

**Minutes of the Pre-service Education and Nurse Mentor Program meeting for procurement of items of Skill & IT Lab, Library and mini-skill lab on 29<sup>th</sup> March 2016**

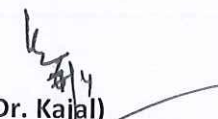
A state level committee constituted under the chairmanship of Sri Amit Kumar Ghosh, Mission Director-NHM, UP held a meeting on 29<sup>th</sup> March 2016 at conference hall of SIFPSA, Lucknow, for endorsement of equipments, instruments, models, mannequins, library books etc for establishing skill & IT labs under the Pre-service Education and Nurse Mentor program. In the meeting, AMD-NHM, FC-NHM, GM-Planning, GM- Procurement, JD-CMSD, SPO-Jhpiego, representatives of TSU and officials from SPMU were present. The list of participants is enclosed.

The following decisions were taken in the meeting:

S. No.	Agenda Point	Discussion/Decision	Responsibility	Timeline
1	<b>Procurement of articles for establishing skill lab, IT lab and Library in 2 SNCs (Varanasi &amp; Meerut) and 6 GNMTCS under Pre-Service Education Program</b>	<ul style="list-style-type: none"> <li>Specifications and list of items for skill lab, IT lab and Library shared by Jhpiego and endorsed by the committee for initiating the procurement as per the State rules at CMO level.</li> <li>The committee was informed that in this regard funds have already been transferred to DHS of 7 program districts at the rate of Rs. 40.00 lakhs per GNMTC and Rs. 61.50 lakhs per CoN (SNCs).</li> <li>Article list of skills lab, IT lab and library along with specifications will be provided by SPMU-NHM and procurement of these articles will be done at CMOs level by adopting financial and state procurement norms.</li> <li>Since the procurement process will take time therefore, as per Finance Controller's suggestion, the districts should be informed to commit the budget for FY 2016-17.</li> <li>These instructions to be incorporated in guidelines to be issued to respective CMOs along with the specific timelines for completing the procurement of all items</li> </ul>	<p>Concerned CMOs</p> <p>GM-P/In-charge Nursing-SPMU</p> <p>GM-P/In-charge Nursing-SPMU</p>	<p>April-May 2016</p> <p>1<sup>st</sup> week of April 2016</p> <p>5<sup>th</sup> April 2016</p>
2	<b>Procurement of articles for establishing mini-skill lab in 50 blocks of 25 HPDs of Nurse Mentor Program</b>	<ul style="list-style-type: none"> <li>Specifications and list of items for skill lab, IT lab and Library shared by TSU and endorsed by the committee for initiating the procurement as per the State rules at CMO level.</li> <li>The committee was informed that in this regard funds have already been transferred to DHS respective @ Rs. 1.5 lakhs per district.</li> </ul>		

		<ul style="list-style-type: none"> <li>• Since the procurement process will take time therefore, as per Finance Controller's suggestion, the districts should be informed to commit the budget for FY 2016-17.</li> <li>• These instructions to be incorporated in guidelines to be issued to respective CMOs along with the specific timelines for completing the procurement of all items.</li> </ul>	GM-P/In-charge Nursing-SPMU	1 <sup>st</sup> Week of April 2016
			GM-P/In-charge Nursing/Jhpiego	1 <sup>st</sup> Week of April 2016
3	Quality assurance of purchased article through third party evaluation	<ul style="list-style-type: none"> <li>• To ensure the quality of the purchased articles, a third party evaluation will be done with the support of Jhpiego, Zonal /district technical specialist of TSU or nominated officer.</li> <li>• In High Priority districts, third party evaluation will be jointly done by Jhpiego and Zonal/district technical specialist of TSU and in non HPD, third party evaluation will be jointly done by Jhpiego and nominated representative from State TSU for which a request letter should be sent to ED-TSU.</li> <li>• The process of payment to the vendor should be decided separately by the concerned officers of SPMU, TSU and Jhpiego and approval should be taken on file.</li> <li>• The payment will be released to vendor after certification by Third party representatives (Jhpiego,Zonal/District Technical Specialist of TSU).</li> </ul>	GM-P/In-charge Nursing	April 2016
4	WhatsAapp group for sharing the pictures of procured articles	<ul style="list-style-type: none"> <li>• A WhatsApp group will be formed and concerned CMOs will be group members. The group will be administered by GM-P and Dr. Ashish, SPO, Jhpiego. The concerned CMOs will share the pictures and other relevant details of purchased articles under PSE and Nurse Mentor program.</li> </ul>	GM-P/Jhpiego	April 2016









Meeting ended with vote of thanks to all the participants.

  
 (Dr. Kajal)  
 Additional Mission Director  
 NHM



**Pre-Service Education & Nurse Mentor Program Meeting for Procurement**

Meeting Dated: 29<sup>th</sup> March, 2016 at SIFPSA Conference Hall

S.No.	Name	Designation	Department	Mobile No.	Email ID	Signature
1.						
2.	C-S K Jha	FC NITHM	NTHM	941578230		
3.	Dr PKS Shrivastava	Gm (Proc)	SPMU, NHM	7408611933	gja1ecpro.nthm@gmail.com	
4.	Pallavi Pandey	Consultant (Proc)	SPMU, NHM	9984582682	gm1ecpro.nthmup@gmail.com	
5.	Dr. Adelight Chandry	Manager - 8 SPMUs	UPTSU	9839322117	adelight_chandry@in-pr.com	
6.	Dr. Ratan Kumar	off. AD, CM SD	ASMH <sub>1</sub>	9415926520	cmsd.dghealth@pmuisc.com	
7.	D C Prasad	Dir PM/Manager Procure	SPMU	8005192925	spmunusujal@in-pr.com	
8.	Dr. Aravind	SPO - JHP.	JHPRO	9880334977		
9.	Dr. Sanjay Tripathi	M&EO.	JHPRO.	9648431716.	sanjay.tripathi@in-pr.com	
10.	Dr Madhu Shrivastava	Gm - Planning	SPMU	8085192530		