Uttar Pradesh Medical Supplies Corporation Limited

(A Government of Uttar Pradesh Undertaking)

Recruitment for 01 Position on Deputation/ Contractual basis
Vacancy (NOTIFICATION)

Advertisement No:- UPMSCL/HR/2026-27/ 728 **Dated: 15/10/2026**

Headquartered in Lucknow, **Uttar Pradesh Medical Supplies Corporation Ltd. (UPMSCL)** is registered under the Companies Act 2013 and set up with a seed capital of Rs. 20 Crores from the state exchequer. It is headed by an IAS officer and acts as the nodal organization for centralized procurement and distribution of drugs and equipment to Government Health Facilities in UttarPradesh.

UPMSCL' Vision is to ensure availability of quality drugs, medical equipment at lowest cost at allpublic health facilities

Besides procuring medicines and equipment, **UPMSCL** will also enter into private-publicpartnerships for bringing changes in the health sector.

Basic Objective of UPMSCL:

1) Ensuring coverage of all the essential drugs under Rate Contract;

2) Facilitating supplier selection, contract negotiation and share of business allocation;

3) Establishment and execution of Centralized procurement systems for the procurement of drugs,consumables and medical equipment in Uttar Pradesh;

4) Ensuring quality control and availability of all the drugs & consumables and medical equipment at district drug warehouses, procured through **UPMSCL**;

5) Ensuring timely payments to the suppliers against the procurement of drugs, consumables and medical equipment by **UPMSCL**;

6) Maintaining records related to indents/ requirements, purchase orders, supply and consumption of drugs, consumables and medical equipment and support in the preparation of annual forecasting and budgeting process;

7) Reconciliation of indents vs budgetary allocations and budget variance analysis for procurementof drugs, consumables and medical equipment;

8) Procurement of medical equipment or other materials based on purchase requests received from others department/ organization of Government of Uttar Pradesh.

For more information about the organization, please visit http://www.upmsc.in

UPMSCL is inviting applications from eligible candidates for General Manager- Drug Procurement (UR-01) position on Deputation/Contractual basis.

Details of the vacant positions, number of vacancies, qualification, experience, age, and honoraria are given in the table below:

Sr. No	Position Name	Caste Category	No. of Post	Mode of Recruitment	Essential Qualification	Desirable Qualification	Age Limit	Monthly fixed honoraria Slab (INR)	Post Qualification Experience
1.	General Manager (Drug Procurement)	UR	01	Deputation/ Contractual	Applicant must have full time B. Pharma degree (or) Graduate in Science (Chemistry/ Bio Chemistry) discipline from a recognized institution/university.	Certificate/ Diploma in procurement /Supply chain Management or related fields.	45	(78,800-1,40,000) Pay Matrix -12 (in case of Deputation)	Applicants must have minimum 07 years of post-qualification experience in procurement of which at least 03 years in procurement of drugs or related supplies for public agencies.

*For Contractual Positions are eligible for 3% annual increment upto max limit. If any selected candidate has last drawn salary is more than entry level of above structure, in this case offer may be increased by giving 3% hike on the last drawn salary but subject to max.

Submission of Application Starts from **21st October, 2026,**
The Last Date of Submission of Application is **20th November, 2026, at 06.00 PM**

How to Apply

1. Interested Candidates must send their application form in the prescribed format along with a self-attested relevant document by speed post or registered AD from the Indian Postal Department by mentioning on the envelop **"Application for the (Post Name)" to GM (AHL), SUDA Bhawan, 7/23 Sector-7 Gomti Nagar Extension, Lucknow PIN: 226002**. Applications sent by any other mode shall not be entertained.
    a. Please Note: the attached CV with the application form shall be interpreted only as additional information, and the eligibility of the candidates shall be determined based on the information provided on the application form. Any claim to take into consideration the information provided in the CV shall not be considered. Applications received through other

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sources shall be deemed invalid.

2. Applications not received in the prescribed format will be rejected. The application format may be downloaded from the **website: upmsc.in**.
3. Regular government employees are encouraged to apply on deputation.
4. Candidates are required to have a valid personal email ID / Mobile no. It should be kept active during this recruitment process. Under no circumstances, he/she should share/ mention email ID/ Mobile no. of any other person.
5. In case, candidate does not have a valid personal email ID, he/she should create his/ her new email ID before applying. If message or email regarding Recruitment process is NOT received by candidates due to any reason, UPMSCL is NOT responsible in such cases.
6. The name of the candidate, his / her father / husband name, caste, etc. should be spelled correctly in the application form as it appears in the certificates and mark sheets.
7. Candidates should send a duly filled-out Application Form with a recent passport-size photograph affixed thereon, along with self-attested copies of certificates in support of qualifications, experience, age, etc.
8. Any request for a change of address and enclosing supporting documents later on will not be entertained.
9. Candidates are requested to retain one copy of the duly filled application form and other testimonials with them.
10. Incomplete applications and those not supported by self-attested copies of certificates are liable to be summarily rejected.
11. Applications received after the due date will not be entertained. The Company is not responsible for any postal delays.
12. Regular government employees are encouraged to apply on deputation basis in accordance with Govt. of UP Services Norms. In the case of the selection of the candidate on deputation, an NOC would be required from the parent department at the time of the interview.
13. Vacancies shall be subject to the State Reservation Policy of Uttar Pradesh.
14. Candidates having domicile of Uttar Pradesh state who are claiming reservation in their respective category must submit the Caste certificate along with permanent residential proof issued by the competent authority. A candidate having domicile of other state will be treated under the unreserved category.
15. For open market positions, it will be on a contractual basis, initially for a period of three years, extendable thereafter based on performance, and subject to further approval by UPMSCL. For deputation positions, it will be guided by the deputation rules.
16. UPMSCL reserves the right to cancel any or all positions at any stage of the recruitment process. The number of vacant positions may vary at any stage of the recruitment process.
17. If, at any stage of recruitment, it is found that the candidate does not fulfil the eligibility criteria and/or that he/she has furnished incorrect/false information/certificates/documents or has suppressed any material fact(s), his/her candidature will stand cancelled. The decision of Uttar Pradesh Medical Supplies Corporation Ltd. in any matter relating to recruitment at any stage of the recruitment process will be final and binding upon the candidates.
18. Please note that last date of application form, shall be taken as a reference date for computing age, qualification, experience, etc.
19. A personal interview process shall be carried out for the selection of the above position.
20. A maximum of 10 candidates shall be shortlisted for the final interview; in-case the number of eligible candidates is more than 10, a preliminary evaluation process will be used to shortlist the best 10 candidates for the final interview.

Preliminary Evaluation Process for the merit list-

1. The highest percentage of marks obtained in Essential Qualification (5 Marks)
2. Having a desirable qualification (5 Marks)
3. Working Experience (10 Marks)

21. UPMSCL will not provide any transportation or transportation cost to the eligible candidates for to attend personal interview.
22. Candidate applying on deputation may be given preference in the selection of the above positions based on the personal interview only.

(PLEASE NOTE)

* Age relaxation shall be provided as per the State Reservation Policy.
* Candidate applying on Deputation shall be in accordance with Govt. of UP Service Norms.

I/C- GM-AHL
UPMSCL

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UTTAR PRADESH MEDICAL SUPPLIES CORPORATION LIMITED

(A Government of Uttar Pradesh Undertaking)

(Application Form w.r.t. Notification No. UPMSCL//04/HR/2026-27/728 Date-15/10/2026)

Note: *(i) **Candidate** must read* **the** *instructions carefully before filling up of this Application,* *(ii) Application to be* mode *strictly in the **given format** and to be filled in English only.*	*Space for Photograph*

1.	Name of the Post:		
2.	Name of the Candidate (in Capital Letters): (As per Adhaar Card)		
3.	Father/Husband's Name:		
4.	Complete Postal Address (in Capital Letters):		
	(a) Permanent Address (Please Provide the Address Proof):		
	(b) Communication Address:		
5.	E-mail ID:		
6.	Mobile Number:		
7.	Date of Birth (in DD/MM/YYYY format) (As per Matriculation Certificate):		
8.	Date of Retirement (in DD/MM/YYYY format) for Ex-Serviceman:		
9.	Category (UR/SC/ST/OBC):		
10.	Present post/designation held:		
11	Indicate the date with effect from which the Present Post is held on Regular Basis:		

12 Educational Qualification (Both Academic and Professional)

Examination Passed	Name of Institution/University	Year of Passing	Subjects	Marks obtained/ Maximum Marks	%of Marks

13.	State clearly as whether the experience/grade in which working/educational & other qualifications required for the post are satisfied by you (if any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same)		

14.	Qualifications/experience possessed by the Candidates: **Essential-:** **Desirable-:**

15. Details of employment in chronological order. Enclose separate sheet/s duly signed by you if the space below is insufficient. In case of any break please submit the reason too.

Office/Institute/ Organization	Post held	Date (DD/MM/YYYY)		Total Experience in years	Type of Organisation(Government/ Private Sector)	Nature of Present Employment (Full time/ Contractual/ Outsourced)	Name of Unit/project Name where worked
		From	To				

16. Present Job Description (Enclose separate sheet/s duly signed by you if the space below is insufficient):

17.	Indicate the details of Pay Particulars: (a) Please indicate the Pay Level and Basic Pay (b) Cost to the Company , in case of Private Organization		
18.	Total emoluments per month currently drawn: (Give the break-up of the latest last three month Salary Slip/Certificate/Statement)		
19.	Remarks: The Candidates may indicate information with regard to: a) Awards/ Scholarship/ Official Appreciation b) Any other information, if any. (Note: Enclose a separate sheet if the space is insufficient)		
20.	Any other information:		

DECLARATION TO BE SIGNED BY THE CANDIDATE

I hereby certify and declare that I have carefully gone through the vacancy notification no UPMSCL/04/HR/2026-27/ 728, Date-15 /10/2026 and I am well aware that the inputs given duly supported with the documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post. All statements made and information given by me in this application is true, complete and correct to the best of my knowledge and belief. In the event of any information or part of it being found false or incorrect before or after the selection/interview/appointment, action can be taken against me by the UPMSCL and my candidature/appointment shall automatically stand cancelled /terminated.

I further declare that I fulfill all the conditions of eligibility prescribed for the post applied for and in case my application is not received by UPMSCL within the stipulated date due to postal delay or otherwise, UPMSCL will not be responsible for any such delay.

(Signature of the Applicant)

Place:

Date:

1 of 1

List of Enclosures:

S.NO.	NAME OF DOCUMENT	DOCUMENT NUMBER	DATE OF ISSUE (DD/MM/YYYY)
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JOB DESCRIPTION

General Manager- Drugs Procurement,, Uttar Pradesh Medical Supplies Corporation (UPMSC), Lucknow

1. **POSITION VACANT: General Manager- Drugs Procurement**, Uttar Pradesh Medical Supplies Corporation (UPMSC), Lucknow.

2. ORGANIZATION BACKGROUND:

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6) Maintaining records related to indents/ requirements, purchase orders, supply and consumption of drugs, consumables and medical equipment and support in preparation of annual forecasting and budgeting process;
7) Reconciliation of indents vs budgetary allocations and budget variance analysis for procurement of drugs, consumables and medical equipment;
8) Procurement of medical equipment or other materials based on purchase requests received from others department/ organization of Government of Uttar Pradesh.

For more information about the organization, please visitwww.upmsc.in

3. JOB DESCRIPTION/ RESPONSIBILITIES:

Reporting to the **Managing Director, UPMSCL**, the **General Manager- Drugs Procurement** shall be responsible for managing the rate contracting and monitoring the vendor performance for drugs in Uttar Pradesh.

Key Roles and Responsibilities:

1) Developing and maintaining the necessary procurement system to ensure that all products and services purchased by the organization meet all internal and external requirements and achieve superior quality and reliability levels.
2) Undertaking inventory analysis (ABC, VED, etc.) at all the facilities periodically.
3) Undertaking proper material budgeting for drugs in the state of Uttar Pradesh by doing continuous adequacy planning according to the demands.
4) Ensuring that proper Bidding and contracting process is followed to identify the most suitable drugs suppliers based on their quality parameters, historical performance, capacity assessment and manufacturing footprint.
5) Preparing RFP document for inviting bids to address the estimated requirement for drugs in the state of Uttar Pradesh.

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6) Selecting vendors for supply of drugs based on the complete 3-stage tendering process- Prequalification, Technical and Commercial Bidding; Coordinating with relevant committees and authorities to ensure timely completion of the process.
7) Ensuring all the steps listed down for the drugs procurement are followed and all timelines are strictly adhered to.
8) Undertaking price negotiations with suppliers to finalize a competitive price for the drugs being procured;
9) Continuously evaluating performance of all the suppliers delivering drugs to UPMSC and ensuring fulfillment of pre-defined quality norms.
10) Overseeing adherence to all the defined norms in rate contracts by all the enrolled suppliers under UPMSC.

4. QUALIFICATION, SKILLS AND EXPERIENCE:

Qualification:

Essential:
Applicant must have full time B. Pharma degree (or) Graduate in Science (Chemistry/ Bio Chemistry) discipline from a recognized institution/university.

Desirable:
Certificate/ Diploma in procurement /Supply chain Management or related fields.

Experience:

Essential
Applicant must have minimum 7 years' work experience in procurement, of which at least 3 years in procurement of drugs or related supplies for public agencies.

Skills and Attitude:
1) In-depth knowledge of drug procurement.
2) Ability to develop and institutionalize procurement processes and controls.
3) People Management skills.

5. Age: Maximum age limit 45 years.

6. VACANCY DETAILS: 01 Vacancy (UR)

7. CONTRACT TYPE AND PERIOD:
The position is on offer on a contractual basis, initially for a period of three years, extendable thereafter, based on performance and subject to further approval by the **UPMSCL.**

8. PROBATION PERIOD:
From the date of joining the employee shall remain on probation for a period of two months and the performance shall be assessed by a Committee constituted by the Managing Director, UPMSCL. If the performance is found unsatisfactory, the services may be terminated after one month of receipt of notice in this respect.

9. COMPENSATION OFFERED:
Consolidated monthly payment (78,800 to 1, 40,000) + 3% annual increment. If last drawn salary of any candidate is higher than entry level of offer of UPMSCL, on selection of that candidate offered salary may be increased upto next level but subject to maximum limit of pay structure.

10. LOCATION: Lucknow