

भारत सरकार / GOVERNMENT OF INDIA

**Most Urgent**

अटल बिहारी वाजपेयी आयुर्विज्ञान संस्थान एवं

डॉ.राम मनोहर लोहिया अस्पताल, नई दिल्ली -110001

**Maintenance and Equipment Department**

Tele: 23404357/23365515

File No. : 16-68/2021/ (M&R)/RMLH/

E-mail: cmoic-temd@rmlh.nic.in

Dated:

All the Offices, sections of DR. RML Hospital & ABVIMS PGIMER including M.S. Office/Addl MS Offices/DDA office/ All the HODs/ Dr. Incharge/ Head of the units/office superintendents are hereby requested to submit the details of total number of Computers/Desktop, Laptops, Printers, Scanners, UPS (Offline), Barcode Scanners, Konika Minolta Photocopier Machines installed in their respective department(s). This should be done both in E-mail as well as in offline mode within the particular format on urgent basis.

Name of Department/section/ward/office : - .....

S.No.	Equipment Name	Qty	Serial no. Make & Brand	Date of installation
1.	Computers/desktops			
2.	Laptops			
3.	Printers			
4.	Scanners			
5.	UPS (Offline) (600-1000VA)			
6.	Barcode Scanner			
7.	Konika Minolta Photocopier Machine			

Note: All officials are requested to submit report within 10 days from the issue of this letter in the Maintenance and Equipment department, this should be treated on urgent basis.

→ 8. Fax Machine

Dr. Niruta Sharma 3.7.21  
CMO (SAG) &  
I/C (M&R)

**Copy to:-**

PS to M.S

PS to All Addl MS

All HODs

DDA Office

All Wards

All Sections

All offices of RML & ABVIMS

E-Governance- to kindly upload the same on Hospital website