



## **JAMMU AND KASHMIR MEDICAL SUPPLIES CORPORATION LTD.**

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

Corporate Head Office: plot no. 58 Friends Colony, Trikuta Nagar, Jammu  
Corporate Office Kashmir: Bemina Near Haj House, Srinagar

### **Circular**

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As the close of the Financial Year 2025-26 is approaching, it is imperative to ensure timely clearance of all pending bills pertaining to the procurement of Drugs/ Instruments and Machinery & Equipment.

In this regard, all concerned suppliers are hereby directed to take immediate and necessary action for execution of all relevant Purchase Orders, including installation of Machinery & Equipment, so that invoices are submitted well in time for processing of outstanding payments. This is essential to avoid accumulation of financial backlog at the close of the financial year.

The matter shall be treated as urgent.

No. JKMSCL/DGM/P&S/2025-26/12687-94

Dated: 09-01-2026

*lwp* 9/1/2026  
Dy. General Manager (P&S/IT),  
Meenakshi JKMSCL

Copy for information to the:

- 1 Financial Advisor & CAO, JKMSCL
- 2 General Manager (K), JKMSCL
- 3 General Manager (Adm), JKMSCL
- 4 Medical Officer Quality Control (J), JKMSCL
- 5 Medical Officer All RDWH, JKMSCL
- 6 PA to MD for information of Managing Director, JKMSCL
- 7 All suppliers/Firms
- 8 Assistant Programmer (M) to upload this on the official website of JKMSCL/Notice Board
- 9 Office Copy.