



# E - Pharma Empanelment: Software Application User Guide

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# Rajasthan Government Health Scheme



**Nodal Officer: Project Director, Rajasthan Government Health Scheme, Second Floor, D Block, Vitta Bhawan, Janpath, Jaipur**

# SSO Log in Page

- ❖ **Login through SSO ID:** User shall login through their SSO ID and password.

**Rajasthan Single Sign On** v14.7  
One Digital Identity for all Applications

English | हिन्दी

LoginRegistration

### G2G APPS

1 8 1

### G2C/ G2B APPS

1 1 9

### IDENTITIES


1, 6 5, 2 3, 2 9 2


Digital Identity (SSOID/ Username)

Password

5 4 2 4 4 5Enter Captcha

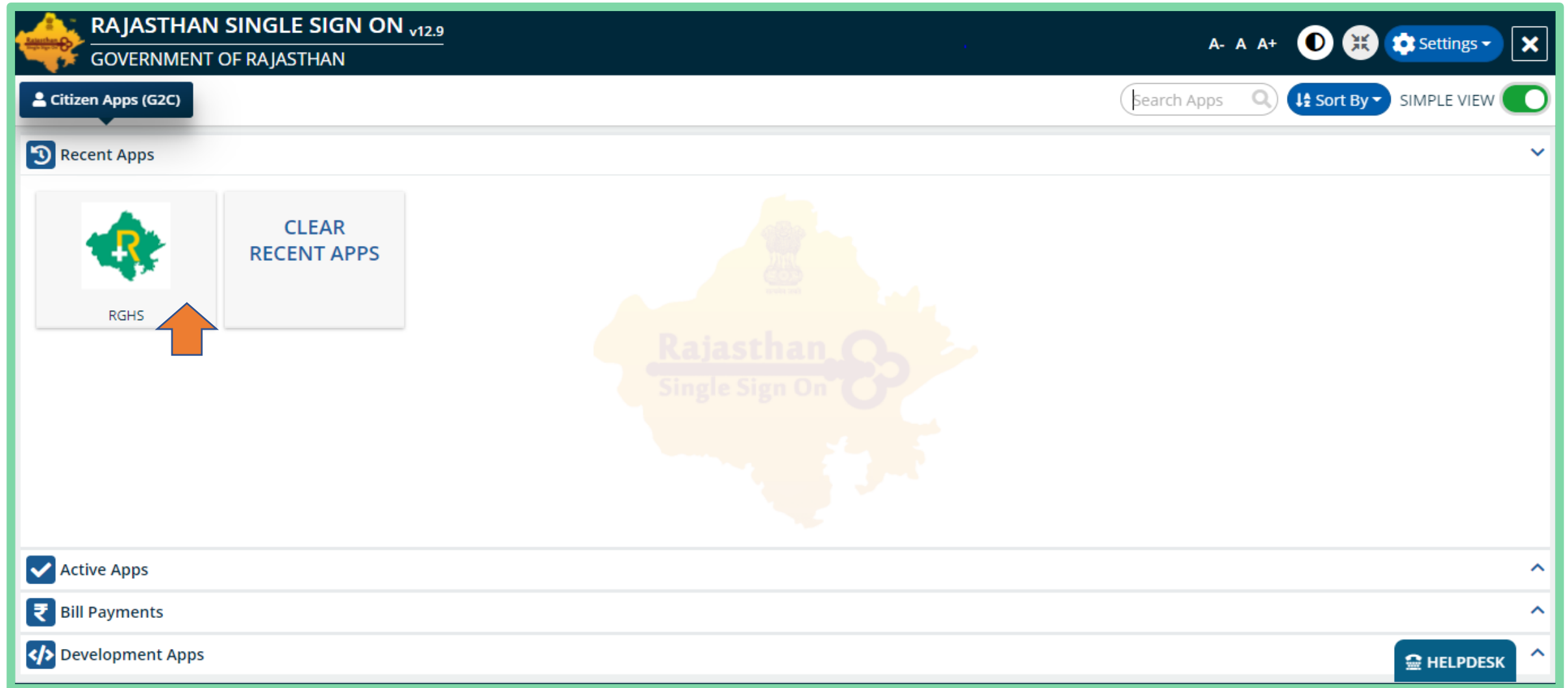
Login

 I Forgot my Digital Identity (SSOID). [Click Here](#)

 I Forgot my Password. [Click Here](#)

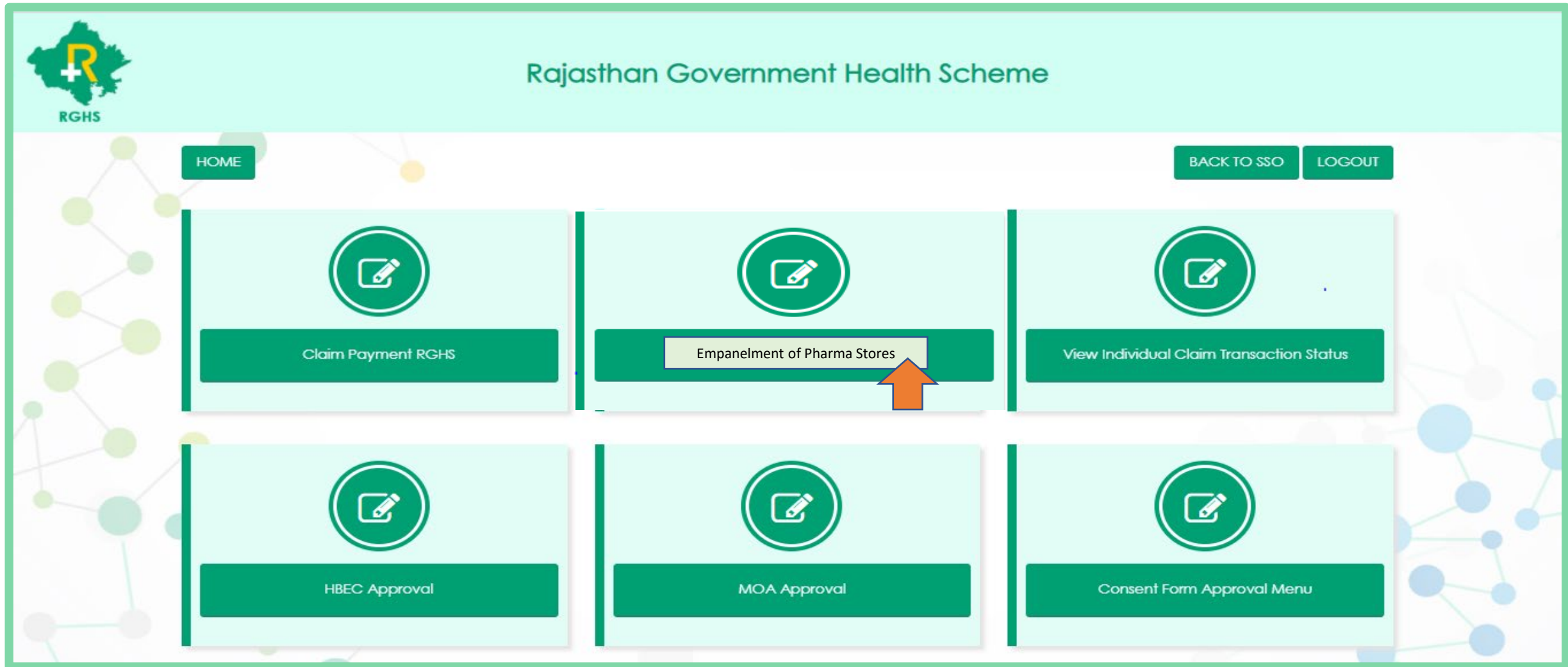
# RGHS Icon Page

- ❖ **Link for RGHS (Icon):** RGHS icon will be displayed on SSO website which redirects user towards the RGHS menu page for empanelment of pharma store.



# Menu Page

- ❖ **Pharma Store Empanelment:** User to click on “Empanelment of Pharma Store Tab” to proceed towards registration process in Rajasthan Government Health Scheme.



# Pharmacy Empanelment Form (1/3)

- ❖ **Pharma Store Empanelment Form:** User shall register as per the details required such as type of delivery, pharma store details, address, drug license details, account details.
- ❖ The empanelment form is currently applicable for all pharmacies in urban area.

 **Rajasthan Government Health Scheme**

[/ Back to SSO / Logout](#)

## Empanelment of Medical Store

This form is applicable only to medical stores who want to register in RGHS but are not registered with State Inventory Management System(SIMS). Please fill up the form with utmost care before submitting.



Type of Delivery *	Name of Medical Store	State	District	Area	City
<div>Counter Sale</div> <div>Home Delivery</div> <div>Counter Sale &amp; Home Delivery</div>	medical store	Rajasthan	Ajmer	Urban	Peesangan

# Pharmacy Empanelment Form (2/3)

- ❖ **Pharma Store Empanelment Form:** User shall download the PBG by clicking on download tab and to be uploaded in pdf form. User shall ensure to upload the other relevant documents as required in registration form.
- ❖ Performance Bank Guarantee will be of Rs. 1,000,00/- and application fee of Rs 1,000/- per store.
- ❖ In case of stores which are the part of multichain pharmacy, only a single PBG form will be applicable for all.
- ❖ Multichain stores opting for door-step delivery will have to undergo for MoA as per Annexure III in EoI. (User can download the EoI from the website “[rghs.rajasthan.gov.in](http://rghs.rajasthan.gov.in)”)

Address Line 1 address Line	Pincode No. 123456	Contact No 1234567890	Mobile No 321 6549870	Email Address test@gmail.com	Name(s) of the Proprietor ⓘ medical store
Drug License No. 56565656565	Drug License Issue Date 27/09/2021 ⓘ	Drug License Retention Period 08/10/2021 ⓘ	TIN No 12121212121	Bank Account No 000001212457845	Bank Name Bank Name
IFSC GHGG0TYTYT	Payee Name payee name	Bank Address address Line	GST Number 65656565656	Please upload the document ⓘ Choose file Browse GST Number File.pdf	PAN Number DFSDFSDFSD
Please upload the document ⓘ Choose file Browse PAN Number File.pdf	PBG Document Format DOWNLOAD ⓘ		Please upload PBG document ⓘ Choose file Browse PBG File.pdf		
<input checked="" type="checkbox"/> The pharma stores should be registered in respective city of Rajasthan under Shops and Establishment Act/ Indian Partnership Act 1932 / Companies Act 1956/Limited Liability Act 2008/Drugs and Cosmetics Act, 1940 and Rules 1945 and should be in existence for at least last one financial year.					
Please upload the document ⓘ Choose file Browse Inact-1932 File.pdf					
<input checked="" type="checkbox"/> Pharma stores/pharmacies to hold valid License(s) on the date of application issued by the Drug Control Authority of the State under the provisions of Drugs and Cosmetics Act, 1940 and Rules 1945.					
Please upload the document ⓘ Choose file Browse Valid License File.pdf					

# Pharmacy Empanelment Form (3/3)

- ❖ **Pharma Store Empanelment Form:** User shall self declare by clicking on the check box and initiate the payment of Rs. 1000/-. User may save the form by clicking on the save tab and can also view/edit the same before final submit.
- ❖ User can download the transaction receipt of the same and shall submit the form by clicking on Final Submit. Pharma store empanelment will be valid as per the date of drug license certificate.
- ❖ The submitted application form will be reviewed by RGHS for approval/rejection. Once the application is approved, the pharmacy will be empaneled with RGHS. E Mail/SMS alert will be triggered to the user in case of both approval/rejection.

This is to certify that the

1. Pharma stores/pharmacy has not debarred / black-listed by any Govt. / Semi-Govt. / Public Sector organization;
2. Firm/Pharmacy should not be a part of any cartel with other vendors and will be applying for empanelment under individual capacity. The firms found in cartel may be warned that their names are likely to be deleted from the list of approved vendors and will be De-empaneled. Cases of cartel formation may also be reported to The Competition Commission of India (CCI), New Delhi.
3. Pharma stores/Pharmacy has not been convicted by the State Drugs Controller nor any case is pending against the Pharma stores under the Drugs and Cosmetics Act and Rules made thereunder as well as under the Drugs Price Control Order issued from time to time
4. GST will be paid regularly by Pharma stores / e-pharmacies
5. Pharma Stores/e-Pharmacies have an online Inventory Management System
6. Pharma stores/ e-pharmacies have a computerized billing system.

☒ I declare that all the information submitted by me are correct


**SAVE**

**Payment Details**

Payment Amount  
Application Fee: Rs 1000.00

**MAKE PAYMENT**

**Payment Response**  
Transaction successful

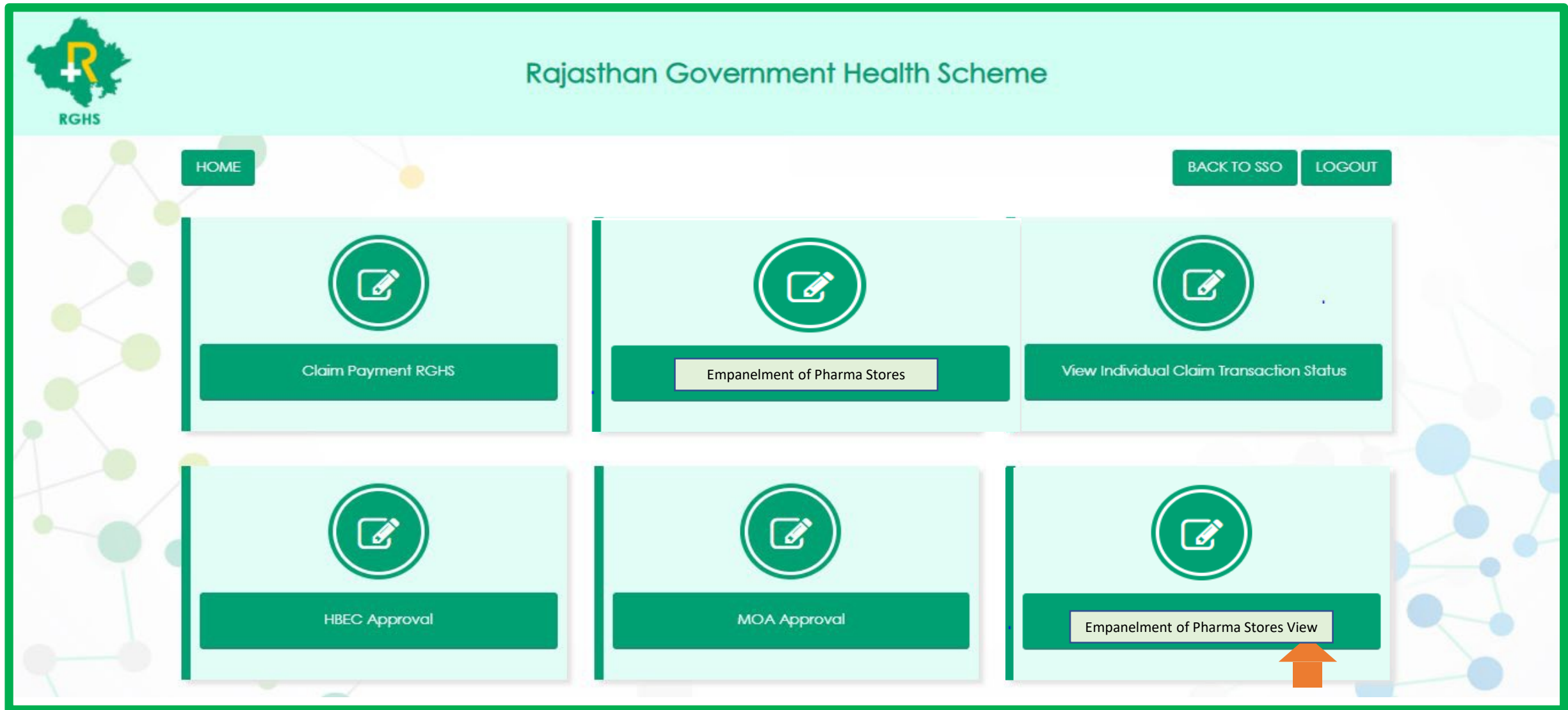
**Transaction Receipt**  
 **Download**

**FINAL SUBMIT**



# Menu Page

❖ **Pharma Store Empanelment:** Post submitting the form, user shall visit home page and can check the details submitted for future use.



# Pharmacy Empanelment View Form (1/2)



## Rajasthan Government Health Scheme

[PREVIOUS](#)[HOME](#)

<b>TYPE OF DELIVERY</b> Counter sale and Home Delivery	<b>Name of Medical Store</b> medical store	<b>State</b> Rajasthan	<b>District</b> Ajmer
<b>Area</b> Urban	<b>City</b> Peesangan	<b>ADDRESS</b> address Line	<b>PIN CODE</b> 123456
<b>CONTACT NO</b> 1234567890	<b>MOBILE NO</b> 3216549870	<b>EMAIL ADDRESS</b> test@gmail.com	<b>Name of Proprietor</b> medical store
<b>Drug License NO</b> 56565656565	<b>Drug License ISSUE DATE</b> 27/09/2021	<b>Drug License RETENTION PERIOD</b> 08/10/2021	<b>TIN NO</b> 12121212121
<b>BANK ACCOUNT NO</b> 000001212457845	<b>BANK NAME</b> Bank Name	<b>IFSC CODE</b> ghgg0tytyt	<b>PAYEE NAME</b> payee name
<b>BANK ADDRESS</b> address Line	<b>GST NUMBER</b> 65656565656	<b>PAN NUMBER</b> dfsdfsd	<b>Register under Shops and Establishment Act</b> yes
<b>Annual minimum turnover atleast of Rs.15 Lakh</b> no	<b>License issued by the Drug Control Authority</b> yes		

 **Uploaded Documents**

 PAN DOCUMENT

 GST DOCUMENT

 PBG DOCUMENT

 register under Shops and Establishment Act document

 License issued by the Drug Control Authority document

# Pharmacy Empanelment View Form (2/2)

## Online Affidavit Cum Declaration

This is to certify that the

1. Pharma stores/pharmacy has not debarred / black-listed by any Govt. / Semi-Govt. / Public Sector organization;
2. Firm/Pharmacy should not be a part of any cartel with other vendors and will be applying for empanelment under individual capacity. The firms found in cartel may be warned that their names are likely to be deleted from the list of approved vendors and will be De-empaneled. Cases of cartel formation may also be reported to The Competition Commission of India (CCI), New Delhi.
3. Pharma stores/Pharmacy has not been convicted by the State Drugs Controller nor any case is pending against the Pharma stores under the Drugs and Cosmetics Act and Rules made thereunder as well as under the Drugs Price Control Order issued from time to time
4. GST will be paid regularly by Pharma stores / e-pharmacies
5. Pharma Stores/e-Pharmacies have an online Inventory Management System
6. Pharma stores/ e-pharmacies have a computerized billing system.

☒ I declare that all the information submitted by me are correct

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Thank You