

**PROCUREMENT OF MEDICINES IN ESIC & ESIS INSTITUTIONS FROM PRADHAN MANTRI
BHARTIYA JANAUSHADHI PARIYOJANA(PMBJP)**

Currently drugs are procured by user units through DG ESIC RC (exemption has been received through SCoGeM), CPSU drugs through GeM and Local Purchase from empaneled Chemists (selected through GeM). The procurement of Non-RC drugs through Local Purchase has been a matter of concern as the percentage of its procurement has increased over the years and mostly consists of branded drugs leading to increased burden of its cost. This has been reviewed at the highest level and Standing Committee of ESIC in its 230th Meeting held on 31/01/2024 has recommended procurement of non-RC drugs from "Jan Aushadhi" system. However the services for Jan-Aushadhi Kendras are not onboarded on GeM portal. For this SCoGeM was approached and exemption for procurement from Jan Aushadhi Kendras was accorded on 30.01.2024 subject to condition that ESIC must have a sound policy in this regard and prepare Standard Operating Procedure(SOP) with the approval of Board.

Procurement of Non-RC drugs is proposed to be undertaken by the ESIC and ESIS user units through Jan Aushadhi Pariyojana in a phased manner as per the Standard Operating Procedure as under :

1. **DEMAND CALCULATION:** Direct Demanding Officer (DDO's) of respective ESIC & ESIS Institution shall compile their demands of Drugs/Medicines which are not available in Central DG-ESIC RC & GeM (but available with PMBI-Jan Aushadhi) and are procured through empaneled Local Chemist and submit their demands of medicines required for 03 months to begin with. They shall replenish the medicines monthly on the basis of consumption pattern and availability of stock, so that buffer stocks of medicines equaling to 02 months are maintained as per need of the individual ESIC & ESIS Institution/s.
2. **SCRUTINY OF DEMAND RAISED:** Direct Demanding Officer (DDO's) of respective ESIC & ESIS Institution and other procuring authorities shall constitute a Committee to scrutinize and finalize the list of medicines for procurement through PMBI-Jan Aushadhi as per past consumption pattern and likely need in future.

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3. **GENERATION OF SUPPLY ORDER:** Supply orders will be placed to PMBI's Authorized distribution channel partner as per consumption pattern, and availability of stock. The Supply order would indicate terms & conditions of supply as per copy of document annexed.
4. **SUPPLY OF MEDICINES:** PMBI's Authorized distribution channel partner shall supply medicines directly to Procuring Authorities of ESI Institutions as per the terms and conditions of supply mentioned in Supply Order along with Supply vouchers in triplicate.
5. **RECEIVING OF SUPPLY AT ESI INSTITUTIONS:** Direct Demanding Officer (DDO's) of respective ESIC & ESIS Institution shall be responsible for the proper receiving of medicines after verification of all details and checking of documents including Batch testing report. It must be ensured that all medicines are taken on stock properly and distribution started at the earliest.
6. **VERIFICATION OF BILLS & PAYMENT:** The verification of bills shall be done by Direct Demanding Officer (DDO's) of respective ESIC & ESIS Institution before forwarding them for making payments.
7. The order placement will be done by physical mode to begin with, followed by operationalization of online purchase module of ESIC which shall be modified to suit Jan Aushadhi system.
8. Direct Demanding Officer (DDO's) of respective ESIC & ESIS Institution shall continuously monitor the order placements. Every effort would be made to ensure that Items available in DG-ESIC RC, GeM and with PMBI-Jan Aushadhi are not procured through empaneled Local Chemist.


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