

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

No. F. 20-1/2023-Estt.-I (Misc/FC)

Dated the: 20 AUG 2024

**Subject: Roster for handling of Procurement related matters at the AIIMS, New Delhi- regarding.**

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This is in continuation of Office Memorandum of even number dated 17.08.2023 and on completion of the tenure of Dr. Amit Lathwal, Professor of Hospital Administration as P.I.C. (Procurement) and Dr. Shailendra Kumar, Additional Professor, Department of Anaesthesiology, Pain Medicine & Critical Care as Officer In-charge, Procurement, the Competent Authority is pleased to order the following:-

- Dr. Parmeshwar Kumar, Additional Professor, Department of Hospital Administration will look after the Procurement work as Faculty-In-Charge, Procurement in place of Dr. Amit Lathwal.
- Dr. Shashank Chauhan, Additional Professor, Plastic, Reconstructive & Burns Surgery, Burns & Plastic Surgery Block will look after the work as Officer-In-Charge, Procurement in place of Dr. Shailendra Kumar.

The said assignment is with immediate effect and their tenure will be for one year.

The above assignment is in addition to their own duties and responsibilities. They are not entitled to any remuneration/honorarium for the aforementioned additional assignment.

Faculty In-Charge. (Procurement) shall be nodal point for various procurement related matters concerning AIIMS, New Delhi. All procurement files from DO (Stores) shall be routed via O.I.C. (Procurement) for any inputs regarding clinical perspectives and via Faculty In-Charge (Procurement) for any inputs regarding administrative & procedural perspectives before onward submission to Additional Director (Administration)

  
26/8/24

(B.S. GILL)

Sr. Admn. Officer (F.C.)

**Distribution:-**

**Concerned Faculty**  
**Thr: Their respective Head of the Departments**

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4. The PPS to Additional Director (Admn.), AIIMS, New Delhi
5. The PPS/PS/PA to Dean (Academic/Research/Examination), AIIMS, New Delhi
6. The Faculty-in-Charge, Computer Facility-with request to upload on Institute website.
7. The Accounts Sections-II & III