL SUPPLIES CORPORATION LTD.

*(Public Sector Undertaking of Govt of Jammu & Kashmir)*

Corporate Head Office: 1ST Floor, Drug Store Building, Govt. Medical College, Bakshi Nagar, Jammu

Corporate Office Kashmir: 12ł, Green Avenue, Hyderpora, Opp. Al-Farooq Masjid, Srinagar

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**Minutes of the Third (3rd) Board meeting of Jammu & Kashmir Medical Supplies Corporation Ltd. (JKMSCL) held under the Chairpersonship of the Hon'ble Chief Minister of J&K, on 13th December, 2016 at 1500 hr in her office Chamber.**

**Present:**

| | |
|---|---|
| Ms. Mehbooba Mufti,<br>Hon'ble Chief Minister, J&K | In – Chair |
| Sh. Bali Bhagat,<br>Hon'ble Minister for Health & Medical Education, J&K | Vice-Chairman |
| Ms. Asiea Naqash,<br>Hon'ble Minister of State for Health & Medical Education, Social Welfare and Housing & Urban Development Department, J&K | - |
| Sh. B. B. Vyas, IAS<br>Financial Commissioner,<br>Planning, Development & Monitoring Department, J&K | Director |
| Sh. Navin K. Choudhary, IAS<br>Commissioner / Secretary to Government,<br>Finance Department, J&K. | Director |
| Dr. Mandeep K. Bhandari, IAS<br>Commissioner /Secretary to Government,<br>Health & Medical Education Department, J&K. | Director |
| Prof. A. G. Ahangar,<br>Director, Sher – i – Kashmir Institute of Medical Sciences, Soura, Srinagar. | Director |
| Dr. Kaiser Ahmad,<br>Principal, Government Medical College, Srinagar. | Director |

Dr. Yashpal Sharma, Director
Managing Director, J&K Medical Supplies Corporation Ltd.

Dr. Zahid Gillani, Director
Principal, Government Medical College, Jammu.

Dr. Riyaz Farooq, Director
Principal, Government Dental College, Srinagar.

Dr. Romesh Singh, Director
Principal, Government Dental College, Jammu.

Dr. Baldev Raj Sharma, Director
Director, Family Welfare, MCH & Immunization, J&K

Dr. Gurjeet Singh, Director
Director Health Services, Jammu.

Dr. Mohan Singh, Director
Mission Director, National Health Mission, J&K

Ms. Lotika Khajuria, Director
Controller Drug & Food Control Organization, J&K

**In attendance: -**

i) Mr. Shahzada Bilal, Director Perspective Planning, Planning, Development & Monitoring Department, J&K.

ii) Sh. Ashok Kumar, Financial Advisor /CAO, J&K Medical Supplies Corporation Ltd.

iii) Dr. Rajinder Kr. Khajuria, KAS, General Manager (Adm.), J&K Medical Supplies Corporation Ltd.

iv) Dr. Altaf Beigh, Dy. Director Health Services, Kashmir

v) Dr. Mohammad Iqbal Sofi, General Manager (P&S), J&K Medical Supplies Corporation Ltd.

vi) Sh. Nazir Ah. Wani, In-charge Quality Control Cell, J&K Medical Supplies Corporation Ltd.

**Leave of Absence: -**

Dr. Saleeem-ur-Rehman, Director Health Services, Kashmir, was represented by Dr. Altaf Beigh, Dy. Director Health Services, Kashmir.

**Action Taken Report regarding Decisions of First and Second (1st & 2nd) Board Meeting:**

Action Taken Report on the Decision of First and Second Board Meeting held on 24th March, 2014 and 16th June, 2014 was noted by the Board.

**Status report of JKMSCL:**

The current status report of JKMSCL as on 13th December, 2016 was explained in detailed by the Managing Director, which was noted by the Board.

Based on the detailed discussions on the working and functioning of the JKMSCL, the chair desired and directed:

i) The supplies of all the hospital items including medicines, drugs, equipments etc. shall be provided by JKMSCL w.e.f April, 2017 and it shall be ensured that there are no gaps in the demand and supply.

ii) The quality checking of the supplied medicine shall be ensured by JKMSCL through the empanelled labs.

iii) The HoDs shall submit the timely requisitions alongwith commitment of funds and make timely payments after the receipt of supplies.

iv) With a view to preventing pilferage of medicines and their illegal sale in market, Corporation shall ensure that the medicines are procured with specific art work i.e. as per the approved cyan blue colour scheme and logo of JKMSCL on each and every supply item.

v) The online purchase and inventory management (e-Aushadhi) shall be strictly implemented to ensure effective monitoring of the use of the medicines in the Health Care Institutions and to prevent stock out position /expiry of Drugs.

vi) JKMSCL shall ensure timely distribution of these items to the last health care institution for which it must evolve proper mechanism. Establishment of single chain distribution and monitoring process by connecting all these Drug Ware Houses, to enable real time monitoring of Drugs, shall also be ensured.

vii) It was desired that in order to prevent doctors working in Government health institutions from unnecessarily prescribing medicines from outside the government supplies, it must be ensured that the doctors write prescription in Legible Capital letters, with their signature, name and designation written clearly at the bottom of the prescription. They shall also be asked to prescribe preferably those medicines which are available in the respective health care institutions as part of the Government supplies, which must be done by generic names rather than commercial names. Prescription of the medicines from market must be limited to the molecules, which are not available in the Government supplies, and depending upon the SOPs be formulated by the HODs.

viii) The SOPs for treatment of patients shall be developed by the HoDs. The Department shall also undertake the prescription audits regularly to ensure appropriate treatment and generic prescription, in line with above.

**Agenda Item No. 3.1***

***To consider and approve the revised Budget Estimate of JKMSCL for the Year 2015-16 and Budget Estimate for the Year 2016-17 as per the decisions taken in the Second Finance Committee meeting held on 15th December, 2016:***

Board passed /approve the following resolution:

* 3.1 - 3 denoted 3rd Board Meeting & 1 - Agenda Item No. 1.

"Resolved that the proposed revised budget of JKMSCL by Managing Director for the year 2015-16 amounting to Rs.762.99 lacs be and is hereby approved."

"Resolved Further that the proposed budget estimates for 2016-17 be and is hereby approved."

**Agenda Item 3.2**

***To consider and approve the sanction for additional posts:***

Board passed the following resolution:

"Resolved that the recommendations made by the Establishment Committee conveyed vide No: MD/JKMSCL/Minutes/Estb/Committee/518-20 dated 21/10/2014 for the creation of 48 additional posts of different categories for JKMSCL be and are hereby approved."

"Resolved Further that the under mentioned recommendations made by the Establishment Committee be and are hereby approved."

a) Filling of posts of Company Secretary, Programmer/System Administrator, Deputy General Managers, Data Entry Operators /Computer Assistants on consolidated basis through direct recruitment.

b) Outsourcing of posts of Orderlies /Loaders.

c) Remuneration to be paid to the Orderlies/ Loaders from office expenses Head.

d) Corporation shall recruit /hire the personnel against the posts in phased manner synchronising the taking over of District Drug Ware Houses from Health & Medical Education Department

"Resolved Furthermore that the action taken by Managing Director regarding hiring of four Data Entry Operators by Outsourcing through IT Department J&K Govt. empanelled agency with the approval of Establishment Committee be and is hereby ratified."

**Agenda Item No. 3.3**

***To consider and ratify the decisions/actions taken by the JKMSCL***

**3.3.1 Registration of firms/bidders with JKMSCL**

After examining the proposal, the Board passed the following resolution:

"Resolved that the action taken by the Managing Director to register the firms/bidders with the Registration Fee of Rs. 10,000/- for non SSI Units and Rs. 5000/- for SSI Units of J&K State for Drugs, Medicines, Sutures & other groups and with one time Registration Fee of Rs. 1.00 lac for Machinery & Equipments be and is hereby ratified".

"Resolved further that instead of having Agents /Dealers and Distributors included in the firms/ bidders list, it should be limited to Original Manufacturers/Direct Importers/ Authorized representatives. Buying from Original Manufacturers or Importers/ their Authorized representatives will not only save costs but also ensure accountability."

**3.3.2 Inviting/uploading of NITs for various groups**

The Board passed the following resolution:

"Resolved that the action taken by the Managing Director to upload/invite tenders as per the details provided in the Agenda be and is hereby ratified".

**3.3.3 Development of JKMSCL web site**

The Board passed the following resolution:

"Resolved that the action taken by the Managing Director to develop & upload the Website www.jkmsclbusiness.com be and is hereby ratified."

"Resolved further that according to Guidelines issued by Government of India (DARPG) no Government website or domain shall be hosted

on.com but on .gov.in servers for security and compliance reasons. JKMSCL is advised to port their website accordingly (may seek help of JaKeGA in this regard)".

**3.3.4 Signing of MoU with Centre for Development of Advance Computing (C-DAC), Ministry of Commerce & Information Technology, Government of India.**

The Board passed the following resolution:

"Resolved that the action taken by the Managing Director for implementation of e-Aushadhi, e-Upkran & HR&FMS be and is hereby ratified."

**3.3.5 Policies and Procedures of J&K Medical Supplies Corporation Ltd.**

The Board passed the following resolution:

"Resolved that the action taken by the Managing Director to frame & adopt the following Polices & Procedures for JKMSCL be and is hereby ratified."

3.3.5.1 Procurement Policy & Procedure for Equipment & Instruments

3.3.5.2 Policy & Procedure for Quality Control

3.3.5.3 Policy & Procedure for Blacklisting/ De-barring the Products/ Companies

3.3.5.4 Guidelines for Technical Composition to design & frame the Technical Specification of equipments/Instruments & other Hospital items

**3.3.6 Visit of JKMSCL Officers/Officials to Rajasthan Medical Supplies Corporation Limited**

The Board passed the following resolution(s):
"Resolved that the action taken by the Managing Director to depute General Manager-J & Assistant Director (QC) to Rajasthan Medical

Supplies Corporation (RMSCL) with approval to travel to & fro by Air be and is hereby ratified."

"Resolved Further that the action taken by Managing Director to visit JKMSCL along with team of Officers/Officials be & is hereby ratified".

**3.3.7 To consider and ratify the Annual turnover as technical criteria for inviting tenders**

The Board passed the following resolution(s):

"Resolved that the action taken by Managing Director to revise the Average Annual Turnover for Medicines & IV fluids from Rs.20.00 Crore to Rs.50.00 Crore with the approval of Vice-Chairman, BoDs – JKMSCL be and is hereby ratified."

"Resolved Further that the proposal of Managing Director to lower the Average Annual Turnover during the last three financial years for the group disinfectant /phenyl from Rs.50.00 Crore to Rs.1.00 Crore be and is herby approved."

"Resolved Furthermore, that the proposal of Managing Director to lower the Average Annual Turnover for the last three financial years for SSI Units of the State of Jammu and Kashmir only from Rs.50.00 Crore to Rs.5.00 Crore be and is hereby approved and further the decision on fixing the turnover clause in future may be takenup by JKMSCL based on pattern of other Corporations like TNMSCL, RMSCL etc."

**3.3.8 Re-designation/Re-composition of various Committees of JKMSCL**

The composition of various Committees was discussed at length during the review meeting of JKMSCL held on 25th October, 2015 at Corporate Office, Jammu under the Chairmanship of Hon'ble Vice-Chairman, BoDs – JKMSCL (Hon'ble Minister for Health & Medical Education, ARI & Trainings) and was approved pending ratification by BoDs, JKMSCL.

The board passed /approved the following composition of committees of JKMSCL which are proposed to be adopted:

### 3.3.8.1 State Level Advisory Committee:

State Level Advisory Committee shall have the mandate to review and modify the consolidated list(s) of drugs, medicines, surgical, sutures, equipments and machinery etc. prepared by the Corporation on the basis of requisitions received from HoDs of Health & Medical Education Department, by addition(s), deletion(s) and substitution(s) to arrive at Annual Essential Drug List (EDL) and Essential Equipment List (EEL) besides taking any other related decisions.

The committee shall comprise of:

| | | |
|---|---|---|
| 1. | Administrative Secretary, Health & Medical Education Department, J&K | Chairperson |
| 2. | Managing Director, JKMSCL | Member Secretary |
| 3. | Principal, Govt. Medical College, Srinagar | Member |
| 4. | Principal, Govt. Medical College, Jammu | Member |
| 5. | Principal, Dental College, Srinagar | Member |
| 6. | Principal, Dental College, Jammu | Member |
| 7. | Director General, Indian Systems of Medicines, J&K | Member |
| 8. | Director Health Services, Jammu | Member |
| 9. | Director Health Services, Kashmir | Member |
| 10. | Director, Family Welfare, MCH & Immunization, J&K | Member |
| 11. | Project Director, J&K AIDS Control Society | Member |
| 12. | Mission Director, NHM, J&K | Member |
| 13. | Controller, Drug & Food Control Org., J&K | Member |
| 14. | Experts / Specialists from the Department of Medicine, Surgery, Dental etc. (to be taken from technical panels) | Member |

The quorum of the meeting shall be 2/3 members.

### 3.3.8.2 Purchase Committee of JKMSCL:

The purchase committee shall have the mandate of acceptance/declining the recommendations made by respective Technical Advisory/ Evaluation Committees for the bidders as

qualified for opening of financial bid; approval of L1, matched L1 bidders and annual rate contracts, besides permitting the JKMSCL to issue purchase orders accordingly, as per the requisitions /indents made by various end users.

The committee shall comprise of:

| | | |
|---|---|---|
| 1. | Managing Director, JKMSCL | Chairperson |
| 2. | Controller, Drug and Food Control Organization | Member |
| 3. | General Manager (Administration), JKMSCL | Member Secretary |
| 4. | General Manager (Concerned group) JKMSCL | Member |
| 5. | Chief Accounts Officer, JKMSCL | Member |
| 6. | Representative from Department of Industries & Commerce, J&K (not below the rank of General Manager DIC) | Member |
| 7. | Executive Engineer (Mechanical), GMC, Jammu or Srinagar (case to case basis in case of Machinery & equipments/furniture etc). | Member |
| 8. | Representative(s) from Principal GMC Jammu or Srinagar (not below the rank of Assistant Professor) | Member |
| 9. | Representative from Director Health Services, Jammu or Kashmir (not below the rank of Dy. Director, Health Services) | Member |
| 10. | Minimum two experts/specialists from Medicine, Surgery etc. (to be drawn from the technical panels) | Member |
| 11. | Any other experts Co-opted by the Corporation. | Member |

The quorum of the meeting shall be 2/3 members.

The purchase committee shall be assisted by following sub-committees

- Technical Advisory/Evaluation Committee (EPM).
- Technical Advisory /Evaluation Committee (Drugs).

**3.3.8.2.1 Technical Advisory /Evaluation Committee (EPM):**

The Technical Advisory /Evaluation Committee (Equipment Procurement and Maintenance) shall have the mandate of standardization of technical specifications of equipments,

machinery, furniture and other related items, formulation of tender documents, technical bid evaluation and making necessary recommendation to Purchase Committee-JKMSCL & other related works:-

The committee shall comprise of:

| | | |
|---|---|---|
| 1. | General Manager (EPM) | Chairperson |
| 2. | Executive Engineer (Mechanical) GMC, Jammu or Kashmir | Member |
| 3. | Medical Officer, JKMSCL | Member Secretary |
| 4. | Bio-Medical Engineer, JKMSCL | Member |
| 5. | Representative from Deptt. Industries & Commerce, (not below the rank of General Manager, DIC) | Member |
| 6. | Minimum two experts/specialists (to be drawn out of the technical panel) | Member |
| 7. | Accounts Officer/Assistant Accounts Officer, JKMSCL | Member |
| 8. | Assistant Director, (QC), JKMSCL | Members |
| 9. | Law Officer, JKMSCL | Members |

The quorum of the meeting shall be 2/3 members.

### 3.3.8.2.2 Technical Advisory /Evaluation Committee (Drugs)

The Technical Advisory/Evaluation Committee (drugs) shall have the mandate of compilation of requisitions received from various indenting departments as per the Essential Drug List (EDL), Evaluation of Technical Bid documents & making necessary recommendations to Purchase Committee of JKMSCL for formation of the tender documents and other related works.

The committee shall comprise of:

| | | |
|---|---|---|
| 1. | General Manager (Drugs), JKMSCL | Chairman |
| 2. | Medical Officer, JKMSCL | Member Secretary |
| 3. | Incharge Quality control cell/Assistant Director, (QC), JKMSCL | Member |
| 4. | Law Officer, JKMSCL | Member |
| 5. | Representative from Drug & Food Control | Member |

| | | |
|---|---|---|
| | Organization, J&K. (not below the rank of Deputy Drug Controller) | |
| 6. | Two experts/specialists (out of the technical panel) | Member |
| 7. | Accounts Officer /AAO- JKMSCL | Member |

The quorum of the meeting shall be 2/3 members.

The representative in the respective committee from Principal Government Medical College, Jammu /Srinagar and Director Health Services, Jammu /Kashmir shall be as per the status of the Darbar move in respective Divisions

### 3.3.8.3 Financial Evaluation Committee

Financial Bid Evaluation Committee of JKMSCL proposed to be comprising of the following: -

| | | |
|---|---|---|
| 1. | Managing Director, JKMSCL | Chairman |
| 2. | General Manager, (Admn.) JKMSCL | Member Secretary |
| 3. | General Manager, Drugs, IT & Legal JKMSCL. | Member |
| 4. | Financial Advisor/CAO, JKMSCL | Member |

The quorum of the meeting shall be 2/3 members

### 3.3.9 Opening of Bank Accounts

The Board passed the following resolution:

"Resolved that the proposal of Managing Director to open Bank Accounts as per schemes/heads with J&K Bank Ltd; at Govt. Medical College Branch Jammu and with J&K Bank Ltd. at Bemina Branch Srinagar for Corporate Head Office Jammu and Corporate Office Kashmir respectively be and is hereby ratified."

### 3.3.10 Re-organisation of J&K Medical Supplies Corporation Limited.

The Board passed the following resolution(s):

"Resolved that the proposal of Managing Director to re-organise the JKMSCL on the analogy of RMSCL in principle be and is hereby approved".

"Resolved, Further that the Establishment Committee shall review the proposal of Managing Director and shall place recommendations before the Board for final decision in the next meeting or by circulation, whichever is earlier."

**Agenda Item No. 3.4**

***Shifting of JKMSCL Corporate Office, Jammu to 1st Floor of Drug Store Building, Government Medical College, Bakshi Nagar Jammu***

The Board passed the following resolution(s):

"Resolved that the action taken by Managing Director regarding shifting of Corporate Office Jammu from hired accommodation at Plot No. 09, Transport Nagar, Narwal Jammu to Drug Store Building, Govt. Medical College, Bakshi Nagar Jammu be and is hereby ratified."

"Resolved, Further that the proposal of Managing Director to utilise the funds approved in budget estimates of 2016-17, for making payment against the execution of works at Corporate office Jammu be and is hereby approved."

**Agenda Item No. 3.5**

***Ware House facilities at JKMSCL***

**3.5.1 Sample Ware House**

The Board passed the following resolution(s):

"Resolved that the action taken by Managing Director for taking over of Old Psychiatric Disease hospital Jammu from Govt. Medical College Jammu for the present be and is hereby approved. It was further resolved that the Department shall examine the possibility of adding two floors to the existing Drug Store building/ Corporate Office in Government Medical College (GMC), Jammu with the view to adding capacity for sample storage, as well as for providing part space as store to GMC, Jammu. Estimates shall be prepared and submitted for securing funding from the Planning, Development and Monitoring

Department, accordingly, at the earliest. Subsequently, possibilities of allowing the use of old Psychiatric Disease Hospital by Government Dental College, Jammu shall be explored".

"Resolved further that the Managing Director is till then authorized to carry out repairs, renovation works, fixing of furniture etc. at Sample Ware House through SICOP or any other competent authority".

**3.5.2 District Drug Ware Houses**

The Board passed the following resolution:

"Resolved that the proposal of Managing Director to carry out the repair / renovation and installation of heavy duty rackers /stackers to all the ware houses at the rates as per the Annual rate Contract finalised by JKMSCL be and is hereby approved.

"Resolved further that Secretary to Government, Health & Medical Education Department shall take up the matter with District Development Commissioners and Secretary to Government, School Education Department for identifying any other available building /space in the respective Districts, which could be allotted to JKMSCL for establishing proper Regional Drug Ware Houses, based on the requirement to be projected by MD, JKMSCL in this regard."

Further, considering the likely availability of certain buildings belonging to the Department of Stationery & Office Supplies, which are in disuse, it was resolved to explore the possibility of securing the physical assets in the form of buildings of the said Department at Jammu and other locations for use as Drug Ware House /office accommodation by JKMSCL.

**Agenda Item 3.6**

***To consider and approve the delegation of powers to Managing Director, JKMSCL***

The Board passed the following proposed resolution:

"Resolved that the proposal of change in delegations of Administrative Powers & Financial Powers shall be placed in the next meeting of the Finance Committee, where it shall be examined and sent to the Chairperson for approval":

**Agenda Item No. 3.7**

***To consider and approve the exclusion of Director SKIMS from Board of Directors***

As proposed the point for exclusion of Director SKIMS from Board of Directors was dropped by the Board on the request of the Managing Director.

**Agenda Item No. 3.8**

***To consider and approve the Non Practising Allowance (NPA) in favour of Allopathic Doctors deputed to JKMSCL***

The Board resolved the following resolution:

"The issue needs to be examined by the Department of Health & Medical Education in the first place".

**Agenda Item No. 3.9**

***Buffer Stock (Safety or Reserve Stock) of Medicines /IV Fluids etc. at Regional Drug Ware Houses***

The Board passed the following resolution:

"Resolved that the Buffer stock (safety or Reserve stock) shall be maintained as per the decision taken during the 1st Board meeting at decision - item no. 2 (B)-7 and on similar lines as in case of Rajasthan Medical Supplies Corporation and keeping in view the practical requirement under Free Drug Policy."

"Resolved further that a reliable system of forecasting or quantification of drug should be in place. A buffer stock of 20% be allowed till such systems are in place."

**Agenda Item 3.10**

***Receipt and Expenditure ending 31st October, 2016***

Receipt and Expenditure of the JKMSCL upto ending 31st October, 2016 was noted by the Board.

**Agenda Item 3.11**

***Appointment of Chartered Accountant as consultant***

The Board passed the following resolution(s):

"Resolved that the action taken by the Managing Director, JKMSCL to appoint M/S Ajay Sawhney & Co., Chartered Accountant as a first Auditor of the Corporation, subject to ratification every year by the C&AG on a remuneration of Rs. 40000/- per annum exclusive of any out of pocket expenditure and the remuneration shall be increased by ten percent every year be and is hereby ratified."

"Resolved Further that the action taken by the Managing Director to hire the services of M/S Ajay Sawhney & Co. (Chartered Accountant) as consultant to carry out Company Audit, VAT Audit and TAX Audit besides the scope of other works as mentioned above against the negotiated rates of Rs.30,000 per audit totalling to Rs. 90000 per annum be and is hereby ratified."

**Agenda Item No. 3.12**

***Appointment of Company Secretary on Retainership basis***

The Board passed the following resolution:

"Resolved that the action taken by the Managing Director to appoint M/S D.K. Pandoh & Associates, Company Secretaries, Jammu for rendering the secretarial services required for making compliances under the Companies Act, 2013 on a quarterly remuneration of Rs. 10000/- be and is hereby ratified."

**Agenda Item No. 3.13**

***Appointment of consultants for services under J&K Value Added Tax and Goods & Service Tax***

The Board passed the following resolution:

"Resolved that the action taken by Managing Director to appoint M/S P.C. Bindal & Associates, Chartered Accountants, Jammu for rendering the consultancy services required for making compliances under the J&K Value Added Tax and Goods and Service Tax on a quarterly remuneration of Rs. 5,000/- per month be and is hereby ratified."

**Agenda Item No. 3.14**

***To consider and approve the financial statements for the year 2014-15 (ended on 31st March 2015)***

The Board passed the following resolution(s):

"Resolved that the financial statements for the period 05.03.2014 to 31.03.2015 placed before the Board of Directors of the Corporation be and is hereby considered and approved."

"Resolved Further that Dr. Yashpal Sharma, Managing Director, JKMSCL and Dr. Baldev Raj Sharma, Director Family Welfare, MCH & Immunization, J&K (Director-BoDs JKMSCL) be and are hereby authorized to sign the financial statements for and on behalf of the Board and submit the same to the statutory auditors for the purpose of audit."

**Agenda Item No. 3.15**

***To consider and approve the Directors report on the financial statements***

The Board passed the following resolution(s):

"Resolved that the Directors report placed before the Board of Directors of the Corporation be and is hereby considered and approved."

"Resolved Further that Dr. Yashpal Sharma, Managing Director, JKMSCL and Dr. Baldev Raj Sharma, Director Family Welfare, MCH & Immunization, J&K (Director-BoDs JKMSCL) be and are hereby authorized to sign the Directors Report for and on behalf of the Board."

**Agenda Item No. 3.16**

***To call Annual General Meeting of the Corporation***

The Board passed the following resolution(s):

"Resolved that the Managing Director, JKMSCL be and is hereby authorized to hold the Annual General Meetings required for the year 2015 and 2016 at convenient dates to be available from the Chairperson, Vice Chairman and Director BoDs of the Corporation."

"Resolved Further that the Managing Director be and is hereby authorized to sign and send the notices of the annual general meetings to the concerned persons."

**Agenda Item No. 3.17**

***To take note of the disclosure of Director's interest in other Companies, Firms or other Association of individuals***

The Board passed the following resolution(s):

"Resolved that the notice of Disclosures of Interest in form MBP 1 submitted by the Directors of the Corporation be and is hereby taken on record."

"Resolved Further that the Managing Director of the Corporation be and is hereby authorized to keep all such notices at the registered office of the Company and preserved the same for the period of eight years."

**Agenda Item No: S/3.1****

***To consider and approve the revised budget estimate of JKMSCL for the financial year 2016-17 and budget estimate for the***

** S/3.1 - S denoted Supplementary Agenda, 3 - 3rd Board Meeting & 1 - Agenda Item 1

***financial year 2017-18 as per approval conveyed in the 3rd Finance Committee meeting held on 7th December, 2016***

The Board passed the following resolution(s):

"Resolved that the proposed revised budget of JKMSCL by Managing Director for the financial year 2016-17 amounting to Rs.1,048.25 lacs be and is hereby approved."

"Resolved Further that the proposed budget estimates for 2017-18 amounting to Rs 1,042.68 be and is hereby approved."

**Agenda Item No: S/3.2**

***Opening and running of 24x7 Pharmacy Shops in the the Health Care Institutions***

The information provided was noted by the Board.

**Agenda Item No: S/3.3**

***Expression of Interest for investments of savings of Corporation***

The Board passed the following resolution(s):

"Resolved that the proposal of Managing Director to call the Expression of Interest in sealed envelopes from the interested banks for investing of savings of JKMSCL, to get the maximum interest rates on the savings be and is hereby approved."

"Resolved further that the Managing Director is hereby authorized to call the Expression of Interest in sealed envelopes from the interested banks for investing of savings of JKMSCL, to get the maximum interest rates on the savings".

"Resolved further more that the proposed committee to be constituted under the Chairmanship of Managing Director, with Financial Advisor /CAO and General Manager (Adm.) as members to call Expression of Interest and to finalize the process with a view to securing the maximum interest rates on the savings of JKMSCL be and is hereby approved".

**Agenda Item No: S/3.4**

***Amendments in the Standard Procurement Procedure (SPP) of JKMSCL***

The Board passed the following resolution(s):

"Resolved that the decision of Finance Committee to authorize Managing Director to issue the Purchase Orders against the requisitions of the intending Departments as per the commitment of availability of funds (subject to availability of budget) conveyed by them. Subsequently JKMSCL shall raise the bills as per the supplies made to the intending Department for release of payments, be and is hereby approved".

"Resolved further that the decision of Finance Committee to authorize Managing Director to finalize the Annual Rate Contract for the items with two (02) or more bidders, after giving the wider publicity to the NIT at State /National level be and is hereby approved".

"Resolved furthermore that the decision of Finance Committee to authorize Managing Director to procure the items on single bid with the approval of State Level Purchase Committee after ascertaining reasonability of rates and subsequently ratification by the Board at the following meeting, be and is hereby approved".

"Resolved further that the decision of Finance Committee to authorize Managing Director to procure items with no response, after inviting NIT for three (03) times, on the Rate Contract of other organizations in the following preferential order – Hindustan Latex Limited (Government of India PSU), Rajasthan Medical Services Corporation Ltd., Tamil Nadu Medical Services Corporation Ltd, AIIMS, PGI, DGS&D, ESI, after drawing a comparison for procurement on lowest rates after getting certification from the intending to Department that the item(s) is/are as per their requirement be and is hereby approved".

"Resolved further further that the decision of Finance Committee to authorize Managing Director to approach to the original manufacturer /direct importer for purchase of the items, in rare cases, if the Rate Contract is not available in any of the above mentioned institutions, after

negotiation on companies price list, subject to certification by the intending Department that the item(s) /equipment(s) is as per their requirement and after JKMSCL ascertaining of reasonability of the rates be and is hereby approved".

"Resolved further further furthermore that the Managing Director is hereby authorized to have the above amendments incorporated into the Standard Procurement Procedure".

**Agenda Item No: S /3.5**

***Finalization of Annual Rate Contract for Laboratory Equipments, Instruments & Mobile Testing Van for Food Testing Laboratory***

The Board passed the following resolution:

"Resolved that the action taken by the Managing Director, in finalizing the Annual Rate Contract for Laboratory Equipments, Instruments & Mobile Testing Van for Food Testing Laboratory on single bid, after ascertaining the reasonability of rates as well as requirement of the department and accordingly, placement of orders is ratified by the Board".

The meeting ended with vote if thanks to the chair.

-sd/
Chairperson,
Board of Directors,
J&K Medical Supplies Corporation Ltd.

No: - PS/MD/JKMSCL/2016/6400-6416 Dated: -30/12/2016

Copy for information to the: -

1. Financial Commissioner, Planning, Development & Monitoring Department, Civil Secretariat, Jammu (Director, Board of Directors - JKMSCL).
2. Commissioner /Secretary to Government, Health & Medical Education Department, Civil Secretariat, Jammu (Director, Board of Directors- JKMSCL).

3. Commissioner /Secretary to Government, Health & Medical Education Department, Civil Secretariat, Jammu (Director, Board of Directors - JKMSCL).
4. Director, SKIMS, Srinagar (Director, Board of Directors- JKMSCL).
5. Principal, Govt. Medical College, Srinagar (Kashmir) (Director, Board of Directors- JKMSCL).
6. Principal, Government Medical College, Jammu (Director, Board of Directors JKMSCL).
7. Principal, Government Dental College, Srinagar (Director, Board of Directors- JKMSCL).
8. Principal, Government Dental College, Jammu (Director, Board of Directors- JKMSCL).
9. Director General, Indian System of Medicines, J&K (Director, Board of Directors- JKMSCL).
10. Director, Health Services, Kashmir (Director, Board of Directors- JKMSCL).
11. Director, Family Welfare, MCH & Immunization, J&K (Director, Board of Directors- JKMSCL).
12. Director, Health Services, Jammu (Director, Board of Directors- JKMSCL).
13. Mission Director, NHM, J&K (Director, Board of Directors- JKMSCL).
14. Controller, Drug & Food Control Organization, J&K (Director, Board of Directors JKMSCL).
15. Special Secretary to Chief Secretary, J&K for the information of the Chief Secretary.
16. OSD to the Hon'ble Minister, Health & Medical Education, J&K for the information of Hon'ble Minister (Vice Chairman, Board of Directors- JKMSCL).
17. OSD to the Hon'ble Minister of State, Health & Medical Education, Urban Development and Social Welfare for the kind information of the Hon'ble Minister.
18. Office Copy.

30/12/16

Managing Director,
J&K Medical Supplies Corporation Ltd.