

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

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

Dated the:

OFFICE MEMORANDUM

20 AUG 2025

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

This is in continuation of Office Memorandum of even number dated 20.08.2024 and on completion of the tenure of Dr. Parmeshwar Kumar, Additional Professor of Hospital Administration as P.I.C. (Procurement) and Dr. Shashank Chauhan, Additional Professor, Plastic, Reconstructive & Burns Surgery, Burns & Plastic Surgery Block as Officer In-charge, Procurement, the Competent Authority is pleased to order the following:-

- Dr. Abdul Hakim Choudhary, Additional Professor of Hospital Administration will look after the Procurement work as Faculty-In-Charge, Procurement in place of Dr. Parmeshwar Kumar.
- Dr. Piyush Ranjan, Professor, Surgical Disciplines, Surgical Block will look after the work as Officer-In-Charge, Procurement in place of Dr. Shashank Chauhan.

The said assignment will be effected on them w.e.f. 20.08.2025 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)


(RAJKUMAR BHARDWAR)
ADMN. OFFICER (F.C.)

Distribution:-

Concerned Faculty Members
Thr: Their respective Head of the Departments

Copy for information to:-

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2. All Sr. Store Officers/Stores Officers/Assistant Store Officer
3. The PPS/PA to Director, AIIMS, New Delhi
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