



Government of Jammu & Kashmir
Health & Medical Education Department
GOVERNMENT MEDICAL COLLEGE, ANANTNAG

Subject: Criteria for Physical verification of supplies received in Stores of GMC Anantnag.

Order No: 187 -GMCA (PS) of 2025

Dated: 25.11.2025

In order to ensure timely disposal of bills for supplies received in the stores of GMC Anantnag, the following criteria shall be adhered by the stores before onward submission of bills to concerned DDO's.

S.No.	Order Value of individual bill.	Verificatoin Criteria of bills.
1.	Upto 5 lakh rupees	The supplies received against such bills shall first be physically verified by the concerned HOD/Section Officer in accordance with the specifications laid down in relevant supply order. Also Store incharge and Medical Officer Stores will verify the supplies quantitatively. Proper stock entry must be made and then the bill should be submitted to concerned DDO's. for further processing.
2.	Above 5 Lakh rupees	Only those bills with an order valve exceeding 5 lakh rupees shall be put forth to Physical Verification Committee already constituted vide order No: 153-GMCA (PS) of 2024, Dated: 15-10-2024. Only after satisfactory report furnished by the verification committee the bills shall be then submitted to concerned DDO's for further processing.

Furthermore, the IT technical committee already consititueted will verify the IT related items irrespective of price ceiling of the bills.


(Prof.) Dr. Rukhsana Najeeb.
Principal/Dean

Govt. Medical College Anantnag.

No:-GMCA/Stores/2025-26/228-35

Dated:- 25/ 11 /2025

Copy to the:

1. All Heads of Departments/Officer Incharges for information and compliance
2. Chief Accounts Officer for information
3. Medical Superintendent MMABM AH GMC Anantnag for information
- 4.



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4. Dy. Medical Superintendent MCCH AH GMC Anantnag for information
5. Chairman Physical Verification Committee, GMC Anantnag.
6. Administrative Officer GMC Anantnag for information.
7. Incharge official website for uploading the same on official site of GMCA.
8. Office records.