

भारतीय मानक ब्यूरो
(प्रयोगशाला मान्यता और प्रबंधन विभाग)

संदर्भ: LRMD/03

30-05-2022

विषय: अनुपालन हेतु गाइडलाइन

सभी प्रयोगशालाओं से आग्रह है कि संलग्न गाइडलाइन का अनुपालन तत्काल प्रभाव से सुनिश्चित करें।

अजय तिवारी
वैज्ञानिक- डी (एल आर एम डी)

प्रमुख (एल आर एम डी)

प्रयोगशालाओं को परिचालित

Bureau of Indian Standards
(Laboratory Recognition and Management Department)

Our Ref: LRMD/03

30-05-2022

Subject: Purchase Procedure in BIS Laboratories.

This has reference to the subject mentioned above.

All Labs may kindly ensure implementation of the attached guidelines with immediate effect.

Ajay Tewari
Scientist-D (LRMD)

Head, LRMD

Circulated to: All BIS Labs

Bureau of Indian Standards
(Laboratory Recognition and Management Department)

Our Ref: LRMD/03

30-05-2022

Subject: Purchase Procedure in BIS Laboratories.

This has reference to the procurement activity being carried out in BIS laboratories. As approved by the competent authority, BIS laboratories have to ensure the compliances to the below point in all procurement being carried out.

1. Any deviations observed in the equipment while installation may be clearly intimated to supplier through installation report and such records must necessarily be informed to Head of the laboratories on file. Any action towards taking the equipment back / major issues communicated to the equipment supplier must be done with the approval of Head of the laboratory.
2. The records of installation / deviation from technical requirement records of PDI inspection carried out are sensitive purchase documents and care must be taken to mention and communicate the issues observed clearly to the suppliers and keep such records in the concerned file.
3. No circular regarding creation of testing facilities should be issued before compliance of the technical requirements and until all validation / installation / commissioning requirements have been fulfilled by the user laboratory.
4. All BIS Laboratories have to ensure that the pre-requisite for installation of testing facilities for major equipment such as electrical lines and fittings are ready in advance to avoid delay in commissioning of testing facility.

Ajay Tewari
Scientist-D, LRMD

Head, LRMD