



MGM INSTITUTE OF HEALTH SCIENCES

(Deemed University u/s 3 of UGC Act, 1956)

Grade 'A' Accredited by NAAC

Sector-01, Kamothe, Navi Mumbai - 410 209

Tel 022-27432471, 022-27432994, Fax 022 - 27431094

E-mail : registrar@mgmuhs.com ; Website : www.mgmuhs.com

No.: MGMIHS/MANT/2023-24

April 18, 2024

MINUTES OF REVIEW MEETING OF CENTRAL MAINTENANCE COMMITTEE

In pursuance of the BOM resolution No. 34/2014, the Central Maintenance Committee of MGMIHS held its annual review meeting at MGMIHS, Kamothe on April 13, 2024 and reviewed important cases of maintenance activities undertaken at various constituent institutions on the basis of their reports submitted upto 31.03.2024. Following members of the committee attended the meeting which was held through zoom platform:

1. Dr. Shashank D. Dalvi, Vice Chancellor- Chairperson
2. Dr. G. S. Narshetty, Dean, MGM Medical College, Navi Mumbai
3. Dr. Rajani Mullerpatan, Professor Director, MGM School of Physiotherapy, Navi Mumbai
4. Dr. Prabha K. Dasila, Director, MGM New Bombay College of Nursing, Navi Mumbai
5. Dr. Mansee Thakur, Director, MGM School of Biomedical Sciences, Navi Mumbai
6. Dr. Rinkle Malani, Principal, MGM School of Physiotherapy, Aurangabad
7. Dr. R. B. Bohra, Dean, MGM Medical College, Aurangabad
8. Mr. Mohan Chorghe- Finance Officer, MGMIHS
9. Ms. Alka, Accountant - Finance Member, MGMIHS
10. Dr. Rajesh Goel, Registrar - Member Secretary, MGMIHS.
11. Mr. Balwant Patil, Site Engineer, MGM Navi Mumbai Campus.
12. Mr. Madhukar Gaikwad, Site Engineer, MGM Aurangabad Campus.

At the outset the Hon'ble Vice Chancellor welcomed all members. The scope and purpose of reviewing maintenance activities at the MGMIHS from time to time was highlighted.

Hon'ble Vice Chancellor acknowledged the maintenance work/activities under taken at both campuses and advised to be prepared for any emergencies. He also emphasized to give highest priority to maintenance of laboratory and hospital equipment's with regards to patient safety.

Minutes of previous meeting were adopted unanimously after detailed discussion along with action taken report.

The Finance officer briefed the committee on the scrutiny outcomes of reports received from constituent colleges' up to March 31, 2024. The committee deliberated in details on these reports and expressed their satisfaction. (Enclosed in tabular formats)



MGM INSTITUTE OF HEALTH SCIENCES

(Deemed University u/s 3 of UGC Act, 1956)

Grade 'A' Accredited by NAAC

Sector-01, Kamothe, Navi Mumbai - 410 209

Tel 022-27432471, 022-27432994, Fax 022 - 27431094

E-mail : registrar@mgmuhs.com ; Website : www.mgmuhs.com

The committee expressed its satisfaction on operational aspects of the "Central Purchase System" in place at University HQ which is scrutinizing of maintenance contracts since two years as per the BOM decision. It has streamlined the various categories of maintenance like Lab/hospital Equipment's, Office items, Civil items, IT, Electric, Garden, Vehicles etc.

However, it was pointed out that some constituent units like MGM Institutes University Department of Prosthetics and Orthotics and MGM School of Pharmacy, Navi Mumbai and School of Biomedical Sciences from Aurangabad campus had not submitted their reports so far.

The following decisions were taken:

- a) At time of purchase of various equipments, the institute Heads must insist on comprehensive warranty (CMC) rather than AMC from vendors/manufacturer's, at least for a period of 3 to 5 years.
- b) Cases where the annual maintenance cost exceeds INR one lakh each on case to case basis need to be referred to the Central Committee at MGMIHS for perusal in its subsequent meeting. However, sanction and completion of all codal formalities will be the sole responsibility of the Head of the Institutes.
- c) Log books on each costly equipment be maintained, showing timely maintenance by vendors. Analysis of amount spent as maintenance/ repair to be compared with purchase cost of machinery for cost effectiveness.
- d) A certificate from the respective Head of the Institutions is required every quarterly that the CMC/AMCs of all equipments in their institute got completed on time. Any deviation needs justification with reason.

The meeting ended with vote of thanks by member secretary.

Registrar
(Member Secretary)

Dr. Rajesh B. Goel
Registrar
MGM Institute of Health Sciences
Navi Mumbai - 410209



MGM INSTITUTE OF HEALTH SCIENCES

(Deemed University u/s 3 of UGC Act, 1956)

Grade 'A' Accredited by NAAC

Sector-01, Kamothe, Navi Mumbai - 410 209

Tel 022-27432471, 022-27432994, Fax 022 - 27431094

E-mail : registrar@mgmuhs.com ; Website : www.mgmuhs.com

Copy to:

1. Dean MGM Medical Collage, Navi Mumbai
2. Dean MGM Medical Collage, Aurangabad
3. Dean MGM Medical Collage, Vashi
4. Professor Director, MGM School of Physiotherapy, Navi Mumbai
5. Principal, MGM School of Physiotherapy, Aurangabad
6. Director, MGM School of Biomedical Sciences, Navi Mumbai
7. Director, MGM New Bombay College of Nursing, Navi Mumbai
8. Principal, MGM Institutes University Department of Prosthetics and Orthotics
9. Principal, MGM School of Pharmacy, Navi Mumbai
10. Registrar, MGMIHS.
11. Finance Officer, MGMIHS.
12. In-Charge: Central Purchase Committee
13. Assistant Registrar: to include in the next BOM Meeting for information
14. P.S. Io Hon'ble Vice Chancellor

