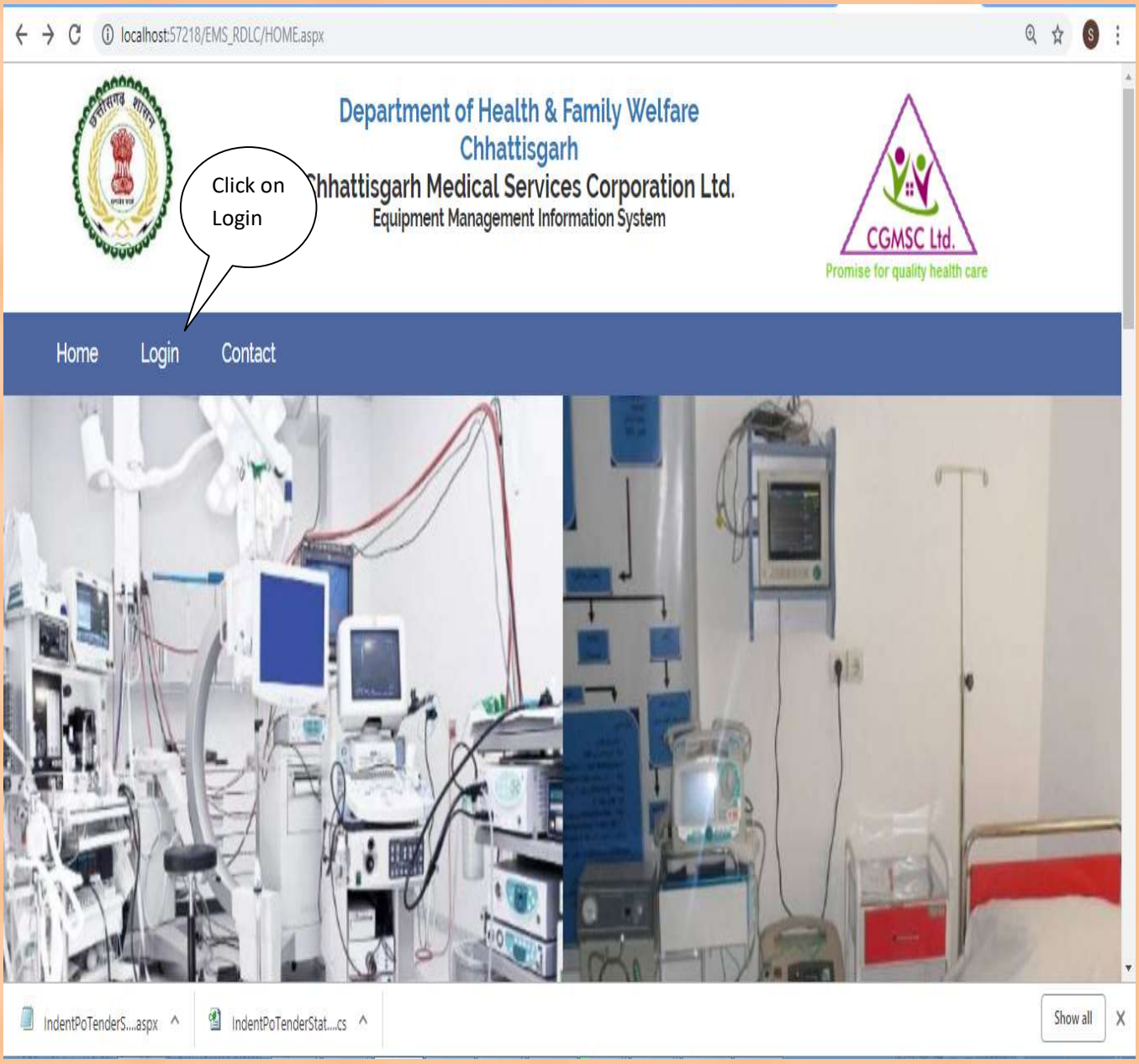
Equipment Management Information System (EMIS)
Supplier Manual

Step 1 : go to website cgmsc.gov.in

Step 2: Click on EMIS (Equipment Management Information System)



Click on Login: Login Page will appears as below

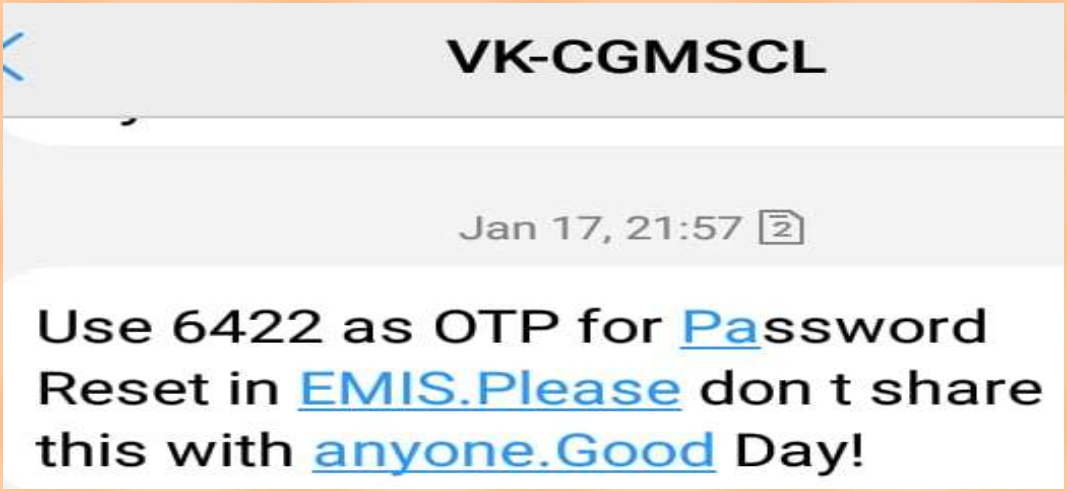


Click on Supplier for Login with given credentials

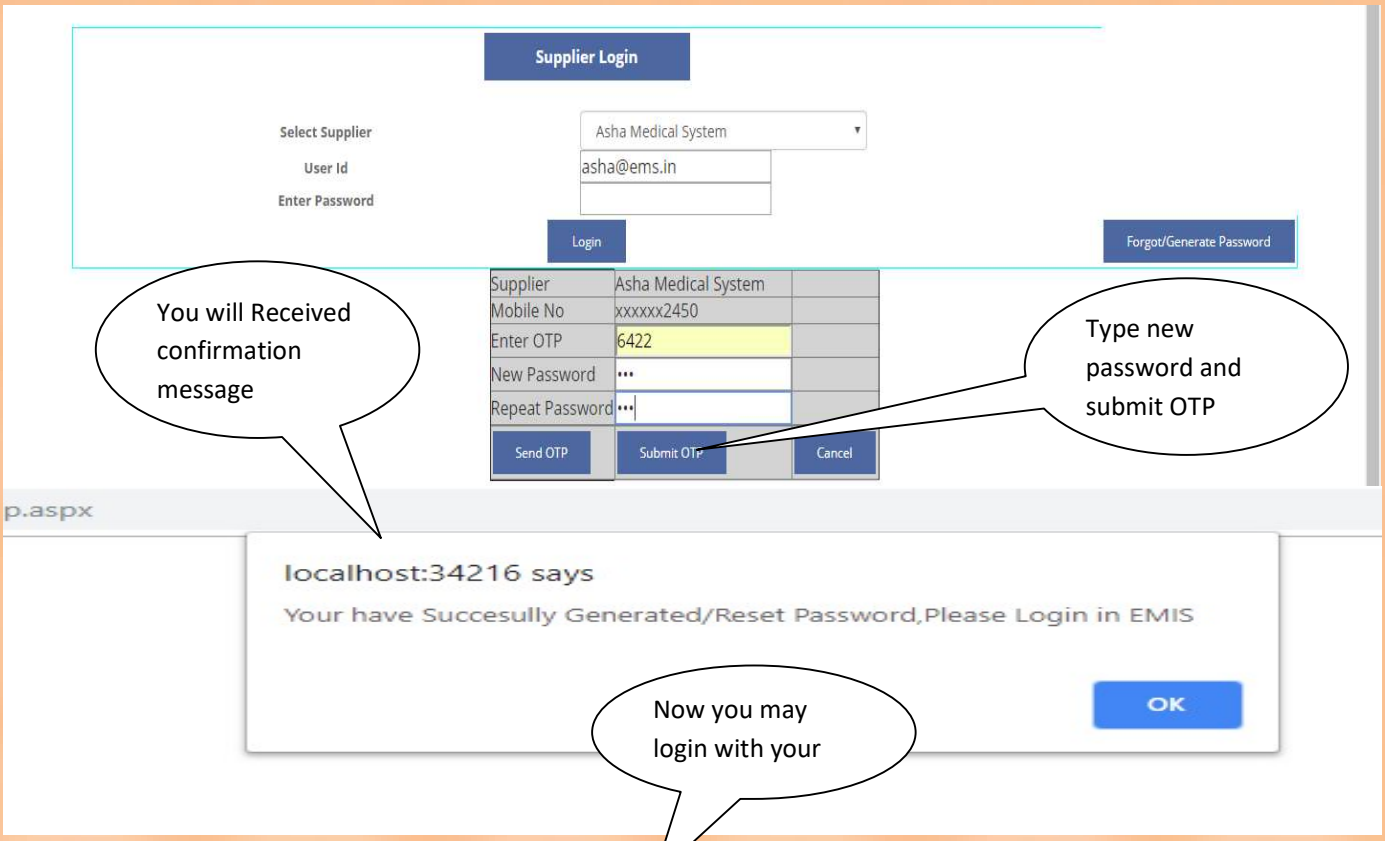
Generate Password:- Generate password with OTP received on your register mobile . (No communication for password and reset password)



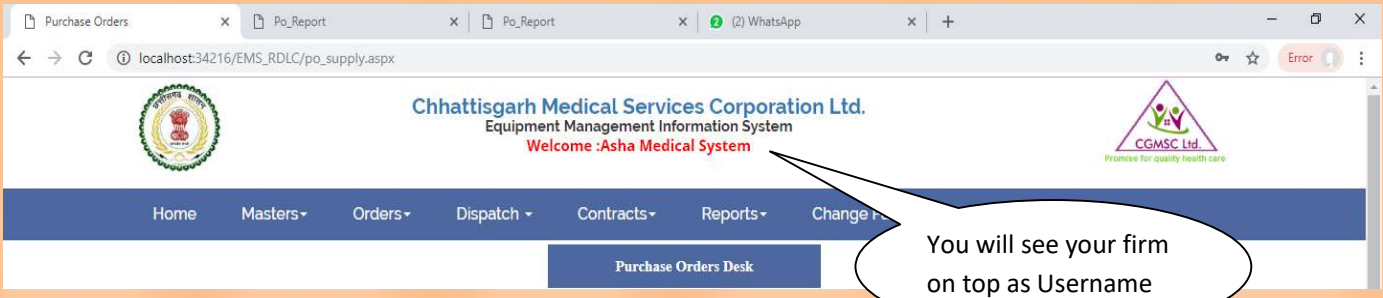




Equipment Management Information System (EMIS)
Supplier Manual



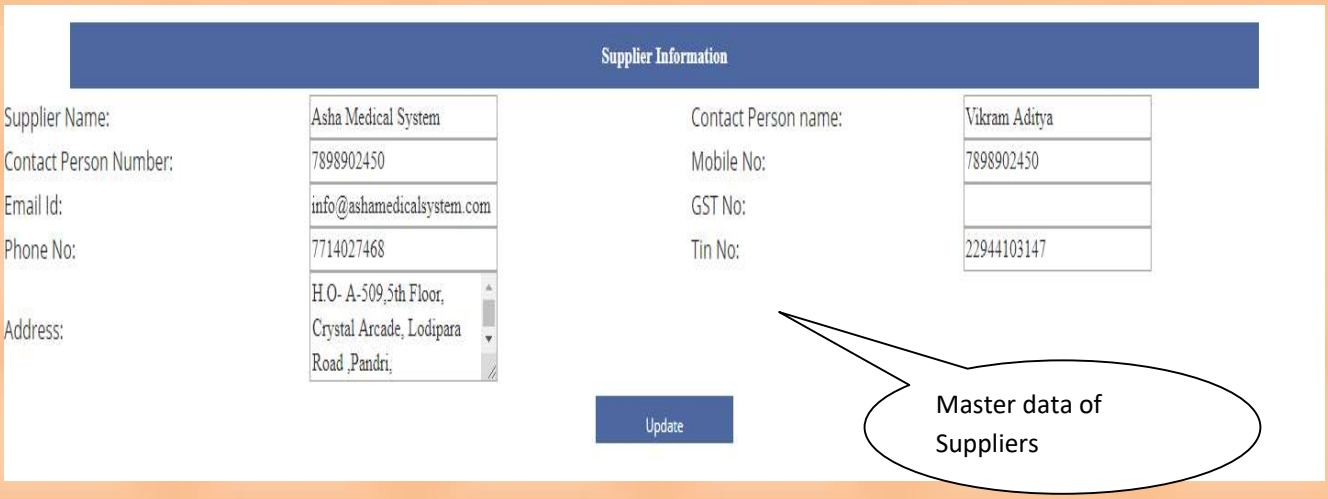




Roles & Responsibilities in Supplier Desk

- **Purchase Order Desk:** System generated PO will be shown in PO Desk just after Purchase Order has been prepared & dispatched by CGMSC.
- **Dispatch Desk: All Purchase dispatch processing has been completed through this system only (including previous PO also)**
- Acknowledgement of receipt/Installation of equipment via report.
- Rate Contract Reports
- New Equipment Acceptance Report/Agreement/SD Submission information.
- Supply Status Report
- **Break down/Complain from consignee and service report.**
- SMS Facility : SMS facility will be available to supplier for alert message such as :
  - PO Dispatch info from CGMSC
  - Acknowledgement of receipt of Equipment as Consignee Location
  - Installation Acknowledgement.
  - Break Download complaint from Consignee.
  - Price Acceptance of New Equipment

Supplier Information



Home Page: It will show Purchase Order issue to Supplier as below:



S.no	PO No	PO Date	Item Name	Basic Rate/GST	PO Qty	Gross Value	Tender No	No of Consignee	Status	Print
1	1862 EQP/39/2018-2019	01/06/2018	AYUSH50 Multi parameter Monitor	148425 12	200	33247200	53 E(P)/CGMSC/EQP/2017	1	Order Placed	
2	1889 EQP/47/2018-2019	01/06/2018	DKS93 Multi choice Video laryngoscope System	456225 12	1	510972	51E(P)/CGMSC/EQP/2017, Dt:13/06/2017	1	Order Placed	
3	1887 EQP/48/2018-2019	01/06/2018	DKS64 LED Phototherapy Unit (Double Surface)	69000 12	10	772800	51E(P)/CGMSC/EQP/2017, Dt:13/06/2017	1	Order Placed	
4	1883 EQP/58/2018-2019	01/06/2018	AYUSH50 Multi parameter Monitor	148425 12	81	13465116	53 E(P)/CGMSC/EQP/2017	3	Order Placed	
5	1893 EQP/59/2018-2019	01/06/2018	GMCJ65 Patient Monitor, ICU	94000 12	16	1684480	62E(P)/CGMSC/EQP/2017, Dt:14/08/2017	2	Order Placed	
6	1885 EQP/60/2018-2019	01/06/2018	GMCJ55 Syringe Infusion Pump	31000 12	144	4999680	62E(P)/CGMSC/EQP/2017, Dt:14/08/2017	3	Order Placed	
7	1891 EQP/64/2018-2019	01/06/2018	ORTHMCR07 Electronic Pneumatic Tourniquet(Dual Channel)	445300 12	1	498736	44 E(P)/CGMSC/EQP/2017, Dt 04/02/2017	1	Order Placed	
8	1875 EQP/67/2018-2019	01/06/2018	DKS25 Electronic tourniquet	537756 12	2	1204573.44	35(R1)E(P)/CGMSC/EQP/2017	1	Order Placed	
9	1877 EQP/72/2018-2019	01/06/2018	GMCJ47 Bed-side cardiac monitors	410000 12	3	1377600	61E(P)/CGMSC/EQP/2017, Dt:11/08/2017	1	Order Placed	
10	1881 EQP/81/2018-2019	01/06/2018	GMCJ07 Pedestal lights	93000 12	15	1562400	44 E(P)/CGMSC/EQP/2017, Dt 04/02/2017	1	Order Placed	
11	1870 EQP/118/2018-2019	01/06/2018	DHS07 Foetal Monitor	67000 12	3	225120	44 E(P)/CGMSC/EQP/2017, Dt 04/02/2017	1	Order Placed	

Purchase Order : It will downloaded as below:

CGMSC

OFFICE OF
CHHATTISGARH MEDICAL SERVICES CORPORATION, LTD
3rd Floor, Govind Sarang Vyawasayik Parisar, New Rajendranagar, Raipur, Chhattisgarh

No:1883 Raipur,Date : 01/06/2018

To,

Vendor:Asha Medical System

Address:H.O- A-509,5th Floor, Crystal Arcade,
Lodipara Road ,Pandri,
Raipur
Chhattisgarh

Contact No:7898902450 EmailId :info@ashamedicalsystem.com

Purchase Order:EQP/58/2018-2019

Subject: Purchase Order of equipment.

Ref: Equipment Tender No. 53 E(P)/CGMSC/EQP/2017 Tender Date 15-Jun-17

A purchase order is hereby placed with your firm for supply of equipment as per following specification.

S.No.	Item code No.	Description	Model No.	Qty	Price (i/c Tax)	Total Price (i/c Tax)
1	AYUSH50	Multi parameter Monitor	IMEC 12	81	166236	13465116
					Total	**13465116**

Amount in Words: Rupees One Crore FourtyOne Lakh ThirtyEight Thousand Three Hundred SeventyOne Paise Eighty Only

* Basic Price Without Tax: = 148425

GST: 12 %

Kindly arrange to supply equipment as per tender terms & conditions of Tender within: 60 days

Conditions

TERMS & CONDITIONS

1 If you fail to deliver any of goods or perform the services within the period specified, liquidated damage will be levied as per the tender terms
2 You shall warrant the good supplied under this contract unused (new), free from defects arising out of design, materials, workmanship etc.
3 Any query will not be entertained after 10 days from the Purchase Order date.
4 The rate indicated is firm and includes all the tax, cost like packing and forwarding, transport, insurance and other cost incidental to delivery, erection, testing and commission at the site.
5 Within 7 days from the date of receipt of this order bidder should submit performance security for 5% of the order value. Otherwise purchase order may be cancelled.
6 The above items will be supplied as per the list at Annexure II within the days specified in the tender from the date of Purchase order.
7 The item shall be manufactured and installed strictly as per the tender specifications in Annexure, your bid and subsequent correspondences
8 You shall undertake maintenance including replacement of defective spares of the equipment and its accessories during the warranty and CMC (If executed by the user) period at free of cost.
9 After successful completion of the three years warranty period, you shall also undertake the comprehensive maintenance including replacement of defective spares of the equipment and its accessories for a further period if

CGMSC

OFFICE OF
CHHATTISGARH MEDICAL SERVICES CORPORATION, LTD
3rd Floor, Govind Sarang Vyawasayik Parisar, New Rajendranagar, Raipur, Chhattisgarh

DETAILS OF CONSIGNEE

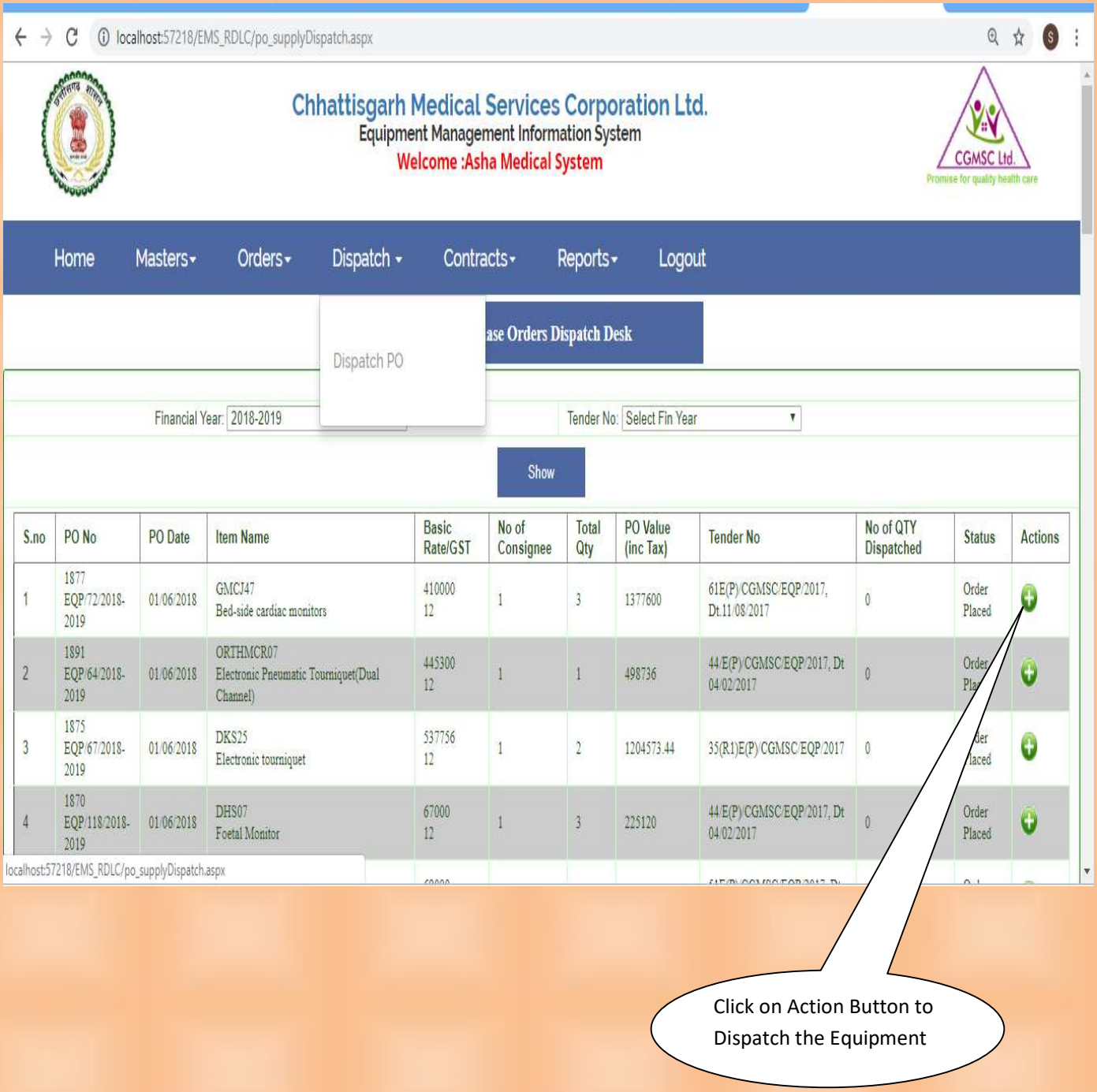
S.No	Indent Date	Consignee	Quantity
1	28/04/2018	Medical College Hospital (Maharani Hospital) Jagdalpur-Paediatric	50
2	28/04/2018	Medical College Hospital (Maharani Hospital) Jagdalpur- Orthopedic	4
3	28/04/2018	Medical College Hospital (Maharani Hospital) Jagdalpur- Medicine	27

Consignee Information

Copy To :-

1	DME, Directorate of Medical Education
2	Superintendent, Maharani Hospital Jagdalpur
3	GM Finance, CGMSC

Dispatch Equipments: Go to Dispatch Menu Click on Dispatch



Click on Action Button to Dispatch the Equipment

Dispatch Equipments Desk: It will show PO Details, Consignee, quantities etc as below:-



Consignee Medical College Hospital JDP 3 QTY for cardiac Monitor

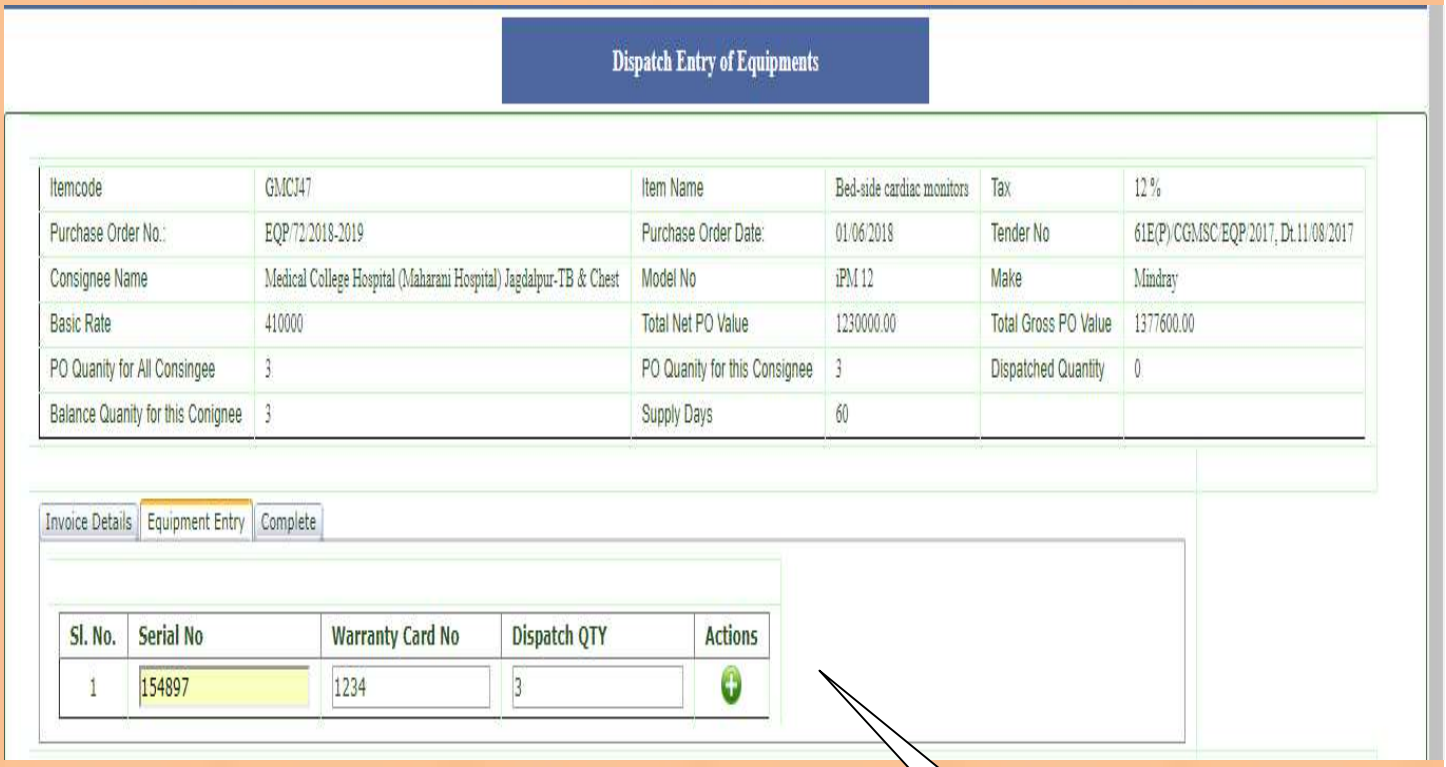
Click on Action Button to Dispatch the Equipment

Dispatch Entry of Purchase Order: It will give below details of selected



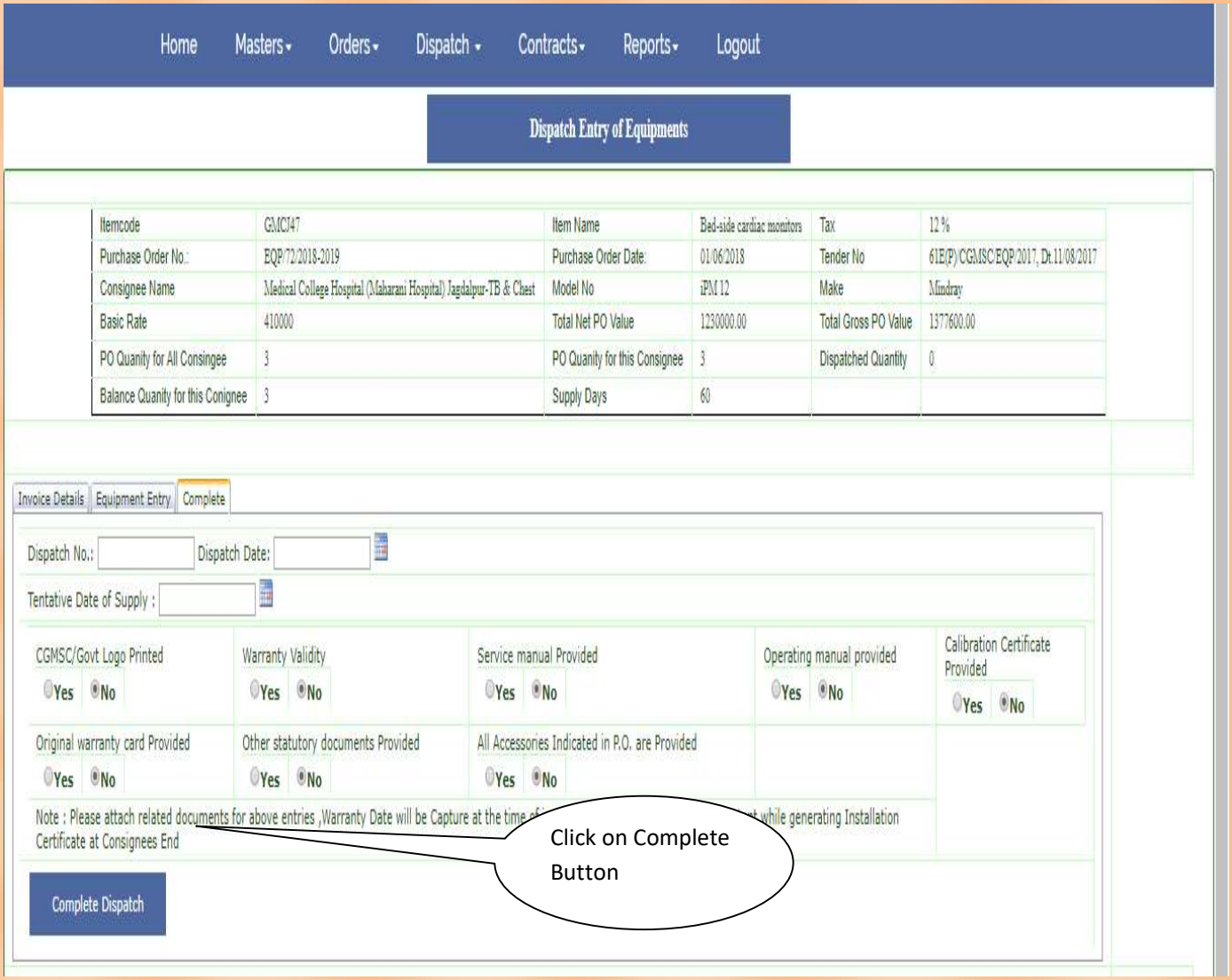
1) Invoice Details : Invoice Details Such as Challan no,Invoice No Date etc
2) Equipment Entry :Serial No, Warranty card no ,Dispatch Quantity details
3) Completion: Document details along with dispatch no and Dispatch Date.

Dispatch of Details Entry: Serial No, Warranty card no, Dispatch Quantity details as below:- (Step 2)



Click on + button to save details

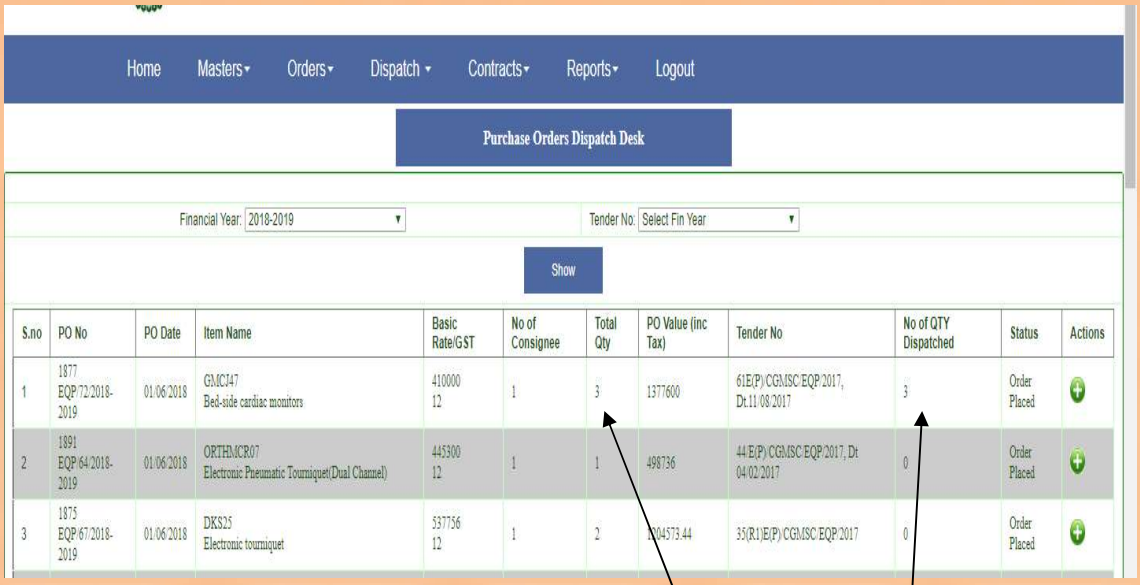
Documents & Dispatch: Entry related to Logo, Warranty Certificate ,User Manual documents are attached with Equipment as below:- (Step 3)



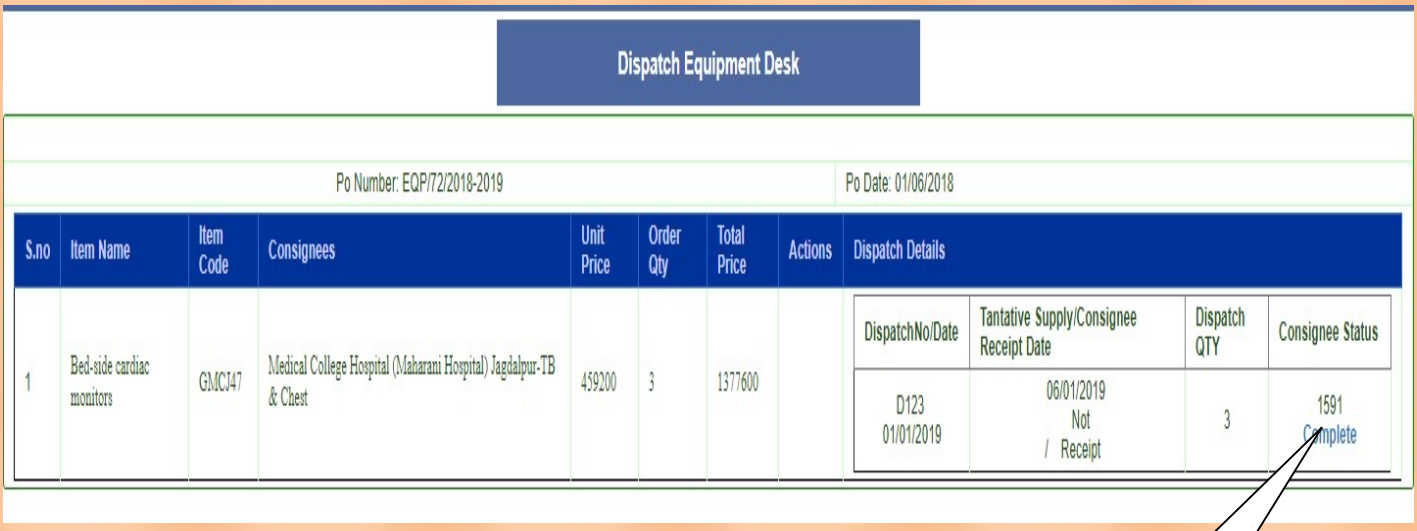
Note :

- ✓ Just after clicking on 'Complete Dispatch' button it will appears to consignee end for Receipt & Installation.
- ✓ Acknowledgment to Consignee /Equipment Cell CGMSC/Directorate via sms or Reports

Print Dispatch Details: again go to Dispatch main menu click on Action button, Now it will show completion of dispatching as below:-



3 QTY order received and 3 QTY has been successfully dispatched, (click on Action button to print Dispatch)



Click on Complete Link ,it will give Dispatch

Dispatch Report: it will show all dispatch details as below:

Dispatch Details

Dispatch No :- D123 Dispatch No :- 01/01/2019

Itemcode	GMCJ47	Item Name	Bed-side cardiac monitors	Tax	12 %
Purchase Order No.:	EQP/72/2018-2019	Purchase Order Date:	01/06/2018	Tender No	61E(P)/CGMSC/EQP/2017, Dt.11/08/2017
Consignee Name	Medical College Hospital (Maharani Hospital) Jagdalpur-TB & Chest	Model No	iPM 12	Make	Mindray
Basic Rate	410000	Total Net PO Value	1230000.00	Total Gross PO Value	1377600.00
PO Quanity for Consignee	3	Time Duration For Supply	60		

Challon/Invoice Details

Challan No.:	123Ch
Challan Date:	01/01/2019
Invoice No.:	In123
Invoice Date:	01/01/2019
Remarks:	test

Item Details

S.no	Eqp.Serial No	Warranty Card No	Dispatch QTY
1	S1	W1	1
2	S2	W1	1
3	S3	W1	1

Certificate Details/Document Details

CGMSC/Govt Logo Printed :	YES	Warranty Validity:	YES
Service manual Provided :	YES	Operating manual provided:	YES
Calibration Certificate Provided :	YES	Original warranty card Provided:	YES
Other statutory documents Provided :	YES	All Accessories Indicated in P.O. are Provided:	YES

Note: Take a print of above report and fix on the box, so that consignee will receipt this consignment.