

CENTRAL MEDICAL SERVICES SOCIETY

(Ministry of Health & Family Welfare, Govt. of India)

2nd Floor, Vishwa Yuvak Kendra, Teen Murti Marg,

Chanakyapuri, New Delhi-110021.

Website: cmss.gov.in, Tel. 011-21410905/6

No.F.CMSS/AN/110/1152

Dated: 11.12.2023

To

All Vendors/ Suppliers/ Empanelled Laboratories

Subject: Meeting of Vendors/ Suppliers/ Empanelled Laboratories with the officials of CMSS.

(i) **OPEN DAY FOR VENDORS/ SUPPLIERS/ EMPANELLED LABORATORIES**

Authorized representatives of all the vendors/ Suppliers/ empanelled laboratories (only regular employees of concerned entity/ no middle man) may meet the concerned officials/ officers of CMSS on every **Wednesday between 02:00 PM to 05:30 PM** for their queries/ issues related to tender/ bill process/ any other matter with '**Prior Entry Permission**' from the concerned officer/official of CMSS on email (by keeping CC: gadmin@cmss.gov.in, psdgceo@cmss.gov.in). Without 'Prior Entry Permission', entry will not be permitted under any circumstances).

(ii) **ON OTHER WORKING DAYS (EXCEPT WEDNESDAYS) FOR URGENT NEED**

'Prior Entry Permission' may be obtained through email (by keeping CC: dgceocmss@cmss.gov.in, gadmin@cmss.gov.in and pstodgandceo@cmss.gov.in) for meeting the concerned officials/ officers of CMSS by stating the urgency of meeting.

R. C. Nayak
11.12.2023

(R. C. Nayak)

General Manager (Admn.)

Copy to:

1. AS & DG and Chairperson, GB, CMSS- for information please.
2. DG & CEO, CMSS- for the information please.
3. All GMs/AGMs and Staff of CMSS.
4. Notice Board - for information of all concerned.
5. IT Cell- to upload in website as well as informing the vendors/ suppliers/ empanelled laboratories of CMSS in e-Aushadhi.