

eBMIS User Manual

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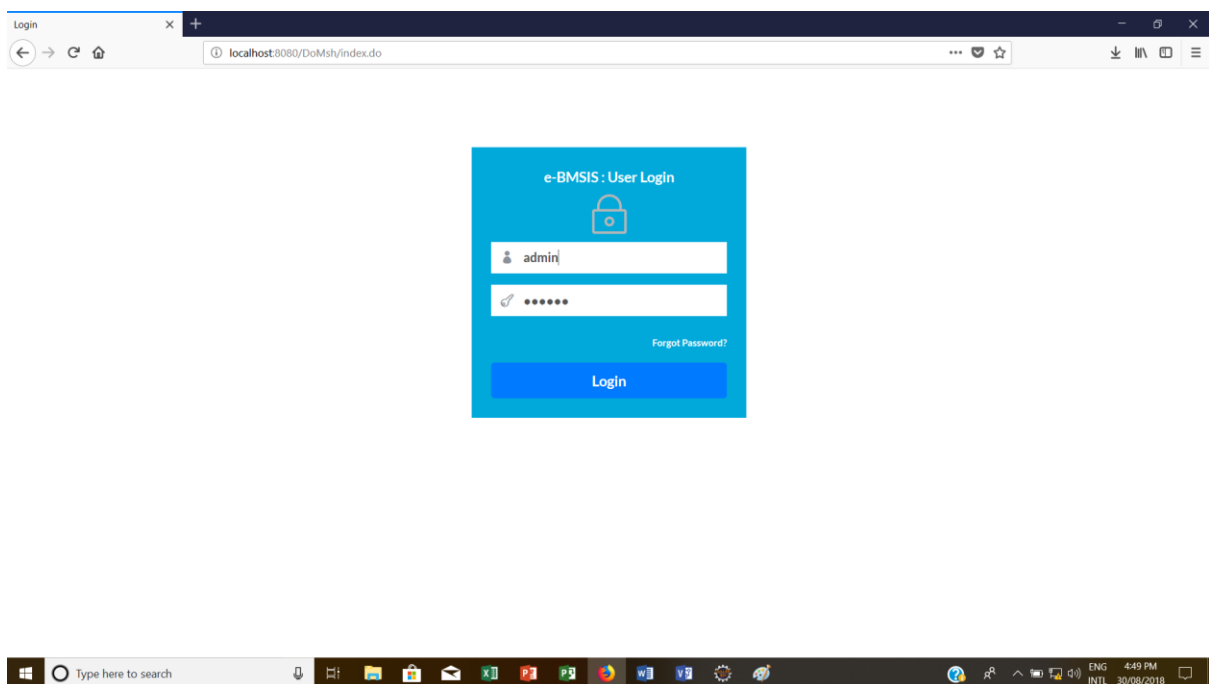
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1. Login In

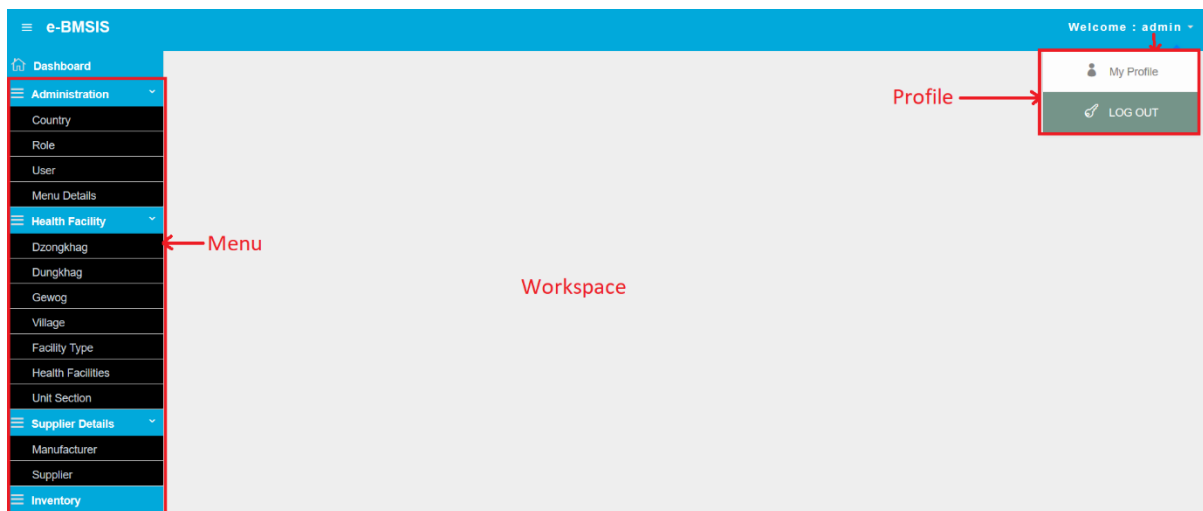
To update data or access data stored in eBMSIS, successful login is required. Upon successful login user is provided with menu as per the entitlement specified in the role of the logged in user.

1. Access eBMSIS by typing <http://e-bmsis.dmsi.gov.bt:8080/DoMShI/index.do> in the browser.
2. Login in page is provided.
3. Enter correct credentials – Username and password.



Upon successful login users are provided with the following sections:

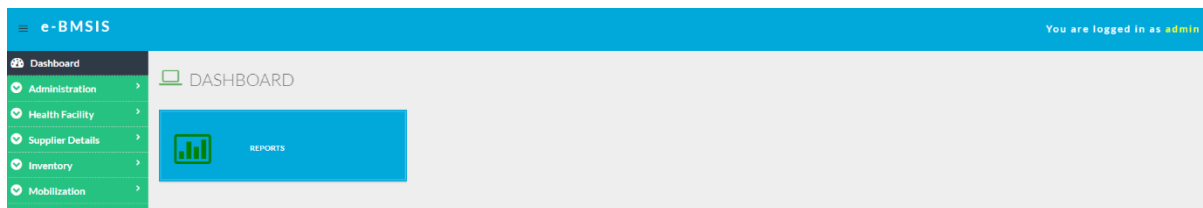
1. Menu – Menu provides all the functions that logged in user has access. Each menu item provides link to functional feature of the system.
2. Workspace – When user click menu, functional form or list of data is listed in workspace.
3. Profile – User can view profile information, change password and logout.



Menu and content in the workspace are provided based on the entitlement specified with the role of the logged in user.

2. Administrator

User with system administration role is provided with master data management and system access control management function menus. The workspace is black which is used to load forms and data list when user click on function menus in the left.



Menu options for Administrator are:

- Administration – This provides features to manage information about Countries, Roles, Users, Menu Details, Map User and Department.
- Health Facility – This provides management of data on Dzongkhags, Dungkhag, Gewog, Village, Facility Type, Health Facilities, Unit Section.
- Supplier Details – Manufacturer and Suppliers
- Inventory – Department, Category, Item Type, Unit of Measurement and Item Catalogue
- Mobilization – Notification on mobilization

2.1. Administration

Administration category of features provides option to manage data for Country, Roles, Users and assignment of menu to roles. Roles, Users and Menu features collectively provide management of eBMSIS Access Control.

2.1.1. Country

Country data is applicable to record item's country of origin, and country of registration of suppliers. Country data entered using country menu is available to users as list of values to select from. This data management is provided to System Administrators only.

1. Login by entering correct credentials – Username and Password
2. Access Country Menu: Administration → Country



When admin user access country menu, page to search existing country values using Country and Currency, and provision to add new country data is provided.

2.1.1.1. Search Country Data


User can search country data to either modify already recorded country data or check whether a country data is already recorded.

1. Enter few letters of the country name and click search button. Alternatively enter few letters of currency and click search.

2. Country Names that matches the entered letters for country or currency are listed

#	Country	Country ID	Country Code	Currency	Currency Code	Action
1	Bangladesh	3	B	Taka	Taka	 

2.1.1.2. Edit Country Records


1. Search the country record as described above
2. Click  for the record that requires data modification.
3. Already recorded data is populated in relevant fields

4. Modify the data and click **Submit** to save modified data or click **Cancel** to abort saving modified data for the selected record
5. If submitted, successfully save message is provided

Successfully modified !!

6. If cancelled, page is refreshed and data populated in relevant fields are cleared.

2.1.1.3. Make Country Record Inactive

1. Search the country record in search section
2. Click  for the record that is to be made inactive
3. Confirmation message is provided as follows

Are you sure you want to deactivate ?

OK
Cancel

4. Click **OK** to confirm record inactivate action or **Cancel** to abort record inactivate action.

2.1.1.4. New Country

New country data is required to be entered if items have country of origin not recorded already or items are procured from countries not recorded already. To add new country data:

1. Scroll (if required) to Add New Country Section of the page provided when user access Country menu (Administration → Country).

Add New Country

Country <input style="width: 90%;" type="text"/>	Country Code <input style="width: 90%;" type="text"/>
Currency <input style="width: 90%;" type="text"/>	Currency Code <input style="width: 90%;" type="text"/>

Submit
Cancel

2. Enter required country data:
 - a. Country – Name of Country to be recorded (e.g. Bhutan)
 - b. Country Code – Code for the Country to be recorded (e.g. BH)
 - c. Currency – Currency of the country to be recorded (e.g. Ngultrum)
 - d. Currency Code – Currency Symbol or Code (e.g. Nu.)
3. After entering required data click **Submit** to save new country record or **Cancel** to abort saving new country record.
4. If Submitted, successfully saved message is provided

Successfully saved !!

5. If cancelled, entered data is cleared from the fields

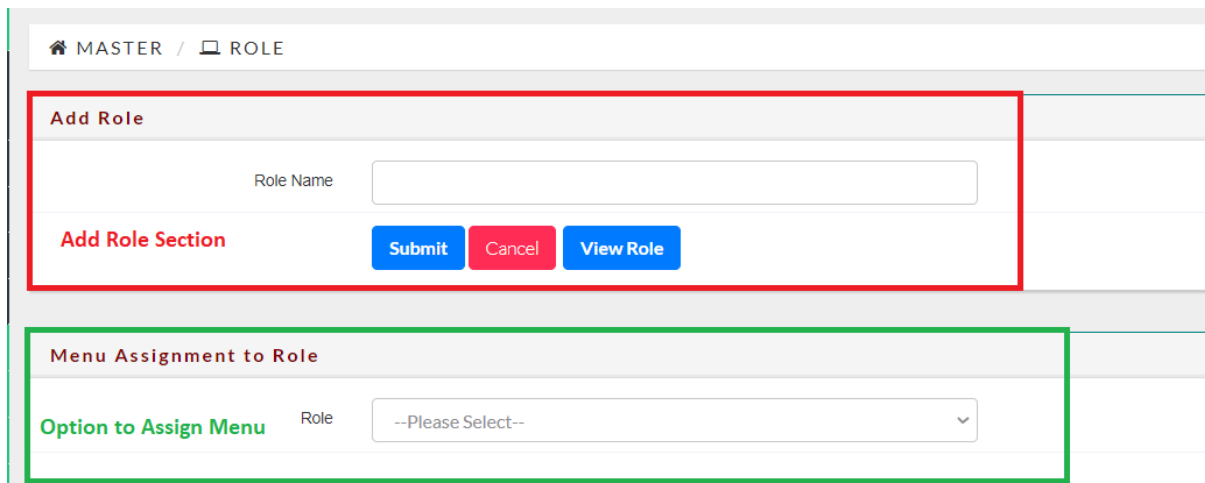
2.1.2. Roles

Roles are managed from the Roles menu. The Role menu provides options to view existing roles, create new role, menu assignment to new role and modify menu assignment for existing roles.

1. Login by entering correct credentials – Username and Password
2. Access Country Menu: Administration → Role

Following page is provided.

2.1.2.1. New Role

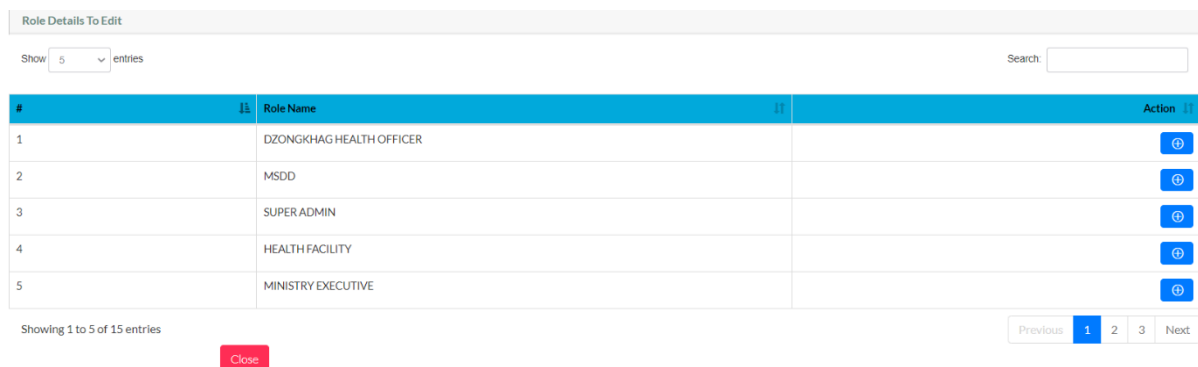


To add new role, enter the Role Name in the Text Box and **Submit** to save new role or **Cancel** to abort saving new role.

After entering the new role name proceed to Menu Assignment.

2.1.2.2. View and Edit Roles

To view existing roles click **View Role**. Existing Roles are listed.




#	Role Name	Action
1	DZONGKHAG HEALTH OFFICER	
2	MSDD	
3	SUPER ADMIN	
4	HEALTH FACILITY	
5	MINISTRY EXECUTIVE	

To view more number of entries on the page change the number in **Show 5 entries**. The number of entries will change accordingly. To search any entry on the page use search feature

Search:

To navigate to different pages use pagination option

Previous **1** **2** **3** **Next**


To edit the role name, click on . Role name is populated on the Role Name Field that can be Modified.

Add Role

Role Name:

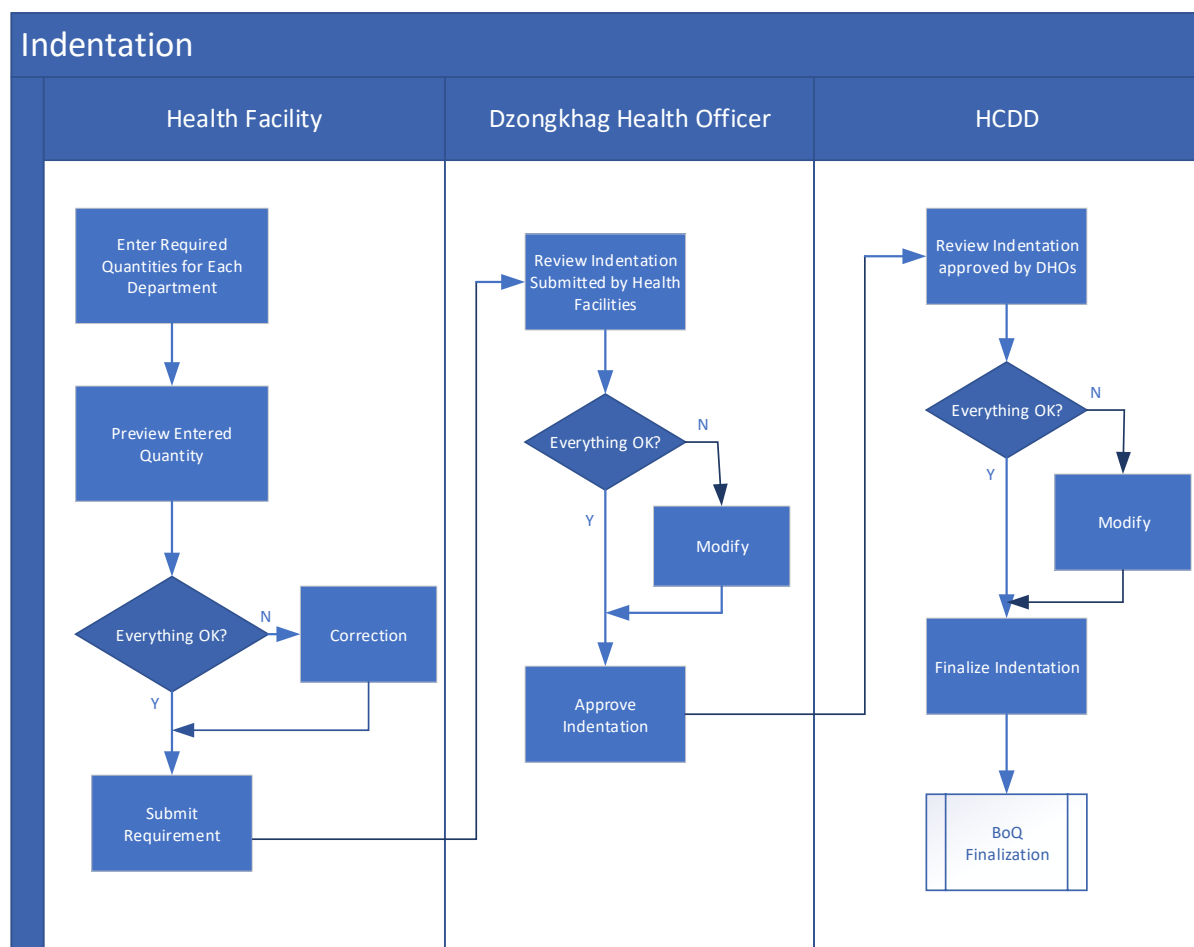
Role Details To Edit

Show: entries Search:

#	Role Name	Action
1	DZONGKHAG HEALTH OFFICER	

3. Indentation Management

Annual indentation management involves submission of requirement by the health facilities followed by review by Dzongkhag Health Officers, then review and finalization by HCDD. Annual indentation is as depicted below.



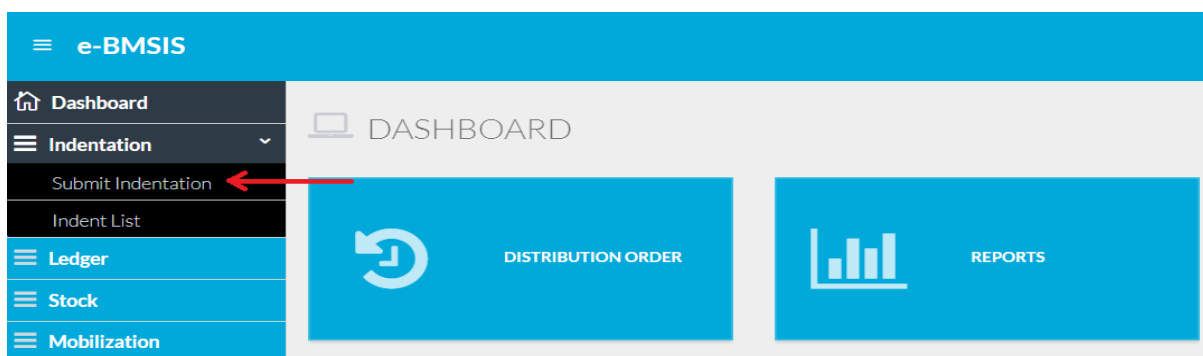
3.1. Health Facilities Activities

3.1.1. Indent Submission

Health Facility users are required to do the following activities to submit indentation every fiscal year.

- Access the system with appropriate URL
- Login in using provided credentials
- Access Indentation Menu in the left
- Enter required Quantities for Each Department
- Preview the entered requirement
- If everything is OK, submit the requirement
- If changes required then make changes in the preview page and submit

1. After successful login, click on **the Indentation → Submit Indentation** menu as shown below.



Indentation menu will be available only during the indentation period. Once the indentation period closes, indentation menu will not be seen in the system. Users are required contact system administrator in case of such situation.

2. When user clicks on the Submit Indentation menu, indentation submission page is displayed on the workspace area as below.

The screenshot shows the 'INDENTATION' form. It has a header 'TRANSACTION / INDENTATION'. Below it, there is a section 'Indent' with four dropdown menus: 'Fiscal Year *', 'Department *', 'Category', and 'Item Type'. Each dropdown menu has a '--Please Select--' option. At the bottom of the form, there is a blue button labeled 'Indent'.

3. User is required to select Fiscal Year and Department to proceed with creation of indentation. Fiscal Year is the year for which indentation is to be created and submitted. Department is to filter the items as per the Department. It is the item Department. Category is the item category under a Department. Item Type is type of item. Department, Category and Item Type is specified during item catalogue management. Select Fiscal Year and Department and click **Indent** button. Fiscal Year and Department are mandatory whereas Category and Item Type are optional.

3.1.If the selected Department is Drugs, then following indentation form is provided

Annual Drug Indent for (District Hospital) : Damphu Hospital

#	Item Generic Name	VEN	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Qty. required for (Next Fiscal)	Remarks
1	2FDC (Isoniazid 60mg + Rifampicin 60mg) tab	V	0	0	0	0	0	0	0	0	0	0	0	0	
2	2FDC (Rifampicin 150mg + Isoniazid 75mg) tab	V	0	0	0	0	0	0	0	0	0	0	0	0	
3	2FDC Paed. (Isoniazid 50mg + Rifampicin 75mg) tab	V	0	0	0	0	0	0	0	0	0	0	0	0	
4	3FDC (Rifampicin 150mg + Isoniazid 75mg + Ethambutol 275) tab	V	0	0	0	0	0	0	0	0	0	0	0	0	

- VEN is the VEN classification of the drug item
- Dec – Oct column shows the monthly consumption of the item in the health centre
- Qty. required for Next Fiscal is the forecasted quantity based on the WHO formula
- Remarks – remarks / reasons for indenting quantity different than the forecasted quantity

3.2.If the selected Department is other than Drugs, following indentation form is provided:

- Item Specification – Name / description / specification of the item. Information displayed is as per the data recorded in item catalogue.
- Pack Size – how the item is packed and counted
- Qty. Indented (Current Fiscal) – previous indented quantity of the item
- Qty. Received (current fiscal) – quantity received in the current fiscal year
- Current Stock Balance – Quantity available in stock with the health facility
- Average Monthly Use (AMU) – Average Monthly usage of the item

Annual Non Drug Indent for (District Hospital) : Damphu Hospital

#	Item Specification	Pack Size	Qty- Indented (current fiscal)	Qty- Received (current fiscal)	Current Stock Balance	Average Monthly Use	Total Qty for past year	Qty-Required for (next fiscal)	Remarks
1	15 mm pediatric breathing circuit : 100 cm, 22F-22F ventilator connections, Y piece port, 90° angled elbow with capno port, 22M/15F patient connections, sterile. (PP/PE material), should have extension tube for reservoir bag connection	Set	0	0	0	0	0		
2	22 mm adult breathing circuit : Corrugated, flexible and lightweight tubing, 150 cm, 22F-22F ventilator connections, parallel Y piece ports, 90°angled elbow with capno port, 22M/15F patient connections, straight connector 22M-22M/19F, sterile (PP/PE material), should have extension tube for reservoir bag connection	Set	0	0	0	0	0		
3	Adult nebulizer mask kit : Facemask with adjustable nose clip, head strap, nebulizer chamber with 2 meter tubing.	Set	0	0	0	0	0		
4	AED-Automatic External Defibrillator : Fully automatic, L+B11CD screen, Electrodes pads for adult and pediatric patients, Battery powered with alternate AC adapter, Compact unit. Voice prompt instruction- check airway, apply pad, etc. (should supply 10nos of pacing pads each with the AED) Power supply: 220-240V. Power cord with round 3 pin top	Set	0	0	0	0	0		

- Total Quantity for past year – the total quantity of the past year used by the health facility of the logged in user.
- Qty. Required for (next fiscal) – quantity of the item to be indented for next fiscal year
- Remarks – any additional information in relation to the indentation for the item.

4. Enter the required quantity for the items.

Annual Non Drug Indent for (District Hospital) : Damphu Hospital									
#	Item Specification	Pack Size	Qty- Indented (current fiscal)	Qty- Received (current fiscal)	Current Stock Balance	Average Monthly Use	Total Qty for past year	Qty-Required for (next fiscal)	Remarks
1	15 mm pediatric breathing circuit : 100 cm, 22F-22F ventilator connections, Y piece port, 90° angled elbow with capno port, 22M/15F patient connections, sterile, (PP/PE material), should have extension tube for reservoir bag connection	Set	0	0	0	0	0	<input type="text" value="23"/>	this is test
2	22 mm adult breathing circuit : Corrugated, flexible and lightweight tubing, 150 cm, 22F-22F ventilator connections, parallel Y piece ports, 90° angled elbow with capno port, 22M/15F patient connections, straight connector 22M-22M/19F, sterile (PP/PE material), should have extension tube for reservoir bag connection	Set	0	0	0	0	0	<input type="text" value="21"/>	this is test
3	Adult nebulizer mask kit : Facemask with adjustable nose clip, head strap, nebulizer chamber with 2 meter tubing.	Set	0	0	0	0	0	<input type="text" value="3"/>	this is test
4	AED-Automatic External Defibrillator : Fully automatic, L+B11CD screen, Electrodes pads for adult and pediatric patients, Battery powered with alternate AC adapter, Compact unit. Voice prompt instruction- check airway, apply pad, etc. (should supply 10nos of pacing pads each with the AED) Power supply: 220-240V. Power cord with round 3 pin top	Set	0	0	0	0	0	<input type="text" value="5"/>	this is test

Remarks is mandatory to ensure that all the items are reviewed and correct quantity is recorded. If the certain items are not required, then the quantity for those items should be made zero (0). In certain cases, some items may have been in use in the past but may not be required in future. Such cases forecasted quantity will be greater than 0 which needs to be modified to 0.

If remarks is not made mandatory then sometimes users may omit items unintentionally overlook items leading to incorrect indentation. Most easy way to record remarks is to type “OK”.

5. Enter information for required items and click **Partially Save / Preview** located at the bottom of the page. User can record indentation for some items and move ahead. When user access the indentation page later, those items already recorded will not be listed.

100	Tube exchanger with markings and port for oxygenation adult	Piece	0	0	0	0	0	<input type="text" value="5"/>	this is test
101	Tube exchanger with markings and port for oxygenation pediatric	Piece	0	0	0	0	0	<input type="text" value="10"/>	this is test
102	Vital Sign Monitor: Standard Configuration- NIBP and SPO2, adult and pediatric sensor probe. Power supply: AC 220-240V. Power cord with round 3 pin top	1	0	0	0	0	0	<input type="text" value="15"/>	this is test
									Partially Save / Preview

6. When user click **Partially Save / Preview** button, a confirmation message box is provided. Click **OK** to proceed with recording the indentation or click **Cancel** if user is not confident with the entered information.

6.1. If user click **OK** then list of items for which indentation was entered is provided for review and correction (if required).

Annual Non Drug Indent for (District Hospital) : Damphu Hospital

#	Item Specification	Pack Size	Qty- Indented (current fiscal)	Qty- Received (current fiscal)	Current Stock Balance	Average Monthly Use	Total Qty for past year	Qty-Required for (next fiscal)	Remarks
1	Adult nebulizer mask kit : Facemask with adjustable nose clip, head strap, nebulizer chamber with 2 meter tubing.	Set	0	0	0	0	0	3	this is test
2	Tube exchanger with markings and port for oxygenation pediatric	Piece	0	0	0	0	0	10	this is test
3	Vital Sign Monitor: Standard Configuration- NIBP and SPO2, adult and pediatric sensor probe. Power supply: AC 220-240V. Power cord with round 3 pin top	1	0	0	0	0	0	15	this is test
4	15 mm pediatric breathing circuit : 100 cm, 22F-22F ventilator connections, Y piece port, 90° angled elbow with capno port, 22M/15F patient connections, sterile. (PP/PE material), should have extension tube for reservoir bag connection	Set	0	0	0	0	0	23	this is test
8	Tube exchanger with markings and port for oxygenation adult	Piece	0	0	0	0	0	5	this is test

Submit

Please note that the button at bottom is **Submit**.

- If the user clicks **Cancel** for the confirmation message box, then user will remain in the entry page of the indentation.
- Review the indentation information, modify if required and click **Submit** to save the indentation. The indentation will not be saved if this step is not complete. Indentation record will remain in partially save state.

8	Tube exchanger with markings and port for oxygenation adult	Piece	0	0	0	0	0	5	this is test
---	---	-------	---	---	---	---	---	---	--------------

Submit

- When user clicks **Submit** button, confirmation message box is provided. Click **OK** to confirm the indentation or click **Cancel** to abort saving the indentation. If user clicks **Cancel** then indentation remains in partially saved state.

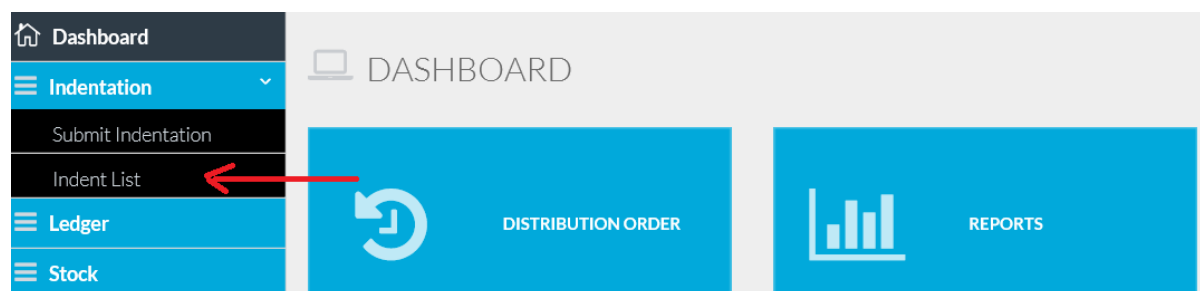
Submitted Indentations are listed on respective DHO user's **Dashboard → Indentation Box** or **Indentation → Review Indentation Menu**.

Indentations submitted by the Regional Referral Hospitals and National Referral Hospitals are not routed to DHO for review and approval. These indentations are directly routed to HCDD for review and finalization.

3.1.2. View Indentation List

Health facility user can view the list of indentation submitted in previous fiscal years. To view the list of previous indentations user is required to process as follows:

- User can access the Indent List as **Indentation → Indent List**.



- When user access the Indent List function, system provides interface as below.

REPORTS / INDENTATION DETAILS

Indentation Details

Fiscal Year * Department * [View](#)

User is required to select Fiscal Year for which he / she intends to view the indentation for and then select the Department to list the items as per Department. Both Fiscal Year and Department are mandatory fields.

3. Select Fiscal Year and Department from the list and click **View**. Indent Details for selected Fiscal Year and Department is list as shown below.

REPORTS / INDENTATION DETAILS

Indentation Details

Fiscal Year * Department * [View](#)

#	Item	VEN / Pack Size	HF Qty.	DHO Qty.	HCDD Qty.	Remarks	Status
1	15 mm pediatric breathing circuit : 100 cm, 22F-22F ventilator connections, Y piece port, 90° angled elbow with capno port, 22M/15F patient connections, sterile. (PP/PE material), should have extension tube for reservoir bag connection	Set	2	2	2	n	Approved & Finalized BoQ
2	22 mm adult breathing circuit : Corrugated, flexible and lightweight tubing, 150 cm, 22F-22F ventilator connections, parallel Y piece ports, 90° angled elbow with capno port, 22M/15F patient connections, straight connector 22M-22M/19F, sterile (PP/PE material), should have extension tube for reservoir bag connection	Set	2	2	2	n	Approved & Finalized BoQ
3	Adult nebulizer mask kit : Facemask with adjustable nose clip, head strap, nebulizer chamber with 2 meter tubing.	Set	20	20	20	n	Approved & Finalized BoQ
4	AED-Automatic External Defibrillator : Fully automatic, L+B11CD screen, Electrodes pads for adult and pediatric patients. Battery powered with alternate AC adapter	Set	1	1	1	n	Approved & Finalized BoQ

- Item is the name (and specification) of the item
- VEN / Pack Size is to display VEN classification for Drugs and Pack Size for non-drug items.
- HF Qty is the quantity requested by the Health facility
- DHO Qty is the quantity approved by DHO
- HCDD Qty is the quantity approved by HCDD
- Remarks is the additional information captured during submission of indent
- Status shows the status of indentation like submitted by Health Facility, Reviewed and Approved by DHO, reviewed and approved by HCDD, finalized Indent, BoQ generated.

3.2. DHO Activities

Once the Health Facility user submits the indentation after preview, the submitted indentations are list in the workspace of District Health Officer (DHO). DHO is required to review and approve the indentation submitted by the health facilities. When DHO successfully login, following page is provided.

DASHBOARD

Out of Stock Item Lists (For All Health Facility)

Show 5 entries

#	Health Facility	Department	Item Name	Out of Stock Date
1	Barshong	Drugs	Adrenaline 1mg/ml, inj (1ml)	03-07-2018
2	Barshong	Drugs	Diazepam 5mg/ml, inj (2ml)	03-07-2018
3	Barshong	Drugs	Paracetamol 125mg/5ml, syrup (60ml)	03-07-2018
4	Barshong	Drugs	Phenobarbitone 30mg Tab	03-07-2018
5	Barshong	Drugs	Purified verocell rabies vaccine (PVRV)	03-07-2018

Showing 1 to 5 of 79 entries

Previous 1 2 3 4 5 ... 16 Next

3.2.1. Indentation Review

Indentations submitted by the health facilities in the Dzongkhag are indicated in the Indentation Box. The number in the box indicate the number of health facilities that have submitted the indentation. The number is reflected once the health facilities start submission of indentation.

DASHBOARD

DISTRIBUTION ORDER

1 INDENTATION

REPORTS

To review and approve the indentation submitted by the health facilities, DHO user is required to complete the following tasks in the system.

1. Access the submitted indentations in the system
 - 1.1. Click on the Indentation Box – User can navigate to the submitted indentation list by clicking the Indentation Box. Refer box with red boundary above. Indentation box is on the workspace.
 - 1.2. Access Review Indentation Menu as **Indentation → Review Indentation**.

When user access the indentation list using any of the above approach, submitted indentation list is provided as follows.

INDENTATION / REVIEW INDENTATION

List Of Pending Indentation

#	Health Facility Type	Health Facility Name	Submission Date	Submitted By	Action
1	Basic Health Unit Grade II	Tsirangtoe	2018-11-15	tsirangtoe	View Details
2	District Hospital	Damphu Hospital	2018-11-15	harikafley	View Details

2. To review the indentations submitted by the health facilities, DHO user is required to click **View Details** link.

List Of Pending Indentation					
#	Health Facility Type	Health Facility Name	Submission Date	Submitted By	Action
1	Basic Health Unit Grade II	Tsirangtoe	2018-11-15	tsirangtoe	View Details
2	District Hospital	Damphu Hospital	2018-11-15	harikafley	View Details

3. When user click **View Details**, option to select Department and Category is provided.

Department * Category

4. Select the Department and Category. Department will provide list of only those departments for which indentation is submitted. Other Departments will not be listed. Category will have list of categories under selected Departments.

Department * Category

- Branded
- CT/MRI
- EDL
- Essential Medicine
- Haemodialysis
- ICU
- Malarial Global Fund
- Malarial GOI
- Named Patient
- Supplied in Kind

5. After selecting Department and Category click **Review**. List of indented items under selected Department and Category is provided with details of item, past year's quantity, requested quantity and remarks.

#	Item Specification	Pack Size	Total Qty for past year	Qty-Required for (next fiscal)	Remarks
1	AED-Automatic External Defibrillator : Fully automatic, L+B11CD screen, Electrodes pads for adult and pediatric patients, Battery powered with alternate AC adapter, Compact unit. Voice prompt instruction- check airway, apply pad, etc. (should supply 10nos of pacing pads each with the AED) Power supply: 220-240V. Power cord with round 3 pin top	Set	0	<input type="text" value="5"/>	<input type="text" value="this is test"/>
7	Adult nebulizer mask kit : Facemask with adjustable nose clip, head strap, nebulizer chamber with 2 meter tubing.	Set	0	<input type="text" value="3"/>	<input type="text" value="this is test"/>
8	22 mm adult breathing circuit : Corrugated, flexible and lightweight tubing, 150 cm, 22F-22F ventilator connections, parallel Y piece ports, 90°angled elbow with capno port, 22M/15F patient connections, straight connector 22M-22M/19F, sterile (PP/PE material), should have extension tube for reservior bag connection	Set	0	<input type="text" value="21"/>	<input type="text" value="this is test"/>

DHO user have the privilege to modify the indentation details if required. Qty. Required for next fiscal and Remarks are editable fields.

6. Modify the indentation details (if required) and click **Submit**.

8 22 mm adult breathing circuit : Corrugated, flexible and lightweight tubing, 150 cm, 22F-22F ventilator connections, parallel Y piece ports, 90°angled elbow with capno port, 22M/15F patient connections, straight connector 22M-22M/19F, sterile (PP/PE material), should have extension tube for reservior bag connection

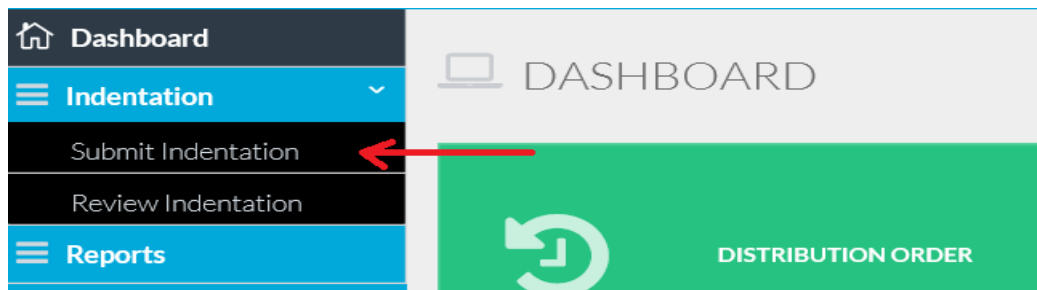
Set 0

7. When user click **Submit** successfully submitted message is provided in Green. Once the DHO user verify and submit the indentations, they are listed in HCDD user's Dashboard.

3.2.2. New Indentation Submission

New indent submission is optional feature for DHOs to create indentation on behalf of any health facility in the Dzongkhag. To create new indentation on health facility's behalf DHO is required to execute following steps:

1. Access New Indent creation feature as **Indentation** → **Submit Indentation** menu.



The menu provides functionality to start new indentation creation and submission processes. Following page is provided.

A screenshot of a web form titled 'TRANSACTION / INDENTATION'. Below the title is a sub-header 'Indent'. The form contains five dropdown menus arranged in two rows. The first row has 'Fiscal Year' and 'Department', both marked with a red asterisk and a dropdown arrow. The second row has 'Category' and 'Item Type', both with dropdown arrows. The third row has 'Health Facility', marked with a red asterisk and a dropdown arrow. At the bottom left of the form is a blue button labeled 'Indent'.

- Fiscal Year is the fiscal year for which the indentation is to be created.
- Department is the item department.
- Category is the item category under the selected department.
- Item Type is the type of item under selected category
- Health Facility is the health facility for which indentation is to be created. Only health facilities in the Dzongkhag of logged in user are listed.

Fiscal Year, Department and Health Facility are mandatory fields.

2. Select Fiscal Year, Department and Health Facility and click **Indent**. Category and Item Type are optional. User may decide to select Category and item Type to filter the item list. Based on the selected parameters, items will be listed as follows:
 - 2.1. If the selected Department is Drugs, then following indentation form is provided

Annual Drug Indent for (District Hospital) : Damphu Hospital															
#	Item Generic Name	VEN	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Qty. required for (Next Fiscal)	Remarks
1	2FDC (Isoniazid 60mg + Rifampicin 60mg) tab	V	0	0	0	0	0	0	0	0	0	0	0	0	
2	2FDC (Rifampicin 150mg + Isoniazid 75mg) tab	V	0	0	0	0	0	0	0	0	0	0	0	0	
3	2FDC Paed. (Isoniazid 50mg + Rifampicin 75mg) tab	V	0	0	0	0	0	0	0	0	0	0	0	0	
4	3FDC (Rifampicin 150mg + Isoniazid 75mg + Ethambutol 275) tab	V	0	0	0	0	0	0	0	0	0	0	0	0	

- VEN is the VEN classification of the drug item
- Dec – Oct column shows the monthly consumption of the item in the health centre
- Qty. required for Next Fiscal is the forecasted quantity based on the WHO formula
- Remarks – remarks / reasons for indenting quantity different than the forecasted quantity

2.2. If the selected Department is other than Drugs, following indentation form is provided:

- Item Specification – Name / description / specification of the item. Information displayed is as per the data recorded in item catalogue.
- Pack Size – how the item is packed and counted
- Qty. Indented (Current Fiscal) – previous indented quantity of the item
- Qty. Received (current fiscal) – quantity received in the current fiscal year
- Current Stock Balance – Quantity available in stock with the health facility
- Average Monthly Use (AMU) – Average Monthly usage of the item

Annual Non Drug Indent for (District Hospital) : Damphu Hospital									
#	Item Specification	Pack Size	Qty- Indented (current fiscal)	Qty- Received (current fiscal)	Current Stock Balance	Average Monthly Use	Total Qty for past year	Qty-Required for (next fiscal)	Remarks
1	15 mm pediatric breathing circuit : 100 cm, 22F-22F ventilator connections, Y piece port, 90° angled elbow with capno port, 22M/15F patient connections, sterile. (PP/PE material), should have extension tube for reservior bag connection	Set	0	0	0	0	0		
2	22 mm adult breathing circuit : Corrugated, flexible and lightweight tubing, 150 cm, 22F-22F ventilator connections, parallel Y piece ports, 90°angled elbow with capno port, 22M/15F patient connections, straight connector 22M-22M/19F, sterile (PP/PE material), should have extension tube for reservior bag connection	Set	0	0	0	0	0		
3	Adult nebulizer mask kit : Facemask with adjustable nose clip, head strap, nebulizer chamber with 2 meter tubing.	Set	0	0	0	0	0		
4	AED-Automatic External Defibrillator : Fully automatic, L+B11CD screen, Electrodes pads for adult and pediatric patients, Battery powered with alternate AC adapter, Compact unit. Voice prompt instruction- check airway, apply pad, etc. (should supply 10nos of pacing pads each with the AED) Power supply: 220-240V. Power cord with round 3 pin top	Set	0	0	0	0	0		

- Total Quantity for past year – the total quantity of the past year used by the health facility of the logged in user.
- Qty. Required for (next fiscal) – quantity of the item to be indented for next fiscal year
- Remarks – any additional information in relation to the indentation for the item.

3. Enter the required quantity for the items.

Annual Non Drug Indent for (District Hospital) : Damphu Hospital

#	Item Specification	Pack Size	Qty- Indented (current fiscal)	Qty- Received (current fiscal)	Current Stock Balance	Average Monthly Use	Total Qty for past year	Qty-Required for (next fiscal)	Remarks
1	15 mm pediatric breathing circuit : 100 cm, 22F-22F ventilator connections, Y piece port, 90° angled elbow with capno port, 22M/15F patient connections, sterile, (PP/PE material), should have extension tube for reservoir bag connection	Set	0	0	0	0	0	<input type="text" value="23"/>	<input type="text" value="this is test"/>
2	22 mm adult breathing circuit : Corrugated, flexible and lightweight tubing, 150 cm, 22F-22F ventilator connections, parallel Y piece ports, 90° angled elbow with capno port, 22M/15F patient connections, straight connector 22M-22M/19F, sterile (PP/PE material), should have extension tube for reservoir bag connection	Set	0	0	0	0	0	<input type="text" value="21"/>	<input type="text" value="this is test"/>
3	Adult nebulizer mask kit : Facemask with adjustable nose clip, head strap, nebulizer chamber with 2 meter tubing.	Set	0	0	0	0	0	<input type="text" value="3"/>	<input type="text" value="this is test"/>
4	AED-Automatic External Defibrillator : Fully automatic, L+B11CD screen, Electrodes pads for adult and pediatric patients, Battery powered with alternate AC adapter, Compact unit. Voice prompt instruction- check airway, apply pad, etc. (should supply 10nos of pacing pads each with the AED) Power supply: 220-240V. Power cord with round 3 pin top	Set	0	0	0	0	0	<input type="text" value="5"/>	<input type="text" value="this is test"/>

Remarks is mandatory to ensure that all the items are reviewed and correct quantity is recorded. If the certain items are not required, then the quantity for those items should be made zero (0). In certain cases, some items may have been in use in the past but may not be required in future. Such cases forecasted quantity will be greater than 0 which needs to be modified to 0.

If remarks field is not made mandatory then sometimes users may omit items unintentionally overlook items leading to incorrect indentation. Most easy way to record remarks is to type “OK”.

4. Enter information for required items and click **Submit** located at the bottom of the page. User can record indentation for some items and move ahead. When user access the indentation page later, those items already recorded will not be listed.

100	Tube exchanger with markings and port for oxygenation adult	Piece	0	0	0	0	0	<input type="text" value="30"/>	<input type="text" value="this is test"/>
101	Tube exchanger with markings and port for oxygenation pediatric	Piece	0	0	0	0	0	<input type="text" value="45"/>	<input type="text" value="this is test"/>
102	Vital Sign Monitor: Standard Configuration- NIBP and SPO2, adult and pediatric sensor probe. Power supply: AC 220-240V. Power cord with round 3 pin top	1	0	0	0	0	0	<input type="text" value="20"/>	<input type="text" value="this is test"/>

Submit

5. When user click **Submit** button, a confirmation message box is provided. Click **OK** to proceed with recording the indentation or click **Cancel** if user is not confident with the entered information.

5.1. If user click **OK** then successful submission of indentation is provided.

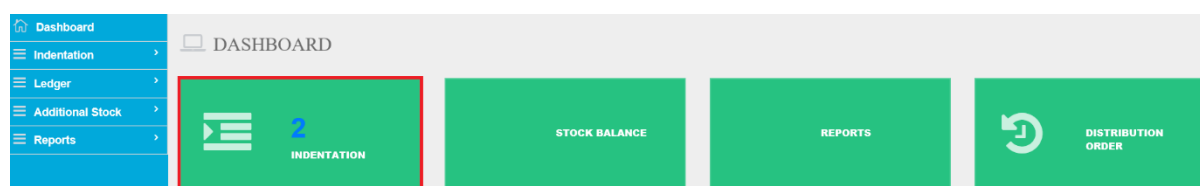
5.2. If the user clicks **Cancel** for the confirmation message box, then user will remain in the entry page of the indentation.

When DHO user submits the Indentation for each health facility, submitted indentations are listed in Indentation Box on HCDD user’s Dashboard.

3.3. HCDD Activities

Once the DHO user complete review and submission of indentation, HCDD can review the indentation and finalize the indentation. HCDD user has the privilege to modify the indentation

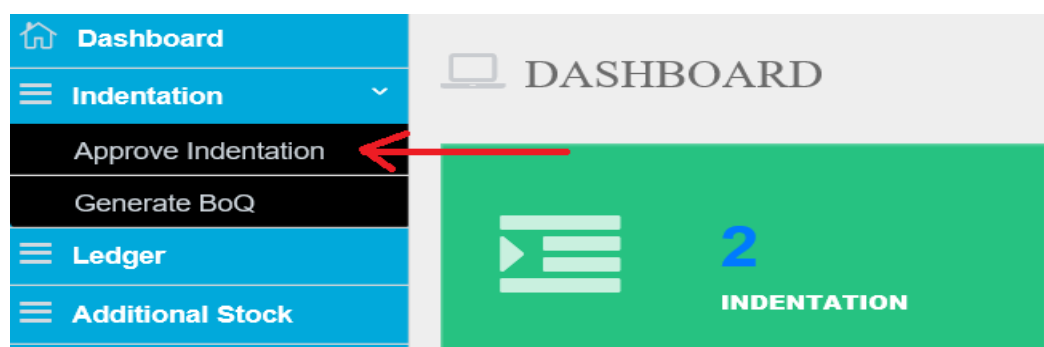
details if there are any issues with the indentation submitted by the health facilities. Indentations reviewed and submitted by the DHOs are shown in the Indentation Box on Dashboard. The Number indicates the number of Dzongkhags that have submitted the indentations.



3.3.1. Approve Indentations

HCDD user is required to process as follows to approve the indentations.

1. Access the submitted indentations in the system
 - 1.1. Click on the Indentation Box – User can navigate to the submitted indentation list by clicking the Indentation Box. Refer box with red boundary above. Indentation box is on the workspace.
 - 1.2. Access Review Indentation Menu as **Indentation → Approve Indentation**.



2. When user access indentation list using either of the above approach, list of indentations from different Dzongkhags is provided as below.

List Of Pending Indentation						
Fiscal Year *		--Please Select--	<input type="button" value="Search"/>			
#	Dzongkhag	No. of Health Facilities	Reviewed By	Reviewed Date	Action	<input type="checkbox"/> Select All
1	Tsirang	2	tsirangdho	15/11/2018	View <input type="checkbox"/>	
2	Chhukha	1	chukhadho	15/11/2018	View <input type="checkbox"/>	

- Fiscal Year selected to review indentations of any fiscal year.
 - Dzongkhag is the list of Dzongkhags that have submitted the indentations. Once all the Dzongkhags submit the indentations, all 20 Dzongkhags will be listed.
 - No. of Health Facilities shows the Number of health facilities that have submitted indentations from the Dzongkhag
 - Reviewed by is the DHO user who reviewed the indents submitted by health facilities
 - Reviewed Date is latest date when the DHO user reviewed indents. DHO user may review different Category or Department at different time.
3. To view the details of indents from health facilities user is required to click **View** link.

3.1. When user click **View** line provision to search indents is provided as shown below.

Search Pending Indentation

Health Facility *

Department * Category

Review

- Health Facility – list of health facilities that have submitted indents from the selected Dzongkhag.
- Department – list of Item Department for which the selected Health Facility has submitted the indents. The indents should be reviewed and submitted by DHO user of the Dzongkhag.
- Category – list the Item Categories under selected Department.

3.2. Select the health facility and Department and click **Review** button. User can also select category to further organize the item list.

3.3. When user click **Review** button, indented items are listed as follows:

Annual Non Drug Indent for (Basic Health Unit Grade II) : Barshong					
#	Item Specification	Pack Size	Total Qty for past year	Qty-Required for (next fiscal)	Remarks
1	Adult nebulizer mask kit : Facemask with adjustable nose clip, head strap, nebulizer chamber with 2 meter tubing.	Set	0	<input type="text" value="1"/>	<input type="text" value="n"/>
2	Oropharyngeal Airway : Size: 0	Piece	0	<input type="text" value="1"/>	<input type="text"/>
22	Tube exchanger with markings and port for oxygenation pediatric	Piece	0	<input type="text" value="45"/>	<input type="text" value="this is test"/>
23	Vital Sign Monitor: Standard Configuration- NIBP and SPO2, adult and pediatric sensor probe. Power supply: AC 220-240V. Power cord with round 3 pin top	1	0	<input type="text" value="20"/>	<input type="text" value="this is test"/>

Submit

- Item Specification is the name (and specification) of the item.
- Pack Size is the measurement unit / packing approach of the item.
- Total Qty for past year is the quantity approved for the current year.
- Qty Required for (next year) is the requested quantity for next year.
- Remarks is any additional information on the requested quantity

Qty Required for (next fiscal) and Remarks fields are editable.

4. Review the requested quantity and remarks. If modification is required, make required changes and click **Submit** button.

72	X-ray lead apron with thyroid collar- flexible	Piece	0	<input type="text" value="1"/>	<input type="text" value="n"/>
73	ZnOE cement, powder & liquid set	Set	0	<input type="text" value="1"/>	<input type="text" value="n"/>

Submit

5. Successfully saved message is provided.

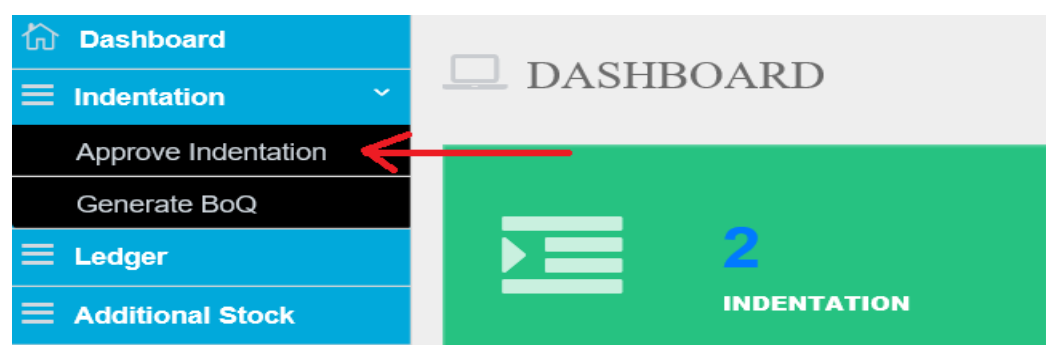
3.3.2. Finalize Indents

After proper review and approval of indents submitted by health facilities, HCDD user can finalize the indentations. To finalize the indents, HCDD user is required to process as follows:

1. Access the submitted indentations in the system

1.1. Click on the Indentation Box – User can navigate to the submitted indentation list by clicking the Indentation Box.

1.2. Access Review Indentation Menu as **Indentation → Approve Indentation**.



2. When user access indentation list using either of the above approach, list of indentations from different Dzongkhags is provided as below.

List Of Pending Indentation						
Fiscal Year *		--Please Select--	<input type="button" value="Search"/>			
#	Dzongkhag	No. of Health Facilities	Reviewed By	Reviewed Date	Action	<input type="checkbox"/> Select All
1	Tsirang	2	tsirangdho	15/11/2018	View	<input type="checkbox"/>
2	Chhukha	1	chukhadho	15/11/2018	View	<input type="checkbox"/>
						<input type="button" value="Finalize"/>

- Fiscal Year selected to review indentations of any fiscal year.
- Dzongkhag is the list of Dzongkhags that have submitted the indentations. Once all the Dzongkhags submit the indentations, all 20 Dzongkhags will be listed.
- No. of Health Facilities shows the Number of health facilities that have submitted indentations from the Dzongkhag
- Reviewed by is the DHO user who reviewed the indents submitted by health facilities
- Reviewed Date is latest date when the DHO user reviewed indents. DHO user may review different Category or Department at different time.

3. Select the indents from Dzongkhags.

3.1. Select indents of individual Dzongkhags by clicking on the check box

List Of Pending Indentation						
Fiscal Year *		--Please Select--	<input type="button" value="Search"/>			
#	Dzongkhag	No. of Health Facilities	Reviewed By	Reviewed Date	Action	<input type="checkbox"/> Select All
1	Tsirang	3	tsirangdho	15/11/2018	View	<input checked="" type="checkbox"/>
2	Chhukha	1	chukhadho	15/11/2018	View	<input type="checkbox"/>
						<input type="button" value="Finalize"/>

3.2. If user wants to finalize indents of multiple Dzongkhags, click the check box for relevant Dzongkhags.

List Of Pending Indentation

Fiscal Year * --Please Select-- Search

#	Dzongkhag	No. of Health Facilities	Reviewed By	Reviewed Date	Action	<input type="checkbox"/> Select All
1	Tsirang	3	tsirangdho	15/11/2018	View	<input checked="" type="checkbox"/>
2	Chhukha	1	chukhadho	15/11/2018	View	<input checked="" type="checkbox"/>

Finalize

3.3. If user wants to finalize indents of all Dzongkhags then click **Select All** check box on the top. Check boxes for all Dzongkhags will be selected.

List Of Pending Indentation

Fiscal Year * --Please Select-- Search

#	Dzongkhag	No. of Health Facilities	Reviewed By	Reviewed Date	Action	<input checked="" type="checkbox"/> Select All
1	Tsirang	3	tsirangdho	15/11/2018	View	<input checked="" type="checkbox"/>
2	Chhukha	1	chukhadho	15/11/2018	View	<input checked="" type="checkbox"/>

Finalize

4. After selecting required Dzongkhags, user is required to click **Submit** button to finalize the indents.

List Of Pending Indentation

Fiscal Year * --Please Select-- Search

#	Dzongkhag	No. of Health Facilities	Reviewed By	Reviewed Date	Action	<input type="checkbox"/> Select All
1	Tsirang	3	tsirangdho	15/11/2018	View	<input checked="" type="checkbox"/>
2	Chhukha	1	chukhadho	15/11/2018	View	<input checked="" type="checkbox"/>

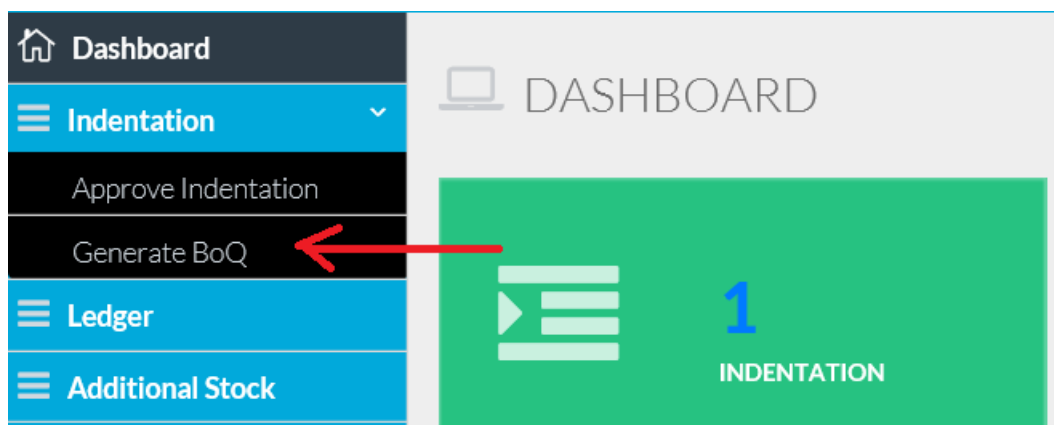
Finalize

5. Confirmation message is provided. Click **OK** to confirm the finalization of indents or click **Cancel** to abort finalization of the Indents for selected Dzongkhag(s). If confirmed successful submission message is provided. Selected Dzongkhags are removed from the list. If cancelled indent finalization is aborted.

3.3.3. BOQ Generation

Once the indents are finalized HCDD user can Generate BoQ for the fiscal year. BoQ process will also complete the Distribution Order generation based on the indentation submitted by the health facilities. To Generate BoQ, HCDD user is required to proceed as follows:

1. Access Indentation → Generate BoQ menu.



2. Click Generate BoQ menu. Following interface is provided.

Search BoQ

Fiscal Year *

Department *

Category

[View BoQ](#)

- Fiscal Year is the financial year for which BoQ is to be generated or modified.
 - Department is the item department for which BoQ needs to be generated or modified.
 - Category is the item category if the user wants to further filter the items.
3. Select value for fiscal year and department and click **View BoQ**. Following interface is provided.

View Non-Drugs BoQ Details				
#	Item	Item Specification	Pack Size	Quantity
1	15 mm pediatric breathing circuit : 100 cm, 22F-22F ventilator connections, Y piece port, 90° angled elbow with capno port, 22M/15F patient connections, sterile. (PP/PE material), should have extension tube for reservoir bag connection		Set	<input type="text" value="23"/>
2	22 mm adult breathing circuit : Corrugated, flexible and lightweight tubing, 150 cm, 22F-22F ventilator connections, parallel Y piece ports, 90° angled elbow with capno port, 22M/15F patient connections, straight connector 22M-22M/19F, sterile (PP/PE material), should have extension tube for reservoir bag connection		Set	<input type="text" value="21"/>
3	Adult nebulizer mask kit : Facemask with adjustable nose clip, head strap, nebulizer chamber with 2 meter tubing.		Set	<input type="text" value="3"/>
7	Tube exchanger with markings and port for oxygenation pediatric		Piece	<input type="text" value="55"/>
8	Vital Sign Monitor: Standard Configuration- NIBP and SPO2, adult and pediatric sensor probe. Power supply: AC 220-240V. Power cord with round 3 pin top		1	<input type="text" value="35"/>

[Generate BoQ](#)

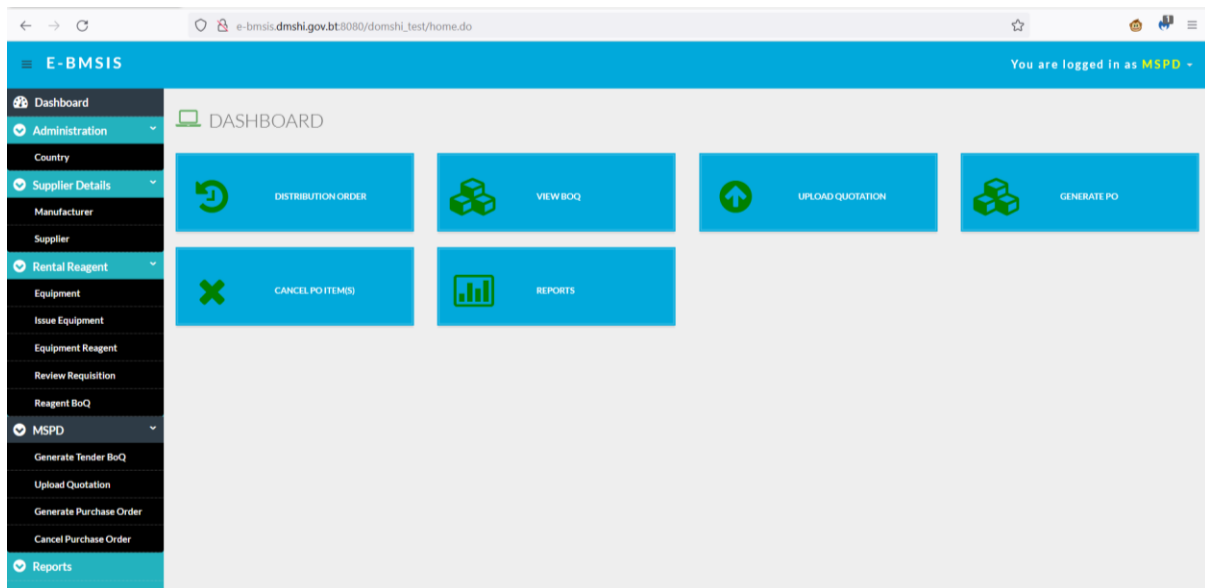
- Item is the name of the item. The text shown is fetched from the item catalogue so if description is entered in item name field then it will be shown as description.
- Item Specification is the specification of the item.
- Pack Size is the measurement unit or package information
- Quantity is the total sum of all quantity indented by all the health facilities across the country. For drugs buffer quantity based on the VEN classification is added on the total indent submitted by the health facilities.

4. HCDD user can review and modify the quantity. After finalization of the quantity, user is required to click **Generate BoQ** button. Confirmation message is provided. Click **OK** to generate the BoQ for selected Department. Click **Cancel** to abort generating BoQ. When clicked **OK** successfully saved message is provided.

4. Procurement Management

4.1. MSPD Activities

Once the BoQ process is complete, BoQ is available for MSPD to continue information update related to procurement.



Following activities are to be completed by MSPD:

1. Generate Tender BoQ
2. Download BoQ
3. Upload Quotation of the Selected Suppliers

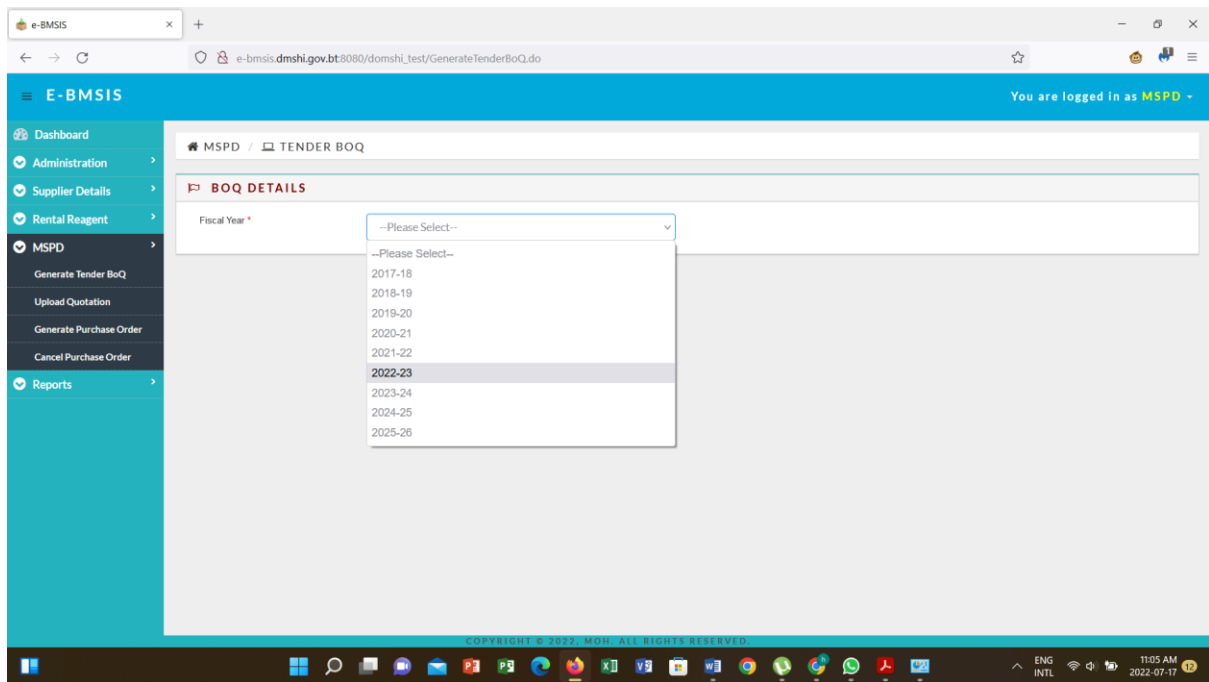
4.1.1. Generate Tender BoQ

MSPD can generate tender BoQ in excel sheet that can be shared with the supplier for submission of quotation.

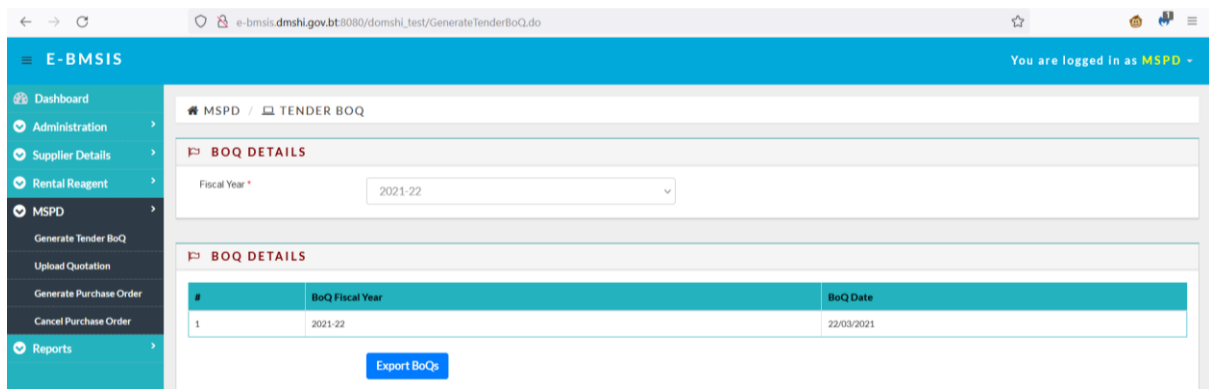
MSPD user is required to process as follows to generate tender BoQ:

1. Access the approved BoQ in the system
 - 1.1. Click on the View BoQ Box – User can navigate to the BoQ list by clicking the View BoQ Box. View BoQ box is on the workspace.
 - 1.2. Access Generate Tender BOQ Menu as **MSPD → Generate Tender BoQ**.

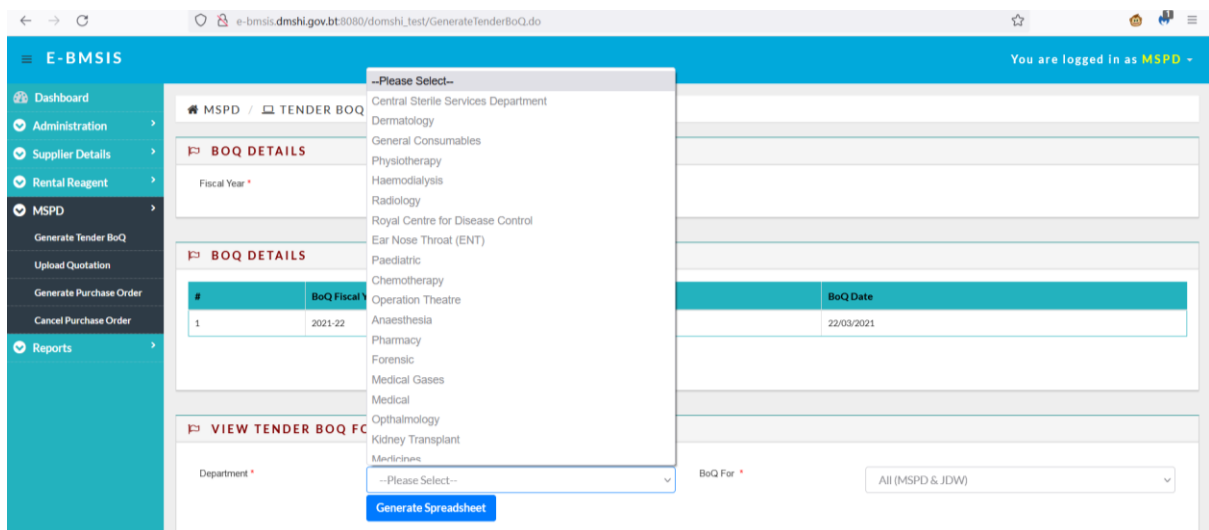
Option to select Fiscal Year is provided as depicted in the screen below.



Select the Fiscal year for which tender BoQ is to be generated. List of BoQ is provided as follows.



Click on Export BoQ button to continue generation of Tender BoQ.



User is required to select the department of which tender BoQ needs to be generated. BoQ for is to select whether the BoQ is to be generated for JDWNRH or All including JDWRH and rest of the health facilities. If user selects JDWNRH (only JDWNRH user is eligible to do this).

After selecting relevant values for Department and BoQ For, click Generate Spreadsheet Button.

When user clicks on Generate Spreadsheet, BoQ for the selected department is downloaded as MS Excel file.

#	Category	Item Name	Pack Size	Item ID	Department	Supplier	JDW Qty	MSPD Qty	Unit Rate	Total Price	Remarks
1	1	Poison Infr 3-(4,5-Dim 5g		17198	27		3	3	6		
2	2	National D Accessorie Section he		17146	27		0	0	0		
3	3	National D ---- 1/16 ir 10/Pkt		17147	27		2	2	4		
4	4	National D ---- Glass f 10/Pkt		17149	27		2	2	4		
5	5	National D ---- PEEK f 10/Pkt		17151	27		2	2	4		
6	6	National D ---- PTFE f 15/Pkt		17148	27		2	2	4		
7	7	National D ---- Zorbax Piece		17152	27		2	2	4		
8	8	National D ---- Zorbax Piece		17153	27		1	1	2		
9	9	National D ---- Zorbax Piece		17155	27		1	1	2		
10	10	National D ---- Zorbax Piece		17154	27		1	1	2		
11	11	Poison Infr ACHE Chol 100/Pkt		17194	27		5	5	10		
12	12	Poison Infr Aflatoxin E 96/Pkt		17200	27		5	5	10		
13	13	National V Argon Gas Set		17193	27		1	1	2		
14	14	General Di Biohazard		16349	27		30200	30200	60400		
15	15	General Di Bio-hazarc 100/pkts		16345	27		30009	30009	60018		
16	16	Enteric Dis Consumab		14831	27		0	0	0		
17	17	Enteric Dis ---- Memb Piece		17118	27		1	1	2		
18	18	Food Safet Consumab		14830	27		0	0	0		
19	19	Food Safet ---- ATP su 250/Pkt		17130	27		10	10	20		
20	20	Food Safet ---- Bench 100/Pkt		17132	27		30	30	60		
21	21	Food Safet ---- ClpTip 100/Pkt		16007	27		120	120	240		
22	22	Food Safet ---- Iodine Piece		16089	27		10	10	20		
23	23	Enteric Dis ---- Loops 10/Pkt		16095	27		10	10	20		
24	24	Food Safet ---- Stoma Piece		17127	27		500	500	1000		
25	25	Food Safet ---- Urinar Kit		17126	27		2	2	4		
26	26	General Di Consumab Section he		14824	27		0	0	0		

If BoQ is not available then “No data found message will be shown”

4.1.2. Upload Quotation of the Selected Suppliers

Once the tender evaluation is complete and suppliers are selected, MSPD users are required to upload the quotation submitted by the bidders. Details of selected bidder is required to be uploaded. Other bids details need not be uploaded.

MSPD user is required to process as follows to upload quotation:

1. Access the system and login

1.1. Click on the Upload Quotation Box – User can navigate to upload quotation. Upload Quotation box is on the workspace.

1.2. Access Upload Quotation Menu as **MSPD → Upload Quotation.**

E-BMSIS You are logged in as **MSPD**

MSPD / UPLOAD QUOTATION

UPLOAD SELECTED VENDOR QUOTATION DETAILS

Fiscal Year *

BOQ For *

Department *

Upload Selected Quotation * No file selected.

Select the fiscal year for which quotation is done, select the department and select whether the quotation is for All health facilities or JDWNRH.

Browse the excel sheet prepared during the bid evaluation. Excel sheet should contain data of the selected supplier only.

Click Upload Quotation button after selecting the appropriate excel file. Excel files is expected to have only one sheet per file. Excel file to be uploaded should be prepared in the excel file downloaded.

To view the list of items uploaded click View Items button. List of uploaded items are provided.

4.1.3. Update Purchase Order

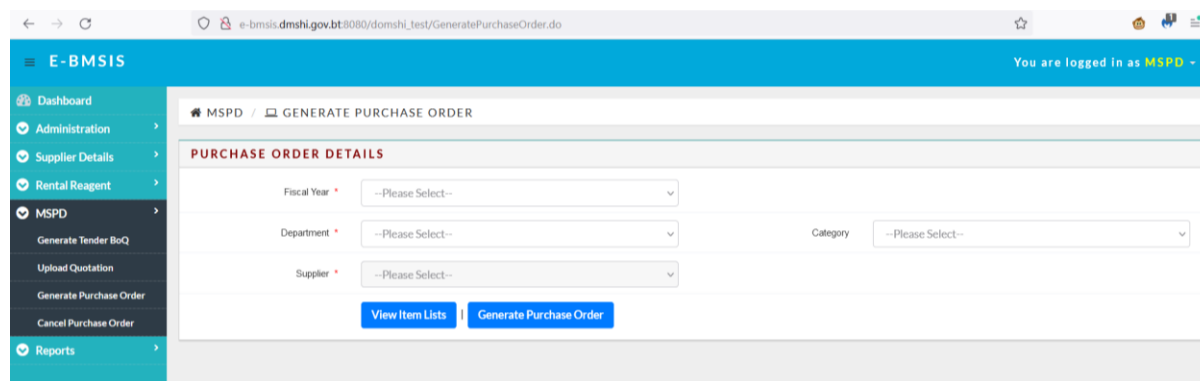
Once the quotation of the selected supplier is uploaded in the system, MSPD user is required to update the PO details.

MSPD user is required to process as follows to update PO Details:

1. Access the system and login

1.1. Click on the Generate PO Box – User can navigate to generate PO based on the supplier selected and quotation uploaded in the system. Generate PO box is on the workspace.

1.2. Access update purchase order Menu as **MSPD → Generate Purchase Order**.

The screenshot shows a web browser window with the URL 'e-bmsis.dmshl.gov.bt:8080/domshl_test/GeneratePurchaseOrder.do'. The page title is 'E-BMSIS' and it indicates 'You are logged in as MSPD'. On the left is a sidebar menu with options: Dashboard, Administration, Supplier Details, Rental Reagent, MSPD (selected), Generate Tender BoQ, Upload Quotation, Generate Purchase Order, Cancel Purchase Order, and Reports. The main content area is titled 'MSPD / GENERATE PURCHASE ORDER' and contains a 'PURCHASE ORDER DETAILS' form. The form has four dropdown menus: 'Fiscal Year', 'Department', 'Category', and 'Supplier', each with a '--Please Select--' option. At the bottom of the form are two buttons: 'View Item Lists' and 'Generate Purchase Order'.

User is required to select relevant values for:

- Fiscal Year – fiscal year of procurement
- Department – item department
- Category – Item category. This is optional.
- Supplier – Based on the quotation uploaded, list of selected suppliers is provided to select from.

Click View Item List to view the items awarded to the selected supplier.

Click Generate Purchase Order button to record the purchase order details.

4.1.4. Cancel Purchase Order

MSPD users have the privileges to cancel PO / PO Items.

MSPD user is required to process as follows to cancel PO / PO Items:

1. Access the system and login

- 1.1. Click on the Cancel PO Items Box – User can navigate to Cancel PO / PO Items based on the PO generated in the system. Cancel PO Items box is on the workspace.
- 1.2. Access Cancel Purchase Order as **MSPD → Cancel Purchase Order**.

Select the fiscal year during which the PO was generated and click View Button to get the list of Pos generated during the selected fiscal year.

#	Department	Fiscal Year	PO No.	PO Date	Supplier Name	Status	Action
1	Medicines	2021-22	PO-1770	2021-07-01	Karma Pharmaceutical & Medical Supplies	Active	View Details
2	Royal Centre for Disease Control	2021-22	PO-1765	2021-07-01	Ugyen Medical Stores	Active	View Details
3	Royal Centre for Disease Control	2021-22	PO-1762	2021-07-01	Tsampaika Pharmaceutical & Medical Supplies	Active	View Details
4	Royal Centre for Disease Control	2021-22	PO-1761	2021-07-01	MS Tshongkhag	Active	View Details
5	Royal Centre for Disease Control	2021-22	PO-1760	2021-07-01	KMT PMS	Active	View Details
6	Royal Centre for Disease Control	2021-22	PO-1759	2021-07-01	Karma Pharmaceutical & Medical Supplies	Active	View Details
7	Royal Centre for Disease Control	2021-22	PO-1758	2021-07-01	GLT Trading Group	Active	View Details
8	Royal Centre for Disease Control	2021-22	PO-1757	2021-07-01	Dzambala PMS	Active	View Details
9	Royal Centre for Disease Control	2021-22	PO-1756	2021-07-01	Bhutan Trading	Active	View Details
10	Royal Centre for Disease Control	2021-22	PO-1755	2021-08-01	Norling Pharmacy	Active	View Details
11	Medical Gases	2021-22	PO-1754	2021-06-16	KMT PMS	Active	View Details
12	Haemodialysis	2021-22	PO-1753	2021-07-16	Dzambala PMS	Active	View Details
13	Haemodialysis	2021-22	PO-1752	2021-07-09	GLT Trading Group	Active	View Details
14	Haemodialysis	2021-22	PO-1751	2021-07-09	Zamling Suppliers	Active	View Details
15	Anaesthesia	2021-22	PO-1749	2021-07-09	KMT PMS	Active	View Details
16	Anaesthesia	2021-22	PO-1748	2021-07-09	Dzambala PMS	Active	View Details

To view the details of items click View Details button.

#	Item Name	Quantity	Unit Rate	Amount	Offered Pack Size	Country of Origin	Make/Manufacturer	Offered Description	Shelf Life/Warranty	DRA Registration	Remarks
1	<input type="checkbox"/> Beaker, Glass 100mL	1	62.4	62.40	Each	India	Gen/Cosmo				
2	<input type="checkbox"/> Beaker, Glass 50mL	3	54.6	163.80	Each	India	Gen/Cosmo				
3	<input type="checkbox"/> Beaker, Low form with graduation and spout 250mL	1	65	65.00	Each	India	Gen/Cosmo				
4	<input type="checkbox"/> Biohazard bag; 20-25 ltrs, Red coloured (Autoclavable)	3000	11	33000.00	Piece	India	22nd Century Packaging				
5	<input type="checkbox"/> Bio-hazard bags (Small red, autoclavable, 0.5 ltrs)	300	9	2700.00	Piece	India	23rd Century Packaging				
6	<input type="checkbox"/> Glass beads 3mm	1	696.8	696.80	1 kg	India	Gen/Cosmo				
7	<input type="checkbox"/> pH buffer 10.00, Powder sachets for 20mL	2	663	1326.00	550ml	India	Fisher				

Select the items that need to be removed from the PO and then click Cancel PO Items button.

5. Distribution

5.1. MSDD Activities

The screenshot shows the E-BMSIS Dashboard. The top navigation bar includes a menu icon, the text 'E-BMSIS', and a user login status 'You are logged in as MSDD'. The left sidebar contains a list of menu items: Dashboard, Ledger, Additional Stock, Rental Reagent, Medical Gas Cylinder, MSDD, and Reports. The main content area features a 'DASHBOARD' header and several activity buttons: DISTRIBUTION ORDER, VIEW PO, GENERATE GRN, REPORTS, STOCK BALANCE, NEW PENDING REQUISITION, and NEW GAS REQUISITION. Below these buttons is a section titled 'LIST OF ITEMS EXPIRING WITHIN 3 MONTHS'. This section includes a search bar and a table with the following data:

#	Department	Item Name	Batch No.	Expiry Date	Expiring Quantity
1	Anaesthesia	Endotracheal tube, PVC, High volume, Low pressure, Cuffed Size 5mm	0	31-08-2022	2
2	Ear Nose Throat (ENT)	Wax hook, SS, length 16.5 cm	NA	30-09-2022	126
3	General Consumables	Bed sheet, Cotton with elastic band at four corners, Size 82 x 40 inches	Nil	31-07-2022	1537

5.1.1. View Purchase Order

Once the PO is generated by MSPD, MSDD can access the purchase orders. MSDD user is required to process as follows to view the purchase orders:

1. Access the system and login
 - 1.1. Click on the View PO Box – User can navigate to view the PO updated by MSPD. View PO Box is on the workspace.
 - 1.2. Access View Purchase Order Menu as **MSDD → View Purchase Order**.

The screenshot shows the 'VIEW PURCHASE ORDER' screen in the E-BMSIS system. The top navigation bar includes a menu icon, the text 'E-BMSIS', and a user login status 'You are logged in as MSDD'. The left sidebar contains a list of menu items: Dashboard, Ledger, Additional Stock, Rental Reagent, Medical Gas Cylinder, MSDD, and Reports. The main content area features a 'VIEW PURCHASE ORDER' header and a 'SEARCH PURCHASE ORDERS' section. This section includes a search bar and two dropdown menus for 'Fiscal Year' and 'Supplier', both currently set to '--Please Select--'.

Select the Fiscal Year and Supplier to view the PO issued to the selected supplier. Suppliers list is based on the purchase order issued during the selected fiscal year.

E-BMSIS You are logged in as **MSDD**

MSDD / VIEW PURCHASE ORDER

SEARCH PURCHASE ORDERS

Fiscal Year: 2021-22 Supplier: Bhutan Medical Equipment

PURCHASE ORDERS

#	Department	Fiscal Year	Supplier	PO Date	Purchase Order No	Action
1	Anaesthesia	2021-22	Bhutan Medical Equipment	Fri Jul 09 2021	PO-1516	Details Pre-GRN New Select
2	Anaesthesia	2021-22	Bhutan Medical Equipment	Fri Jul 09 2021	PO-1651	Details Pre-GRN New Select
3	Medical Gases	2021-22	Bhutan Medical Equipment	Fri Jul 09 2021	PO-1652	Details Pre-GRN New Select
4	Paediatric	2021-22	Bhutan Medical Equipment	Fri Jul 09 2021	PO-1654	Details Pre-GRN New Select
5	Surgery	2021-22	Bhutan Medical Equipment	Fri Jul 09 2021	PO-1653	Details Pre-GRN New Select
6	Surgery	2021-22	Bhutan Medical Equipment	Fri Jul 09 2021	PO-1712	Details Pre-GRN New Select

5.1.1.1. Purchase Order Details

To view the purchase order details, click Details button. Items included in the selected purchase order are listed. This is form information only. Users cannot update any information from this page.

PURCHASE ORDER DETAILS

FISCAL YEAR : 2021-22
PURCHASE ORDER DATE : Fri Jul 09 2021
SUPPLIER : Bhutan Medical Equipment
PURCHASE ORDER NO : PO-1516

#	Items	Pack Size	Quantity	Unit Rate	Total Price	Offered Pack Size	Country of Origin	Manufacturer	Shelf Life	Remarks
1	Pressure infusion cuff, 1000mL with hand inflator and manometer fixed to the cuff, wrap around, Reusable		33	982.8	32432.40		India	AIRWAYS	3 years	
2	Pressure infusion cuff, 500mL with hand inflator and manometer fixed to the cuff, wrap around, Reusable		38	982.8	37346.40		India	AIRWAYS	3 years	

5.1.1.2. Pre-GRN Details

Once the suppliers notify the arrival of deliveries at Customs Point or at Central Store, MSDD is required to record the pre-GRN details. To record pre-GRN details click Pre-GRN button. Option to record pre-GRN Details is provided.

PRE-GRN DETAILS (PO-1516)

Arrival Date (Custom Point):

Arrival Date (MSDD):

Document Submitted:

Document Submission Date:

Clearance Date:

Remarks:

[Save](#) [Cancel](#)

Enter required details and Save to record the pre-GRN details or click Cancel to abort recording pre-GRN details.

5.1.1.3. Intact Issue

Items (e.g. equipment) that are to be shipped to health facilities without doing GRN are distributed as intact items. These items require installation and testing before being accepted.

To issue items intact, click Issue Intact button.

#	Description of goods	Quantity	No. of Loads	Meant For
1	-- No Item Found --	quantity	no. of loads	reason/purpose

If equipment is included in the purchase order then Description of goods will have list of items included.

5.1.2. Generate GRN

MSDD can record GRN once the items are delivered to Central Store. MSDD user is required to process as follows to view the purchase orders:

1. Access the system and login
 - 1.1. Click on the Generate GRN Box – User can navigate to update the GRN and generate GRN. Generate GRN Box is on the workspace.
 - 1.2. Access Generate GRN Menu as **MSDD → View Purchase Order**.

Select the fiscal year and Department and then click View PO button. Matching Purchase Orders are displayed.

MSDD / VIEW PO & GENERATE GRN

PO DETAILS

Fiscal Year * 2021-22 Department * Medicines View PO

#	Department	Supplier	Purchase Order No	PO Date	Action
1	Medicines	Capital PMS	PO-1697	Jul 1, 2021	View PO Details GRN
2	Medicines	Capital PMS	PO-1849	Oct 12, 2021	View PO Details GRN
3	Medicines	HMPMS	PO-1850	Oct 12, 2021	View PO Details GRN
4	Medicines	Karma Pharmaceutical & Medical Supplies	PO-1708	Jul 1, 2021	View PO Details GRN
5	Medicines	Karma Pharmaceutical & Medical Supplies	PO-1770	Jul 1, 2021	View PO Details GRN
6	Medicines	Karma Pharmaceutical & Medical Supplies	PO-1848	Oct 12, 2021	View PO Details GRN
7	Medicines	KMT PMS	PO-1696	Jul 1, 2021	View PO Details GRN
8	Medicines	KMT PMS	PO-1851	Oct 12, 2021	View PO Details GRN
9	Medicines	Kuenphen Pharmaceuticals & Medical Supplies	PO-1706	Jul 1, 2021	View PO Details GRN
10	Medicines	kuenphen Rabten PMS	PO-1803	Jul 1, 2021	View PO Details GRN
11	Medicines	Lamgong PMS	PO-1707	Jul 1, 2021	View PO Details GRN

Click View details button to view the list of items included in the PO to the selected supplier.

To continue with recording GRN details, click GRN Button. List items with option to record received items details is provided.

GRN DETAILS FOR PO-1697

#	Parent Item	Item	Ordered Qty.	Received Qty.	UoM	Unit Rate	Manufacturer	Action
1		Alteplase 50mg powder for injection	30	30	Vial	35999	Boehringer Ingelheim	View Batch Details
2		Antisnake venom serum (Viper, cobra and krait) (10g) dried powder for injection	2456	2456	Vial	697	Vins Bio Products Ltd	View Batch Details
3		Artemether 20mg + Lumefantrine 120mg tablet	5351	5351	Tablet	29.04	Lincoln Pharmaceuticals Ltd	View Batch Details
4		Chlorpromazine 25mg/mL Injection (2mL)	2448	2448	Ampoule	55	Mercury Laboratories Ltd	View Batch Details
5		Ergotamine tartrate 1mg + Caffeine 100mg tablet	404400	0	Tablet	3.49	Reliance Formulations Pvt Ltd	Add Batch View Batch Details
6		Isflurane Inhalation solution (250mL)	172	172	Bottle	2992	Troika Pharmaceuticals Ltd	View Batch Details
7		Ketamine 50mg/mL Injection (10mL)	638	638	Vial	185	Incepta Pharmaceuticals Ltd	View Batch Details
8		Paracetamol 150mg/mL IV/IM Injection (2mL)	11160	11160	Ampoule	9.95	Mercury Laboratories Ltd	View Batch Details
9		Phytomenadione (Vit. K) 10mg/mL Injection (1mL)	13350	13350	Ampoule	14.95	Mercury Laboratories Ltd	View Batch Details

List of items included in the PO is provided with option to view batch details and / or Add Batch details. View batch details allows the user to view the details of items already received. To add the new batch details user is required to use Add Batch option.

ADD NEW ITEM BATCH DETAILS

Item Name : Ergotamine tartrate 1mg + Caffeine 100mg tablet Quantity Ordered : 404400

Unit of Measurement : Tablet Yet to receive quantity : 404400

Manufacturer : Reliance Formulations Pvt Ltd

Manufacture Date	Batch No	Expiry Date	Quantity Received	Quantity Accepted	Quantity Rejected	Remarks
<input type="text" value="manufacture date"/>	<input type="text" value="batch no"/>	<input type="text" value="expiry day"/>	<input type="text" value="received quantity"/>	<input type="text" value="accepted quantity"/>	<input type="text" value="rejected quantity"/>	<input type="text" value="remarks"/>

Sample Size : Date of Inspection :

Inspected By(Name, CID) : Location :

[Submit](#) [Close](#)

Option to add following details for items included in the PO is provided:

- Manufacture Date
- Batch No.
- Expiry Date
- Quantity Received
- Quantity Accepted
- Quantity Rejected
- Remarks

Manufacture Date, Batch No. and Expiry date is mandatory for drugs but optional for non-drug items.

ADD NEW ITEM BATCH DETAILS

Item Name :

Ergotamine tartrate 1mg + Caffeine 100mg tablet

Quantity Ordered :

404400

Unit of Measurement :

Tablet

Yet to receive quantity :

404400

Manufacturer :

Reliance Formulations Pvt Ltd

Manufacture Date	Batch No	Expiry Date	Quantity Received	Quantity Accepted	Quantity Rejected	Remarks
26/06/2022	test	30/11/2022	404000	404000	0	ok

Sample Size :

5

Date of Inspection :

01/07/2022

Inspected By(Name, CID) :

Dorji

Location :

MSDD

Submit

Close

In addition to the item details, user is also required to enter minimum QI details. Enter required information and click Submit to save the GRN Information or click Cancel to abort saving the GRN details.

Continue with the other items to add batch details. Once the GRN details for all the items delivered under the PO are added, proceed to Generate GRN.

Generate GRN

GENERATE GRN DETAILS

Supplier :

Capital PMS

Purchase Order No. :

PO-1697

Purchase Order Date :

2021-07-01

#	Item Name/Description	Manufacture Date	Batch No	Expiry Date	Quantity Received	Quantity Accepted	Quantity Rejected	Remarks
1	Ergotamine tartrate 1mg + Caffeine 100mg tablet	2022-06-26	test	2022-11-30	404000	404000	0	ok

Delivery Challan No. *

challan no.

Delivery Challan Date *

challan date

Date of Receipt *

receipt date

Mode of Transport

mode of transport

Lorry Receipt No /Airway Bill No. *

Receipt/Bill No

Name of Carrier *

Name of Carrier

Supplier Invoice No.

Supplier Invoice No.

Supplier Invoice Date

Invoice Date

Generate GRN & Print

Close

All items that were added will be listed with details entered.

GENERATE GRN DETAILS

Supplier : Capital PMS

Purchase Order No. : PO-1697

Purchase Order Date : 2021-07-01

#	Item Name/Description	Manufacture Date	Batch No	Expiry Date	Quantity Received	Quantity Accepted	Quantity Rejected	Remarks
1	Ergotamine tartrate 1mg + Caffeine 100mg tablet	2022-06-26	test	2022-11-30	404000	404000	0	ok

Delivery Challan No. * ttt

Delivery Challan Date * 01/07/2022

Date of Receipt * 28/06/2022

Mode of Transport hhh

Lorry Receipt No./Airway Bill No. * trsdf

Name of Carrier * sss

Supplier Invoice No. dgd

Supplier Invoice Date 28/06/2022

Generate GRN & Print

Close

Additional information needs to be recorded to complete GRN. After entering required details click Generate GRN & Print button to generate GRN. Stock adjustment (i.e. addition to existing balance) happens when user clicks Generate GRN and Print button.

PRINT GRN DETAILS

MEDICAL STORES AND DISTRIBUTION DIVISION

Phuentsholing

Goods Receipt Note

GRN No. GRN-3299

Supplier Capital PMS

Purchase Order No. PO-1697

Date of Receipt 28/06/2022

Purchase Order Date Thu Jul 01 2021

Delivery Challan No. ttt

Delivery Challan Date 01/07/2022

Mode of Transport hhh

Lorry Receipt No./Airway Bill No. trsdf

Supplier Invoice No. dgd

Supplier Invoice Date 28/06/2022

#	Item Name/Description	Batch No	Manufacture Date	Expiry Date	Quantity Received	Quantity Accepted	Quantity Rejected
1	Ergotamine tartrate 1mg + Caffeine 100mg tablet	test	Sun Jun 26 2022	Wed Nov 30 2022	404000	404000	0

Prepared By:

Checked by Store In-charge:

CERTIFICATION

a. Inspection Report (Inspection Officer)

b. Certified that the goods have been received and recorded in BMSIS

Print

Close

User has option to print the GRN for filing purpose, if required.

5.1.3. Distribution

5.2. Health Facilities Activities

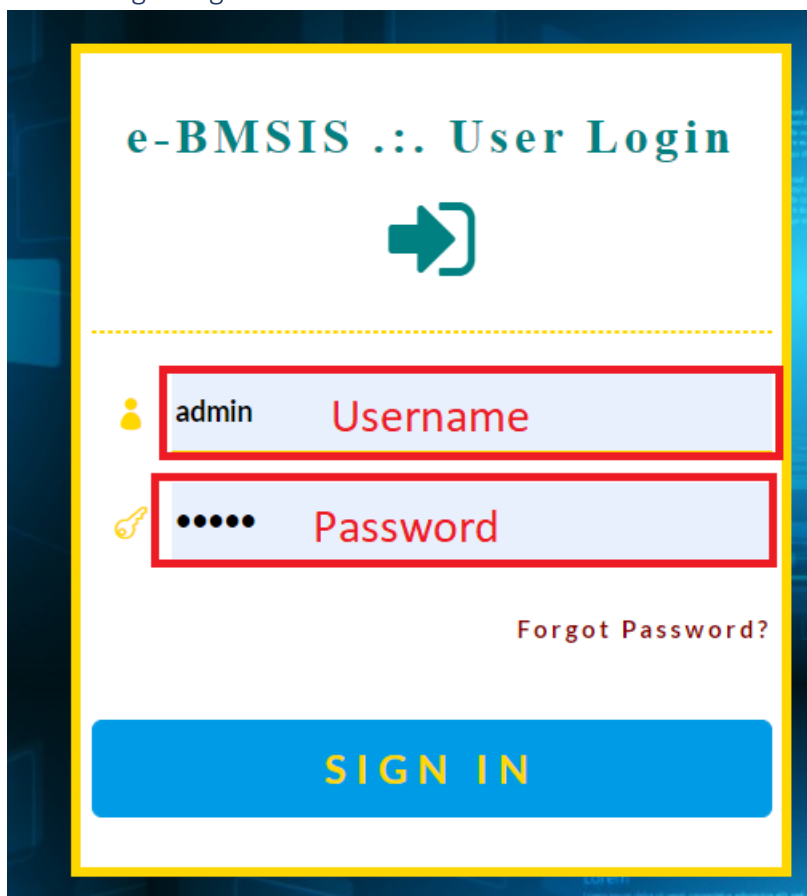
5.2.1. Acknowledge Items Receipt

5.2.2. Internal Requisition and Issue

6. Bio Medical Asset Inventory

6.1. Health Facilities

6.1.1. Login Page



The login page features a title 'e-BMSIS :: User Login' with a green arrow icon. Below the title are two input fields: 'Username' with the value 'admin' and 'Password' with masked characters. A 'Forgot Password?' link is positioned below the password field. A large blue 'SIGN IN' button is at the bottom.

On the login Page enter the following and then click on **Sign In** Button.

Username – User name is provided by the administrator of the system.

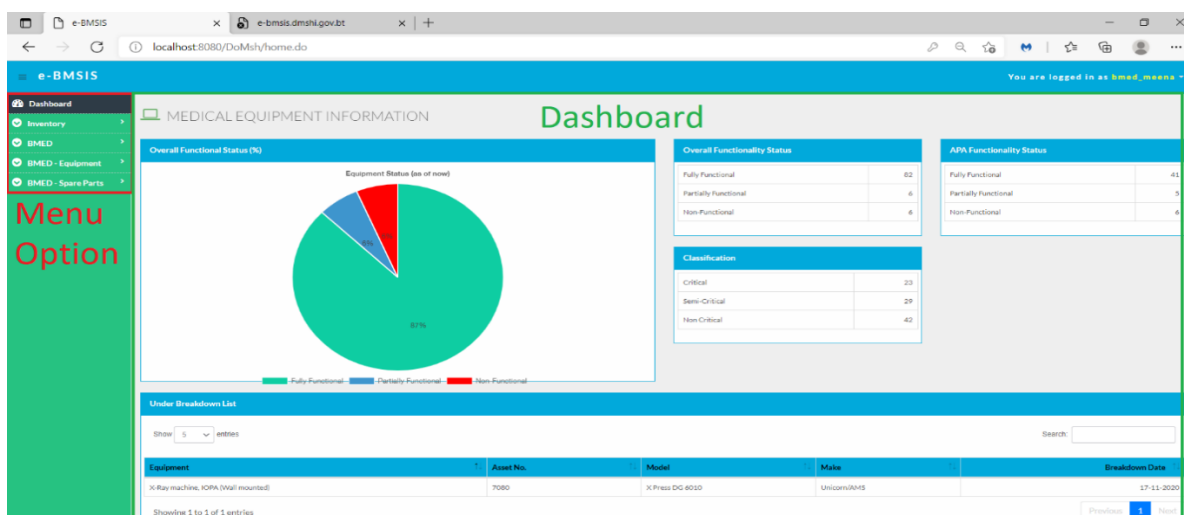
Password – First time password is provided by the system administrator. Any changed password will not be known to the administrator.

Note:

It is recommended that the password provided by the system administrator should be changed after first time login. Changed password will not be known to the administrator.

6.1.2. Landing Page

Upon successful login following landing page is provided.

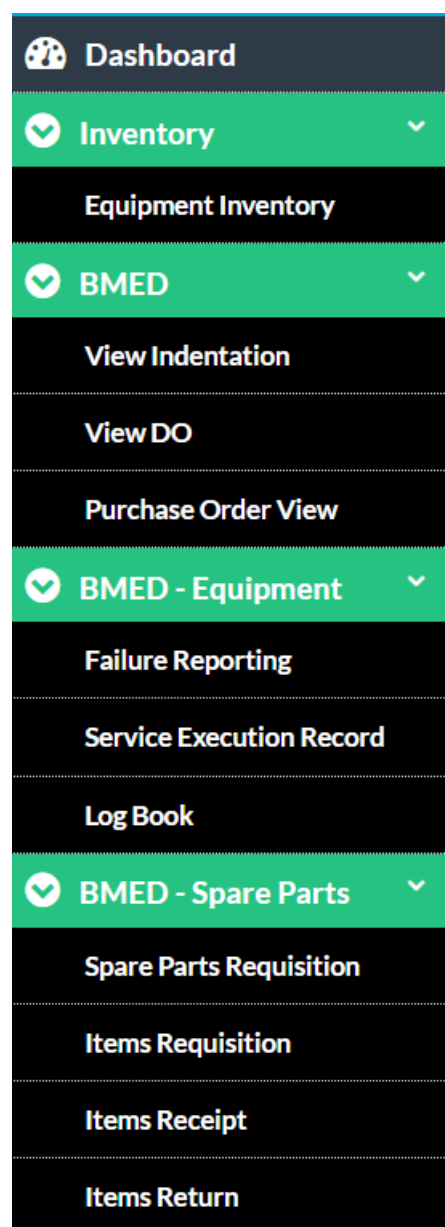


The two main components of landing page are (i) Menu option and (ii) Dashboard. Menu option is provided based on the access privileges defined for the role and Dashboard contains the information based on the Health Facility of the logged in user.

6.1.3. Menu Option

Menu option (when expanded) looks like in the left. Users with different role will see different menu links. Typically, a health facility BMED user will see as in the left.

1. **Inventory → Equipment Inventory** allows user to view BMED equipment list.



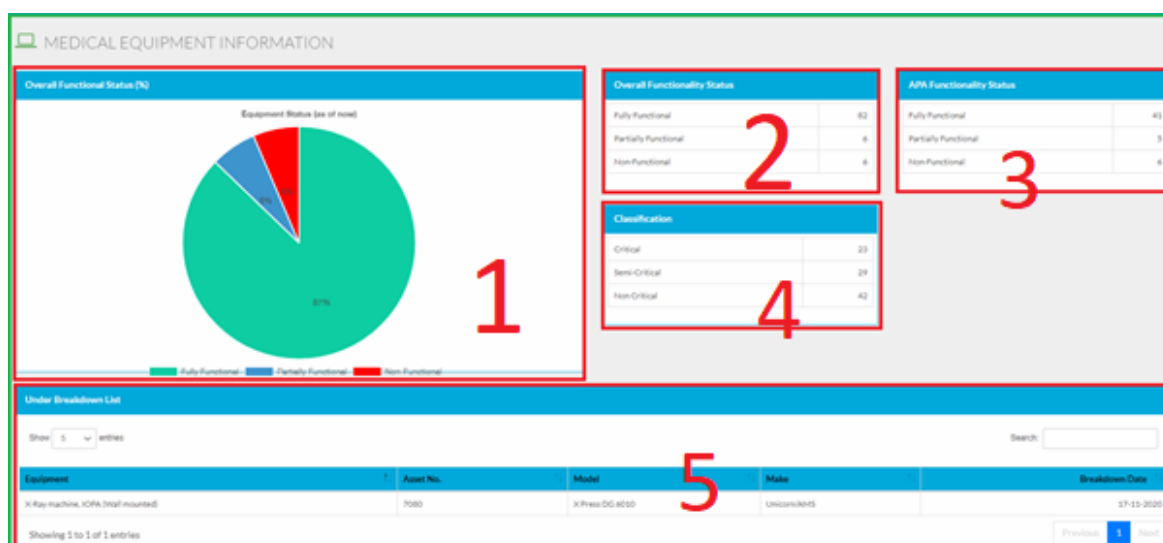
2. **BMED → View Indentation** allows user the to view the BMED equipment indentation submitted by the health facility.
3. **BMED → View DO** allow user to view the BMED equipment Distribution Order i.e. BMED equipment indentation approved by HCDD.
4. **BMED → Purchase Order View** allows users to view the PO issued by MSPD of the BMED equipment.
5. **BMED – Equipment → Failure Reporting** allows user to record BMED equipment failures.
6. **BMED – Equipment → Service Execution Record** allows users to record the services done on the failed equipment / maintenance service / AMC Services.
7. **BMED – Equipment → Log Book** allows user to record activity log of the equipment like tests conducted, etc.
8. **BMED – Spare Parts → Spare Parts Requisition** is to submit annual requirement of spare parts.
9. **BMED – Spare Parts → Items Requisition** is for requesting issue of spare parts from the central store.
10. **BMED – Spare Parts → Items Receipt** is to record the spare parts received from Central Store.
11. **BMED – Spare Parts → Items Return** is to record if any spare parts need to be returned to central store.

6.1.4. Dashboard

The Dashboard provides overall information of the equipment in the health facility of the logged In user. Following information is provided in the dashboard.

1. **Overall Functional Status (%)** – Overall functionality of equipment in the health facility as percentage of total number of equipment in the health facility. Functional Status is defined in terms of Fully Functional, Partially Functional and Non-Functional.
2. **Overall Functionality Status** – Overall functionality status provides actual number of equipment functional, partially functional or non-functional.

3. **APA Functionality Status** – APA functionality status provides the number of equipment that are fully functional, partially functional and non-functional excluding the non-critical equipment.



4. **Classification** – Number of equipment under each category critical, Semi Critical and Non-Critical that are in the health facility.
5. **Under Breakdown List** – The list shows the equipment that are reported to be broken and servicing is yet to be done.

6.1.5. Equipment Inventory

Equipment Inventory is used to generate the list of equipment in different health facilities. To view the list of equipment:

1. Access the system
2. Login Into the System
3. Access **Inventory** → **Equipment Inventory** Menu.

Following Option is provided to search equipment.

The screenshot shows the 'EQUIPMENT INVENTORY' search form. It includes dropdown menus for 'Dzongkhag' and 'Health Facility', and a 'View' button.

Select Dzongkhag as applicable from the list and then select health facility under the Dzongkhag.

The screenshot shows the 'EQUIPMENT INVENTORY' search form with 'Dzongkhag' set to 'Tsirang' and 'Health Facility' set to 'Damphu Hospital'. The 'View' button is visible.

Click **View** button to generate the list of equipment. List of equipment with required details including Functional Status is provided.

Equipment Inventory Details for Damphu Hospital												
Show <input type="text" value="10"/> entries										Search: <input type="text"/>		
#	Equipment Name	Asset ID	Manufacturer	Serial No.	Model No.	Installation Date	Warranty Start Date	Warranty End Date	Funding	Initial Cost	Category	Functional Status
1	Air Compressor, Dental	2832	Durr Dental	E256100061	Tornado 1	30/May/2015	30/May/2015		RGoB	121716.0	Semi-Critical	Fully Functional
2	Amalgamator, Dental	123482	Signum Ltd.	D3004338	Dentomatic 3	09/Apr/2015	09/Apr/2015		RGoB	34000.0	Non Critical	Fully Functional
3	Anaesthesia Machine	6155	Mindray	KG-94003872	WATO EX-35	07/Aug/2019	07/Aug/2019	07/Aug/2020	RGoB	1200000.0	Critical	Fully Functional
4	Autoclave, Horizontal	2839A				19/Feb/2002	19/Feb/2002		RGoB	0.0	Critical	Fully Functional
5	Autoclave, Horizontal	10168	ESTEEM Industries	18834	ESTA-108	05/Dec/2018	05/Dec/2018		RGoB	598747.0	Critical	Non-Functional
6	Autoclave, Vertical	10196				07/Feb/2003	07/Feb/2003		RGoB	0.0	Critical	Fully Functional

Search:

Use Search Box on the right top the page. Navigate using pagination

to search equipment on

Previous	1	2	3	4	5	...	10	Next
----------	---	---	---	---	---	-----	----	------

option to access different pages.

User can sort the items in the list using order option available at the column head.

#	Equipment Name	Asset ID	Manufacturer	Serial No.	Model No.	Installation Date	Warranty Start Date	Warranty End Date	Funding	Initial Cost	Category	Functional Status
1	Air Compressor, Dental	2832	Durr Dental	E256100061	Tornado 1	30/May/2015	30/May/2015		RGoB	121716.0	Semi-Critical	Fully Functional
2	Amalgamator, Dental	123482	Signum Ltd.	D3004338	Dentomatic 3	09/Apr/2015	09/Apr/2015		RGoB	34000.0	Non Critical	Fully Functional

Sorting will change the existing order of display.

Create PDF

User can use to create PDF document of the equipment list.

6.1.6. View Indentation

Indentation of equipment submitted by the health facility store can be viewed by the health facility BMED focal.

1. Access the system
2. Login Into the System
3. Access **BMED → View Indentation** Menu.

Page is provided to select the following:

1. Fiscal Year – Fiscal year for which indentation is to be accessed.
2. Department – Department for which equipment is indented and is (will be) installed.
3. Category – Single Category Equipment is available. This category is used to filter other medical items from equipment which is of Biomedical Engineering Division's concern.
4. Dzongkhag – Use Dzongkhag to filter the list of health facilities
5. Health Facility – Health facility of which indentation is to be accessed.

View Indentation Details

Fiscal Year * 2018-19

Department * Anaesthesia Category * Equipment

☐ Total
 ☐ Dzongkhag Wise
 ☒ Health Facility Wise

Select Dzongkhag * Bumthang

Select Health Facility * Chokhorto BHU II

View Indent

After selecting required values, click the button **View Indent**. Indentations that match the selected values will be displayed. Name of the equipment and specification along with quantity is provided.

Indent Details For Chokhorto BHU II		
#	Equipment Name	Indented Quantity
1	AED-Automatic External Defibrillator : Fully automatic, L+B11CD screen, Electrodes pads for adult and pediatric patients, Battery powered with alternate AC adapter, Compact unit. Voice prompt instruction- check airway, apply pad, etc. (should supply 10nos of pacing pads each with the AED) Power supply: 220-240V. Power cord with round 3 pin top	1

6.1.7. View DO

Indentation of equipment submitted by the health facility store and those approved by HCDD can be viewed by the health facility BMED focal Distribution Order. Distribution order is the number of equipment that is approved and will be supplied to the health facility.

1. Access the system
2. Login Into the System
3. Access **BMED** → **View DO** Menu.

Page is provided to select the following:

1. Fiscal Year – Fiscal year for which approved indentation is to be accessed.
2. Department – Department for which equipment is indented, approved and is (will be) installed.
3. Category – Single Category Equipment is available. This category is used to filter other medical items from equipment which is of Biomedical Engineering Division's concern.
4. Dzongkhag – Use Dzongkhag to filter the list of health facilities
5. Health Facility – Health facility of which approved indentation is to be accessed.

View DO Details

Fiscal Year * 2019-20

Department * Central Sterile Services Department Category * Equipment

☐ Total DO
 ☐ Dzongkhag Wise DO
 ☒ Health Facility Wise DO

Select Dzongkhag * Bumthang

Select Health Facility * Chumey BHU II

View Final Indent

After selecting required values, click the button **View Final Indent**. Indentations that match the selected values will be displayed. Name of the equipment and specification along with quantity is provided.

Indent Details For Chumey BHU II			
#	Equipment Name	Specification	Approved Quantity
1	Sterilizer, Portable, Electric, SS 25-30L (Standardised Brands: K, Surgicon and United Surgical Industries)		1

6.1.8. Purchase Order View

Once the indentation is finalized, Bill Quantity is done by HCDD which is provided to MSPD to proceed with procurement of the equipment. MSPD completes tendering and evaluation of the bids. Final selection result is uploaded in the system with supplier and quoted price.

1. Access the system
2. Login into the System
3. Access **BMED** → **Purchase Order View** Menu.

List of already issued purchase orders is provided as follows.

Purchase Orders

Show

10

entries

Search:

#	Purchase Order No	Purchase Order Date	Supplier	Department	Fiscal Year	Action
1	PO-474	2018-11-26	Bhutan Indo Company Pvt Ltd	General Consumables	2018-19	Details
2	PO-1242	2020-08-06	Bhutan Medical Equipment	Anaesthesia	2020-21	Details
3	PO-1073	2020-07-02	Bhutan Medical Equipment	Surgery	2020-21	Details
4	PO-781	2019-10-09	Bhutan Medical Equipment	Paediatric	2019-20	Details
5	PO-743	2019-10-02	Bhutan Medical Equipment	Radiology	2019-20	Details
6	PO-1387	2020-12-04	Bhutan Medical Equipment	Anaesthesia	2020-21	Details
7	PO-963	2020-01-13	Bhutan Medical Equipment	Intensive Care Unit	2019-20	Details
8	PO-1381	2020-12-04	Bhutan Medical Equipment	Intensive Care Unit	2020-21	Details
9	PO-1448	2020-12-04	Bhutan Medical Equipment	Operation Theatre	2020-21	Details
10	PO-1331	2020-12-04	Bhutan Medical Equipment	Surgery	2020-21	Details

Showing 1 to 10 of 612 entries

Previous

1

2

3

4

5

...

62

Next

List of Purchase Orders that have equipment is provided. User can search any purchase order using

Search:

. This search function will search the information in the page and show matching information. User can follow pagination

Previous	1	2	3	4	5	...	62	Next
----------	---	---	---	---	---	-----	----	------

to access list for other pages.

User can click **Details** action to view the purchase order details. Following information is provided.

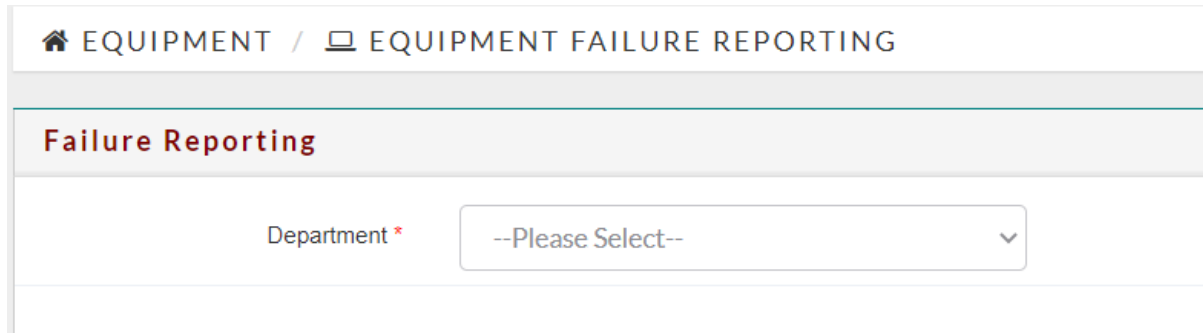
Purchase Order Details							
#	Equipment Name	Manufacturer	Required Specification	Offered Specification	Rate	Quantity	Amount
11	Cushion, Wedge shaped with firm wipe down cover, two wrap straps, one abductor module for Paediatric; Size: 4-12inch H, 22-28inch L, 20-24inch W	null		model : AMP :03S106B wedges size 20 x 60 x 70 cm	5810	7	40670
							Close

6.1.9. Failure Reporting

Health Facility incharge of Bio Medical Equipment can submit failure report when equipment malfunction which will be accessible to BMED engineers and BMED can plan for services. Health Facility incharges can record the failures that they could fix as well. Such data will allow generation of reports related to equipment failures.

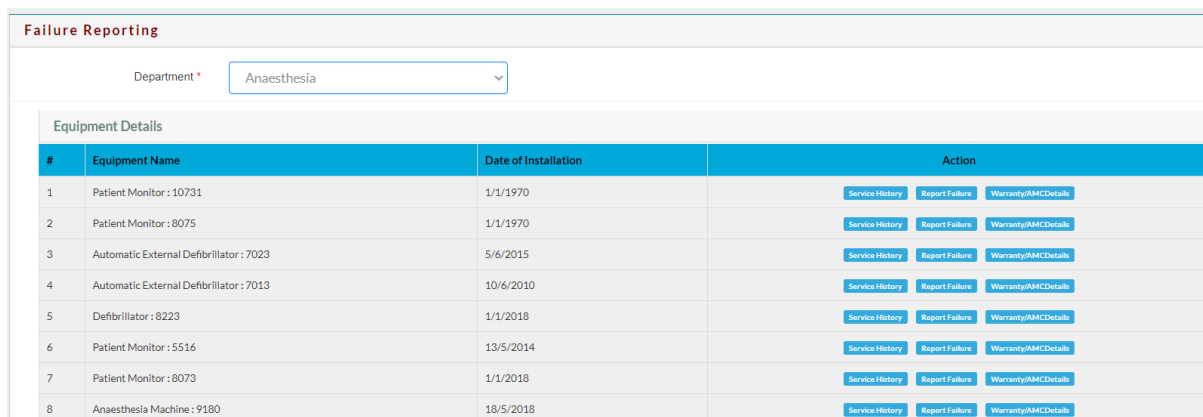
1. Access the system
2. Login into the System
3. Access **BMED – Equipment → Failure Reporting Menu**.

Option to select Department under which the equipment is registered is provided.



The screenshot shows the 'Failure Reporting' section of the system. At the top, there is a breadcrumb trail: 'EQUIPMENT / EQUIPMENT FAILURE REPORTING'. Below this, the title 'Failure Reporting' is displayed in red. A 'Department *' label is followed by a dropdown menu currently showing '--Please Select--'.

Select the Department. Equipment that are installed and registered under the selected department will be listed.



The screenshot shows the 'Failure Reporting' page with 'Anaesthesia' selected in the Department dropdown. Below the dropdown, the title 'Failure Reporting' is displayed in red. Underneath, the 'Equipment Details' section contains a table with 8 rows of equipment data. Each row has three buttons: 'Service History', 'Report Failure', and 'Warranty/AMC Details'.

#	Equipment Name	Date of Installation	Action
1	Patient Monitor : 10731	1/1/1970	Service History Report Failure Warranty/AMC Details
2	Patient Monitor : 8075	1/1/1970	Service History Report Failure Warranty/AMC Details
3	Automatic External Defibrillator : 7023	5/6/2015	Service History Report Failure Warranty/AMC Details
4	Automatic External Defibrillator : 7013	10/6/2010	Service History Report Failure Warranty/AMC Details
5	Defibrillator : 8223	1/1/2018	Service History Report Failure Warranty/AMC Details
6	Patient Monitor : 5516	13/5/2014	Service History Report Failure Warranty/AMC Details
7	Patient Monitor : 8073	1/1/2018	Service History Report Failure Warranty/AMC Details
8	Anaesthesia Machine : 9180	18/5/2018	Service History Report Failure Warranty/AMC Details

User is provided with three options on each equipment viz view Service History, Report Failure and view Warranty / AMC Details.

1. **Service History** – Service History includes all records of past services done on the equipment. Service records needs to be entered in the system in order to be able to view the service history.
2. **Report Failure** – When equipment mal-function failure records to be recorded in the system. Failure report will be accessible to BMED engineers.
3. **Warranty / AMC Details** – Details of warranty on equipment and Annual Maintenance Contract information if recorded.

View Service History – to view the service history click **Service History** button. Following is information is provided.

Service History Details						
Health Facility : Bumthang Hospital Equipment Name: Patient Monitor Model No.: JERRY-III Manufacturer : Shanxi Jerry Medical Instrument Co.Ltd						
		Asset ID : 10731				
#	Service Type	Service Date	Serviced By	Breakdown Details	Actions Taken	Spare Parts Used
1	Maintenance	2021-06-16	Hari Kafley	this is test	Test action	,

Report Failure - To record failure of any equipment, click **Report Failure** button. Option to record the failure details is provided as follows.

Health Facility : Bumthang Hospital

Equipment Name: Patient Monitor

Model No.: JERRY-III

Manufacturer : Shanxi Jerry Medical Instrument Co.Ltd

Asset ID : 10731

Breakdown Date *

breakdown date

Breakdown Time *

breakdown time

Error Messages / Code

Breakdown Description *

Any Actions Taken

Submit

Cancel

Information to be recorded are:

- **Breakdown Date (Mandatory)** – Date when the breakdown happened. Information is to be updated after conducting required procedures.
- **Breakdown Time** – Time when the breakdown happened. Information is to be updated after conducting required procedures.
- **Error Message / Code** – Information about the error message / error code shown by the equipment when the equipment cannot be used.
- **Breakdown Description** – Provide require information like how did the breakdown occur, what is the issue, etc.
- **Any Actions Taken** – Provide details of the action taken before reporting the breakdown.

After recording required information click **Submit** to submit the breakdown information or click **Cancel** to abort submission of breakdown information.

Warranty / AMC Details – User can view the details of warranty / Annual Maintenance Contract (if any) for the equipment by clicking **Warranty / AMC Details**. If such services are valid the details are shown as follows.

Equipment Details					
#	Equipment Name	Date of Installation	Action		
1	Patient Monitor : 8075	1/1/1970	Service History	Report Failure	Warranty/AMC Details
2	Automatic External Defibrillator : 7023	5/6/2015	Service History	Report Failure	Warranty/AMC Details
3	Automatic External Defibrillator : 7013	10/6/2010	Service History	Report Failure	Warranty/AMC Details
4	Defibrillator : 8223	1/1/2018	Service History	Report Failure	Warranty/AMC Details
5	Patient Monitor : 5516	13/5/2014	Service History	Report Failure	Warranty/AMC Details
6	Patient Monitor : 8073	1/1/2018	Service History	Report Failure	Warranty/AMC Details
7	Anaesthesia Machine : 9180	18/5/2018	Service History	Report Failure	Warranty/AMC Details
8	Patient Monitor : 10731	1/1/1970	Service History	Report Failure	Warranty/AMC Details

AMC Details					
#	AMC Start Date	AMC End Date	AMC Type	Service Provider	Validity
1	July 5 2023	May 6 2023	AMC	iTechnologies	Expired

If Warranty / AMC Details is not updated in the system then no data will be provided with message as follows:

Equipment Details					
#	Equipment Name	Date of Installation	Action		
1	Patient Monitor : 8075	1/1/1970	Service History	Report Failure	Warranty/AMC Details
2	Automatic External Defibrillator : 7023	5/6/2015	Service History	Report Failure	Warranty/AMC Details
3	Automatic External Defibrillator : 7013	10/6/2010	Service History	Report Failure	Warranty/AMC Details
4	Defibrillator : 8223	1/1/2018	Service History	Report Failure	Warranty/AMC Details
5	Patient Monitor : 5516	13/5/2014	Service History	Report Failure	Warranty/AMC Details
6	Patient Monitor : 8073	1/1/2018	Service History	Report Failure	Warranty/AMC Details
7	Anaesthesia Machine : 9180	18/5/2018	Service History	Report Failure	Warranty/AMC Details
8	Patient Monitor : 10731	1/1/1970	Service History	Report Failure	Warranty/AMC Details

No Data Found !					
-----------------	--	--	--	--	--

Note:

Warranty information is captured during recording of equipment details. If warranty information is not recorded during equipment information then it will be shown. AMC / CMC information is capture by BMED as and when such services are formalized with service providers / suppliers. If not recorded then AMC / CMC details are not shown.

6.1.10. Service Execution Record

1. Access the system
2. Login Into the System
3. Access **BMED Equipment** → **Service Execution Record** Menu.

When BMED require external services to service equipment reported as broken, such service requests are listed under Service Execution Record page as follows.

Service Execution Record								
Service Details								
#	Equipment Name	Asset ID	Breakdown Date & Time	Reporting Date	Service Request Date	Service Provider	Action Type	Action
1	Patient Monitor	10731	24/06/2021 & 7:00 PM	Thu Jun 24 2021	16/06/2021	Kuenphen Medicals	Work Order	Service Record
2	X-Ray machine, IOPA (Wall mounted)	7080	17/11/2020 & 12:41 PM	Tue Nov 17 2020	31/05/2021	Zamling Medicals	Request PI	Service Record

Above list is accessible only if equipment available with the health facility of the logged in user is subscribed to external service.

Once the service provider completes the work, health facility BMET is required to click **Service Record** button to record service executions status.

Spare Parts Replaced			
#	Name of Spare Part	Quantity	Remarks
1	--Please Select--		

[Add More](#)

Additional Spare Parts Required			
#	Name of Spare Part	Quantity	Remarks
1	--Please Select--		

[Add More](#)

Remarks

Service Engineer *

Equipment Status *

Service Date *

Service Date

[Submit](#) [Cancel](#)

Information to be captured include spare parts replaced, additional spare parts required or to be replaced for better functioning of the equipment, and service details like name of the engineer / technician, date and equipment status post completion of servicing.

BMET is required to select and / or enter the information and **Submit** to record the service execution records or **Cancel** to abort saving service execution record.

Once the service execution record is submitted, the record will disappear from the list.

6.1.11. Log Book

Log book is recording of equipment usage information. BMET or any designated user from the health facility has provision to record the equipment usage log.

1. Access the system
2. Login Into the System
3. Access **BMED - Equipment** → **Service Execution Record** Menu.

User is required to select department to view the list of equipment. Equipment under the selected departments are listed.

Log Book Details

Department *

Anaesthesia

Equipment Details

#	Equipment Name	Installation Date	Action
1	Patient Monitor : 8075	null	Log
2	Automatic External Defibrillator : 7023	2015-06-05	Log
3	Automatic External Defibrillator : 7013	2010-06-10	Log
4	Defibrillator : 8223	2018-01-01	Log
5	Patient Monitor : 5516	2014-05-13	Log
6	Patient Monitor : 8073	2018-01-01	Log
7	Anaesthesia Machine : 9180	2018-05-18	Log
8	Patient Monitor : 10731	null	Log

User is required to click **Log** button under action to record usage log. Following interface is provided to record the usage information.

Add New Details

Date of Use *

Start Time * End Time *

Initial Hour Reading Final Hour Reading

No. of Hours Used * Operator *

Remarks

Submit **Cancel**

After entering require information, user is required to click **Submit** to record the log information or click **Cancel** to abort saving entered details.

6.1.12. Spare Parts Requisition

Spare Parts Requisition is to submit annual requirements by the health facilities. This requisition it used to derive annual spare parts BOQ for purchase.

1. Access the system
2. Login Into the System
3. Access **BMED - Spare Parts** → **Spare Parts Requisition** Menu.

Following page is provided.

SPARE PARTS / SPARE PARTS REQUISITION

Spare Parts Requisition

Fiscal Year *

Department * Equipment *

- Fiscal Year is the financial year for which the spare parts requisition is submitted.
- Department is to filter the list of equipment department wise. User is required to select General if the spare parts are applicable for many equipment or general-purpose equipment like power strip, etc.
- Equipment is the category of equipment for which spare parts will be required.

Spare Parts Requisition

Fiscal Year *

Department * Equipment *

Spare Parts Item Details

#	Spare Part Name *	Item Code	Specification	UOM	Required Quantity *	remarks
1	<input type="text"/>				<input type="text"/>	<input type="text"/>
2	<input type="text"/>				<input type="text"/>	<input type="text"/>
3	<input type="text"/>				<input type="text"/>	<input type="text"/>
4	<input type="text"/>				<input type="text"/>	<input type="text"/>
5	<input type="text"/>				<input type="text"/>	<input type="text"/>

Submit **+**

List of spare parts is fetched from the spare parts catalogue managed by the BMED Stores users. If the required spare part is not listed then, user needs to contact BMED stores to include the spare part in spare parts catalogue. To record the requisition:

- Select the spare part name – Item Code, specification and Unit of Measurement is fetched from the spare parts catalogue and displayed
- Enter the required quantity
- Enter Remarks if required. Remarks usually is the additional information to justify the requisition.
- If more items are required then click +. New row is created to record additional item.

After recording required items, quality and remarks user is required to click **Submit** to save the requisition. Preview of spare parts requested will be shown as below.

Spare Parts Requisition : Bumthang Hospital						
Fiscal Year: 2019-20		Requisition No.: REQ - 16		Requisition Date: Tue Jul 06 2021		
#	Equipment Name	Item Name	Item Code	Item Specification	Required Quantity	Remarks
1	Anaesthesia Machine	Flow sensor inspiratory/expiratory			5	
2	Anaesthesia Machine	Oxygen sensor			10	
3	Anaesthesia Machine	Bellow assembly			10	
4	Anaesthesia Machine	Lithium ion battery			10	
5	Anaesthesia Machine	O2 sensor cable			5	
6	Anaesthesia Machine	O2 sensor cable & housing			10	

[Print](#) [Cancel](#)

User can print the requisition if required or **Cancel** to close the preview page.

User should continue to submit requisition of all spare parts following same process.

Submitted requisition will be available for BMED Stores to review and finalize the BOQ.

6.1.13. Items Requisition

Items requisition is the request to BMED stores to issue items required for maintenance of equipment or to fix the breakdowns. Based on the Items Requisition, spare parts are issued to the health facilities.

- Access the system
- Login Into the System
- Access **BMED - Spare Parts** → **Items Requisition** Menu.

Following page is provided.

SPARE PARTS / ITEMS REQUISITION

Items Requisition

Fiscal Year *

Department *

Equipment *

- Fiscal Year is the financial year when the items requisition is submitted.
- Department is to filter the list of equipment department wise. User is required to select General if the spare parts are applicable for many equipment or general-purpose equipment like power strip, etc.
- Equipment is the category of equipment for which spare parts will be required.

Note:

In order to be able to submit Items Requisition, annual requisition for the spare part should have been submitted.

When user select fiscal year, department and equipment, following option is provided.

SPARE PARTS / ITEMS REQUISITION

Items Requisition

Fiscal Year * 2019-20

Department * Anaesthesia Equipment * Patient Monitor : 8073

Spare Parts Item Details

#	Item Name	Specification	Quantity Required *	Purpose
1	Battery 12V 2.3Ah	VS 800		
2	NIBP cuff			
3	Paediatric SpO2 sensor			
4	Power supply PCB			
5	Adult SpO2 sensor			

Submit Cancel

User will enter the required number of items and then purpose of the items. After entering the required information user will have to **Submit** to forward the requisition to BMED. User can **Cancel** to abort saving entered information.

When user **Submit** preview is provided to the user as follows.

Health Facility : Bumthang Hospital
 Department : Anaesthesia
 Equipment : Patient Monitor : 8073
 Requisition No : RQ-4

#	Item Name	Item Specification	Quantity Required	Purpose
1	Battery 12V 2.3Ah	VS 800	2	test
2	NIBP cuff		2	test
3	Paediatric SpO2 sensor		2	test
4	Power supply PCB		2	test
5	Adult SpO2 sensor		2	test

Print Close

User can use **Print** if printed copy is required or **Cancel** to close the page.

6.1.14. Items Receipt

Once GIN record is created, health facility BMET will have access to the GIN Records against with item receipt acknowledgement can be updated.

1. Access the system
2. Login Into the System
3. Access **BMED - Spare Parts → Items Receipt** Menu

Following interface is provided.

SPARE PARTS / ITEMS RECEIPT ACKNOWLEDGE

Requisition Details

#	Requisition Date	Issue Note No.	Issue Date	Action
1	2021-07-06	GIN - 2	2021-07-06	Acknowledge

To acknowledge the items receipt, user is required to click **Acknowledge** button. User is required to record received quantity, accepted quantity and rejected quantity and then **Submit** to save the item receipt records.

6.1.15. Item Return

If items are to be returned the BMED store then health facility user can record the return records.

1. Access the system
2. Login Into the System
3. Access **BMED - Spare Parts** → **Items Return** Menu

Following interface is provided to search the acknowledgement records.

User is required to search Good Issue Notes that are acknowledged by the health facility.

6.2. BMED Features

These are the features that are available to BMED users.

6.2.1. Login Page

One the login Page enter the following and then click on **Sign In** Button.

Username – User name is provided by the administrator of the system.

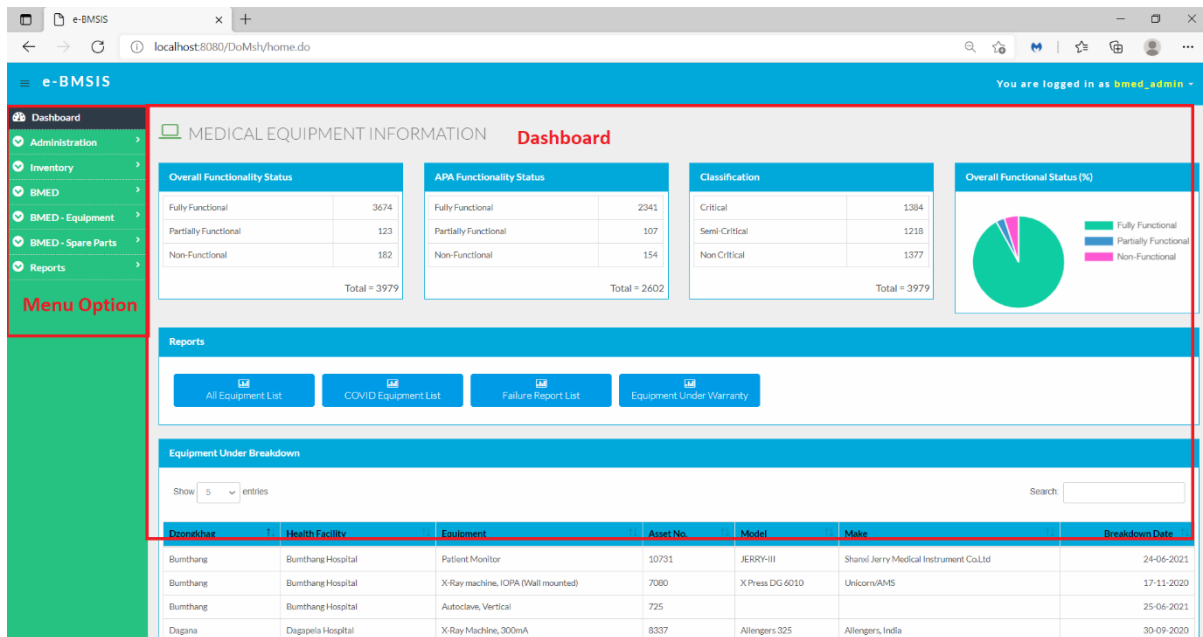
Password – First time password is provided by the system administrator. Any changed password will not be known to the administrator.

Note:

It is recommended that the password provided by the system administrator should be changed after first time login. Changed password will not be known to the administrator.

Landing Page

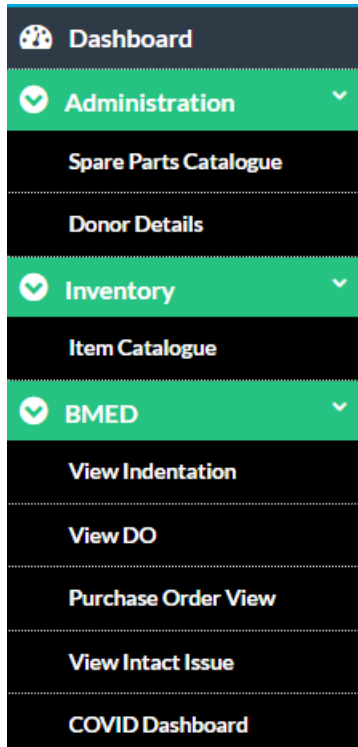
Upon successful login following landing page is provided.



The two main components of landing page are (i) Menu option and (ii) Dashboard. Menu option is provided based on the access privileges defined for the role and Dashboard contains the information based on the Health Facility of the logged in user.

6.2.2. Menu Option

Menu option (when expanded) looks like in the left. Users with different role will see different menu links. Typically, a health facility BMED user will see as in the left.



- Dashboard** provides high level information of equipment across the country.
- Administration → Spare Parts Catalogue** is to be used to manage the master data of the spare parts.
- Administration → Donor Details** is used to manage information of the donors providing medical equipment to health facilities.
- Inventory → Item Catalogue** is used to record new equipment categories that are not already recorded in the system. Such equipment may be provided by donor agencies.
- BMED – View Indentation** provides the indentation submitted by different health facilities.
- BMED – View DO** provide the approved indentation which will be supplied to the requestion health facilities.
- BMED – Purchase Order View** provides the list of purchase orders issued by MSPD that may include equipment.
- BMED – View Impact Issue** provides the list of equipment issued intact by MSDD that will require QI and installation at the health facilities.
- BMED – COVID Dashboard** provides executive level information on the equipment used for COVID management.

BMED - Equipment
Post Installation
Review Failure Report
Maintenance Contract Details
Inspection Schedule
View Inspection Schedule
Validation Schedule
View Validation Schedule
New Equipment

10. **BMED – Equipment → Post Installation** provides list of equipment that are installed at health facilities and pending recording of equipment details
11. **BMED – Equipment → Review Failure Report** provides list of equipment failures reported from health facilities.
12. **BMED – Equipment → Maintenance Contract Details** provides provision to record AMC / CMC information when such services are subscribed.
13. **BMED – Equipment → Inspection Schedule** provides option to create equipment inspection schedule.
14. **BMED – Equipment → View Inspection Schedule** provides option to record inspection completion details.
15. **BMED – Equipment → Validation Schedule** provides option to create validation / calibration schedule.
16. **BMED – Equipment → View Validation Schedule** provides to record validation / calibration completion details.
17. **BMED – Equipment → New Equipment** provides option to record the details of donated and other equipment that are delivered directly to health facilities.

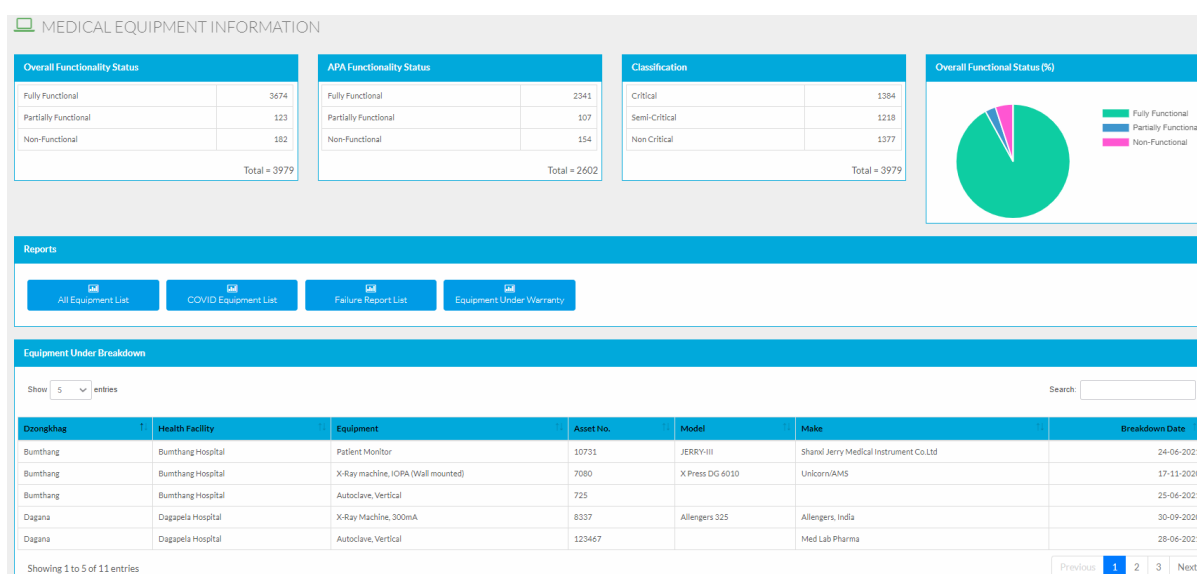
BMED - Spare Parts
Requisition Review
Spare Part BoQ
Quotation Upload
Issue Purchase Order
Quality Inspection
Spare Parts GRN
Items Issue
Items Return Acknowledge
Liquidated Damage

18. **BMED – Spare Parts → Requisition Review** allows BMED Stores to review the annual requisition of spare parts from health facilities.
19. **BMED – Spare Parts → Spare Parts BOQ** provides option to finalize spare parts BOQ, export BOQ and export Evaluation Sheet.
20. **BMED – Spare Parts → Upload Quotation** is the feature to upload the selected suppliers and items awarded to the suppliers that is prepared in Excel.
21. **BMED – Spare Parts → Issue Purchase Order** is to record the purchase order information.
22. **BMED – Spare Parts → Quality Inspection** is to record QI information when the spare parts are delivered by the suppliers.
23. **BMED – Spare Parts → Spare Parts GRN** is to record the GRN of the spare parts after QI is done.
24. **BMED – Spare Parts → Items Issue** is to issue spare parts to health facilities based on the request submitted.
25. **BMED – Spare Parts → Items Return Acknowledge** is the acknowledge the items returned by the health facilities
26. **BMED – Spare Parts → Liquidated Damage** is used to view the LD on suppliers if there was delay in delivery of spare parts.

6.2.3. Dashboard

The Dashboard provides overall information of the equipment in the health facility of the logged In user. Following information is provided in the dashboard.

1. **Overall Functional Status (%)** – Overall functionality of equipment in the health facility as percentage of total number of equipment in the health facility. Functional Status is defined in terms of Fully Functional, Partially Functional and Non-Functional.
2. **Overall Functionality Status** – Overall functionality status provides actual number of equipment functional, partially functional or non-functional.
3. **APA Functionality Status** – APA functionality status provides the number of equipment that are fully functional, partially functional and non-functional excluding the non-critical equipment.



4. **Classification** – Number of equipment under each category critical, Semi Critical and Non-Critical that are in the health facility.
5. **Under Breakdown List** – The list shows the equipment that are reported to be broken and servicing is yet to be done.
6. **All Equipment List** allows generation of list of all equipment.
7. **COVID Equipment List** allows generation of list of equipment used for COVID Management.
8. **Failure Report List** allows generation of failure reports pending service at any point of time
9. **Equipment under warranty** is the list of equipment that are under warranty.

6.2.4. Spare Parts Catalogue

BMED user will have to maintain accurate catalogue of spare parts. Spare Parts can be maintained specific to the equipment category or as general-purpose spare parts.

1. Access the system
2. Login Into the System
3. Access **Administration** → **Spare Parts Catalogue** Menu

Following interface is provided for recording new spare part details.

BMED / SPARE PARTS CATALOGUE

Search Supplier

Department * Equipment *

Spare Part Name

Add Spare Parts Catalogue Details

For General? ☐ Yes ☐ No

Name / Accessories * Item Code / Part No.

Unit of Measurement * Make / Model: *

Specification * Is Active: ☒

Spare Part Photo No file chosen

User can search already catalogued spare parts using the search function.

Search Supplier

Department * Equipment *

Spare Part Name

While recording new spare part details user is required to specify whether the spare part will be used in many equipment by selecting Yes against For General field. Is active is to state that the item will be used. If unchecked item will be accessible while processing spare parts requirements, procurement, GRN and issue.

6.2.5. Donor Details

This feature is to manage information of donor agencies providing equipment to health facilities.

1. Access the system
2. Login Into the System
3. Access **Administration** → **Donor Details** Menu

Following page is provided. The page provides list of donors already recorded in the system and provision to record new donor information.

MASTER / DONOR DETAILS

Add New Donor Details

Donor Name

New Donor Details

All Donor Details

Show entries Search:

#	T.	Donor Name
1		USAID
2		JICA
3		Government of India

Showing 1 to 3 of 3 entries

Previous **1** Next

Recorded Donors

6.2.6. Item Catalogue

When donors donate equipment to any health facility, such equipment need to be available in the item catalogue to be able to register the equipment in CMMS. Interface to add the equipment in the item catalogue is provided.

1. Access the system
2. Login Into the System
3. Access **Inventory → Item Catalogue** Menu

Following interface to add equipment to item catalogue master is provided.

Add New Item Catalogue

Item Type * --Please Select--

Department * --Please Select-- Category * --Please Select--

VEN Classification --Please Select--

Item Name *

Pack Size * Unit of Measurement * --Please Select--

Eligibility *

<input checked="" type="checkbox"/> NRH	<input checked="" type="checkbox"/> RRH	<input type="checkbox"/> DH
<input type="checkbox"/> 10-Bedded Hospital	<input type="checkbox"/> Primary Health Center (PHC)	<input type="checkbox"/> Sub Post

Submit

User is required to record the item information and eligibility. Eligibility will allow the health facility to manage information related to the equipment. Eligibility is to indicate whether such equipment will be used in different health facilities.

User will enter required information and **Submit** to add the equipment in the item catalogue master.

6.2.7. View Indentation

Indentation of equipment submitted by the health facilities store be viewed by BMED users.

1. Access the system
2. Login Into the System
3. Access **BMED → View Indentation** Menu.

Page is provided to select the following:

1. **Fiscal Year** – Fiscal year for which indentation is to be accessed.
2. **Department** – Department for which equipment is indented and is (will be) installed.
3. **Category** – Single Category Equipment is available. This category is used to filter other medical items from equipment which is of Biomedical Engineering Division's concern.
4. **Dzongkhag** – Use Dzongkhag to filter the list of health facilities
5. **Health Facility** – Health facility of which indentation is to be accessed.

View Indentation Details

Fiscal Year * 2018-19

Department * Anaesthesia

Category * Equipment

☐ Total
 ☐ Dzongkhag Wise
 ☒ Health Facility Wise

Select Dzongkhag * Bumthang

Select Health Facility * Chokhorto BHU II

View Indent

User can select **Total** option to view sum of indentation submitted by all health facilities across the country. User can select **Dzongkhag Wise** to view the sum of indentation submitted by health facilities under selected Dzongkhag. User can select **Health Facility Wise** to view the indentation submitted by selected Health Facility.

After selecting required values, click the button **View Indent**. Indentations that match the selected values will be displayed. Name of the equipment and specification along with quantity is provided.

Indent Details For Chokhorto BHU II		
#	Equipment Name	Indented Quantity
1	AED-Automatic External Defibrillator : Fully automatic, L+B11CD screen, Electrodes pads for adult and pediatric patients, Battery powered with alternate AC adapter, Compact unit. Voice prompt instruction- check airway, apply pad, etc. (should supply 10nos of pacing pads each with the AED) Power supply: 220-240V. Power cord with round 3 pin top	1

6.2.8. View DO

Indentation of equipment submitted by the health facilities and those approved by HCDD can be viewed by the BMED user as Distribution Order. Distribution order is the number of equipment that is approved and will be supplied to health facilities.

1. Access the system
2. Login Into the System
3. Access **BMED** → **View DO** Menu.

Page is provided to select the following:

1. **Fiscal Year** – Fiscal year for which approved indentation is to be accessed.
2. **Department** – Department for which equipment is indented, approved and is (will be) installed.
3. **Category** – Single Category Equipment is available. This category is used to filter other medical items from equipment which is of Biomedical Engineering Division's concern.
4. **Dzongkhag** – Use Dzongkhag to filter the list of health facilities
5. **Health Facility** – Health facility of which approved indentation is to be accessed.

View DO Details

Fiscal Year * 2019-20

Department * Central Sterile Services Department

Category * Equipment

☐ Total DO
 ☐ Dzongkhag Wise DO
 ☒ Health Facility Wise DO

Select Dzongkhag * Bumthang

Select Health Facility * Chumey BHU II

View Final Indent

User can select **Total** option to view sum of indentation submitted by all health facilities across the country. User can select **Dzongkhag Wise** to view the sum of indentation submitted by health facilities

under selected Dzongkhag. User can select **Health Facility Wise** to view the indentation submitted by selected Health Facility.

After selecting required values, click the button **View Final Indent**. Indentations that match the selected values will be displayed. Name of the equipment and specification along with quantity is provided.

Indent Details For Chumey BHU II			
#	Equipment Name	Specification	Approved Quantity
1	Sterilizer, Portable, Electric, SS 25-30L (Standardised Brands: K, Surgiclon and United Surgical Industries)		1

6.2.9. Purchase Order View

Once the indentation is finalized, Bill Quantity is done by HCDD which is provided to MSPD to proceed with procurement of the equipment. MSPD completes tendering and evaluation of the bids. Final selection result is uploaded in the system with supplier and quoted price.

1. Access the system
2. Login into the System
3. Access **BMED** → **Purchase Order View** Menu.

List of already issued purchase orders is provided as follows.

Purchase Orders

Show

10

entries

Search:

#	Purchase Order No	Purchase Order Date	Supplier	Department	Fiscal Year	Action
1	PO-474	2018-11-26	Bhutan Indo Company Pvt Ltd	General Consumables	2018-19	Details
2	PO-1242	2020-08-06	Bhutan Medical Equipment	Anaesthesia	2020-21	Details
3	PO-1073	2020-07-02	Bhutan Medical Equipment	Surgery	2020-21	Details
4	PO-781	2019-10-09	Bhutan Medical Equipment	Paediatric	2019-20	Details
5	PO-743	2019-10-02	Bhutan Medical Equipment	Radiology	2019-20	Details
6	PO-1387	2020-12-04	Bhutan Medical Equipment	Anaesthesia	2020-21	Details
7	PO-963	2020-01-13	Bhutan Medical Equipment	Intensive Care Unit	2019-20	Details
8	PO-1381	2020-12-04	Bhutan Medical Equipment	Intensive Care Unit	2020-21	Details
9	PO-1448	2020-12-04	Bhutan Medical Equipment	Operation Theatre	2020-21	Details
10	PO-1331	2020-12-04	Bhutan Medical Equipment	Surgery	2020-21	Details

Showing 1 to 10 of 612 entries

Previous

1

2

3

4

5

...

62

Next

List of Purchase Orders that have equipment is provided. User can search any purchase order using

Search:

. This search function will search the information in the page and show matching information. User can follow pagination

Previous	1	2	3	4	5	...	62	Next
----------	---	---	---	---	---	-----	----	------

to access list for other pages.

User can click **Details** action to view the purchase order details. Following information is provided.

Purchase Order Details							
#	Equipment Name	Manufacturer	Required Specification	Offered Specification	Rate	Quantity	Amount
11	Cushion, Wedge shaped with firm wipe down cover, two wrap straps, one abductor module for Paediatric; Size: 4-12inch H, 22-28inch L, 20-24inch W	null		model : AMP :03S106B wedges size 20 x 60 x 70 cm	5810	7	40670
							Close

Those purchase order not having equipment will not display anything when user clicks **Details** button.

Purchase Order Details							
#	Equipment Name	Manufacturer	Required Specification	Offered Specification	Rate	Quantity	Amount

Close

6.2.10. View Intact Issue

Equipment issued by MSDD intact to health facilities are listed under View Intact Issue. Intact issues are items issued to health facilities without opening package and Quality Inspection. Package is opened at the health facility during installation and QI is done as well.

1. Access the system
2. Login into the System
3. Access **BMED** → **View Intact Issue** Menu.

BMED / VIEW INTACT ISSUE				
Intact Issue Information				
#	Issue Note No.	Issue Date	Health Facility	Action
1	CH-1	Mar 8, 2018	Trashigang	Details

User can click **Details** to view the details of equipment issued intact by MSDD as follows.

Intact Issue Details

Health Facility

Trashigang

Issue Note No.

CH-1

Issue Date

8/3/2018

#	Equipment Name	Manufacturer	Rate	Quantity	Amount
1	Purified vero-cell rabies vaccine 0.5mL, Intra-Dermal (with 3 nos. 1ml Syringe)		0	3300	0

Vehicle No.

BG-2-A0889

Driver

Sonam Dorji

Route Information

Ranjung, Trashigang, Kanglung, Riserboo and Dewathang

Close

Close

6.2.11. Post Installation

Post installation feature is used to update the details of equipment once the equipment is installed and functional. Equipment that are installed and commissioned will be listed under Post Installation. This feature can be assigned to BMETs in health facilities.

1. Access the system
2. Login into the System
3. Access **BMED – Equipment** → **Post Installation** Menu.

List of equipment with installation date, equipment name, and health facility is provided depicted below.

Post Installation Information

#	Installation Date	Equipment Name	Health Facility	Action
1	2021-06-18	Purified vero-cell rabies vaccine 0.5mL, Intra-Dermal (with 3 nos. 1ml Syringe)	Trashigang	Equipment Details
2	2021-06-28	Anaesthesia machine, Portable: Small and compact unit ideal for office/outstation/remote based anaesthesia; 3 gas machine (O2, N2O and Air); Mechanical anti-hypoxic device and air/N2O interlock system; Specifically designed to accommodate low flow (closed circuit) with carbon dioxide absorber canister and auxiliary common gas outlet for open circuit; Auxiliary O2 flow meter port: Flow meter types: flow meter tubes with antistatic coating, flow range: Oxygen/Air/ Nitrous oxide: 0-10 L/min; Flow meter Accuracy: $\pm 2.5\%$ full scale reading. Flow meter construction: tubes and floats are matched, and must not be interchangeable; Standard Gases: O2, N2O, Air; Anti-Hypoxic Device (AHD system): Minimum oxygen concentration: 30% \pm 3% (total O2 + N2O flow); Basal flow - oxygen 100-200ml/min (Mechanical anti-hypoxic device and air/N2O interlock; Pin Index safety system or Diameter index safety system to prevent wrong gas connection; Oxygen failure warning Devices: gas system whistle, visual indicator, direct pressure operated; Recessed flush valve/Oxygen flush: Button on front edge work surface: the system supplies 35-75 L/min when the button is fully depressed; Vaporizer to include: 1 Isoflourane, 1 Sevoflurane and 1 Halothane; Transportation case: Hard shell carrying case with inner moulded soft padding, complete with caster and a retractable handle: a convenient mobile trolley/car with a sturdy built-in shelf; Connection hose: 5-meter, high pressure pipe with colour coding, and diameter index safety system connection at the machine end, and schrader valve regulator at the cylinder end (cylinder connector) for each gas (O2, N2O and Air); Power supply: 220-240V, 50Hz; Power cable with 3 round pin top	Bumthang Hospital	Equipment Details

User is required to click **Equipment Details** to record the details of the equipment. Equipment details form is provided as follows.

Update Equipment Details

Purchase Order No.

PO-1

Purchase Order Date

2018-01-29

Cost

343

Country of Origin

India

Department

Medicines

Generic Equipment Name

Purified vero-cell rabies vaccine 0.5mL, Intra-Dermal (with 3 nos. 1ml Syringe)

Asset ID *

Manufacturer

Equipment Full Name

GMDN Code

Source of Funding *

Supplier

Namsey Medical Supplies

Serial No. *

Model No. *

Manufacture Date (Year) *

Manufacture date

Installation Date

Fri Jun 18 2021

Equipment Life

Responsible Person

Warranty Start Date *

start date

Warranty Expiry Date *

expiry date

Contact Address

Upload Equipment Manuals

Choose File No file chosen

Upload Equipment Photo

Choose File No file chosen

Save

Cancel

Following information is fetched from existing records in the system:

- Purchase Order No.
- Purchase Order Date
- Cost
- Country of Origin
- Department
- Generic Equipment Name
- Manufacturer
- Supplier
- Installation Date

Following information will have to be recorded to build comprehensive information of the biomedical equipment.

- Asset ID
- Equipment Full Name (optional)

- c. GMDN Code
- d. Source of Funding
- e. Serial No.
- f. Model No.
- g. Equipment Life (optional)
- h. Responsible Person (optional)
- i. Warranty Start Date
- j. Warranty Expiry Date
- k. Contact Address (optional)
- l. Equipment Manuals (optional)
- m. Equipment Photo (optional)

After recording required information, user is required to click **Save** to save the equipment details or **Cancel** to abort saving the equipment information. Once saved, equipment will be reflected in the biomedical equipment inventory details. If cancelled equipment will not be available in the biomedical equipment list.

6.2.12. Review Failure Report

Failure report recorded by health facilities is accessible to BMED user under review failure report. BMED can proceed with multiple activities on the reported failure.

1. Access the system
2. Login into the System
3. Access **BMED – Equipment → Review Failure Report** Menu.

List of reported failures is provided as follows.

EQUIPMENT / EQUIPMENT FAILURE REPORT REVIEW						
Review Failure Reporting						
Equipment Details						
#	Health Facility	Equipment Name	Asset ID	Breakdown Date & Time	Reporting Date	Action
1	Dagapela Hospital	X-Ray Machine, 3000mA	8337	30/09/2020 & 10:45 AM	Thu Oct 01 2020	Service History Breakdown Details Maintenance Details Condemnation Service Request Warranty/AMC Details
2	Bumthang Hospital	X-Ray machine, HOPA (Wall mounted)	7080	17/11/2020 & 12:41 PM	Tue Nov 17 2020	Service History Breakdown Details Maintenance Details Condemnation Service Request Warranty/AMC Details
3	Mongar Hospital	Ultrasound Machine	1569	15/04/2020 & 4:10 PM	Wed Apr 15 2020	Service History Breakdown Details Maintenance Details Condemnation Service Request Warranty/AMC Details
4	Bumthang Hospital	Patient Monitor	10731	24/06/2021 & 7:00 PM	Thu Jun 24 2021	Service History Breakdown Details Maintenance Details Condemnation Service Request Warranty/AMC Details
5	Jashokha District Hospital	Dental Chair, standard	405	29/06/2021 & 12:12 PM	Mon Jun 28 2021	Service History Breakdown Details Maintenance Details Condemnation Service Request Warranty/AMC Details
6	Bumthang Hospital	Autoclave, Vertical	725	25/06/2021 & 12:06 PM	Mon Jun 28 2021	Service History Breakdown Details Maintenance Details Condemnation Service Request Warranty/AMC Details
7	Dagapela Hospital	Autoclave, Vertical	123457	28/06/2021 & 4:06 PM	Mon Jun 28 2021	Service History Breakdown Details Maintenance Details Condemnation Service Request Warranty/AMC Details
8	Damphu Hospital	Autoclave, Vertical	10196	28/06/2021 & 12:17 PM	Mon Jun 28 2021	Service History Breakdown Details Maintenance Details Condemnation Service Request Warranty/AMC Details
9	Punakha Hospital	Suction Machine	6177	28/06/2021 & 12:28 PM	Mon Jun 28 2021	Service History Breakdown Details Maintenance Details Condemnation Service Request Warranty/AMC Details
10	Trashigang	Patient Monitor	2089	28/06/2021 & 12:20 PM	Mon Jun 28 2021	Service History Breakdown Details Maintenance Details Condemnation Service Request Warranty/AMC Details
11	Pero Hospital	Suction Machine	79	29/06/2021 & 4:31 PM	Tue Jun 29 2021	Service History Breakdown Details Maintenance Details Condemnation Service Request Warranty/AMC Details

BMED user can proceed with following processes / activities on reported failures:

- a. **Service History** - History of services done on the equipment. It includes the service records of the past.
- b. **Breakdown Details** -- Current Breakdown details submitted by the health facility
- c. **Maintenance Details** - Provision to update maintenance information as and when such maintenance is done including those done based on the breakdown report.
- d. **Condemnation** – Provision to condemn the equipment if corrective actions are not feasible or maintenance is not worth.
- e. **Service Request** – Provision to record external service request to maintain the equipment.
- f. **Warranty / AMC Details** – Provision to record the warranty and AMC / CMC details subscribed for the equipment.

6.2.12.1. Service History

User can access service history by clicking **Service History** button under action column.

Service History Details						
Health Facility : Dagapela Hospital Equipment Name: X-Ray Machine, 300mA Model No. : Allengers 325 Manufacturer : Allengers, India						
Asset ID : 8337						
#	Service Type	Service Date	Serviced By	Breakdown Details	Actions Taken	Spare Parts Used
1	Maintenance	21/10/2020	demo	kVp Metering transformer burned	demo	,

Service history can be useful while managing equipment and maintenance planning.

6.2.12.2. Breakdown Details

User can access current breakdown information by clicking **Breakdown Details** button under action column.

Breakdown Details

Health Facility : Bumthang Hospital
Equipment Name: X-Ray machine, IOPA (Wall mounted)
Model No. : X Press DG 6010
Manufacturer : Unicorn/AMS
Breakdown Date : 17/11/2020
Error Messages/Code : demo
Breakdown Description : demo
Any Actions Taken : demo

Asset ID : 7080
Breakdown Time : 12:41 PM

6.2.12.3. Maintenance Details

User can record maintenance information by clicking **Maintenance Details** button under action column.

Spare Parts Replaced

#	Name of Spare Part	Quantity	Remarks
1	--Please Select--		

Add More

Additional Spare Parts Required

#	Name of Spare Part	Quantity	Remarks
1	--Please Select--		

Add More

Remarks

Serviced By *
Service Engineer *
Equipment Status *

--Please Select--
--Please Select--
--Please Select--

Service Charge
Maintenance Date *
Actions Taken *

Submit
Cancel

Use **Add More** button to add more spare parts replaced and Additional Spare Parts required information. When user clicks **Add More** button, additional row is created to capture additional spare parts details.

After entering required information click **Submit** to save information entered or **Cancel** to abort saving the entered information.

6.2.12.4. Condemnation

If any equipment cannot be maintained to make it functional, then the equipment will be condemned and then disposal processed. User can record condemnation information by clicking **Condemnation** button under action column.

Condemnation Details

Health Facility : Dagapela Hospital
Equipment Name: X-Ray Machine, 300mA
Model No : Allengers 325
Manufacturer : Allengers, India

Asset ID : 8337
Installation Date : Thu Mar 08 2018

Condemnation Reason
☐ Obsolescence
☐ Unsafe condition of equipment for patients or operator
☐ Generation of unreliable results
☐ Uneconomical repair requirement
☐ Increasing frequency of repairs
☐ Age
☐ Irreparable physical condition because of major breakage and mishandling

User Remarks *

Remarks by BMED Official *

Condemnation Date *

After entering required information click **Submit** to save information entered or **Cancel** to abort saving the entered information.

6.2.12.5. Service Request

If BMED needs to request services from external service providers then service request records are updated. Health facilities will receive intimation on the service request.

Service Request Details

Service Provider *

Date of Request *

Notification No. *

Delivery Deadline

Type of Action *
--Please Select--

Remarks

After entering required information click **Submit** to save information entered or **Cancel** to abort saving the entered information.

6.2.12.6. Warranty / AMC Details

BMED can view the AMC / CMC information using this feature. User is required to click **Maintenance / AMC Details** under action column to be able to view maintenance / AMC details. Maintenance contract information is recorded using Maintenance Contract menu.

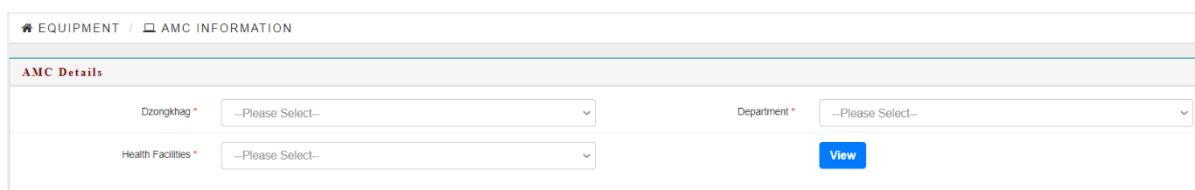
Warranty Details And AMC Details					
Warranty Details					
#	Warranty Start Date	Warranty End Date	Service Provider (Supplier)	Validity	
1			No Supplier	Expired	
AMC Details					
#	Start Date	End Date	AMC Type	Service Provider	Validity
1	July 5 2023	May 6 2023	AMC	iTechnologies	Expired

6.2.13. Maintenance Contracts

When maintenance (AMC / CMC) are signed with service providers, the contract information is recorded in CMMS using this feature. Once AMC / CMC information is recorded, the recorded information is available for view by BMET while recording failure reports and BMED while accessing failure reports.

1. Access the system
2. Login into the System
3. Access **BMED – Equipment** → **Maintenance Contract** Menu.

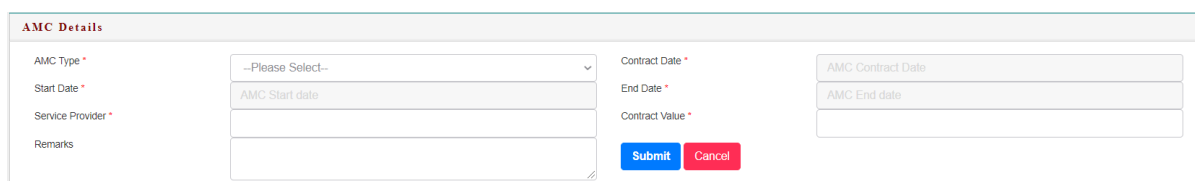
Following page is provided.



User is required to select Dzongkhag, Department and Health Facility to get the list of equipment that are in the selected health facility. After selecting required values user is required to click **View** to get the list of equipment.

Equipment Details					
#	Equipment Name	Asset ID	Supplier	Installation Date	Action
1	null	null		28/6/2021	AMC Details
2	Patient Monitor	10731		1/1/1970	AMC Details
3	Anaesthesia Machine	9180	Ngangpa Pharmaceutical & Medical Supplies	18/5/2018	AMC Details
4	Patient Monitor	8073	Ngangpa Pharmaceutical & Medical Supplies	1/1/2018	AMC Details
5	Patient Monitor	5516	Medical Equipment & Devices	13/5/2014	AMC Details
6	Defibrillator	8223		1/1/2018	AMC Details
7	Automatic External Defibrillator	7013	Medical Equipment & Devices	10/6/2010	AMC Details
8	Automatic External Defibrillator	7023	Medical Equipment & Devices	5/6/2015	AMC Details
9	Patient Monitor	8075		1/1/1970	AMC Details

User is required to click **AMC Details** button to record the Annual Maintenance Contract / Comprehensive Maintenance Contract. Interface is provided to record AMC / CMC Details.



After entering required information click **Submit** to save information entered or **Cancel** to abort saving the entered information.

6.2.14. Inspection Schedule

Equipment Performance inspection schedule can be created in the system using this feature.

1. Access the system
2. Login into the System
3. Access **BMED – Equipment** → **Inspection Schedule** Menu.

Following page is provided.

EQUIPMENT / AMC INFORMATION

AMC Details

Dzongkhag * Department *

Health Facilities * [View](#)

User is required to select Dzongkhag, Department and Health Facility to get the list of equipment that are in the selected health facility. After selecting required values user is required to click **View** to get the list of equipment.

Equipment Details					
#	Equipment Name	Asset ID	Equipment Specification	Installation Date	Action
1	Patient Monitor	10731		Thu Jan 01 1970	Update Schedule
2	Anaesthesia Machine	9180		Fri May 18 2018	Update Schedule
3	Patient Monitor	8073		Mon Jan 01 2018	Update Schedule
4	Patient Monitor	5516		Tue May 13 2014	Update Schedule
5	Defibrillator	8223		Mon Jan 01 2018	Update Schedule
6	Automatic External Defibrillator	7013		Thu Jun 10 2010	Update Schedule
7	Automatic External Defibrillator	7023		Fri Jun 05 2015	Update Schedule
8	Patient Monitor	8075		Thu Jan 01 1970	Update Schedule

User is required to click **Update Schedule** button to record inspection schedule. Following page is provided.

Schedule Details

#	Scheduled Date	Scheduled Activities	Inspection By	Service Provider	Priority	Remarks
1	29/06/2021	test	BMED	tt	High	jj

Scheduled Date * Scheduled Activities *

Inspection/Maintenance By * Priority *

Service Provider Remarks

[Submit](#) [Cancel](#)

List of existing schedules are provided along with the option to record new schedule information. After entering required information click **Submit** to save information entered or **Cancel** to abort saving the entered information.

6.2.15. View Inspection Schedule

After creating inspection schedule, inspection activities will be conducted. Once the inspection activities are completed, information about the inspection is recorded against the schedule.

1. Access the system
2. Login into the System
3. Access **BMED – Equipment → View Inspection Schedule** Menu.

Following page is provided.

🏠 EQUIPMENT / 📄 VIEW INSPECTION / MAINTENANCE SCHEDULE

View Inspection / Maintenance Schedule Details

Dzongkhag * Health Facilities *

[View](#)

After selecting the Dzongkhag and Health Facility, user is required to click **View** to get the list of inspection schedules prepared in previous section.

Equipment Details						
#	Equipment Name	Asset ID	Scheduled Maintenance/Inspection Date	Activity	Priority	Action
1	Patient Monitor	10731	29/06/2021	test	High	Update Activity

User is required to click **Update Activity** button to record the inspection completion information.

Activity Details

Health Facility : Bumthang Hospital
 Equipment Name : Patient Monitor
 Equipment Specification :
 Model No. : JERRY-III
 Manufacturer : Shantui Jerry Medical Instrument Co Ltd

Asset ID : 10731
 Make : Shantui Jerry Medical Instrument Co Ltd

Breakdown Details Any Actions Taken

Spare Parts Replaced

#	Name of Spare Part	Quantity	Remarks
1	<input type="text" value="-- Please Select --"/>	<input type="text"/>	<input type="text"/>

[Add More](#)

Additional Spare Parts Required

#	Name of Spare Part	Quantity	Remarks
1	<input type="text" value="-- Please Select --"/>	<input type="text"/>	<input type="text"/>

[Add More](#)

Service Engineer *
 Equipment Status *

Inspection Date *
 Remarks

[Submit](#) [Cancel](#)

Use **Add More** button to add more spare parts replaced and Additional Spare Parts required information. When user clicks **Add More** button, additional row is created to capture additional spare parts details. After entering required information click **Submit** to save information entered or **Cancel** to abort saving the entered information.

6.2.16. Validation / Calibration Schedule

Biomedical equipment requires to be calibrated regularly in reference to another similar devices. BMED can create calibration schedule and then conduct calibration activities as per the schedule.

1. Access the system
2. Login into the System
3. Access **BMED – Equipment → Validation Schedule** Menu.

🏠 EQUIPMENT / 📄 AMC INFORMATION

AMC Details

Dzongkhag * Department *

Health Facilities * [View](#)

User is required to select Dzongkhag, Department and Health Facility to get the list of equipment that are in the selected health facility. After selecting required values user is required to click **View** to get the list of equipment.

Equipment Details					
#	Equipment Name	Asset ID	Equipment Specification	Installation Date	Action
1	Patient Monitor	10731		Thu Jan 01 1970	Update Schedule
2	Anaesthesia Machine	9180		Fri May 18 2018	Update Schedule
3	Patient Monitor	8073		Mon Jan 01 2018	Update Schedule
4	Patient Monitor	5516		Tue May 13 2014	Update Schedule
5	Defibrillator	8223		Mon Jan 01 2018	Update Schedule
6	Automatic External Defibrillator	7013		Thu Jun 10 2010	Update Schedule
7	Automatic External Defibrillator	7023		Fri Jun 05 2015	Update Schedule
8	Patient Monitor	8075		Thu Jan 01 1970	Update Schedule

User is required to click **Update Schedule** button to record inspection schedule. Following page is provided.

#	Scheduled Date	Scheduled Activities	Verified By	Service Provider	Priority	Remarks
1	30/06/2021	test	Service Provider	test	High	dsfgh

Scheduled Date *

Reference Device

Scheduled Activities *

Verified By *

--Please Select--

Priority *

--Please Select--

Service Provider

Remarks

Submit

Cancel

List of existing schedules are provided along with the option to record new schedule information. After entering required information click **Submit** to save information entered or **Cancel** to abort saving the entered information.

6.2.17. View Validation Schedule

After creating inspection schedule, calibrated / validation activities will be conducted. Once the calibration activities are completed, information about the validation is recorded against the schedule.

1. Access the system
2. Login into the System
3. Access **BMED – Equipment** → **View Validation Schedule** Menu.

Following page is provided.

[EQUIPMENT](#) / [VIEW INSPECTION](#) / [MAINTENANCE SCHEDULE](#)

View Inspection / Maintenance Schedule Details

Dzongkhag *

Bumthang

Health Facilities *

Bumthang Hospital

View

After selecting the Dzongkhag and Health Facility, user is required to click **View** to get the list of validation schedules prepared in previous section.

Equipment Details						
#	Equipment Name	Asset ID	Scheduled Maintenance/Inspection Date	Activity	Priority	Action
1	Patient Monitor	10731	29/06/2021	test	High	Update Activity

User is required to click **Update Activity** button to record the inspection completion information.

Verification Date *		<input type="text" value="Verification Date"/>	Next Verification Date *		<input type="text" value="Next Verification Date"/>
Verified By *		<input type="text"/>	Accepted By		<input type="text"/>
Counter Signed By		<input type="text"/>	Result *		--Please Select--
Status *		--Please Select--	Remarks		<input type="text"/>
		Submit			Cancel

After entering required information click **Submit** to save information entered or **Cancel** to abort saving the entered information.

6.2.18. New Equipment

Equipment donated by donor agencies will be recorded using this feature. Equipment procured by Government of Bhutan will have to be recorded using post installation process.

1. Access the system
2. Login into the System
3. Access **BMED – Equipment → New Equipment Menu**.

Following interface is provided.

Add New Equipment Details			
Department *	-- Please Select --		
Item / Equipment *	-- Please Select --	Add New Item	
Is Donated? <input type="radio"/> Yes <input type="radio"/> No			
Supplier	--Please Select--	Initial Cost	<input type="text"/>
Asset ID *	<input type="text"/>	Make / Manufacturer	<input type="text"/>
Equipment Full Name *	<input type="text"/>	OMDN Code	<input type="text"/>
Serial No. *	<input type="text"/>	Model No. *	<input type="text"/>
Source of Funding	<input type="text"/>	Equipment Life	<input type="text"/>
Dzongkhag *	--Please Select--	Health Facilities *	--Please Select--
Manufactured Date (Year) *	<input type="text" value="Manufactured year"/>	Installation Date	<input type="text" value="Installation date"/>
Warranty Start Date	<input type="text" value="start date"/>	Warranty Expiry Date	<input type="text" value="expiry date"/>
Upload Equipment Manuals	<input type="text" value="Choose File"/> No file chosen	Equipment is for COVID?	--Please Select--
		Save	Cancel

After entering required information click **Submit** to save information entered or **Cancel** to abort saving the entered information.

6.2.19. Requisition Review

Annual requisition of spare parts submitted by health facilities is reviewed by BMED for preparation of Bill of Quantity. User can review the requisition health facility wise.

1. Access the system
2. Login into the System
3. Access **BMED – Spare Parts → Requisition Review Menu**.

Following page is provided:

Spare Parts Requisition Review Details

Fiscal Year *

Dzongkhag * Health Facility *

Department * Equipment *

[Search](#)

User is required to select Fiscal Year, Dzongkhag, Health Facility, Department and Equipment Category to view the requisition.

#	Spare Part Name	Item Code	UOM	Requested Quantity	Approved Quantity	Approved Remarks
1	Battery 12V 2.3Ah		No.	6	<input type="text" value="6"/>	<input type="text"/>
2	NIBP cuff		No.	7	<input type="text" value="7"/>	<input type="text"/>
3	Paediatric SpO2 sensor		No.	11	<input type="text" value="11"/>	<input type="text"/>
4	Power supply PCB		No.	6	<input type="text" value="6"/>	<input type="text"/>
5	Adult SpO2 sensor		No.	7	<input type="text" value="7"/>	<input type="text"/>

[Submit](#) [Close](#)

User is provided with list of spare part items with requested quantity. Approved quantity by default is requested quantity. User can modify the approved quantity and enter remarks if required for the items that are required. After recording required information click **Submit** to submit the requisition or **Cancel** to abort submitting the requisition.

6.2.20. Spare Part BoQ

After reviewing all requisitions, BMED user will generate BoQ for selected fiscal year.

1. Access the system
2. Login into the System
3. Access **BMED – Spare Parts → Spare Parts BoQ Menu**.

Option to select fiscal year is provided.

[Home](#) [SPARE PARTS](#) / [SPARE PARTS BOQ](#)

View Spare Parts BoQ

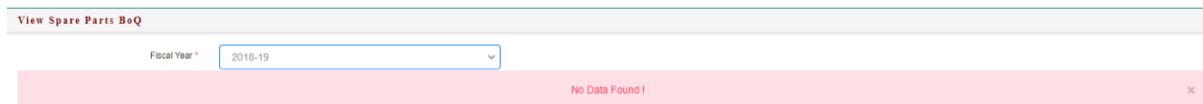
Fiscal Year *

Select the fiscal year to view the requisitions. If requisitions are submitted and review completed by BMED the list of spare part requisition is provided.

#	Spare Part Name	Item Code	Specification	UOM	Equipment	JDW Quantity	BMED Quantity	Total Quantity Required
1	Battery 12V 2.3Ah		VS 800	No.	Patient Monitor : 8073	0	12	12
2	NIBP cuff			No.	Patient Monitor : 8073	0	14	14
3	Paediatric SpO2 sensor			No.	Patient Monitor : 8073	0	22	22
4	Power supply PCB			No.	Patient Monitor : 8073	0	12	12
5	Adult SpO2 sensor			No.	Patient Monitor : 8073	0	14	14

[Export BoQ](#) [Export Evaluation Sheet](#) [Close](#)

If the selected fiscal years does not have approved requisition then **No Data Found** message is provided as follows.



If approved requisition exists then user can **Export BoQ, Export Evaluation Sheet or Close** the page.

Export BoQ is used to generate list of spare part items to be provided to bidders.

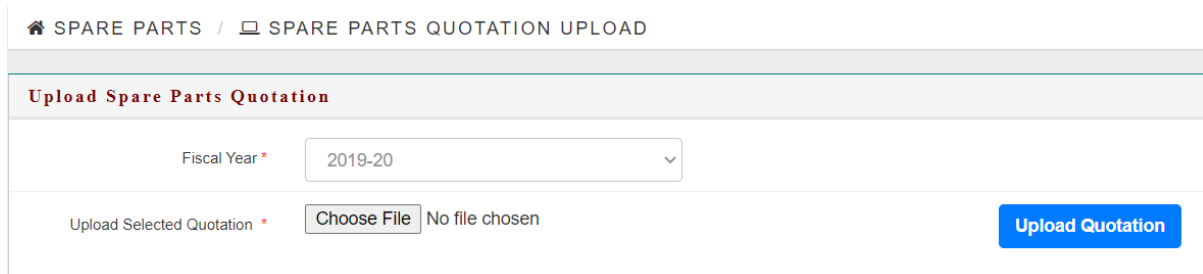
Export Evaluation Sheet is to be used for preparation of evaluation and selection sheet from the bids submitted.

6.2.21. Upload Quotation

After completing the evaluation of quotations, BMED is required to prepare evaluation sheet in the excel sheet downloaded using **Export Evaluation Sheet**.

1. Access the system
2. Login into the System
3. Access **BMED – Spare Parts → Upload Quotation** Menu.

Following page is provided.



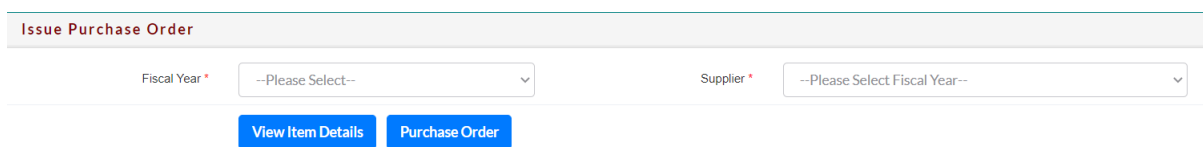
User is required to upload the evaluation sheet file prepared during the evaluation. User is required to click **Upload Quotation** after attaching the evaluation excel sheet.

Data in the uploaded excel sheet is processed in the system.

6.2.22. Issue Purchase Order

Purchase order information is updated in the system based on the items awarded. List of items awarded is listed based on the data uploaded using Upload Quotation function.

1. Access the system
2. Login into the System
3. Access **BMED – Spare Parts → Issue Purchase Order** Menu.



Based on the fiscal year selected, supplier list is populated. Only selected suppliers for supply of spare parts are listed in the dropdown. Supplier list is determined based on the excel uploaded in Quotation Uploaded.

User can view the list of spare part items awarded to the selected supplier.

Purchase order information can be captured including delivery date, purchase order no. and remarks.

6.2.23. Quality Inspection

Once the supplier delivers the spare parts, quality inspection is done. User has option to search purchase order using fiscal year and supplier.

1. Access the system
2. Login into the System
3. Access **BMED – Spare Parts → Quality Inspection Menu.**

Following page is provided.

SPARE PARTS / QUALITY INSPECTION DETAILS

Quality Inspection Details

Fiscal Year *

--Please Select--

Supplier *

--Please Select--

6.2.24. Spare Parts GRN

Upon completion of Quality Inspection, spare parts GRN is done. User has the option search those deliveries that have passed the Quality Inspection.

1. Access the system
2. Login into the System
3. Access **BMED – Spare Parts → Spare Parts GRN Menu.**

Following page is provided.

#	Purchase Order No	Purchase Order Date	Delivery Deadline	Quality Inspection Date	Action
1	123	Tue Jun 29 2021	Thu Jul 29 2021	28/06/2021	View QI Details GRN

User can view the QI Details using **View QI Details** button under Action column.

Print QI Details

Royal Government of Bhutan
Ministry of Health
Department of Medical Supplies & Health Infrastructure
Bio-Medical Engineering Division

QUALITY INSPECTION FOR MEDICAL EQUIPMENT SPARE PARTS

Supplier: TEST Delivery Deadline: Thu Jul 29 2021 Purchase Order No: 123 Purchase Order Date: Tue Jun 29 2021

#	Item Name	UoM	Offered Specification	Manufacturer	Quantity Ordered	Quantity Delivered	Quantity Accepted	Quantity Rejected	Remarks
1	Battery 12V 2.3Ah	No.	VS 800	ert	6	6	6	0	ok
2	NIBP cuff	No.		gdfs	7	7	7	0	ok
3	Paediatric SpO2 sensor	No.		sfg	11	11	11	0	ok
4	Power supply PCB	No.		df	6	6	6	0	ok
5	Adult SpO2 sensor	No.		sdfg	7	7	7	0	ok

Date of Inspection :

Details of Inspection Team:

#	Name, CID	Designation	Signature
1	Sonam	DE	
2	Dorji	DE	
3	Mon Bdr	DE	

[Print](#) [Close](#)

User can print the QI information using **Print** button or use **Close** button to close the QI details view page.

To record spare parts GRN use is required to click **GRN** button.

GRN Details

Supplier: TEST Purchase Order No: 123 Purchase Order Date: Tue Jun 29 2021

#	Item Name	UoM	Offered Specification	Manufacturer	Qty Ordered	Qty Delivered	Qty Accepted	Qty Rejected	Unit Rate	Amount	Remarks
1	Battery 12V 2.3Ah	No.	VS 800	ert	6	6	6	0	200	1200	ok
2	NIBP cuff	No.		gdts	7	7	7	0	500	3500	ok
3	Paediatric SpO2 sensor	No.		sfg	11	11	11	0	200	2200	ok
4	Power supply PCB	No.		df	6	6	6	0	300	1800	ok
5	Adult SpO2 sensor	No.		sdfg	7	7	7	0	400	2800	ok

Delivery Chalan No. *

Delivery Chalan Date *

Receipt Date *

Submit Cancel

Total Amount * 11500

Invoice / Bill No.

Invoice / Bill Date

User enters required data and **Submit** to save GRN details or **Cancel** abort saving the entered information.

6.2.25. Items Issue

BMED store will issue the items to health facilities based on the Items Requisition submitted by the health facilities.

1. Access the system
2. Login into the System
3. Access **BMED – Spare Parts → Items Issue** Menu.

Following page is provided to search the items requisition from health facilities.

Items Issue Details

Fiscal Year * --Please Select--

Dzongkhag --Please Select--

Health Facilities --Please Select--

Search

Select the fiscal year, Dzongkhag and Health Facility to access the requisition submitted.

6.2.26. Reports

6.2.26.1. Equipment Inventory Report

User can generate equipment inventory report using Dzongkhag and Health Facility.

All Equipment Details

Dzongkhag * --Please Select--

Health Facility * --Please Select--

View

When user click **View**, inventory information is provided as follows:

Equipment Inventory Details for Bumthang Hospital

Show10entries

Search:

#	Equipment Name	Asset ID	Manufacturer	Serial No.	Model No.	Installation Date	Warranty Start Date	Warranty End Date	Funding	Initial Cost	Category	Functional Status
1	Air Compressor, Dental	704	Confident	42-04-05	CH-43	07/Aug/2005	07/Aug/2005	07/Aug/2006		121000.0	Semi-Critical	Fully Functional
2	Air Compressor, Dental	2924	Durr Dental	C256100065	D-74321	28/May/2015	28/May/2015	28/May/2016	RGoB	121716.0	Semi-Critical	Fully Functional
3	Anaesthesia Machine	9180	Mindray	KG-81001888	WATO EX-35	18/May/2018	18/May/2018	18/Nov/2019	RGoB	1175000.0	Critical	Fully Functional
4	Autoclave	745	TOMY, JAPAN	46135081	ES-315	16/Apr/2007	16/Apr/2007	16/Apr/2008		466000.0	Critical	Fully Functional
5	Autoclave, Portable	778				22/Apr/2007	22/Apr/2007	22/Apr/2008		0.0	Critical	Fully Functional
6	Autoclave, Vertical	723				13/Apr/2007	13/Apr/2007	13/Apr/2008		0.0	Critical	Non-Functional
7	Automatic External Defibrillator	7023	Philips	B15A-00629	HeartStart FRx	05/Jun/2015	05/Jun/2015	05/Jun/2016		64500.0	Critical	Partially Functional
8	Automatic External Defibrillator	7013	Philips	B14J-01776	HeartStart FRx	10/Jun/2010	10/Jun/2010	10/Jun/2011		64500.0	Critical	Partially Functional
9	Bilirubin meter	672	APEL, Japan	5300283	BR-5200	20/Jun/2014	20/Jun/2014	20/Jun/2015		139720.0	Non Critical	Fully Functional
10	Blood Collection Monitor	10751	REMI	ZDHS-21323	BCM-20 Ultra	24/Apr/2018	24/Apr/2018	24/Apr/2019		0.0	Non Critical	Fully Functional

Showing 1 to 10 of 95 entries

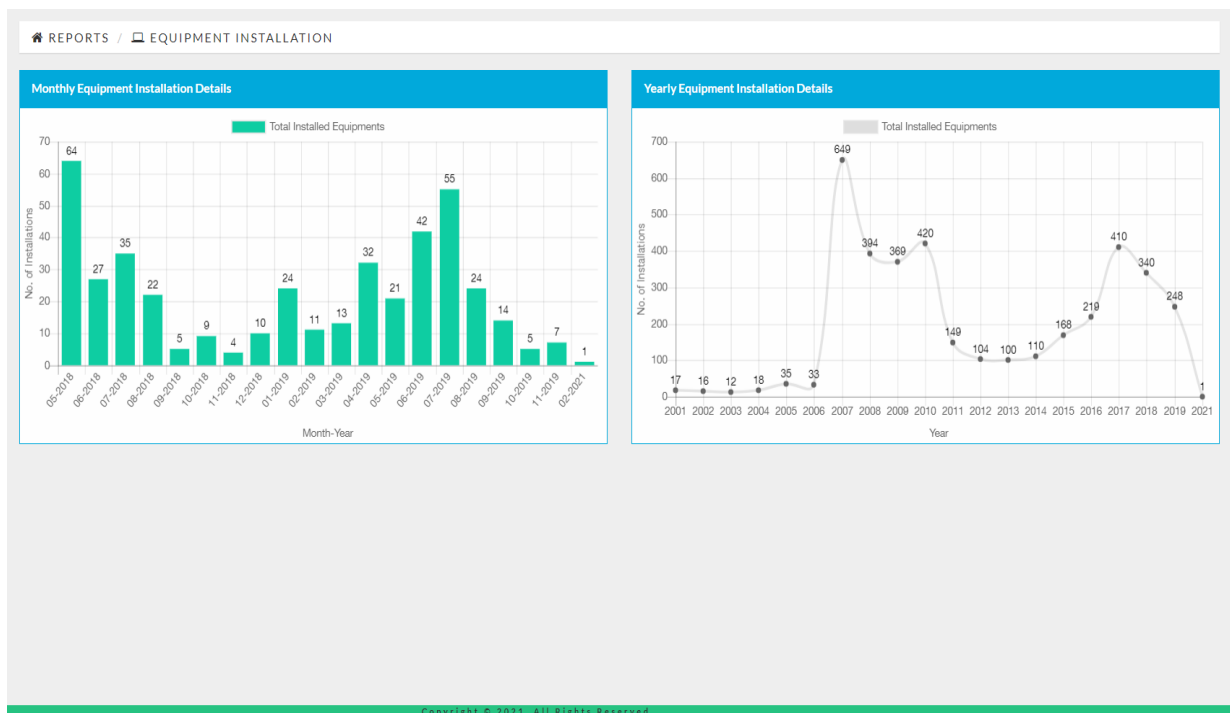
Previous

12345...10Next

Create PDF

6.2.26.2. Equipment Installation Report

Time Series representation of equipment installations.

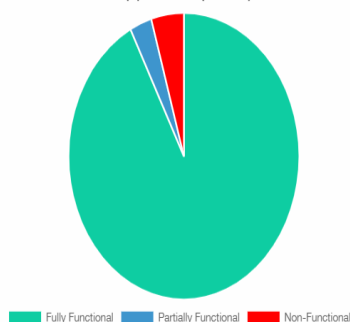


6.2.26.3. Equipment Functionality

Representation of functionality of equipment – overall and APA functionality

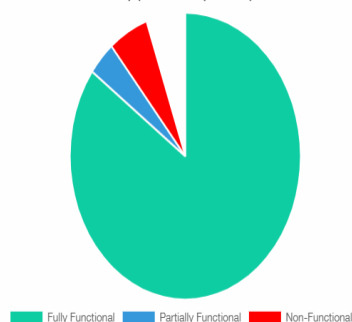
Overall Functionality Status

Equipment Status (as of now)



APA Functionality Status

Equipment Status (as of now)



6.2.26.4. Equipment Under AMC

List of equipment under AMC

All Equipment Under AMC Details

Show 10 entries

Search:

#	Health Facility	Equipment Name	Asset ID	Serial No.	Model No.	Contract Date	Start Date	End Date	Service Provider	Contract Value (Nu.)
1	Bumthang Hospital	Patient Monitor	10731	61611209	JERRY-III	31/May/2021	01/Jun/2021	30/Jun/2021	iTechnologies	10000.0
2	CRR Hospital, Gelephu	Ventilator	9208	3512172675/1717092713	PB 840	29/Nov/2019	01/Dec/2019	30/Nov/2020	MUST Healthcare	90000.0
3	CRR Hospital, Gelephu	Ventilator	2715	3512143504	PB 840	29/Nov/2019	01/Dec/2019	30/Nov/2020	MUST Healthcare	90000.0
4	CRR Hospital, Gelephu	Ventilator	9169	3512172676/1717092716	PB 840	29/Nov/2019	01/Dec/2019	30/Nov/2020	MUST Healthcare	90000.0
5	CRR Hospital, Gelephu	Ventilator	9167	3512172678	PB 840	29/Nov/2019	01/Dec/2019	30/Nov/2020	MUST Healthcare	90000.0
6	CRR Hospital, Gelephu	Ventilator	9165	3512172680	PB 840	29/Nov/2019	01/Dec/2019	30/Nov/2020	MUST Healthcare	90000.0
7	CRR Hospital, Gelephu	Ventilator	9186	3512172679	PB 840	29/Nov/2019	01/Dec/2019	30/Nov/2020	MUST Healthcare	90000.0
8	CRR Hospital, Gelephu	Ultrasound Machine	2865	SZV1580563	ClearVue 350	27/Nov/2019	01/Nov/2019	31/Oct/2020	Philips India Limited	77000.0
9	Dagapela Hospital	Ultrasound Machine	2649	SZ01580222	ClearVue 350	27/Nov/2019	01/Nov/2019	31/Oct/2020	Philips India Limited	77000.0
10	Damphu Hospital	Ultrasound Machine	2850	SZ01480216	ClearVue 350	27/Nov/2019	01/Nov/2019	31/Oct/2020	Philips India Limited	77000.0

Showing 1 to 10 of 36 entries

Previous 1 2 3 4 Next

Create PDF

6.2.27. EBMSIS Integration with Electronic Patient Information System (EPIS)

To sync with EPIS system some additional screens and changes to screens were made to the EBMSIS system. All master data has to be same in both systems, to achieve this whenever new master data are added the system will also updates the details in the EPIS system.

Screens are as follow:

- Item catalogue – Additional fields were added
- Department wise Category – New Scree
- Material Category – New Screen
- Route Type – New Screen
- Route of Administration

Following interface is provided.

- Access the system
- Login into the System
- Access **Administrator – Administration → Item catalogue**

INVENTORY / ITEM CATALOGUE

Selected : Pelvic Trauma System
& ID-428

Pelvic Trauma System

ITEM CATALOGUE

#	Item Name	Unit Of Measurement	Status	Pack Size	Date	Action
1	Bending template 20 holes, 260mm	Pieces	Active NRH	Piece	07/12/2019	EDIT
2	Bending template for 3.5mm reconstruction plate, 108mm radius, 16 holes	Pieces	Active NRH	Piece	07/12/2019	EDIT
3	Bending template for 3.5mm reconstruction plate, 88mm radius, 16 holes	Pieces	Active NRH	Piece	07/12/2019	EDIT
4	Graphic case set: Consisting of Lid for 3.5mm low profile pelvic system implant; Tray for 3.5mm low profile reconstruction plate; Tray for 3.5 low profile pelvic system cortex screws; Screw rack for 3.5mm locking screw; 2 level graphic case base	Set	Active NRH	Set	07/12/2019	EDIT
5	Pelvic cortex screw, self tapping 3.5mm, 40mm	Pieces	Active NRH	Piece	07/12/2019	EDIT
6	Pelvic cortex screw, self tapping 3.5mm, 45mm	Pieces	Active NRH	Piece	07/12/2019	EDIT
7	Pelvic cortex screw, self tapping 3.5mm, 50mm	Pieces	Active NRH	Piece	07/12/2019	EDIT
8	Pelvic cortex screw, self tapping 3.5mm, 55mm	Pieces	Active NRH	Piece	07/12/2019	EDIT
9	Pelvic cortex screw, self tapping 3.5mm, 60mm	Pieces	Active NRH	Piece	07/12/2019	EDIT
10	Pelvic cortex screw, self tapping 3.5mm, 65mm	Pieces	Active NRH	Piece	07/12/2019	EDIT
11	Pelvic cortex screw, self tapping 3.5mm, 70mm	Pieces	Active NRH	Piece	07/12/2019	EDIT
12	Pelvic cortex screw, self tapping 3.5mm, 75mm	Pieces	Active NRH	Piece	07/12/2019	EDIT

ADD NEW ITEM CATALOGUE

Item Type *
Drugs

Department *
Medicines

Category *
--Please Select--

Department Category *
--Please Select--

Material Category *
--Please Select--

Parent Item
--Please Select--

VEN Classification
--Please Select--

Item Name *
DCP 3.5mm, st. steel, 5 holes

Item Code *

Alias Name

Drug Strength *

Drug Unit *

Route Type *
--Please Select--

Route of Administration *
--Please Select--

Unit of Administration *

Duration of Administration

Generic

Is Controlled Medicine*
☐

Is High Risk*
☐

Is Expiry*
☐

Is Reusable*
☐

Purchase UOM *
No.

Pur. Conv. Factor*

The following fields are added in the Item Catalogue transaction page on eBMSIS:

1. Item Code
2. Department Category
3. Material Category
4. Alias Name
5. Drug Strength
6. Drug Unit
7. Route Type
8. Route of Administration
9. Unit of Administration
10. Duration of Administration
11. Conversion factor
12. Generic
13. Is Controlled Medicine?
14. Is High Risk

Operational function remains same as before.

Department wise Category

1. Access the system
2. Login into the System

Access **Administrator – Administration → Department wise Category**

Following interface is provided.

The screenshot shows the 'DEPARTMENT WISE CATEGORY' master page. It has a breadcrumb 'MASTER / DEPARTMENT WISE CATEGORY'. The main section is titled 'MAP NEW CATEGORY ITEM' and contains a form with the following fields: 'Category' (a dropdown menu with '--Please Select--'), 'Department Category' (a text input), 'Department Code' (a text input), and 'Description (optional)' (a text area). Below the form are 'Submit' and 'Cancel' buttons. Below the form is a section titled 'DEPARTMENT WISE CATEGORY LIST'. It includes a 'Show 5 entries' dropdown and a 'Search:' input. Below this is a table with the following columns: '#', 'Category', 'Department category', 'Code', 'Description', and 'Action'. The table contains one row with the following data: '# 1', 'Category Accessories', 'Department category', 'Code', 'Description', and 'Action' (with a plus and minus icon). The table has a teal header and a red action button.

The following fields are present in the Department category master page (create) on eBMSIS:

1. Category
2. Department Category
3. Department Category code
4. Description(optional)

Upon creating new category then in the same page, all existing category will be reflected as a list in the grid.

Material Category

1. Access the system
2. Login into the System

Access **Administrator – Administration → Material Category**

Following interface is provided.

MASTER / DEPARTMENT WISE CATEGORY

MAP NEW CATEGORY ITEM

Category *
--Please Select--
Material Category *
Material Code *
Description (optional)
Submit
Cancel

MATERIAL CATEGORY LIST

Show 5 entries
Search:

#	Category	Material category	Code	Description	Action
1	Accessories	HKLL MLL	GHH		+ -

System will list all the category in dropdown list. User need to select and fill up all the required fields. Click submit button to save the information. All saved information will be shown in the grid list.

Route Type

- Access the system
- Login into the System
Access **Administrator – Administration → Route Type**

The following fields are present in the Route Type master page (create) on eBMSIS:

- Route Type
- Description

Following interface is provided.

MASTER / ROUTE TYPE

ADD NEW ROUTE TYPE

Route Type *
Description
Submit
Cancel

ROUTE TYPE LIST

Show 5 entries
Search:

#	Route Type	Description	Action
1	Oral	TEst	+ -

User need to fill up all the required field and submit the details to save.

Route of Administration

1. Access the system
2. Login into the System

Access **Administrator – Administration → Route of Administration**

MASTER / ROUTE OF ADMINISTRATION

ADD NEW ROUTE OF ADMINISTRATION

Route Type

--Please Select--

Route of Administration

Description

Calculation of Prescribing

Submit

Cancel

ROUTE OF ADMINISTRATION LIST

Show

5

entries

Search:

#	Route Type	Route of Administration	Description	Action
1	Oral	mmmmm	mmmm	<div><div></div><div></div></div>

User need to select the route type; system will list all the route type in dropdown. And user need to fill up all the required fields and click submit button to save the details of the information.