



कर्मचारी राज्य बीमा निगम
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)
EMPLOYEES' STATE INSURANCE CORPORATION
(Ministry of Labour & Employment, Govt. of India)



मुख्यालय
Headquarters
पंचदीप भवन सी० आई० जी रोड, नई दिल्ली-110002
PANCHDEEP BHAWAN, C.I.G. MARG, NEW DELHI-110 002
Phone: 011-23604700 Email: dir-gen@esic.nic.in
Website: www.esic.nic.in / www.esic.in

U-25/12/Standing Committee/2022-Med.V (e-100544)/147 Dt:15.04.25
22

To

Deans/Medical Superintendents PGIMSR's/MC/Hospital
Regional Directors, SMO's ESIC
DIMS, ESIS All States/UT's

Sub: Non-Submission of Standing Committee data & GeM Procurement data online through ERP module-reg.

Ref: Web uploads (Console No. 10945/2022, Console No. 11221/2022 and Console No.20178/2025).

Respected Sir/Madam,

This is in continuation to Rate Contract Cell, HQRS earlier instructions on the captioned subject vide which it was earlier brought to your kind notice that:

- Monthly/Fortnightly data of Inventory and Expiry of Items for allopathic drugs procured through DG-ESIC Rate Contracts and data of Budget Expenditure and Procurement of Drugs & Medical Items (GeM/Non-GeM) is being strictly monitored by ESIC Headquarters' office and MoL&E.
- All Deans/MS's/DIMS of State Directorates were requested for feeding of data in ERP module w.e.f 01.08.2022 under material Management 2.0 of ERP application.
- The entries must be done within the dates stipulated and predefined on the portal.
- Necessary guidelines for recording data and system flow chart including Role Assignments were also circulated for both the applications for completion of activities needed for end users.
- For any assistance, user unit may please contact HELPDESK.

In this context, kind attention is again drawn towards Not/Incomplete data submission by ESIC/ESIS units data w.r.t inventory and Expiry online through ERP module which has been viewed seriously by HQRS.

All ESIC/ESIS units (including ESIC/ESIS- who have not uploaded/uploaded incomplete data earlier) are therefore once again requested to submit required data regularly online through ERP module within the dates stipulated and predefined on the portal without any fail for proper monitoring and timely submission of data to Standing Committee.

This issues with the approval of Medical Commissioner (Procurement).

Encl: As above

Yours Faithfully
Digitally signed by
Sanjiv Kochhar
Date: 21-04-2025
Deputy Medical Commissioner (RC)

Copy to:

1. Medical Commissioner (North -East, South Zone, West Zone, East Zone, North Zone) for information.
2. Website Content Manager, Hqrs office for uploading on ESIC website.
3. Guard File.



कर्मचारी राज्य बीमा निगम
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)
EMPLOYEES' STATE INSURANCE
CORPORATION
(Ministry of Labour & Employment, Govt.
of India)



मुख्यालय/ Headquarters office
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110002
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Website: www.esic.nic.in / www.esic.in

U-25/12/Budget Expenditure/MOLE/2022-Med.V **1367**

दिनांक: 02.08.2022

सेवा में

Director (Medical) Delhi/	Deans/Med. Superintendents	Regional Directors	DIMS, ESIS
Director (Medical) Noida	PGIMSR's/MC/Hospital	SMO's ESIC	All States/UT's

Sub: Submission of Standing Committee data & GeM procurement data online through ERP Module-reg

Ref: 1) Letter No. U-25/12/Misc/2020-Med. V/Pt-II-20 dated: 04.02.2022 regarding submission of data for Standing Committee (copy enclosed).

2) E-mail dated: 11.04.2022 regarding submission of data of procurement through GeM.

Respected Sir/Madam,

As you are aware that Monthly/Fortnightly data of Inventory and Expiry of items for allopathic drugs procured through DG-ESIC Rate Contracts and data of Budget Expenditure and Procurement of Drugs & Medical Items (GeM/Non-GeM) is being strictly monitored by ESIC Headquarters' office and MoL&E.

In context to above, all Deans/MSs/DIMS of State Directorates are hereby informed that ICT Division, ESIC HQRS has made **online provision for feeding of data in ERP module w.e.f. 01.08.2022 under Material Management 2.0 of ERP application with following Heads:**

a. Budget Expenditure and Procurement of Drugs & Medical Items: Mandatory Fortnight reporting of data for procurement of 13 categories of Medical Items listed on (slide 10) the user manual.

- 1st fortnight entry window will remain open from 13th, 14th, 15th of the same month.
- 2nd fortnight entry window will remain open from 29th, 30th, 31st or 28th, 29th, 30th of the same month.

b. Allopathic Drugs Procured through DG-ESIC RC's (Standing Committee Report), Monthly reporting of Inventory and Expiry of drugs where the entry window will remain open from 1st to 3rd of the following month.

Necessary guidelines for recording of data and system flow chart including Role Assignment are attached with this web upload for both the applications for Completion of all the activities needed for end users. For any assistance, user units may please contact ITHelpdesk.

All user units shall submit the respective data on the portal itself. No separate emails to be sent from now onwards to RC Cell for both the data.

It is imperative that the entries under both heads must be done within the dates stipulated and predefined on the portal. In case user/s do not submit the data in predefined time, then Competent Authority of the respective unit shall seek a waiver through ITHelpdesk.

This issues with the approval of Competent Authority.

Enclo: As above

सादर
व्यं. गी. **1367**
02.08.2022
(डॉ. संगीता मासु)
उप निमित्त आयुक्त (आरसी / पीसी, Med-V)
Panchdeep Bhawan, CIG Marg, New Delhi-2



मुख्यालय, कर्मचारी राज्य बीमा निगम
भारतवर्षीय नगरपालिका, भारत सरकार
पंचदीप भवन, सी.आई.पी. मार्ग:-
नई दिल्ली - 110 002.



Headquarters, Employees' State Insurance Corporation
Ministry of Labour & Employment, Government of India.
Panchdeep Bhawan: C.I.G. Road:
New Delhi - 110 002

ई-मेल/Email: dmccrc@esic.nic.in टेलीफोन/TelFax: 011-23234334

No. U-25/12/Misc/2020-Med V/Pt-II - 2.0

Dated: 04-02-2022

To,

Director (Medical) Delhi / Director (Medical) Noida,
Dean, All ESIC PGSIMSR's Medical Colleges
Medical Superintendents - All ESIC Hospitals
Director Insurance Medical Services - All States

Sub: Strict Inventory control by Dean's/MS's/DIMS of ESIC and ESIS Institutions and submission of data for Standing Committee ESIC - reg.

Ref: i. Hqrs. instruction no. U-25/12/Misc/2020-Med V P-II dated 21-05-2021(copy enclosed).
ii. Hqrs. instruction no. U-25/12/Action Plan/2021-Med V P-I/357 dated 09-11-2021(copy enclosed).
iii. Hqrs. instruction no. U-25/12/Local Purchase/2021-Med V/1 dated 03-01-2022 (copy enclosed).

Sir/Madam,

Reference captioned subject, many instances of unwanted excessive procurement and expiry of drugs are being continuously reported to ESIC Headquarters' office.

Pursuant to the periodic directions already issued by ESIC Headquarters' office on the captioned subject, it is again reiterated that the process of procurement as well as inventory control are both closely interrelated in maintaining an optimum inventory for the purpose of smooth delivery of medical services and disbursement of medicines to ESIC beneficiaries. A successful inventory control should incorporate minimisation of carrying cost while balancing the supply and demand with no obsolescence.

Inventory management by Deans, Medical superintendents and DIMS of respective procuring units should be done on a scientific basis keeping in view pattern of consumption for past three years, ABC-VED matrix, disease prevalence etc. such that the procurement is prudent.

Expiry of stores (Drugs/Consumables/Lab items/sutures/IOL/implants etc.) should be carefully monitored by the Heads of the Institution and timely efforts should be initiated for utilisation of near expiry drugs such that there is no financial loss to the Corporation.

As directed, data statement duly signed by Deans/Medical Superintendents/DIMS along with Head of F&A of respective location with values of Cumulative Inventory, monthly added Inventory and that of expired drugs should be submitted in the following format:

(This data has to be reported in Each Standing Committee meeting of ESIC.)

Name of the location.....

Data for the month of..... (1st report to be started with the month of January 2022)

(At first instance, cost of inventory is ONLY for Allopathic drugs procured through DGESIC RC's in Rupees)

S.No.	Opening balance of inventory. (Cumulative cost on 1 st of each month)	Total cost of supplies received (not ordered)during the month	Total cost of consumption during the month	Closing balance of inventory. (Cumulative cost at the end of each month)	Cost of expired drugs during the month (if any)
1.					
2.					

*Data for previous month (in excel and PDF both) is to be sent by 5th of following month through e mail

☉ dmccrc@esic.nic.in.

* If expiry is reported, please send the MIS report duly countersigned by Dean/MS/DIMS with Head F&A.

Further, in this context followings directions are again reiterated for strict compliance:-

1. Procurement of drugs should be strictly based on demand/patient load following statutory purchase procedure and guidelines issued from Headquarters' office from time to time.
2. Annual requirement of Drugs & Dressings should be estimated by Medicine Scrutinizing Committee constituted by the Head of the Institution, based on past consumption of three years/trends etc. which should be duly approved by the Competent Authority. This should be the basis of Drug Formulary to be implemented in the respective unit.
3. Re-order level and buffer Stock should be monitored & supervised on regular basis duly considering the lead time to maintain optimum inventory with least obsolescence.
4. As has been emphasised in earlier communications, it is mandatory that:
 - a) All ESIC locations to use the Material management and ERP module of ESIC for procurement and release of payments of drugs purchased through DGESIC Rate Contracts/Local Purchase/ any other. No Goods Receipt Note (GRN) without online Supply order should be generated.
 - b) All ESIS locations should mandatorily update all procurement in the Material Management Module of Dhanwantri on ESIC Panchdeep portal.
 - c) Supply orders must be issued DIRECTLY in the name of the DGESIC approved pharmaceutical firms and payments released accordingly. There is no role of any distributor/stockist/ any other intermediary agency in the supplies from DGESIC Rate Contracts.
5. Monthly Physical verification of 40 items or more should be done by the Deans/MS/DIMS/Nominated authority.
6. Issuance of stores by medical store to sub stores like wards/ICU/OT etc. should be done online and should follow First in - First out (FIFO) and First expiry - First out (FEFO) basis. Indenting and utilisation of High cost drugs should be monitored diligently so as to avoid pilferage or expiry.
7. Quality Check and regular recoveries under the Risk purchase must be executed and records kept thereof for Audit and Vigilance purposes.
8. MIS Expiry Reports should be strictly monitored and supervised monthly at each location.

It is again reiterated that prudent procurement, maintenance of optimum inventory, administrative action for expired items in concurrence with F&A and maintaining financial propriety is the sole responsibility of Heads of Institutions i.e Deans, Medical Superintendents and Directors Insurance Medical Services as per delegation of power and budget provisions.

This issues with the approval of Director General.

भयदीया,

Dy. Medical Commissioner (RC).

Copy to:

1. PPS/PS to DG, FC, CVO, MC(PC), MC(MABMS), MC(ME), MC(Ayush)
2. State Medical Officers and Regional Directors of All States for co-ordination with DIMS.
3. Website Content Manager with request for uploading on ESIC website.
4. Hindi Cell for translation.
5. Guard file / Spare copy.

Dy. Medical Commissioner (RC)

Budget Expenditure and Procurement of Drugs & Medical Items (RC Cell)



1. Overview

2. Workflow

3. User Roles under User Management

4. Process flow

5. Generate Report

6. Notes



Budget Expenditure & Procurement of Drugs and Medical Items

Role Assignment for Creator, Store incharge

User Management - Mozilla Firefox

erp.esic.in/ESICHRMS/usermanagement_openUMConfiguration.action

ESIC
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Pragati

Logged in as : Mr. Training HRMS

Close

User Management

Employee Details

Employee Number :	910004	Name :	MR. PRANAY KUMAR
Location :	ESIC Model Hospital - Rajajinagar	Cadre :	Assistant Director

User Role Mapping Details

Payroll	Finance	HRMS	Material Management
Transaction Name	Role Description		
	☐ Procurement Verifier 1		
	☐ Procurement Final Approver		
	☐ Procurement Forward Verifier 2		
Purchase Return	☐ Purchase Return Verifier		
	☐ Purchase Return Creator		
Re-Order Level	☐ ROL Creator		
Stock Initialization	☒ Store Incharge		
Stock Transfer	☐ StockTransfer DA		
	☐ StockTransfer Approver		
Store Master	☐ Creation of local level masters		

☒ Granted

☐ Revoked

Submit

Cancel



Budget Expenditure & Procurement of Drugs and Medical Items

Role Assignment for Approval, MS/DEAN/DMD/DMN.

User Management - Mozilla Firefox

erp.esic.in/ESICHRMS/usermanagement_openUMConfiguration.action

**ESIC**
Employees' State Insurance Corporation

Pragati

Logged in as : Mr. Training HRMS

Close

User Management

Employee Details

Employee Number :	910004	Name :	Mr. PRANAY KUMAR
Location :	ESIC Model Hospital - Rajajinagar	Cadre :	Assistant Director

User Role Mapping Details

Payroll	Finance	HRMS	Material Management
---------	---------	------	----------------------------

Transaction Name	Role Description
Allopathic Drugs Procured through DG-ESIC RC	☐ MS_DEAN_DMD_Medical
Catalogue Master	☐ Catalogue Creator
Gate Pass	☐ Gate Pass Approver ☐ Gate Pass Creator
Goods Receipt Note	☐ Goods Receipt Note Approver 2 ☐ Goods Receipt Note DA ☐ Goods Receipt Note Approver 3 ☐ Goods Receipt Note Approver 1
Indent	☐ Store Manager ☐ Indent Creator

☒ Granted
☐ Revoked

SubmitCancel

Role Assignment for HQ User, HQ User (RC-Cell Medical)

User Management - Mozilla Firefox
https://gateway.esic.in/ESICHRMS/usermanagement_openUMConfiguration.action

 **ESIC**
Employees' State Insurance Corporation

Logged in as : Mr. Training HRMS

User Management

Employee Details

Employee Number :	101049	Name :	Mrs. Nagaveni V Hegde
Location :	ESIC Model Hospital - Rajajinagar	Cadre :	Assistant

User Role Mapping Details

Payroll Finance HRMS **Material Management**

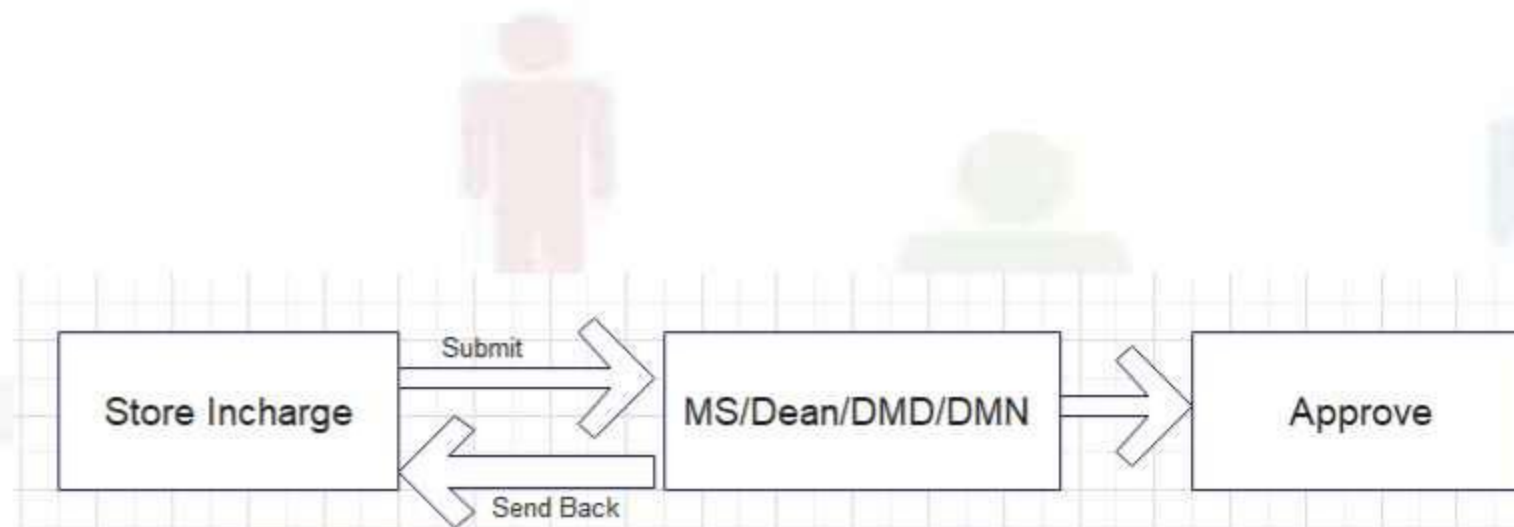
Transaction Name	Role Description
Allopathic Drugs Procured through DG-ESIC RC	☒ MS_DEAN_OMD_Medical ☒ HQ User(RC-Cell Medical)
Catalogue Master	☒ Catalogue Creator
Gate Pass	☐ Gate Pass Approver ☒ Gate Pass Creator
Goods Receipt Note	☐ Goods Receipt Note Approver 2 ☒ Goods Receipt Note DA ☐ Goods Receipt Note Approver 3 ☒ Goods Receipt Note Approver 1
Indent	☐ Store Manager

☒ Granted
☐ Revoked

Submit Cancel



System flow





Store Incharge Login through myesic.esic.in or gateway.esic.in

User must enter the user name and password on the login page of ESIC portals.



क स बी नि
ESIC
कर्मचारी राज्य बीमा निगम
Employees' State Insurance Corporation

Welcome to ESIC Employee Portal

We at ESIC commit to help our employees by ensuring availability of information while maintaining confidentiality and integrity of data.

Login Instructions



Please use your user credentials to Sign In.

Best view at 1024 x 768 resolution (IE 7.0+ & Mozilla 3.0+)

ESIC IT Service Desk Helpline



methods."

Web Portal- ithelpdesk

Send mail to Centralservicedeskin@esic.in with Subject Line (New Incident)

Call to VoIP Helpline : 7001

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All the information in this site is private, privileged and confidential. Users shall refrain from copying, distributing, misusing and / or disclosing the information to any third parties under any circumstances whatsoever.

Enter User Name and
Password in Text Box

Please Login with your credentials

User Name:

Password:

[Forgot Password](#)

Click on Log In Button

Property Management

ContractManager

Primaveraweb

DSRPRO



Expenditure and Procurement of Drugs & Medical Items

Expenditure and Procurement of Drugs & Medical Items . The purpose is to allow the user to create a transaction for Medical locations (ESIC Hospitals) . User must enter the user name and password on the login page of ESIC portals, DMD, DMN), he/she will click on ERP Application and go to the MM 2.0. User will go to Inventory and click on Budget Expenditure and Procurement of Drugs & Medical Items and then user will select 1st Fortnight Reporting or 2nd Fortnight Reporting. For 1st fortnight entry window will remain open from 13th , 14th, 15th of the same month & For 2nd fortnight entry window will remain open from 29th , 30th ,31st or 28th ,29th ,30th of the same month.

Employees' State Insurance Corporation (ESIC) Material Management 2.0 interface. The user is logged in as Mr. PRANAY KUMAR. The current location is ESIC Model Hospital - Rajajinagar.

Navigation Menu:

- Home
- Quotation
- Inventory**
 - Initialize Stock
 - Stock Transfer
 - Stock Adjustment
 - Allopathic drugs procured through DG-ESIC RC
 - Budget Expenditure and Procurement of Drugs & Medical Items**
 - 1st Fortnight Data Create
 - 2nd Fortnight Data Create
 - List
- Masters
- Task List
- Reports
- Item Search
- Short Expiry Items

Message Board:

- Path for accessing User manuals for ERP module is : myesic.esic.in > Home > Reference Documents > Pragati-ERP.
- For any IT related Issues Please contact IT Service Desk.
- Item Nomenclature Change

Material Management 2.0



Expenditure and Procurement of Drugs & Medical Items

Employees' State Insurance

Material Management - M...

erp.esic.in/ESICMMV4/admin/templ...

Search

Most VisitedGetting StartedESIC PayrollESIC hrmsESIC hrms - User LoginESIC hrmsESIC FinanceEmployees' State Insur...ESIC hrmsESIC hrmsESIC hrmsESIC hrms

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Employees' State Insurance Corporation

Pragati

HomeQuotationInventoryMastersTask ListReportsItem SearchShort Expiry Items

Logged in as: Mr. PRANAY KUMARBase Location: ESIC - HQCurrent Location: ESIC Model Hospital - Rajajinagar

Message Board

Inventory

Task List

Reports

Item Search

Short Expiry Items

Transaction No.

Auto Generated No.

Financial Year

Month

1st fortnight data

2nd fortnight data

Notes (Max 300 characters)

Submit

Reset

Notes

Notes History

Employees' State Insurance

Material Management - B...

erp.esic.in/ESICMMV4/mmTransactions/fortnightData_load.action?requestType=1&time=1658668240239

Search

Most VisitedGetting StartedESIC PayrollESIC hrmsESIC hrms - User LoginESIC hrmsESIC FinanceEmployees' State Insur...ESIC hrmsESIC hrmsESIC hrmsESIC hrms

ESIC
Employees' State Insurance Corporation

Pragati

HomeQuotationInventoryMastersTask ListReportsItem SearchShort Expiry Items

Logged in as: Mr. PRANAY KUMARBase Location: ESIC - HQCurrent Location: ESIC Model Hospital - Rajajinagar

Budget Expenditure and Procurement of Drugs and Medical Items

Transaction No.

Auto Generated No.

Financial Year

Month

1st fortnight data

2nd fortnight data

Notes (Max 300 characters)

Submit

Reset

Notes

Notes History

Category of Item list

DG-ESIC RC Drugs

CPSE's Drugs

Local Purchase Allopathic Medicines
through empanelled local chemist

Local Purchase Allopathic Medicines
other than empanelled local chemist

Surgical Consumables and Disposables

Surgical Sutures

Intra Ocular Lens

Lab Chemical & Kits

X-Ray Films

Orthopedic Implants

Medical Equipments

Dental Implants & Consumable

Other Miscellaneous Medical Items(if
any)

Employees' State Insurance... X Material Management - B... X +

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Most Visited Getting Started ESIC Payroll ESIC hms ESIC hms - User Login ESIC hms ESIC Finance Employees' State Insur... ESIC hms ESIC hms ESIC hms ESIC hms

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Employees' State Insurance Corporation

Pragati

Home Quotation Inventory Masters Task List Reports Item Search Short Expiry Item

Logged in as: Mr. PRANAY KUMAR Base Location: ESIC - HQ Current Location: ESIC Model Hospital - Rajajinagar

Budget Expenditure and Procurement of Drugs and Medical Items

Transaction No. Auto Generated No. Financial Year 2022-2023 Month July

1st fortnight data

Name of ESIC Location	Period of Reporting	Category of Item	Amount (in INR) of procurement through GeH	Amount (in INR) of procurement other than through GeH	Total amount (in INR) of procurement during the fortnight	Reason for not procuring through GeH	Total cumulative Amount (in INR) of procurement through GeH during current FY up to the fortnight	Total cumulative Amount (in INR) of procurement other than through GeH during current FY up to the fortnight	Total cumulative amount (in INR) of procurement during current FY (2022-2023) up to the fortnight	Remarks
Add Delete										

2nd fortnight data

Notings (Max 500 characters)

Submit Reset

Note:-The data as on 15th of each month must be furnished by 15th of the same month and the data as on 30/31 of each month must be furnished by 1st of the following month.
It is the sole responsibility of competent authority to submit the updated data by the dates mentioned failing which the window will close on 18th of the same month for 1st fortnight and 3rd of upcoming month for 2nd fortnight.

Notings History

Date	User Name	Designation	Comments	Status
------	-----------	-------------	----------	--------

Category of Item list

DG-ESIC RC Drugs
CPSE's Drugs
Local Purchase Allopathic Medicines through empanelled local chemist
Local Purchase Allopathic Medicines other than empanelled local chemist
Surgical Consumables and Disposables
Surgical Sutures
Intra Ocular Lens
Lab Chemical & Kits
X-Ray Films
Orthopedic Implants
Medical Equipments
Dental Implants & Consumable
Other Miscellaneous Medical Items(If any)

- User needs to select 'Category of Item' from dropdown list
- User can Add or Delete the above category of items with check box



Expenditure and Procurement of Drugs & Medical Items

If select 1st Fortnight Reporting, user will be able to enter data only in 1-15 (Period of Reporting)

Employees' State Insurance... Material Management - B...

erp.esic.in/ESICMMV4/mrnTransactions/fortnightData_load.action?requestType=1&time=1658668490983

Most Visited Getting Started ESIC Payroll ESIC hrms ESIC hrms - User Login ESIC hrms ESIC Finance Employees' State Insur... ESIC hrms ESIC hrms ESIC hrms ESIC hrms

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Home Quotation Inventory Masters Task List Reports Item Search Short Expiry Items

Logged in as: Mr. PRANAY KUMAR Base Location: ESIC - HQ Current Location: ESIC Model Hospital - Rajajinagar

Budget Expenditure and Procurement of Drugs and Medical Items

Transaction No. Auto Generated No. Financial Year 2022-2023 Month July

1st fortnight data

Name of ESIC Location	Period of Reporting	Category of Item	Amount (in INR) of procurement through GeM	Amount (in INR) of procurement other than through GeM	Total amount (in INR) of procurement during the fortnight	Reason for not procuring through GeM	Total cumulative Amount (in INR) of procurement through GeM during current FY up to the fortnight	Total cumulative Amount (in INR) of procurement other than through GeM during current FY up to the fortnight	Total cumulative amount (in INR) of procurement during current FY (2022-2023) up to the fortnight	Remarks
ESIC Model Hospital - Rajajinagar	1st to 15th	☐ DG-ESIC RC Drugs	afshf\$%b^&#B^%\$	nrtrtetr2525\$%	NaN		NaN	NaN	NaN	

Add Delete

2nd fortnight data

Notings (Max 500 characters)

Submit Reset

Note:-The data as on 15th of each month must be furnished by 16th of the same month and the data as on 30/31 of each month must be furnished by 1st of the following month. It is the sole responsibility of competent authority to submit the updated data by the dates mentioned failing which the window will close on 18th of the same month for 1st fortnight and 3rd of upcoming month for 2nd fortnight.

Notings History

Date	User Name	Designation	Comments	Status
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Expenditure and Procurement of Drugs & Medical Items

If select 2nd Fortnight Reporting, user will be able to enter data only in 16-30/31 (Period of Reporting). In the below screen following columns “Amount of Procurement through GeM & Amount of Procurement other than through Gem” are input field rest all are auto calculated.

Employees' State Insurance Co...
Material Management - B...

erp.esic.in/ESICMMV4/mmmTransactions/fortnightData_load.action?requestType=2&time=1658813517210
Search

Most Visited
Getting Started
ESIC Payroll
ESIC hrms
ESIC hrms - User Login
ESIC hrms
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ESIC hrms

ESIC
Employees' State Insurance Corporation

Pragati

Home
Quotation
Inventory
Masters
Task List
Reports
Item Search
Short Expiry Item#

Logged in as: **Mr. PRANAY KUMAR**
Base Location: **ESIC - HQ**
Current Location: **ESIC Model Hospital - Rajajinagar**
Close

Budget Expenditure and Procurement of Drugs and Medical Items
Required Fields

Transaction No.
Auto Generated No.
Financial Year
2022-2023
Month
July

1st fortnight data

Name of ESIC Location	Period of Reporting	Category of Item	Amount (in INR) of procurement through GeM	Amount (in INR) of procurement other than through GeM	Total amount (in INR) of procurement during the fortnight	Reason for not procuring through GeM	Total cumulative Amount (in INR) of procurement through GeM during current FY up to the fortnight	Total cumulative Amount (in INR) of procurement other than through GeM during current FY up to the fortnight	Total cumulative amount (in INR) of procurement during current FY (2022-2023) up to the fortnight	Remarks
ESIC Model Hospital - Rajajinagar	16th to 31th	☐ DG-ESIC RC Drugs	30	40	90		50	40	90	
		☐ CPSE's Drugs	50	50	100		50	50	100	
		☐ Local Purchase Allo	60	70	130		60	70	130	

Add
Delete

Notings (Max 500 characters)

d1f4d1hf

Submit
Reset

Notes:-The data as on 15th of each month must be furnished by 16th of the same month and the data as on 30/31 of each month must be furnished by 1st of the following month.
It is the sole responsibility of competent authority to submit the updated data by the dates mentioned failing which the window will close on 18th of the same month for 1st fortnight and 3rd of upcoming month for 2nd fortnight.

Notings History

Date	User Name	Designation	Comments	Status
------	-----------	-------------	----------	--------

After final approval of transactions (1st & 2nd Fortnight) user can not edit or update the transactions for the approved month.

Employees' State Insurance Co... X Material Management - Al... X Material Management - Al... X +

erp.esic.in/ESICMMV4/mmTransactions/fortnightData_insertDetails.action

Most Visited Getting Started ESIC Payroll ESIC hrms ESIC hrms - User Login ESIC hrms ESIC Finance Employees' State Insur... ESIC hrms ESIC hrms ESIC hrms ESIC hrms

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Employees' State Insurance Corporation

Pragati

Home Quotation Procurement Inventory Masters Task List Reports Item Search Short Expiry Items

Logged in as: Mr. Nagaveni V Hegde Base Location: ESIC Model Hospital - Rajajinagar Current Location: ESIC Model Hospital - Rajajinagar

Budget Expenditure and Procurement of Goods and Services * Required Fields

Financial Year: Select Month: July

From Date: Transaction No.: Select

Result

Sl. No.	Transaction No.	Financial Year	Month	Pending with	Pending Since	Work Flow Status
1	FDCPROC5328722000018	2022-2023	July	Mr. Nagaveni V Hegde, Mr. FFF	26/07/2022	Pending For Approval

Application submitted successfully.

OK



Approval of Transaction



Expenditure and Procurement of Drugs & Medical Items

The purpose is to allow the user to approve transaction for Medical locations (ESIC Hospitals, DMD, DMN)

Employees' State Insurance Corporation

Pragati

Home | Quotation | Procurement | Inventory | Masters | Task List | Reports | Item Search | Short Expiry Item#

Logged in as: Mr. Nagaveni V. Hegde Base Location: ESIC Model Hospital - Rajajinagar Current Location: ESIC Model Hospital - Rajajinagar

Task List

Current Location: ESIC Model Hospital - Rajajinagar

Transaction Type	Pending Activity	Count
Budget Expenditure and Procurement of Drugs and Medical Items	Pending for Approval	1
Goods Receipt Note(GRN)	Pending for Approval Sent Back	11 5
Physical Verification/Stock Adjustment	Pending for Approval Sent Back	4 8
Purchase Order(PO)	Pending for Approval Sent Back	52 24
Purchase Requisition(PR)	Pending for Approval Sent Back	10 60
Stock Transfer	Pending for Approval	3

Employees' State Insurance Corporation

Pragati

Home | Quotation | Procurement | Inventory | Masters | Task List | Reports | Item Search | Short Expiry Item#

Logged in as: Mr. Nagaveni V. Hegde Base Location: ESIC Model Hospital - Rajajinagar Current Location: ESIC Model Hospital - Rajajinagar

Budget Expenditure and Procurement of Goods and Services

Financial Year: Select Month: Select

From Date: To Date: Select

Transaction No.: Workflow Status: Select

Get Data

Sl. No.	Transaction No.	Financial Year	Month	Period of Reporting	Pending with	Pending Since	Work Flow Status
1	EDCPROC5320722000017	2022-2023	July	2nd fortnight	Mr. Nagaveni V. Hegde	26/07/2022	Pending for Approval

1 - 1 OF 1



Expenditure and Procurement of Drugs & Medical Items

User will click on the **Approve** button, The transaction will be finally approved and RC-Cell Medical, HQ user can access fortnightly data report as per the requirement.

Employees' State Insurance Co... Reports - Budget Expendit... Material Management - Al... +

erp.esic.in/ESICMMV4/mmTransactions/fortnightData_insertDetails.action

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Employees' State Insurance Corporation

Pragati

Home Procurement Quotation Inventory Masters Task List Reports Item Search Short Expiry Items

Logged in as: Mr. Nageveni V Hegde Base Location: ESIC Model Hospital - Rajajinagar Current Location: ESIC Model Hospital - Rajajinagar

Budget Expenditure and Procurement of Drugs and Medical Items

Financial Year: 2022-2023 Month: July

From Date: To Date: Workflow Status: Select

Transaction No.: . Get Details

Sl. No.	Transaction No.	Financial Year	Month	Period of Reporting	Pending with	Pending Since	Work Flow Status
1	EDCPROC320722000022	2022-2023	July	1st fortnight	Mr. Nageveni V Hegde, Mr. PPF	28/07/2022	Pending With Data

1 - 1 OF 1

Employees' State Insurance Co... Material Management - Al... Material Management - B... +

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Employees' State Insurance Corporation

Pragati

Home Quotation Procurement Inventory Masters Task List Reports Item Search Short Expiry Items

Logged in as: Mr. Nageveni V Hegde Base Location: ESIC Model Hospital - Rajajinagar Current Location: ESIC Model Hospital - Rajajinagar

Budget Expenditure and Procurement of Drugs and Medical Items

Transaction No.: EDCPROC320722000017 Financial Year: 2022-2023 Month: July

1st fortnight data

Name of ESIC Location	Period of Reporting	Category of Item	Amount (in INR) of procurement through Goff	Amount (in INR) of procurement other than through Goff	Total amount (in INR) of procurement during the fortnight	Reason for not procuring through Goff	Total cumulative Amount (in INR) of procurement through Goff during current FY up to the fortnight	Total cumulative Amount (in INR) of procurement other than through Goff during current FY up to the fortnight	Total cumulative amount (in INR) of procurement during current FY (2022-2023) up to the fortnight	Remarks
ESIC Model Hospital - Rajajinagar	15th to 31st	☒ DG-ESIC RC Drugs	50	40	90		50	40	90	
		☒ GPSC's Drugs	50	50	100		50	50	100	
		☒ Local Purchases A/Rs	50	70	120		50	70	120	

2nd fortnight data

Notes (Max 500 characters):

Approve Send back Back to Task

Note: The data as on 15th of each month must be furnished by 15th of the same month and the data as on 30/31 of each month must be furnished by 1st of the following month. It is the sole responsibility of competent authority to submit the updated data by the dates mentioned below which the codes will close on 15th of the same month for 1st fortnight and 3rd of upcoming month for 2nd fortnight.

Notes History	Date	User Name	Designation	Comments	Status
	28/07/2022 11:07:25	PRANAV KUMAR	Assistant Director	Report	Submitted to approver

The screenshot shows the ESIC portal interface. At the top, there's a navigation bar with the ESIC logo and the text "Employees' State Insurance Corporation". Below this, there's a header section with various tabs like "Home", "Question", "Procurement", "Employee", "Master", "Task List", "Reports", and "Start Search". The main content area displays a table with columns for "Sl. No.", "Transaction No.", "Financial Year", "Status", "Pending with", "Pending Since", and "Work Flow Status". A red box highlights a message that says "Application sentback successfully." with an "OK" button.

Version



Expenditure and Procurement of Drugs & Medical Items

Approver Screen:-

Employees' State Insurance Co... X Material Management - AL... X Material Management - B... X +

erp.esic.in/ESICMMV4/mmTransactions/fortnightData_openView.action Search

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ESIC
Employees' State Insurance Corporation

Pragati

Home Quotation Procurement Inventory Masters Task List Reports Item Search Short Expiry Items

Logged in as: Mr. Nagaveni V Hegde Base Location: ESIC Model Hospital - Rajajinagar Current Location: ESIC Model Hospital - Rajajinagar Close

Budget Expenditure and Procurement of Drugs and Medical Items * Required Fields

Transaction No. FDCPROC3320722000017 Financial Year 2022-2023 Month July

1st fortnight data

Name of ESIC Location	Period of Reporting	Category of Item	Amount (in INR) of procurement through GeM	Amount (in INR) of procurement other than through GeM	Total amount (in INR) of procurement during the fortnight	Reason for not procuring through GeM	Total cumulative Amount (in INR) of procurement through GeM during current FY up to the fortnight	Total cumulative Amount (in INR) of procurement other than through GeM during current FY up to the fortnight	Total cumulative amount (in INR) of procurement during current FY (2022-2023) up to the fortnight	Remarks
ESIC Model Hospital - Rajajinagar	16th to 31th	☐ DG-ESIC RC Drug	50	30	80		50	30	80	Changes have been done on 26/07/2022
		☐ CPSE's Drugs	50	50	100		50	50	100	Changes have been done on 26/07/2022
		☐ Local Purchase All	60	80	140		60	80	140	Changes have been done on 26/07/2022

Notings (Max 500 characters)

Approve Send back Back to Task

Note:-The data as on 15th of each month must be furnished by 16th of the same month and the data as on 30/31 of each month must be furnished by 1st of the following month.

Employees' State Insurance Co... X
Material Management - AL... X
Material Management - AL... X
+

erp.esic.in/ESICMMV4/mmTransactions/fortnightData_update.action
Search

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ESIC
Employees' State Insurance Corporation
Pragati

Home
Quotation
Procurement
Inventory
Masters
Task List
Reports
Item Search
Short Expiry Items

Logged in as: **Mr. Nagaveni V Hegde**
Base Location: **ESIC Model Hospital - Rajajinagar**
Current Location: **ESIC Model Hospital - Rajajinagar**
[Close](#)

Budget Expenditure and Procurement of Goods and Services * Required Fields

Financial Year	Select	July
From Date		
Transaction No.		Select

Application approved successfully.
OK

Sl. No.	Transaction No.	Financial Year	Month		Pending with	Pending Since	Work Flow Status
1	FDCPROC5320722000017	2022-2023	July	2nd fortnight	Mr. Nagaveni V Hegde, Mr. FFF	26/07/2022	COMPLETED

Location Wise Report

Employees' State Insurance Corporation X Material Management - User X

erp.esic.in/ESICMMV2/admin/launchHome.action?time=1659196763666

ESIC Employees' State Insurance Corporation

Pragati

Home Procurement Quotation Inventory Masters Task List Reports Item Search Short Expiry Items

Logged in as: Mrs. Nagaveni V Hegde Base Location: ESIC Model Hospital - Rajajinagar Current Location: ESIC Model Hospital - Rajajinagar

Message Board

Material Management 2.0

erp.esic.in/Reports/admin/launchMMReports.action?time=1659196797343 | Developed by CMS Computers LTD. Copyright © 2022, ESIC, India. All Rights Reserved. Best viewed in 1024 x 768 pixels Ver. 2.0.17

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https://gateway.esic.in/Reports/admin/MMReports/tempLaunch.action

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- Stock Transfer Drug Issue Report
- Reorder Level Report
- VED Classification Report
- Item Wise PO Report
- Item Wise Rejection Report
- Supplier Wise PO Report
- Purchase Return to Supplier Report
- Item Wise Expenditure
- Location Wise Supplier
- Transaction Audit Trail
- Stock Transfer Report
- Allopathic drugs procured through
- DG-ESIC RC's by ESIC Hospitals
- Budget Expenditure and Procurement of Drugs & Medical Items**
- MM Transaction Report
- Location
- Purchase
- Planning

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Report

EMPLOYEE STATE INSURANCE CORPORATION

Report generated for the month of July, 2022-2023

S. No.	Name of ESIC Location	Period of Reporting	Category of Item	Amount (in INR) of procurement through GeM	Amount (in INR) of procurement other than through GeM	Total amount (in INR) of procurement during the fortnight	Reason for not procuring through GeM	Total cumulative Amount (in INR) of procurement through GeM during current FY upto the	Total cumulative Amount (in INR) of procurement other than through GeM during current	Total cumulative amount (in INR) of procurement during current FY upto the fortnight
1	ESIC Model Hospital - Rajajinagar	1st Fortnight	DG-ESIC RC Drugs	90	80	170		90	80	170
2	ESIC Model Hospital - Rajajinagar	1st Fortnight	CPSE's Drugs	10	40	50		10	40	50
3	ESIC Model Hospital - Rajajinagar	1st Fortnight	Local Purchase	30	50	80		30	50	80
4	ESIC Model Hospital - Rajajinagar	2nd Fortnight	DG-ESIC RC Drugs	50	10	60		140	90	230
5	ESIC Model Hospital - Rajajinagar	2nd Fortnight	CPSE's Drugs	40	20	60		50	60	110
6	ESIC Model Hospital - Rajajinagar	2nd Fortnight	Surgical Sutures	50	30	80		50	30	80
7	ESIC Model Hospital - Rajajinagar	2nd Fortnight	DG-ESIC RC Drugs	50	10	60		140	90	230
8	ESIC Model Hospital - Rajajinagar	2nd Fortnight	CPSE's Drugs	40	20	60		50	60	110
9	ESIC Model Hospital - Rajajinagar	2nd Fortnight	Surgical Sutures	400	30	430		400	30	430
10	ESIC Model Hospital - Rajajinagar	2nd Fortnight	Intra Ocular Lens	30	40	70		30	40	70

HQ Report, Budget Expenditure and Procurement of Drugs & Medical Items

Employees' State Insurance Corporation X Material Management - User X

erp.esic.in/ESICMMV2/admin/launchHome.action?time=1659196763666 97% Search

Import bookmarks... Most Visited LoginHIS Employees' State Insur... ESIC hrmsV15 ERP HRMS MM ESIC hrmsV3 ESIC Finance2 ESIC Finance5 ESIC hrmsV13 Other Bookmarks

 **ESIC**
Employees' State Insurance Corporation

Pragati

Home Procurement Quotation Inventory Masters Task List Reports Item Search Short Expiry Items

Logged in as: **Mrs. Nagaveni V Hegde** Base Location: **ESIC Model Hospital - Rajajinagar** Current Location: **ESIC Model Hospital - Rajajinagar** [Close](#)

Message Board


Material Management 2.0

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- Stock Transfer Drug Issue Report
- Reorder Level Report
- VED Classification Report
- Item Wise PO Report
- Item Wise Rejection Report
- Supplier Wise PO Report
- Purchase Return to Supplier Report
- Item Wise Expenditure
- Location Wise Supplier
- Transaction Audit Trail
- Stock Transfer Report
- Allopathic drugs procured through
- DG-ESIC RC's by ESIC Hospitals
- Budget Expenditure and Procurement of Drugs & Medical Items**
- MM Transaction Report
- Location
- Purchase
- Planning

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HQ Report Filter, Budget Expenditure and Procurement of Drugs & Medical Items

Employees' State Insurance Co... X Material Management - User L... X Reports -Welcome! X Reports -Budget Expenditure a... X +

https://gateway.esic.in/Reports/mmReportsTransactions/budgetExpenditure_load.action Search

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Employees' State Insurance Corporation

Pragati

Home

Logged in as: Mrs. Nagaveni V Hegde Sat 30 Jul 2022, 9:38:30 PM [Sign Out](#)

Budget Expenditure and Procurement of Drugs & Medical Items * Required Fields

Financial Year	2022-2023	Month	July
Period of Reporting	All	Category of Item	All
Location Type	Medical	Location Name	ESIC Model Hospital - Rajajinagar

[View PDF](#) [View Excel](#) [Reset](#)

Lenovo

Report

EMPLOYEE STATE INSURANCE CORPORATION

Report generated for the month of July, 2022-2023

S. No.	Name of ESIC Location	Period of Reporting	Category of Item	Amount (in INR) of procurement through GeM	Amount (in INR) of procurement other than through GeM	Total amount (in INR) of procurement during the fortnight	Reason for not procuring through GeM	Total cumulative Amount (in INR) of procurement through GeM during current FY upto the	Total cumulative Amount (in INR) of procurement other than through GeM during current	Total cumulative amount (in INR) of procurement during current FY upto the fortnight
1	ESIC Model Hospital - Rajajinagar	1st Fortnight	DG-ESIC RC Drugs	90	80	170		90	80	170
2	ESIC Model Hospital - Rajajinagar	1st Fortnight	CPSE's Drugs	10	40	50		10	40	50
3	ESIC Model Hospital - Rajajinagar	1st Fortnight	Local Purchase	30	50	80		30	50	80
4	ESIC Model Hospital - Rajajinagar	2nd Fortnight	DG-ESIC RC Drugs	50	10	60		140	90	230
5	ESIC Model Hospital - Rajajinagar	2nd Fortnight	CPSE's Drugs	40	20	60		50	60	110
6	ESIC Model Hospital - Rajajinagar	2nd Fortnight	Surgical Sutures	50	30	80		50	30	80
7	ESIC Model Hospital - Rajajinagar	2nd Fortnight	DG-ESIC RC Drugs	50	10	60		140	90	230
8	ESIC Model Hospital - Rajajinagar	2nd Fortnight	CPSE's Drugs	40	20	60		50	60	110
9	ESIC Model Hospital - Rajajinagar	2nd Fortnight	Surgical Sutures	400	30	430		400	30	430
10	ESIC Model Hospital - Rajajinagar	2nd Fortnight	Intra Ocular Lens	30	40	70		30	40	70

Allopathic Drugs Procured through DG-ESIC RC's (RC Cell)



Allopathic Drugs Procured through DG-ESIC RC's (Standing Committee Report)

Role Assignment ,Store incharge Creator.

User Management - Mozilla Firefox

erp.esic.in/ESICHRMS/usermanagement_openUMConfiguration.action

ESIC
Employees' State Insurance Corporation

Pragati

Logged in as : Mr. Training HRMS

Close

User Management

Employee Details

Employee Number :	910004	Name :	Mr. PRANAY KUMAR
Location :	ESIC Model Hospital - Rajajinagar	Cadre :	Assistant Director

User Role Mapping Details

Payroll | Finance | HRMS | **Material Management**

Transaction Name	Role Description
	☐ Procurement Verifier 1
	☐ Procurement Final Approver
	☐ Procurement Forward Verifier 2
Purchase Return	☐ Purchase Return Verifier
	☐ Purchase Return Creator
Re-Order Level	☐ ROL Creator
Stock Initialization	☒ Store Incharge
Stock Transfer	☐ StockTransfer DA
	☐ StockTransfer Approver
Store Master	☐ Creation of local level masters

☒ Granted
☐ Revoked

Submit Cancel



Allopathic Drugs Procured through DG-ESIC RC's (Standing Committee Report)

Role Assignment, Approver

User Management - Mozilla Firefox

erp.esic.in/ESICHRMS/usermanagement_openUMConfiguration.action



ESIC
Employees' State Insurance Corporation

Pragati

Logged in as : Mr. Training HRMS

Close

User Management

Employee Details

Employee Number :	910004	Name :	Mr. PRANAY KUMAR
Location :	ESIC Model Hospital - Rajajinagar	Cadre :	Assistant Director

User Role Mapping Details

Payroll	Finance	HRMS	Material Management
---------	---------	------	---------------------

Transaction Name	Role Description
Allopathic Drugs Procured through DG-ESIC RC	☐ MS_DEAN_DMD_Medical
Catalogue Master	☐ Catalogue Creator
Gate Pass	☐ Gate Pass Approver ☐ Gate Pass Creator
Goods Receipt Note	☐ Goods Receipt Note Approver 2 ☐ Goods Receipt Note DA ☐ Goods Receipt Note Approver 3 ☐ Goods Receipt Note Approver 1
Indent	☐ Store Manager ☐ Indent Creator

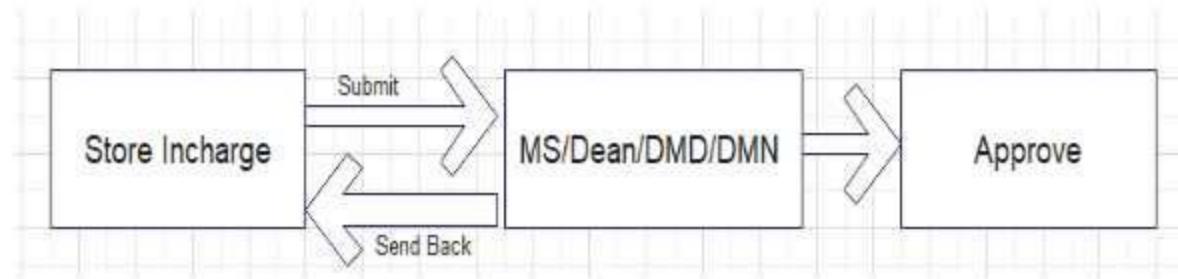
☒ Granted
☐ Revoked

Submit

Cancel



System flow





Store Incharge Login through myesic.esic.in or gateway.esic.in



User must enter the user name and password on the login page of ESIC portals.

ESIC
कर्मचारी राज्य बीमा निगम
Employees' State Insurance Corporation

Enter User Name and Password in Text Box

Welcome to ESIC Employee Portal

We at ESIC commit to help our employees by ensuring availability of information while maintaining confidentiality and integrity of data.

Login Instructions



Please use your user credentials to Sign in.
Best view at 1024 x 768 resolution (IE 7.0+ & Mozilla 3.0+)

ESIC IT Service Desk Helpline



methods."

Web Portal- ihelpdesk
Send mail to Centralservicesdesk@esic.in with Subject Line (New Incident)
Call to VoIP Helpline : 7001

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Please Login with your credentials

User Name:
Password:

[Forgot Password](#)

Click on Log In Button

Property Management

ContractManager
Primaveraweb
DSRPRO

Transaction window will remain open from 1st to 3rd of the following month

Employees' State Insurance Corporation

Material Management - Allopathic

←

→

↺

🔒

🔗

erp.esic.in/ESICMMVA/ItemTransactions/allopathicDrugs_load.action?time=16590067577

97%

🏠

🔍 Search

🔖 Import bookmarks...

⚙️ Most Visited

👤 Login/RS

🏠 Employees' State Insur...

📁 ESIC Items3

📁 ERP

📁 HRMS

📁 MM

📁 ESIC Finance2

📁 ESIC Finance3

📁 ESIC ItemsV1

🔧 Manual Test Engineer

➤

📁 Other Bookmarks



ESIC

Employees' State Insurance Corporation

Pragati

Home

Procurement

Quotation

Inventory

Plasters

Task List

Reports

Item Search

Short Expiry Items

Logged in as: Mr. PRANAY KUMAR

Base Location: ESTC - HQ

Current Location: ESIC Hospital - Okhla

🔗

Allopathic Drugs Procured through DG-ESIC RC's by ESIC Hospitals

* Required Fields

Transaction No.	Auto Generated No.	Financial Year	2022-2023	Month	July	Balance from Previous Month (INR)	0	
Name of ESIC Hospital	Value of Opening balance of inventory (Cumulative cost on 1st of Each Month)	Total value of supplies received (Good Receipt Note value) during the Month	Total value of consumption during the Month	Value of Closing balance of inventory (Cumulative cost at the end of each Month).	Value of expired drugs during the Month (if any)	Concurrence of Finance & Accounts for write off of expired drugs and DoP of filed of the Institution (Yes/No) in case of Yes, Please send the copy of the same via email	Date of sending the E-mail	Remarks
ESIC Hospital - Okhla						Select		

Notings (Max 300 characters)

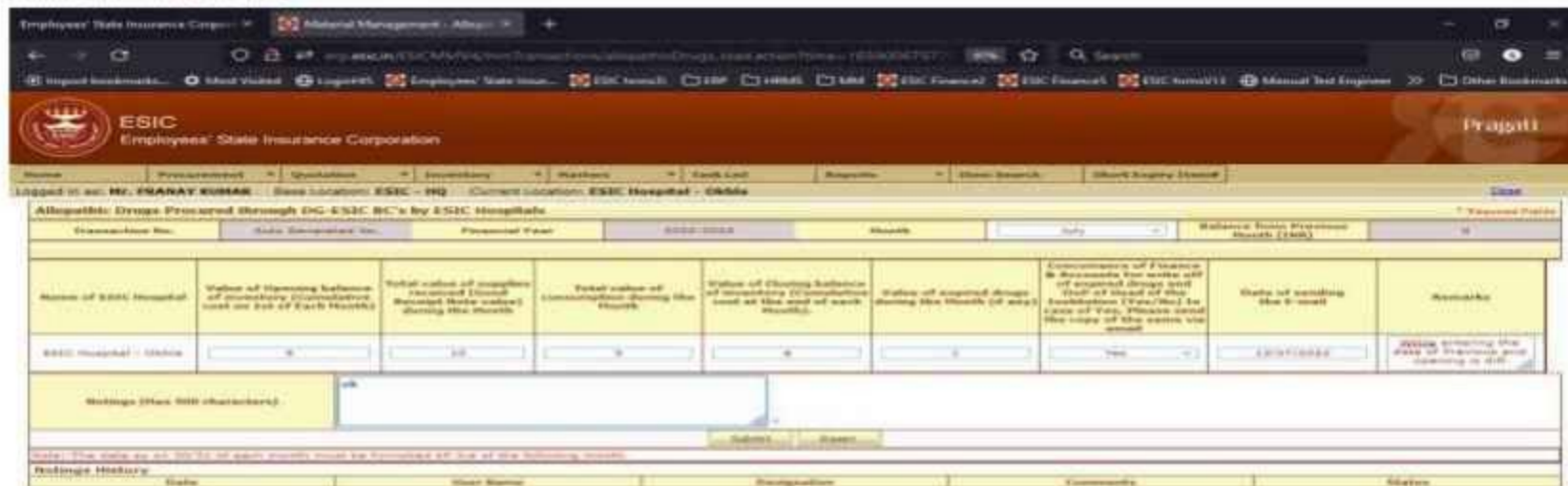
Submit

Reset

Notice: The data as on 30/25 of each month must be furnished till 2nd of the following month.

Notings History

Date	User Name	Designation	Comments	Status
------	-----------	-------------	----------	--------



This manuscript is for review purposes only.



Allopathic Drugs Procured through DG-ESIC RC's (Standing Committee Report)



Employees' State Insurance Corporation x Material Management - Allopathic x

erp.esic.in/ESICMMV4/mmTransactions/allopathicDrugs_insertDetails.action 97% Search

Import bookmarks... Most Visited LoginHIS Employees' State Insur... ESIC hrms3V ERP HRMS MM ESIC Finance2 ESIC Finance3 ESIC hrmsV13 Manual Test Engineer >> Other Bookmarks

 **ESIC**
Employees' State Insurance Corporation

Pragati

Home Procurement Quotation Inventory Masters Task List Reports Item Search Short Expiry Items

Logged in as: Mr. PRANAY KUMAR Base Location: ESIC - HQ Current Location: ESIC Hospital - Okhla

Allopathic Drugs Procured through DG-ESIC RC's by ESIC Hospitals

Financial Year: 2022-2023 Month: July

From Date: To Date:

Transaction No.: Workflow Status: Select

[Get Details](#)

Result:

Sl. No.	Transaction No.	Financial Year	Pending Since	Work Flow Status
1	ALLOPAT1140722000002	2022-2023	25-07-2022	PENDING_WITH_DMR

Application No. ALLOPAT1140722000002 submitted successfully.

OK

Waiting for esp.esic.in...

Allopathic Drugs Procured through DG-ESIC RC's (Standing Committee Report)



Employees' State Insurance Corporation X
Material Management - Allopathic X
+

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98%
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ESIC hrms3
ERP
HRMS
MM
ESIC Financial
ESIC Financial5
ESIC hrmsV13
Manual Test Engineer
Other Bookmarks

ESIC
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Pragati

Home
Procurement
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Issues
Task List
Reports
Item Search
Short Expiry Items

Logged in as: **Mr. PRANAY KUMAR**
Base Location: **ESIC - HQ**
Current Location: **ESIC Hospital - Okhla**

Allopathic Drugs Procured through DG-ESIC RC's by ESIC Hospitals
* Required Fields

Transaction No.	ALLOP4T114372000002	Financial Year	2022-2023	Month	July	Balance from Previous Month (INR)	0
-----------------	---------------------	----------------	-----------	-------	------	-----------------------------------	---

Name of ESIC Hospital	Value of Opening balance of inventory (Cumulative cost on 1st of Each Month)	Total value of supplies received (Good Receipt Note value) during the Month	Total value of consumption during the Month	Value of Closing balance of inventory (Cumulative cost at the end of each Month).	Value of expired drugs during the Month (if any)	Concurrence of Finance & Accounts for write off of expired drugs and DoD of Head of the Institution (Yes/No) In case of Yes, Please send the copy of the same via email	Date of sending the E-mail	Remarks
ESIC Hospital - Okhla	3	10	5	6	1	Yes	13/07/2022	While entering the date of Previous and opening is diff.

Back

Note: The data as on 30/31 of each month must be furnished till 3rd of the following month.

Date	User Name	Designation	Comments	Status
28/07/2022 16:45:24	PRANAY KUMAR	Assistant Director	ok	Submitted to approver



Approval of Transaction

Allopathic Drugs Procured through DG-ESIC RC's (Standing Committee Report)



The purpose is to allow the user to approve transaction for Medical locations (ESIC Hospitals, DMD, DMN).

Employees' State Insurance Corporation - X Material Management - Task List

97% Search

ESIC Employees' State Insurance Corporation

Pragati

Home Quotation Inventory Masters Task List Reports Item Search Short Expiry Items

Logged in as: Mr. Training HRMS Base Location: ESIC - HQ Current Location: ESIC Hospital - Okhla

Transaction Type	Pending Activity	Count
Allopathic Drugs Procured through DG-ESIC RCs by ESIC Hospitals	Pending for Approval	1
Index	Pending for Issuance	4
Physical Verification/Stock Adjustment	Sent Back	13

Allopathic Drugs Procured through DG-ESIC RC's (Standing Committee Report)



The purpose is to allow the user to approve transaction for Medical locations (ESIC Hospitals, DMD, DMN).

Employees' State Insurance Corporation - ESIC

Material Management - Approve

Logged in as: Mr. Training HRMS Base Location: ESIC HQ Current Location: ESIC Hospital - Okhla

Allopathic Drugs Procured through DG-ESIC RC's by ESIC Hospitals

Transaction No.	Financial Year	Month	Balance from Previous Month (₹)
ALLOPH/146730000000	2022-2023	July	0

Result

Sl. No.	Transaction No.	Financial Year	Month	Balance from Previous Month (₹)	Balance from Current Month (₹)	Work Flow Status
1	ALLOPH/146730000000	2022-2023	July	0	0	Submitted for Approval

Employees' State Insurance Corporation - ESIC

Material Management - Approve

Logged in as: Mr. Training HRMS Base Location: ESIC HQ Current Location: ESIC Hospital - Okhla

Allopathic Drugs Procured through DG-ESIC RC's by ESIC Hospitals

Transaction No.	Financial Year	Month	Balance from Previous Month (₹)
ALLOPH/146730000000	2022-2023	July	0

Name of ESIC Hospital

Value of Opening Balance of Inventory (Cumulative cost as at the end of Each Month)

Total value of supplies received (Goods Receipt Note value) during the Month

Total value of consumption during the Month

Value of Closing Balance of Inventory (Cumulative cost at the end of each Month)

Value of expired drugs during the Month (if any)

Concurrence of Finance & Accounts for write off of expired drugs and theft of stock of the Institution (Yes/No) in case of Yes, please add the copy of the same as attached

Date of sending the e-mail

Remarks

ESIC Hospital - Okhla

0

15/07/2022

While entering the data of previous and opening is diff.

Approve

Cancel

Back to Task

Notes: The data as on 31/03 of each month must be uploaded on 01 of the following month.

Notes History

Date	User Name	Designation	Comments	Status
28/07/2022 12:45:14	PRABHU SINGH	Secretary, Director	Not	Submitted for Approval

Allopathic Drugs Procured through DG-ESIC RC's (Standing Committee Report)

Send back

Employees' State Insurance Corporation x Material Management - Allopathic x

erp.esic.in/ESICMMV4/mmTransactions/allopathicDrugs_updateaction

ESIC Employees' State Insurance Corporation

Logged in as: Mr. Training HRMS Base Location: ESIC - HQ Current Location: ESIC Hospital - Okhla

Allopathic Drugs Procured through DG-ESIC RC's by ESIC Hospitals

Financial Year: 2022-2023 Month: July

From Date: To Date:

Transaction No. Workflow Status: Select

OK Details

Sl. No.	Transaction No.	Financial Year	Pending Stock	Workflow Status
1	ALLOPAT1140722000002	2022-2023	28/07/2022	SENTBACK

Application No.ALLOPAT1140722000002 sentback successfully.

OK

Waiting for esp.esic.in...



Approve

ESIC
Employees' State Insurance Corporation

Pragati

Home | Quotation | Inventory | Masters | Task List | Reports | Item Search | Short Expiry Items#

Logged in as: Mr. Training HRMS Base Location: ESIC - HQ Current Location: ESIC Hospital - Okhla

Allopathic Drugs Procured through DG-ESIC RC's by ESIC Hospitals

Transaction No.	ALLOPAT114ST22000E02	Financial Year	2022-2023	Month	July	Balance from Previous Month (INR)	0	
Name of ESIC Hospital	Value of Opening balance of inventory (Cumulative cost on 1st of Each Month)	Total value of supplies received (Good Receipt Note value) during the Month	Total value of consumption during the Month	Value of Closing balance of inventory (Cumulative cost at the end of each Month).	Value of expired drugs during the Month (if any)	Concurrence of Finance & Accounts for write off of expired drugs and DoP of Head of the Institution (Yes/No) In case of Yes, Please send the copy of the same via email	Date of sending the E-mail	Remarks
ESIC Hospital - Okhla	0	10	4	6	3	Yes	13/07/2023	Diff. Changes have been done on: 28/07/2022 Updated Columns
Notings (Max 500 characters)								
Approve Send back Back To Task								

Note: The date as on 30/31 of each month must be furnished till 3rd of the following month.

Notings History

Date	User Name	Designation	Comments	Status
28/07/2022 17:02:53	PRANAY KUMAR	Assistant Director	ok	Resubmitted to approver
28/07/2022 15:04:59	Training HEMS	D. D.	ok	Sent back by approver
28/07/2022 15:46:14	PRANAY KUMAR	Assistant Director	ok	Submitted to approver

HQ, Reports



Employees' State Insurance Corporation X Material Management - User Login X Reports - Allopathic drugs procured through BG-ESIC RC's by ESIC Hospitals Report X

erp.esic.in/Reports/mmReportsTransactions/allopathic_load.action 97% Search

Import bookmarks... Most Visited LoginHIS Employees' State Insur... ESC hrms ERP HRMS MM ESC Finance2 ESC Finance3 ESC hrmsV13 Manual Test Engineer Other Bookmarks

 **ESIC**
Employees' State Insurance Corporation

Pragati

Home

Logged in as: Mr Training HRMS Thu 28 Jul 2022, 5:12:16 PM [Sign Out](#)

Allopathic drugs procured through BG-ESIC RC's by ESIC Hospitals Report

Financial Year	2022-2023	Month	July
State	Delhi	Location Type	Medical
Location	All		

[View PDF](#) [View Excel](#)

Report

AnyDesk 134 812 517

TS4312517

File: C:\Users\Pharag\AppData\Local\Temp\alopethuDrugReport-2.pdf

EMPLOYEE STATE INSURANCE CORPORATION

Report generated for the month of July 2022-2023

Sl. No.	Name of ESIC Hospital	Cost of Opening balance of inventory (Cumulative cost on 1st of Each Month)	Total cost of supplies received (GRN value) during the Month	Total cost of consumption during the Month	Cost of Closing balance of inventory (Cumulative cost at the end of each Month)	Cost of expired drugs during the Month (if any)	Concurrence of Finance & Accounts for write off of expired drugs and DrP of Head of the Institution	Date of sending the E-mail	Remarks
1	ESIC Model Hospital - Raxitnagar	8	4	5	3	1	Yes	2022-07-21 00:00:00	submitting the data with other opening balance Changes have been done on 30/07/2022 Updated Column names per. N/A

Thank You



कर्मचारी राज्य बीमा निगम
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)
EMPLOYEES' STATE INSURANCE
CORPORATION
(Ministry of Labour & Employment, Govt.
of India)



मुख्यालय/ Headquarters office
पंचदीपभवन, सी. आई. जी. मार्ग, नई दिल्ली-
110002
PANCHDEEP BHAWAN, C.I.G. MARG NEW DELHI-
110002
Phone: 011-23234334, E-mail: dmc-rc@esic.nic.in
Website: www.esic.nic.in / www.esic.in

U-25/12/Budget Expenditure/MOLE/2022-Med.V / 522

दिनांक: 30.09.2022

✓ सेवामें

- Director (Medical) Delhi
- Director (Medical) Noida
- IMO Incharges -ESIC Dispensary of Delhi and Noida

Sub: Submission of Standing Committee data online through ERP Module-reg.

Ref: Web-upload (Console No.10945/2022) No. U-25/12/Budget Expenditure/MOLE/2022-Med.V/367 dated: 02.08.2022

Respected Sir/Madam,

As you are aware that Monthly data of Inventory and Expiry of items for allopathic drugs procured through DG-ESIC Rate Contracts is being strictly monitored by ESIC Headquarters' office and MoL&E.

Pursuant to a web-upload issued on 02.08.2022 wherein it was informed to all Deans/MSs/DIMS of State Directorates for feeding of data in ERP module w.e.f. 01.08.2022 under Material Management 2.0 of ERP application.

In order to further smoothen the process of submission of data for D(M)D & D(M)N, the ICT Team ESIC HQRS has further facilitated online submission of data from Dispensary level itself for ease of collation at respective offices of D(M)D & D(M)N.

Necessary guidelines for recording of data and system Workflow with User Role and Actions are attached with this web upload for the applications for Completion of all the activities needed for end users.

The entry window will remain open from 1st to 3rd of the following month for Monthly reporting of Inventory and Expiry of drugs. **All user Dispensaries shall submit the respective data on the portal itself as per system work flow.** For any assistance, user units may please contact ITHELPDESK.

Note: In the month of October-2022, Dispensaries should enter the data on 1st of Oct-2022 as 02.10.2022 is the Gazetted Holiday and D(M)D/D(M)N should complete the activity by 03.10.2022 positively.

It is imperative that the entries must be done within the dates stipulated and predefined on the portal.

This issues with the approval of Medical Commissioner (Procurement).

सादर


(जय सिंह)

Enclosure: As above

सहायक निदेशक (दर अनुबंध, Med-V)

✓ Copy to: Website Content Manager for uploading on website


सहायक निदेशक



कर्मचारी राज्य बीमा निगम
(बम एवं रोजगार मंत्रालय, भारत सरकार)
EMPLOYEES' STATE INSURANCE
CORPORATION
(Ministry of Labour & Employment, Govt.
of India)



मुख्यालय/ Headquarters office
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110002
PANCHDEEP BHAWAN, C.I.G. MARG NEW DELHI-
110002
Phone: 011-23234334, E-mail: dmc-rc@esic.nic.in
Website: www.esic.nic.in / www.esic.in

U-25/12/Budget Expenditure/MOLE/2022-Med.V/367

दिनांक: 02.08.2022

सेवा में

Director (Medical) Delhi/ Director (Medical) Noida	Deans/Med. Superintendents PGIMSRS/MC/Hospital	Regional Directors SMO's ESIC	DIMS, ESIS All States/UT's
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Sub: Submission of Standing Committee data & GeM procurement data online through ERP Module-reg

Ref: 1) Letter No. U-25/12/Misc/2020-Med. V/Pt-II-20 dated: 04.02.2022 regarding submission of data for Standing Committee (copy enclosed).
2) E-mail dated: 11.04.2022 regarding submission of data of procurement through GeM.

Respected Sir/Madam,

As you are aware that Monthly/Fortnightly data of Inventory and Expiry of items for allopathic drugs procured through DG-ESIC Rate Contracts and data of Budget Expenditure and Procurement of Drugs & Medical Items (GeM/Non-GeM) is being strictly monitored by ESIC Headquarters' office and MoL&E.

In context to above, all Deans/MSs/DIMS of State Directorates are hereby informed that ICT Division, ESIC HQRS has made **online provision for feeding of data in ERP module w.e.f. 01.08.2022 under Material Management 2.0 of ERP application with following Heads:**

a. **Budget Expenditure and Procurement of Drugs & Medical Items:** Mandatory Fortnight reporting of data for procurement of 13 categories of Medical Items listed on (slide 10) the user manual.

- 1st fortnight entry window will remain open from 13th, 14th, 15th of the same month.
- 2nd fortnight entry window will remain open from 29th, 30th, 31st or 28th, 29th, 30th of the same month.

b. **Allopathic Drugs Procured through DG-ESIC RC's** (Standing Committee Report), Monthly reporting of Inventory and Expiry of drugs where the entry window will remain open from 1st to 3rd of the following month.

Necessary guidelines for recording of data and system flow chart including Role Assignment are attached with this web upload for both the applications for Completion of all the activities needed for end users. For any assistance, user units may please contact ITHelpdesk.

All user units shall submit the respective data on the portal itself. No separate emails to be sent from now onwards to RC Cell for both the data.

It is imperative that the entries under both heads must be done within the dates stipulated and predefined on the portal. In case user/s do not submit the data in predefined time, then Competent Authority of the respective unit shall seek a waiver through ITHelpdesk.

This issues with the approval of Competent Authority.

Enclo: As above

सादर
०२.०८.२०२२
(डॉ. संगीता माथुर)
उप निदेशिका आयुक्त (आरसी / पीसी, Med-V)
नई दिल्ली-2
Panchdeep Bhawan, C.I.G. Marg, New Delhi-2

Copy to: 1) PPS/PS to DG/FC/CVO/MC(Procurement)/MC(MA)/MC(ME)
2) Website Content Manager for uploading on website



कर्मचारी राज्य बीमा निगम
(धर्म एवं रोजगार मंत्रालय, भारत सरकार)
EMPLOYEES' STATE INSURANCE CORPORATION
(Ministry of Labour & Employment, Govt. of India)



मुख्यालय
Headquarters
पंचदीप भवन सी० जई०जी रोड, नई दिल्ली-110002
PANCHDEEP BHAWAN, C.I.G. MARG, NEW DELHI-110 002
Phone: 011-23864700 Email: dir-gen@esic.nic.in
Website: www.esic.nic.in / www.esic.in

U-25/12/Standing Committee/2022-Med.V (e-100544)/33 Dtd:07.03.25

To

Deans/Medical Superintendents PGIMSR's/MC/Hospital
Regional Directors, SMO's ESIC
DIMS, ESIS All States/UT's

Sub: Non-Submission of Standing Committee data & GeM Procurement data
online through ERP module-reg.

Ref: Web uploads (Console No. 10945/2022 dt. 02.08.22 and Console No.
11221/2022 dt. 30.09.22).

Respected Sir/Madam,

This is in continuation to Rate Contract Cell, HQRS earlier instructions on
the captioned subject vide which it was earlier brought to your kind notice that:

- Monthly/Fortnightly data of Inventory and Expiry of Items for allopathic drugs procured through DG-ESIC Rate Contracts and data of Budget Expenditure and Procurement of Drugs & Medical Items (GeM/Non-GeM) is being strictly monitored by ESIC Headquarters' office and MoL&E.
- All Deans/MS's/DIMS of State Directorates for feeding of data in ERP module w.e.f. 01.08.2022 under material Management 2.0 of ERP application.
- The entries must be done within the dates stipulated and predefined on the portal.
- Necessary guidelines for recording data and system flow chart including Role Assignments were also circulated for both the applications for completion of activities needed for end users. For any assistant, user unit may please contact HELPDESK.

In this context, it is informed that some ESIC/ESIS units (Annexure-A) are not uploading their data for inventory and Expiry for the F.Y 2023-24 and F.Y 2024-25 online through ERP module which has been viewed seriously.

All concerned ESI units (ESIC/ESIS- who have not uploaded/uploaded incomplete data) are therefore requested to peruse the enclosed enclosures (Annexure-A etc.) and submits Standing Committee data & GeM Procurement data online through ERP module within the dates stipulated and predefined on the portal without any fail, so that complete information may be placed before the Standing Committee.

This issues with the approval of Medical Commissioner (Procurement).

Encl: As above

Yours Faithfully
Digitally signed by
Neeta Garbiyal
Date: 12-03-2025
12:44:25
Deputy Medical Commissioner (RC)

Copy to: Medical Commissioners (East, West, North, South and North East) for monitoring.



कर्मचारी राज्य बीमा निगम
(भ्रम एवं रोजगार मंत्रालय, भारत सरकार)
EMPLOYEES' STATE INSURANCE
CORPORATION
(Ministry of Labour & Employment, Govt.
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Phone: 011-23234334, E-mail: dmc-rc@esic.nic.in
Website: www.esic.nic.in / www.esic.in

U-25/12/Budget Expenditure/MOLE/2022-Med.V **1367**

दिनांक: 02.08.2022

सेवा में

Director (Medical) Delhi/ Deans/Med. Superintendents Regional Directors DIMS, ESIS
Director (Medical) Noida PGIMSR's/MC/Hospital SMO's ESIC All States/UT's

Sub: Submission of Standing Committee data & GeM procurement data online through ERP Module-reg

Ref: 1) Letter No. U-25/12/Misc/2020-Med. V/Pt-II-20 dated: 04.02.2022 regarding submission of data for Standing Committee (copy enclosed).
2) E-mail dated: 11.04.2022 regarding submission of data of procurement through GeM.

Respected Sir/Madam,

As you are aware that Monthly/Fortnightly data of Inventory and Expiry of items for allopathic drugs procured through DG-ESIC Rate Contracts and data of Budget Expenditure and Procurement of Drugs & Medical Items (GeM/Non-GeM) is being strictly monitored by ESIC Headquarters' office and MoL&E.

In context to above, all Deans/MSs/DIMS of State Directorates are hereby informed that ICT Division, ESIC HQRS has made **online provision for feeding of data in ERP module w.e.f. 01.08.2022 under Material Management 2.0 of ERP application with following Heads:**

a. Budget Expenditure and Procurement of Drugs & Medical Items: Mandatory Fortnight reporting of data for procurement of 13 categories of Medical Items listed on (slide 10) the user manual.

- 1st fortnight entry window will remain open from 13th, 14th, 15th of the same month.
- 2nd fortnight entry window will remain open from 29th, 30th, 31st or 28th, 29th, 30th of the same month.

b. Allopathic Drugs Procured through DG-ESIC RC's (Standing Committee Report), Monthly reporting of Inventory and Expiry of drugs where the entry window will remain open from 1st to 3rd of the following month.

Necessary guidelines for recording of data and system flow chart including Role Assignment are attached with this web upload for both the applications for Completion of all the activities needed for end users. For any assistance, user units may please contact ITHELPDESK.

All user units shall submit the respective data on the portal itself. No separate emails to be sent from now onwards to RC Cell for both the data.

It is imperative that the entries under both heads must be done within the dates stipulated and predefined on the portal. In case user/s do not submit the data in predefined time, then Competent Authority of the respective unit shall seek a waiver through ITHELPDESK.

This issues with the approval of Competent Authority.

Enclo: As above

सादर
वसि. शा. 11/08/22
02.08.22
(डॉ. संगीता माधव)

उप निमित्त आयुक्त (आरसी / पीसी, Med-V)

Copy to: 1) PPS/PS to DG/FC/CVO/MC(Procurement)/MC(MA)/MC(ME)
2) Website Content Manager for uploading on website Panchdeep Bhawan, C.I.G. Marg, New Delhi-2



मुख्यालय, कर्मचारी राज्य बीमा निगम
आर.डी.बि.ए.पार्क, पंचदेव भवन, जे.ए.जी. रोड,
नई दिल्ली - 110 002



Headquarters, Employees' State Insurance Corporation
Ministry of Labour & Employment, Government of India.
Panchdev Bhawan: C.I.G. Road:
New Delhi - 110 002

E-mail: director.med@esic.gov.in टेलीफोन/टैक्स: 011-23234334

No. U-25/12/Misc/2020-Med V/Pt-II - 2.0

Dated: 04-02-2022

To,

Director (Medical) Delhi / Director (Medical) Noida,
Dean, All ESIC PGSI/MSR's Medical Colleges
Medical Superintendents - All ESIC Hospitals
Director Insurance Medical Services - All States

Sub: Strict Inventory control by Dean's/MS's/DIMS of ESIC and ESIS Institutions and submission of data for Standing Committee ESIC - reg.

- Ref: i. Hqs. instruction no. U-25/12/Misc/2020-Med V P-II dated 21-05-2021(copy enclosed).
ii. Hqs. instruction no. U-25/12/Action Plan/2021-Med V P-I/357 dated 09-11-2021(copy enclosed).
iii. Hqs. instruction no. U-25/12/Local Purchase/2021-Med V/1 dated 03-01-2022 (copy enclosed).

Sir/Madam,

Reference captioned subject, many instances of unwanted excessive procurement and expiry of drugs are being continuously reported to ESIC Headquarters' office.

Pursuant to the periodic directions already issued by ESIC Headquarters' office on the captioned subject, it is again reiterated that the process of procurement as well as inventory control are both closely interrelated in maintaining an optimum inventory for the purpose of smooth delivery of medical services and disbursement of medicines to ESIC beneficiaries. A successful inventory control should incorporate minimisation of carrying cost while balancing the supply and demand with no obsolescence.

Inventory management by Deans, Medical superintendents and DIMS of respective procuring units should be done on a scientific basis keeping in view pattern of consumption for past three years, ABC-VED matrix, disease prevalence etc. such that the procurement is prudent.

Expiry of stores (Drugs/Consumables/Lab items/sutures/IDL/implants etc.) should be carefully monitored by the Heads of the Institution and timely efforts should be initiated for utilisation of near expiry drugs such that there is no financial loss to the Corporation.

As directed, data statement duly signed by Deans/Medical Superintendents/DIMS **along with** Head of F&A of respective location with values of Cumulative Inventory, monthly added inventory and that of expired drugs should be submitted in the following format:

(This data has to be reported in Each Standing Committee meeting of ESIC.)

Name of the location: _____

Data for the month of: _____ (1st report to be started with the month of January 2022)

(At first instance, cost of inventory is ONLY for Allopathic drugs procured through DGESIC RC's in Rupees)

S.No.	Opening balance of inventory. (Cumulative cost on 1 st of each month)	Total cost of supplies received (not ordered)during the month	Total cost of consumption during the month	Closing balance of inventory. (Cumulative cost at the end of each month)	Cost of expired drugs during the month (if any)
1.					
2.					

*Data for previous month (in excel and PDF both) is to be sent by 5th of following month through e mail director.med@esic.gov.in

* If expiry is reported, please send the MTS report duly countersigned by Dean/MS/DIMS with Head F&A.

Further, in this context followings directions are again reiterated for strict compliance:-

1. Procurement of drugs should be strictly based on demand/patient load following statutory purchase procedure and guidelines issued from Headquarters' office from time to time.
2. Annual requirement of Drugs & Dressings should be estimated by Medicine Scrutinizing Committee constituted by the Head of the Institution, based on past consumption of three years/trends etc. which should be duly approved by the Competent Authority. This should be the basis of Drug Formulary to be implemented in the respective unit.
3. Re-order level and buffer Stock should be monitored & supervised on regular basis duly considering the lead time to maintain optimum inventory with least obsolescence.
4. As has been emphasised in earlier communications, it is mandatory that:
 - a) All ESIC locations to use the Material management and ERP module of ESIC for procurement and release of payments of drugs purchased through DGESIC Rate Contracts/Local Purchase/ any other. No Goods Receipt Note (GRN) without online Supply order should be generated.
 - b) All ESIC locations should mandatorily update all procurement in the Material Management Module of Dhanwardi on ESIC Panchdeep portal.
 - c) Supply orders must be issued DIRECTLY in the name of the DGESIC approved pharmaceutical firms and payments released accordingly. There is no role of any distributor/stockist/ any other intermediary agency in the supplies from DGESIC Rate Contracts.
5. Monthly Physical verification of 40 items or more should be done by the Deans/MS/DINS/Nominated authority.
6. Issuance of stores by medical store to sub stores like wards/ICU/OT etc. should be done online and should follow First in - First out (FIFO) and First expiry - First out (FEFO) basis. Indenting and utilisation of High cost drugs should be monitored diligently so as to avoid pilferage or expiry.
7. Quality Check and regular recoveries under the Risk purchase must be executed and records kept thereof for Audit and Vigilance purposes.
8. MIS Expiry Reports should be strictly monitored and supervised monthly at each location.

It is again reiterated that prudent procurement, maintenance of optimum inventory, administrative action for expired items in concurrence with F&A and maintaining financial propriety is the sole responsibility of Heads of Institutions i.e Deans, Medical Superintendents and Directors Insurance Medical Services as per delegation of power and budget provisions.

This issues with the approval of Director General.

WISHTU

Copy to:

1. PPS/PS to DG, FC, CVO, MC(PC), MC(MABMS), MC(ME), MC(Ayaz)
2. State Medical Officers and Regional Directors of All States for co-ordination with DINS.
3. Website Content Manager with request for uploading on ESIC website.
4. Hindi Cell for translation.
5. Guard file / Spare copy.

[Signature]
04.02.2022
Dy. Medical Commissioner (RC)

[Signature]
04.02.2022
Dy. Medical Commissioner (RC)

Budget Expenditure and Procurement of Drugs & Medical Items (RC Cell)



Agenda

1. Overview

2. Workflow

3. User Roles under User Management

4. Process flow

5. Generate Report

6. Notes

Version

2



Budget Expenditure & Procurement of Drugs and Medical Items

Role Assignment for Creator, Store incharge

User Management - Mozilla Firefox

erp.esic.in/ESIC/HRMS/UserManagement_openUMConfiguration.action

ESIC
Employees' State Insurance Corporation

Logged in as : Mr. Training HRMS

User Management

Employee Details

Employee Number : 910004 Name : Mr. PRANAY KUMAR
Location : ESIC Model Hospital - Rajajinagar Cadre : Assistant Director

User Role Mapping Details

Payroll Finance HRMS Material Management

Transaction Name

Transaction Name	Role Description
Purchase Return	☐ Procurement Verifier 1 ☐ Procurement Final Approver ☐ Procurement Forward Verifier 2
Re-Order Level	☐ Purchase Return Verifier ☐ Purchase Return Creator
Stock Initialization	☐ ROL Creator ☒ Store Incharge
Stock Transfer	☐ StockTransfer DA ☐ StockTransfer Approver
Store Master	☐ Creation of local level masters

☒ Granted
☐ Revoked

Submit

Cancel

Budget Expenditure & Procurement of Drugs and Medical Items

Role Assignment for Approval, MS/DEAN/DMD/DMN.



User Management - Mozilla Firefox

erp.esic.in/ESICHRMS/Usermanagement/OpenUMConfiguration.action

ESIC
Employees' State Insurance Corporation

Logged in as : Mr. Training HRMS

15:40:31

Close

User Management

Employee Details

Employee Number :	910004	Name :	MC PRANAY KUMAR
Location :	ESIC Model Hospital - Rajajinagar	Cadre :	Assistant Director

User Role Mapping Details

Transaction Name	Role Description
Allopathic Drugs Procured through DO-ESIC RC	☐ MS_DEAN_DMD_Medical
Catalogue Master	☐ Catalogue Creator
Gate Pass	☐ Gate Pass Approver
	☐ Gate Pass Creator
Goods Receipt Note	☐ Goods Receipt Note Approver 2
	☐ Goods Receipt Note DA
	☐ Goods Receipt Note Approver 3
	☐ Goods Receipt Note Approver 1
Indent	☐ Store Manager
	☐ Indent Creator

☒ Granted
☐ Revoked



Role Assignment for HQ User, HQ User (RC-Cell Medical)

User Management - Mozilla Firefox

https://gateways.esic.in/ESIC/HRM/employeeManagement_login/ACConfiguration.action

ESIC
Employee State Insurance Corporation

Logged in as : Mr. Training @ESIC

Class

User Management

Employee Details	
Employee Number :	101040
Name :	Mrs. Nagarvani V Hegde
Location :	ESIC Model Hospital - Rajajinagar
Cadre :	Assistant
User Role Mapping Details	
Payroll Finance HRMS Material Management	
Transaction Name	
Allgemeine Drugs Issued through DO-ESIC AC	☒ MS_Scan_HQ_Medical ☒ HQ User(FC-Call Medical) ☒ Catalogue Creator
Catalogue Manager	☐ Gate Pass Approver ☐ Gate Pass Designer
Goods Receipt Note	☐ Goods Receipt Note Approver 2 ☒ Goods Receipt Note DA ☐ Goods Receipt Note Approver 3 ☒ Goods Receipt Note Approver 1
Invent	☐ Store Manager

Submit Cancel

☒ Granted
☐ Revoked

Expenditure and Procurement of Drugs & Medical Items

System flow



Store Incharge Login through myesic.esic.in or gateway.esic.in



कचक्षीनि
ESIC
कर्मचारी राज्य बीमा निगम
Employees' State Insurance Corporation

User must enter the user name and password on the login page of ESIC portals.

Enter User Name and Password in Text Box

Welcome to ESIC Employee Portal

We at ESIC commit to help our employees by ensuring availability of information while maintaining confidentiality and integrity of data.

Login Instructions



ESIC IT Service Desk Helpline



Web Portal- ihelppdesk

Send mail to Centralservicesdesk@esic.in with Subject Line (New Incident)

Call to VoIP Helpline : 7001

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All the information in this site is private, privileged and confidential. Users shall refrain from copying, distributing, misusing and / or disclosing the information to any third parties under any circumstances whatsoever.

Please Login with your credentials

User Name:
amitarya

Password:
.....

Log In

Forgot Password

Property Management

ContractManager

Primaveraweb

DSRPRO

Click on Log In Button

Version

7



Expenditure and Procurement of Drugs & Medical Items



The screenshot shows the EBIC Employee State Insurance Corporation portal. The page has a header with the company logo and name. Below the header, there is a navigation bar with links to Home, About Us, Services, and Contact Us. The main content area is titled 'Employee Details' and contains a table with the following columns: Name, ID, and Status. The table lists several employees, including 'John Doe', 'Jane Smith', and 'Bob Johnson'. The 'Employee Details' section is highlighted in red. The page also shows a 'Welcome' message and a 'Logout' button.



Employee's State Insurance - ESIC Material Management < Back >

app.eic.in/ESIC/MANAGEMENT/TransactionType=1&time=1654668264023B Search

Most Visited > Getting Started > ESIC Payroll > ESIC Items > ESIC Terms > ESIC Login > ESIC Items > ESIC Finance > Employees' State Insur... > ESIC Items > ESIC Items > ESIC Items

ESIC
Employees' State Insurance Corporation

Home | Questions | Inventory | Reports | Health Data | Reports | Claims Search | Short Employment Status |

Logged In as: Mr. PRANAV KUSHAN Base Location: ESIC - HQ Current Location: ESIC Headed Hospital - Madanapalle

Budget Expenditure and Procurement of Drugs and Medical Stores

Transaction No.: [Enter Transaction No.] Financial Year: 2020-2022 Month: July

Name of ESIC Unit/Location	Period of Reporting	Category of Item	Amount (in INR) of purchase through Cash	Amount (in INR) of purchase through Bank	Total amount (in INR) of purchase through Cash and Bank	Maximum limit (INR) of purchase through Cash	Total expenditure (in INR) of purchase through Cash and Bank during period P.Y up to this month	Total expenditure (in INR) of purchase through Cash and Bank during period P.Y up to this month	Status
1st fortnight data									
2nd fortnight data									
Headings (Max 2000 characters)									

Note:- The date as on 1st day of each month shall be furnished by 3rd day of the same month and the date as on 15th day of each month shall be furnished by 15th day of the following month.
In the case of irregularity at computer software or network problem, the date mentioned below, which the vendor will observe on LAN of the system monthly for the fortnightly and 3rd day of the following month.

Headings	Date	User Name	Description	Comments	Status

Category of Item list

DG-ESIC RC Drugs
CPSE's Drugs
Local Purchase Allopathic Medicines through empanelled local chemist
Local Purchase Allopathic Medicines other than empanelled local chemist
Surgical Consumables and Disposables
Surgical Sutures
Intra Ocular Lens
Lab Chemical & Kits
X-Ray Films
Orthopedic Implants
Medical Equipments
Dental Implants & Consumable
Other Miscellaneous Medical Items(If any)

- User needs to select 'Category of Item' from dropdown list
- User can Add or Delete the above category of items with check box

Version



If select 2nd Fortnight Reporting, user will be able to enter data only in 16-30/31 (Period of Reporting). In the below screen following columns "Amount of Procurement through GeM & Amount of Procurement other than through GeM" are input field rest all are auto calculated.

[illegible]

The screenshot shows a web browser's address bar with several tabs open: "Employees' State Insurance Co...", "Material Management - AL...", and "Material Management - AL...". The active tab is "Material Management - AL...". The address bar contains the URL "erp-esic.in/ESIC/MVA/homeTransactions?highlightData_insertDetail.action". Below the address bar is a search bar with the text "Search".

Version 14  CMS MANAGING YOUR SITE



Approval of Transaction

Version

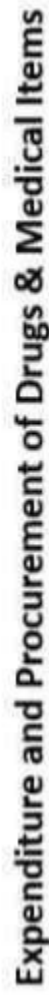
15

[illegible]

Expenditure and Procurement of Drugs & Medical Items

User will click on the **Approve** button, The transaction will be finally approved and RC-Cell Medical, HQ user can access fortnightly data report as per the requirement.

[illegible][illegible]



Send Back:-

The screenshot shows the ESDC Employee State Information Configuration application. The interface includes a sidebar with navigation links such as 'Material Management', 'Employee State Information', and 'ESDC Home'. The main content area displays a table with columns for 'Employee', 'Employee State Information', and 'ESDC Home'. A modal dialog box is open in the center, titled 'Applications workbench nationally', with a 'Close' button.

Kategorie		Beschreibung		Menge		Preis		Gesamt	
Art	Bezeichnung	Einheit	Menge	Preis	Gesamt	Art	Bezeichnung	Einheit	Menge
Material	Bauholz	m³	100	100	100	100	100	100	100
			200	200	200	200	200	200	200
			300	300	300	300	300	300	
Material	Bauholz	m³	400	400	400	400	400	400	400
			500	500	500	500	500	500	500
			600	600	600	600	600	600	
Material	Bauholz	m³	700	700	700	700	700	700	700
			800	800	800	800	800	800	800
			900	900	900	900	900	900	
Material	Bauholz	m³	1000	1000	1000	1000	1000	1000	1000
			1100	1100	1100	1100	1100	1100	1100
			1200	1200	1200	1200	1200	1200	

The screenshot shows a web browser interface. The address bar contains the URL: `http://esic.mvva/mmTransactions/forNightData_openView.action`. Above the address bar, there are several browser tabs open, including "Employees' State Insurance Co...", "Material Management - AL...", and "Material Management - B...". To the right of the address bar, there is a search bar with the text "Search" and a magnifying glass icon. Below the search bar, there is a row of icons for various functions, including a magnifying glass, a star, a share icon, a download icon, a print icon, and a refresh icon. At the bottom of the browser window, there is a row of navigation buttons: "Most Visited", "Getting Started", "ESIC Payroll", "ESIC hrms", "ESIC hrms", "ESIC hrms", "User Login", "ESIC hrms", "ESIC Finance", "Employees' State Insur...", "ESIC hrms", and "ESIC hrms".



ESIC
Employees' State Insurance Corporation

Pragati

Home

Quotation

Procurement

Inventory

Masters

Task List

Reports

Item Search

Short Expiry Items

Logged in as: Mr. Nagaveni V Hegde

Base Location: ESIC Model Hospital - Rajajinagar

Current Location: ESIC Model Hospital - Rajajinagar

Class

Budget Expenditure and procurement of drugs and medical items

Transaction No.		Financial Year		Month		July	
JDCR/OC3320722000013		2022-2023		2022-2023		July	
1st fortnight data							
Name of ESIC Location	Period of Reporting	Category of Item	Amount (in INR) of procurement other than through GEM	Amount (in INR) of procurement other than through GEM during the fortnight	Reason for not procuring through GEM	Total cumulative Amount (in INR) of procurement through GEM during current FY up to the fortnight	Total cumulative Amount (in INR) of procurement other than through GEM during current FY up to the fortnight
ESIC Model Hospital - Rajajinagar	16th to 31st	☐ DD-ESIC RC Drug	30	30		30	30
		☐ Other's Drugs	30	100		30	100
		☐ Local Purchase All	30	140		30	140
							2nd fortnight data Changes have been done on 26/07/2022 Changes have been done on 26/07/2022 Changes have been done on 26/07/2022
Notings (Max 500 characters)							

Approve

Send back

Back to Task

Notes: The data as on 15th of each month must be furnished by 15th of the same month and the data as on 30/31 of each month must be furnished by 1st of the following month.

Location Wise Report

The screenshot displays the ESIC Material Management 2.0 web application. The browser's address bar shows the URL: <http://esic.in/ESIC/MV2/admin/funcntrlformaction?times=1ES91967E3C665>. The page header features the ESIC logo and the text "Employees' State Insurance Corporation". The user is logged in as "Mrs. Nagavent V Hegde" from "Base Location: ESIC Model Hospital - Rajajinagar". The navigation menu includes Home, Recruitment, Qualification, Inventory, Masters, Task List, Reports, and Short Expiry Times. The main content area displays the ESIC logo and the text "Material Management 2.0". A "Message Board" section is visible at the bottom.

Report

EMPLOYEE STATE INSURANCE CORPORATION

Report generated for the month of July, 2022-2023

S. No.	Name of ESIC Location	Period of Reporting	Category of Item	Amount (in INR) of procurement through GeM	Amount (in INR) of procurement other than through GeM	Total amount (in INR) of procurement during the fortnight	Reason for not procuring through GeM	Total cumulative Amount (in INR) of procurement through GeM during current FY upto the	Total cumulative Amount (in INR) of procurement other than through GeM during current FY	Total cumulative amount (in INR) of procurement during current FY upto the fortnight
1	ESIC Model Hospital - Rajainagar	1st Fortnight	DG-ESIC RC Drugs	90	60	170		90	60	170
2	ESIC Model Hospital - Rajainagar	1st Fortnight	CPSE's Drugs	10	40	50		10	40	50
3	ESIC Model Hospital - Rajainagar	1st Fortnight	Local Purchase	30	50	80		30	50	80
4	ESIC Model Hospital - Rajainagar	2nd Fortnight	DG-ESIC RC Drugs	50	10	60		140	90	230
5	ESIC Model Hospital - Rajainagar	2nd Fortnight	CPSE's Drugs	40	20	60		50	60	110
6	ESIC Model Hospital - Rajainagar	2nd Fortnight	Surgical Sutures	50	30	80		50	30	80
7	ESIC Model Hospital - Rajainagar	2nd Fortnight	DG-ESIC RC Drugs	50	10	60		140	90	230
8	ESIC Model Hospital - Rajainagar	2nd Fortnight	CPSE's Drugs	40	20	60		50	60	110
9	ESIC Model Hospital - Rajainagar	2nd Fortnight	Surgical Sutures	400	30	430		400	30	430
10	ESIC Model Hospital - Rajainagar	2nd Fortnight	Intra Ocular Lens	30	40	70		30	40	70

HQ Report, Budget Expenditure and Procurement of Drugs & Medical Items

The screenshot displays the ESIC NM Reports application interface. The browser tabs at the top include 'Employees State Insurance Co.', 'Material Management - User L...', 'Reports - Welcome!', and 'Reports - Welcome!'. The address bar shows the URL 'https://apnava.esic.in/Reports/admin/MHReportsTempLaunch.aspx'. The left sidebar contains a list of reports, with 'Budget Expenditure and Procurement of Drugs & Medical Items' highlighted by a red box. Other reports listed include 'Most Visited', 'Getting Started', 'ESIC Payroll', 'ESIC Items', 'ESIC Items - User Login', 'ESIC Items - ESIC Finance', 'ESIC Items - ESIC Items', 'ESIC Items - ESIC NM Reports', 'Stock Transfer Drug Issue Report', 'Reseller Level Report', 'VED Classification Report', 'Item Wise PO Report', 'Item Wise Rejection Report', 'Supplier Wise PO Report', 'Purchase Return to Supplier Report', 'Item Wise Expenditure', 'Location Wise Supplier', 'Transaction Audit Trail', 'Stock Transfer Report', 'Allopathic drugs procured through', 'ESIC BC's by ESIC Hospitals', 'MH Transaction Report', 'Location', 'Purchase', and 'Planning'.

HQ Report Filter, Budget Expenditure and Procurement of Drugs & Medical Items

Budget Expenditure and Procurement of Drugs & Medical Items

Financial Year	2022-2023	Month	July
Period of Reporting	All	Category of Item	All
Location Type	Medical	Location Name	ESIC Model Hospital - Rajnagar

Print

Logged in as: Mrs. Nagaveni V Hegde Sat 30 Jul 2022, 9:38:30 PM [Sign Out](#)



ESIC
Employees' State Insurance Corporation

Pragati

Report

EMPLOYEE STATE INSURANCE CORPORATION

Report generated for the month of July, 2022-2023

S. No.	Name of ESIC Location	Period of Reporting	Category of Item	Amount (in INR) of procurement through GeM	Amount (in INR) of procurement other than through GeM	Total amount (in INR) of procurement during the fortnight	Reason for not procuring through GeM	Total cumulative Amount (in INR) of procurement through GeM during current FY upto the	Total cumulative Amount (in INR) of procurement other than through GeM during current FY	Total cumulative amount (in INR) of procurement during current FY upto the fortnight
1	ESIC Model Hospital - Rajainagar	1st Fortnight	DG-ESIC RC Drugs	90	60	170		90	60	170
2	ESIC Model Hospital - Rajainagar	1st Fortnight	CPSE's Drugs	10	40	50		10	40	50
3	ESIC Model Hospital - Rajainagar	1st Fortnight	Local Purchase	30	50	80		30	50	80
4	ESIC Model Hospital - Rajainagar	2nd Fortnight	DG-ESIC RC Drugs	50	10	60		140	90	230
5	ESIC Model Hospital - Rajainagar	2nd Fortnight	CPSE's Drugs	40	20	60		50	60	110
6	ESIC Model Hospital - Rajainagar	2nd Fortnight	Surgical Sutures	50	30	80		50	30	80
7	ESIC Model Hospital - Rajainagar	2nd Fortnight	DG-ESIC RC Drugs	50	10	60		140	90	230
8	ESIC Model Hospital - Rajainagar	2nd Fortnight	CPSE's Drugs	40	20	60		50	60	110
9	ESIC Model Hospital - Rajainagar	2nd Fortnight	Surgical Sutures	400	30	430		400	30	430
10	ESIC Model Hospital - Rajainagar	2nd Fortnight	Intra Ocular Lens	30	40	70		30	40	70

Allopathic Drugs Procured through DG-ESIC RC's (RC Cell)



Allopathic Drugs Procured through DG-ESIC RC's (Standing Committee Report) Role Assignment ,Store incharge Creator.

User Management - Mozilla Firefox

erp.esic.in/ESIC/HRMS/Usermanagement_openUMConfiguration.action



ESIC
Employees' State Insurance Corporation

Logged in as : Mr. Training HRMS

Logout

Close

User Management

Employee Details

Employee Number :	910004	Name :	Mr. PRANAY KUMAR
Location :	ESIC Model Hospital - Rajajinagar	Cadre :	Assistant Director

User Role Mapping Details

Transaction Name	Role Description
	☐ Procurement Verifier 1 ☐ Procurement Final Approver ☐ Procurement Forward Verifier 2
Purchase Return	☐ Purchase Return Verifier ☐ Purchase Return Creator
Re-Order Level	☐ ROL Creator
Stock Initialization	☒ Store Incharge
Stock Transfer	☐ StockTransfer DA ☐ StockTransfer Approver
Store Master	☐ Creation of local level masters

☒ Granted

☐ Revoked

Submit

Cancel

Allopathic Drugs Procured through DG-ESIC RC's (Standing Committee Report)

Role Assignment, Approver



User Management - Mozilla Firefox

erp.esic.in/ESICHRMS/Usermanagement_openUIMConfiguration.action



ESIC
Employees' State Insurance Corporation

logged in as : Mr. Training HRMS

Close

User Management

Employee Details

Employee Number : 910004

Location : ESIC Model Hospital - Rajajinagar

Name : N.C. PRANAY KUMAR

Cadre : Assistant Director

User Role Mapping Details

Payroll

Finance

HRMS

Material Management

Transaction Name	Role Description
Allopathic Drugs Procured through DG-ESIC RC	☐ MS_CLEAN_DMD_Medical
Catalogue Master	☐ Catalogue Creator
Gate Pass	☐ Gate Pass Approver ☐ Gate Pass Creator
Goods Receipt Note	☐ Goods Receipt Note Approver 2 ☐ Goods Receipt Note DA ☐ Goods Receipt Note Approver 3 ☐ Goods Receipt Note Approver 1
Indent	☐ Store Manager ☐ Indent Creator

☒ Granted

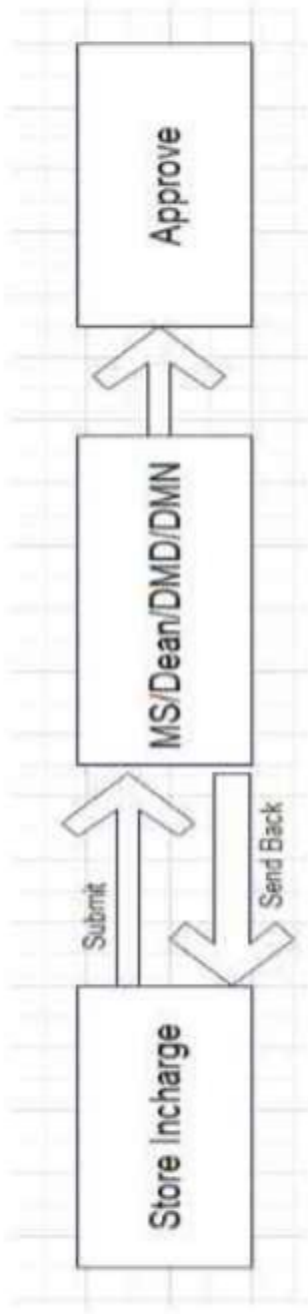
☐ Revoked

Submit

Cancel



System flow



Store Incharge Login through myesic.esic.in or gateway.esic.in

User must enter the user name and password on the login page of ESIC portals.



कर्मचारी राज्य बीमा निगम
Employees' State Insurance Corporation

Welcome to ESIC Employee Portal

We at ESIC commit to help our employees by ensuring availability of information while maintaining confidentiality and integrity of data.

Login Instructions



Please use your user credentials to Sign In.

Best view at 1024 x 768 resolution (IE 7.0+ & Mozilla 3.0+)

ESIC IT Service Desk Helpline



methods."

Web Portal- itshelpline

Send mail to Centraiservicesdesk@esic.in with Subject Line (New Incident)

Call to VoIP Helpline : 7001

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All the information in this site is private, privileged and confidential. Users shall refrain from copying, distributing, misusing and / or disclosing the information to any third parties under any circumstances whatsoever.

Enter User Name
and Password in

Please Login with your credentials

User Name:

amitarya

Password:

.....

Log In

Forgot Password

Click on Log In
Button

Property Management

ContractManager

PrimaveraWeb

DSRPRO



Transaction window will remain open from 1st to 3rd of the following month

Employees' State Insurance Corporation

ESIC

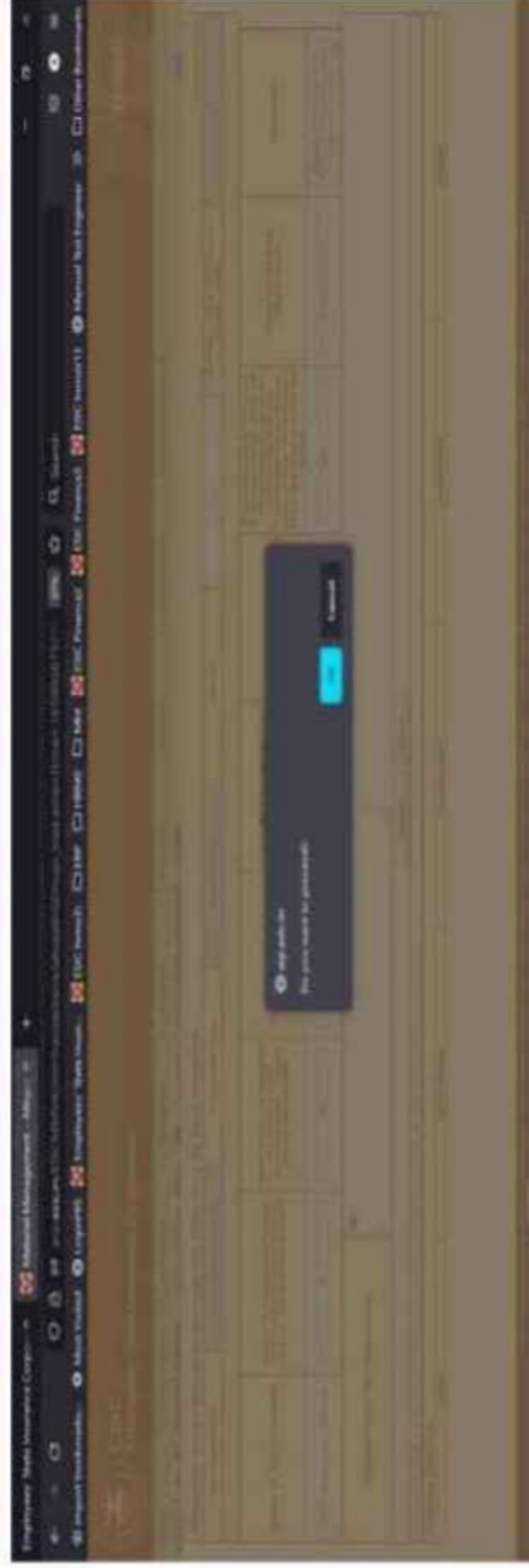
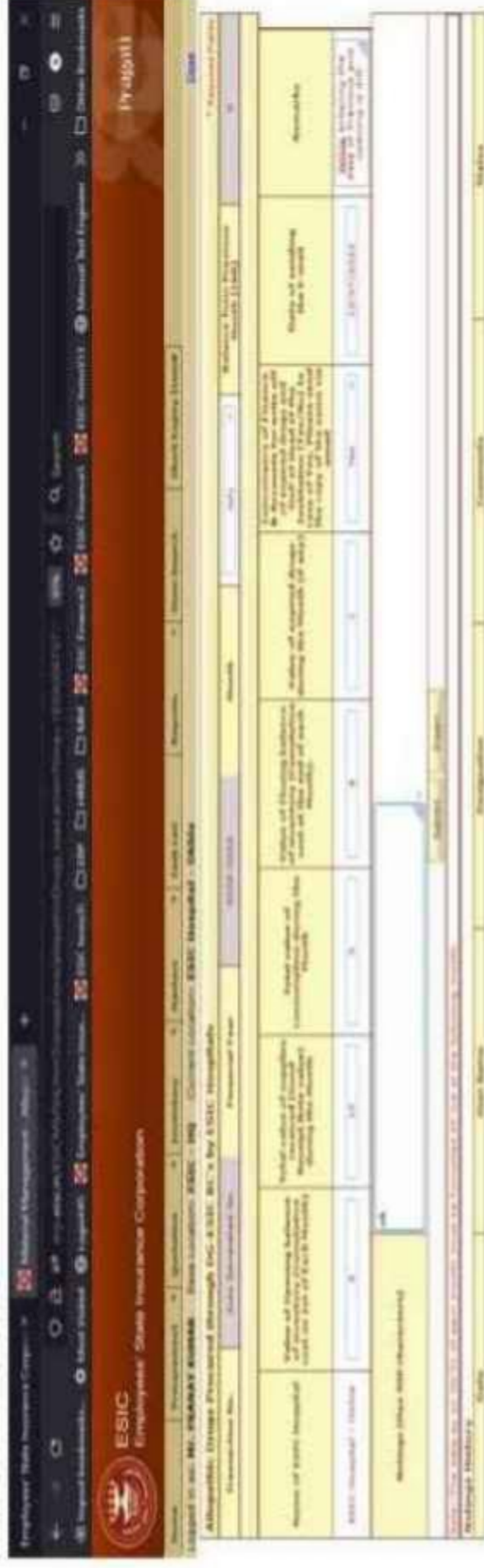
Employees' State Insurance Corporation

Home | Procurement | Quotation | Inventory | Masters | Audit List | Reports | System Search | Short Entry Form

Logged in as: Mr. PRANAV KUMAR Role Location: ESIC HQ Current Location: ESIC Hospital - Okhla

Allopathic Drugs Procured through DG-ESIC BC's by ESIC Hospitals

Transaction No.	Audit Generated No.	Financial Year	Month	July	Balance from Previous Month (NDR)	** Required Fields
Name of ESIC Hospital	Value of Opening Balance of inventory (Cumulative cost till End of Each Month)	Total value of consumption during the month	Value of Closing Balance of inventory (Cumulative cost at the end of each Month).	Value of expired drugs during the Month (if any)	Concurrence of Finance & Accounts for write off of expired drugs and Out of stock of the Medication (Yes/No) in Case of Yes, Please send the copy of the same vide email	Remarks
ESIC hospital - Civil					Select *	
Note: The date as on 30/31 of each month must be furnished till End of the following month. Nettings History						





Employees' State Insurance Corporation

ESIC

Employees' State Insurance Corporation

Home | Procurement | Quotation | Inventory | Masters | Tools List | Reports | Home Search | Short Listing Master

Logged in as: Mr. PRABH KUMAR Site location: ESIC - HQ Current Location: ESIC Hospital - Okhla

Allopathic Drugs Procured through DG-ESIC RC's by ESIC Hospitals

Financial Year	From Date	To Date	Months	WorkFlow Status
2022-2023			July	
			Aug	
			Sep	
			Oct	
			Nov	
			Dec	
			Jan	
			Feb	
			Mar	
			Apr	
			May	
			Jun	
			Jul	
			Aug	
			Sep	
			Oct	
			Nov	
			Dec	
			Jan	
			Feb	
			Mar	
			Apr	
			May	
			Jun	
			Jul	
			Aug	
			Sep	
			Oct	
			Nov	
			Dec	
			Jan	
			Feb	
			Mar	
			Apr	
			May	
			Jun	
			Jul	
			Aug	
			Sep	
			Oct	
			Nov	
			Dec	
			Jan	
			Feb	
			Mar	
			Apr	
			May	
			Jun	
			Jul	
			Aug	
			Sep	
			Oct	
			Nov	
			Dec	
			Jan	
			Feb	
			Mar	
			Apr	
			May	
			Jun	
			Jul	
			Aug	
			Sep	
			Oct	
			Nov	
			Dec	
			Jan	
			Feb	
			Mar	
			Apr	
			May	
			Jun	
			Jul	
			Aug	
			Sep	
			Oct	
			Nov	
			Dec	
			Jan	
			Feb	
			Mar	
			Apr	
			May	
			Jun	
			Jul	
			Aug	
			Sep	
			Oct	
			Nov	
			Dec	
			Jan	
			Feb	
			Mar	
			Apr	
			May	
			Jun	
			Jul	
			Aug	
			Sep	
			Oct	
			Nov	
			Dec	
			Jan	
			Feb	
			Mar	
			Apr	
			May	
			Jun	
			Jul	
			Aug	
			Sep	
			Oct	
			Nov	
			Dec	



Received 15 November 2011; accepted 15 November 2011; published online 15 November 2011



Approval of Transaction

The purpose is to allow the user to approve transaction for Medical locations (ESIC Hospitals, DMD, DMN).

Employees' State Insurance Corporation

Logo of ESIC

Logged in as: **HQ, Training HBMS** Base Location: **ESIC - HQ** Current Location: **ESIC Hospital - Okhla**

Home	Qualification	Tenure/Entry	Milestones	Task List	Requests	Status Search	Short Entry History
Task List							
Current Location : ESIC Hospital - Okhla							
Transaction Type		Pending Activity			Count		
Alligation Drugs Processed through DCI ESIC BGA by ESIC Hospital							
		Pending for Analysis			1		
Totals		Pending for Issuance			6		
Physical Verification / Stock Adjustment							
		Sent Back			13		

The purpose is to allow the user to approve transaction for Medical locations (ESIC Hospitals, DMD, DMN).

[illegible][illegible]



Send back

[illegible]

Committee Rep



1. The first step in the process is to identify the problem or issue that needs to be addressed. This involves gathering information and understanding the context of the problem.



Location Reports



REPRODUCIBLE WITH INSURANCE COMMISSION
 Request permission for this month of July 2022 2023

Sl. No.	Name of ESIC Hospital	Cost of Operating services of Emergency Department (Cumulative cost on 1st of each Month)	Total cost of emergency services (Cumulative cost on 1st of each Month)	Cost of Changing bandage (Cumulative cost on 1st of each Month)	Cost of Hospital services (if any)	Commencement of Insurance Account No. with date of start of insurance and Date of stop of the insurance	Date of sending this Invoice	Remarks
1	ESIC Model Hospital - Ruppallnagar	0	4	4	1	Yes	2022.03.29 30.00.20	including the date with latest payment Number (Change form for details on page 2) (ESIC) (Model Hospital) Date - 2022



The screenshot shows the ESIC Employees' State Insurance Corporation website. The header includes the ESIC logo and the text "Employees' State Insurance Corporation". The main content area displays a report titled "Allopathic Drugs procured through DG, ESIC BC's by ESIC Hospitals Report". The report is for the Financial Year 2022-2023, State All, Location All, Month All, Location Type All, and Day All. The page also shows the ESIC logo and the text "Employees' State Insurance Corporation".

Report

Sl. No	Name of ESIC Hospital	Cost of Opening Balance of Inventory (Cumulative cost on 1st of Each Month)	Total cost of consumption during the Month	Cost of Closing Balance of Inventory (Cumulative cost at the end of each Month)	Cost of expired drugs during the Month (if any)	Concurrence of Finance & Accounts for write off of expired drugs and ODP of Head of the Institution	Date of sending the E-mail	Remarks
1	ESIC Master Hospital - Rajnagar	0	0	0	1	Yes	2022-07-21 00:00:00	Submitting the data with office opening balance Changes have been done as per 2007/2022 Updated Columns values are Not

Thank You



कर्मचारी राज्य बीमा निगम
(अम एवं रोजगार मंत्रालय, भारत सरकार)
EMPLOYEES' STATE INSURANCE
CORPORATION
(Ministry of Labour & Employment, Govt.
of India)



मुख्यालय/ Headquarters office
पंचदीपभवन, सी. आई. जी. मार्ग, नई दिल्ली-
110002
PANCHDEEP BHAWAN, C.I.G. MARG NEW DELHI-
110002
Phone: 011-23234334, E-mail: dmc-rc@esic.nic.in
Website: www.esic.nic.in / www.esic.in

U-25/12/Budget Expenditure/MOLE/2022-Med V / 522

दिनांक: 30.09.2022

सेवाने

- Director (Medical) Delhi
- Director (Medical) Noida
- IMO Incharges - ESIC Dispensary of Delhi and Noida

Sub: Submission of Standing Committee data online through ERP Module-reg.

Ref: Web-upload (Console No.10945/2022) No. U-25/12/Budget Expenditure/MOLE/2022-Med.V/367 dated: 02.08.2022

Respected Sir/Madam,

As you are aware that Monthly data of Inventory and Expiry of items for allopathic drugs procured through DG-ESIC Rate Contracts is being strictly monitored by ESIC Headquarters' office and MoL&E.

Pursuant to a web-upload issued on 02.08.2022 wherein it was informed to all Deans/MSS/DIMS of State Directorates for feeding of data in ERP module w.e.f. 01.08.2022 under Material Management 2.0 of ERP application.

In order to further smoothen the process of submission of data for D(M)D & D(M)N, the ICT Team ESIC HQRS has further facilitated online submission of data from Dispensary level itself for ease of collation at respective offices of D(M)D & D(M)N.

Necessary guidelines for recording of data and system Workflow with User Role and Actions are attached with this web upload for the applications for Completion of all the activities needed for end users.

The entry window will remain open from 1st to 3rd of the following month for Monthly reporting of Inventory and Expiry of drugs. **All user Dispensaries shall submit the respective data on the portal itself as per system work flow.** For any assistance, user units may please contact ITHelpdesk.

Note: In the month of October-2022, Dispensaries should enter the data on 1st of Oct-2022 as 02.10.2022 is the Gazetted Holiday and D(M)D/D(M)N should complete the activity by 03.10.2022 positively.

It is imperative that the entries must be done within the dates stipulated and predefined on the portal.

This issues with the approval of Medical Commissioner (Procurement).

Enclosure: As above

सादर

(जय सिंह)

सहायक निदेशक (दर अनुबंध, Med-V)

Copy to: Website Content Manager for uploading on website

सहायक निदेशक



कर्मचारी राज्य बीमा निगम
(एन एच रोजगार मंत्रालय, भारत सरकार)
EMPLOYEES' STATE INSURANCE
CORPORATION
(Ministry of Labour & Employment, Govt.
of India)



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U-25/12/Budget Expenditure/MOLE/2022-Med.V/367

दिनांक: 02.08.2022

सेवाएँ

Director (Medical) Delhi/	Deans/Med. Superintendents	Regional Directors	DIMS, ESIS
Director (Medical) Noida	PGIMSR's/MC/Hospital	SMO's ESIC	All States/UT's

Sub: Submission of Standing Committee data & GeM procurement data online through ERP Module-reg

Ref: 1) Letter No. U-25/12/Misc/2020-Med. V/Pt-II-20 dated: 04.02.2022 regarding submission of data for Standing Committee (copy enclosed).
2) E-mail dated: 11.04.2022 regarding submission of data of procurement through GeM.

Respected Sir/Madam,

As you are aware that Monthly/Fortnightly data of Inventory and Expiry of Items for allopathic drugs procured through DG-ESIC Rate Contracts and data of Budget Expenditure and Procurement of Drugs & Medical Items (GeM/Non-GeM) is being strictly monitored by ESIC Headquarters' office and MoL&E.

In context to above, all Deans/MSs/DIMS of State Directorates are hereby informed that ICT Division, ESIC HQRS has made **online provision for feeding of data in ERP module w.e.f. 01.08.2022 under Material Management 2.0 of ERP application with following Heads:**

a. **Budget Expenditure and Procurement of Drugs & Medical Items:** Mandatory Fortnight reporting of data for procurement of 13 categories of Medical Items listed on (slide 10) the user manual.

- i) 1st fortnight entry window will remain open from 13th, 14th, 15th of the same month.
- ii) 2nd fortnight entry window will remain open from 29th, 30th, 31st or 28th, 29th, 30th of the same month.

b. **Allopathic Drugs Procured through DG-ESIC RC's** (Standing Committee Report), Monthly reporting of Inventory and Expiry of drugs where the entry window will remain open from 1st to 3rd of the following month.

Necessary guidelines for recording of data and system flow chart including Role Assignment are attached with this web upload for both the applications for Completion of all the activities needed for end users. For any assistance, user units may please contact ITHelpdesk.

All user units shall submit the respective data on the portal itself. No separate emails to be sent from now onwards to RC Cell for both the data.

It is imperative that the entries under both heads must be done within the dates stipulated and predefined on the portal. In case user/s do not submit the data in predefined time, then Competent Authority of the respective unit shall seek a waiver through ITHelpdesk.

This issues with the approval of Competent Authority.

Enclo: As above

आदर
व्यं. मो.
8.2.08.22
(डॉ. संगीता माहेश्वरी)
उप निदेशक आयुक्त (आरती / पीसी, Med-V)
दिनांक-2

Copy to: 1) PPS/PS to DG/FC/CVO/MC(Procurement)/MC(MA)/MC(ME)
2) Website Content Manager for uploading on website Panchdeep Bhawan, C.I.G. Marg, New Delhi-2