



No. MMDSL/IT/13/2023(19)

Dated: 01/04/2025

From,
Managing Director,
Meghalayan Medical Drugs and Services Limited

To,
All Districts
District Medical and Health Officers (DMHO),
Medical Superintendents (MS),
Medical Officers (MO),
Respective Pharmacists of all Districts,
Respective Storekeepers of all Districts

Sub:- Letter Regarding Enhancement of Re Indent Module

Ref:- Notification: MMDSL/IT/13/2023(18)

Sir/ Madam,

The undersigned office is pleased to announce the enhancement of the **Re-Indent Module** in the Corporation Application, effective **31st March 2025**. This module now extends beyond drugs to include **diagnostics and surgicals**, ensuring seamless re-indentation across all levels of health facilities.

With real-time tracking, facilities can monitor their re-indent requests, improving transparency, coordination, and overall supply chain efficiency. The module helps prevent stock shortages and enhances centralized oversight, strengthening the distribution of essential medical supplies.

Facilities & Warehouses can now re-indent specific **drugs, diagnostics, and surgicals** with the approval of their designated authority. This allows them to **revise the required quantity by closing old pending or partial indents**, ensuring a more efficient replenishment process.

Process Flow:

Pharmacist/ Storekeeper:

- Logs in and navigates to **Requisition Order → Re-Indent → Create New**.
- A list of eligible **drugs, diagnostics, and surgicals** for re-indentation is displayed.
- **Selects the required items and enters the quantity, ensuring the re-indent value is greater than the current Quantity on Order.**
- Clicks the **Create Re-Indent** button to submit the request.

Medical Officer/ Approving Authority:

- Logs in and navigates to **Requisition Order → Re-Indent → Approve**.
- Reviews the **raised re-indent requests**.
- **Approves or rejects requests** and provides remarks if necessary.
- Upon approval, the corresponding **indent form is generated and sent to the parent warehouse for processing**.



Note: When a re-indent is placed, all previous indents for that particular item will be closed, and a new re-indent will be generated. This re-indent will be visible to the parent warehouse, and issuance will be done accordingly.

This enhancement ensures uninterrupted access to essential medical supplies, further strengthening supply chain management across all levels of healthcare facilities.

If you encounter any challenges, issues, or concerns related to the process, please reach out to us promptly. Your feedback is valuable, and we are committed to resolving any concerns effectively.

Thank you for your attention.

You can contact us through the following channels:

1. Call the **Toll Free Line 14410** and select **option 4 for MMDSL**.
2. Contact us through email:
contactdesk@mmdsl.in - For General Inquiries
grievance@mmdsl.in - For Grievances/ Feedback
3. Contact us the Respective District Whatsapp Groups: **+919863033404**
4. Using the Grievance Redressal Portal through MMDSL website for submitting Grievances or Feedback: <https://mmdsl.in/grievance>
or directly through the MMDSL Website and selecting
More -> Grievance Redressal Mechanism.

We appreciate your proactive engagement and cooperation in helping us continually improve our processes.

Yours faithfully,

**Shri Ramkumar S
Managing Director**

- Copy to:
1. Director of Health & Services (MI)
 2. Director of Health & Services (MCH & FW)
 3. Director of Health & Services (DME)
 4. Procurement & State Manager, MMDSL
 5. Systems & Data Consultant, MMDSL
 6. Logistics Consultant, MMDSL