



**Council of Scientific & Industrial Research  
Anusandhan Bhawan, 2 Rafi Marg  
New Delhi – 110001**

No. 8-3(11)/2026-Medical

Date: 25 March, 2026

**OFFICE MEMORANDUM**

**Subject: Strengthening of healthcare support system for CSIR beneficiaries – Finalization of Letter of Intent (LoI) with Max Group of Hospitals for cashless IPD treatment – reg.**

The undersigned is directed to state that CSIR Headquarters has been continuously reviewing and augmenting the healthcare facilities to its employees, pensioners and their dependent family members, particularly in the Delhi/NCR region, in view of the increasing need for access to quality medical care.

2. In this regard, the matter of expanding the network of reputed hospitals for providing cashless In- Patient Department (IPD) treatment on CGHS rates was under active consideration in CSIR Headquarters. Accordingly, CSIR Headquarters initiated necessary action and held consultations with Max Group of Hospitals with a view to ensure wider access, improved service delivery and reduction of out-of-pocket expenditure for beneficiaries.

3. Consequent upon the above efforts, CSIR has successfully finalized and secured the signing of Letter of Intent (LoI) with Max Group of Hospitals for extending cashless IPD treatment facility to CSIR employees, pensioners and their dependent family members of Delhi/NCR based CSIR Laboratories/Institutes and CSIR Headquarters.

4. Under this arrangement, the following ten (10) units of Max Healthcare Hospitals have agreed to provide treatment on credit basis to CSIR employees, pensioners and their dependent family members on CGHS notified rates:

- (i) Dr. B. L. Kapur Memorial Hospital, Pusa Road, New Delhi
- (ii) Max Smart Super Speciality Hospital, Saket, New Delhi (A unit of Gujarmal Modi Hospital and Research Centre for Medical Sciences)
- (iii) Max Super Speciality Hospital, East Block, Saket, New Delhi (A unit of Devki Devi Foundation)
- (iv) Max Super Speciality Hospital, Shalimar Bagh, New Delhi (A unit of Max Healthcare Institute Limited)
- (v) Max Multi Speciality Centre, Panchsheel Park, New Delhi (A unit of Max Healthcare Institute Limited)
- (vi) Max Multi Speciality Centre, Sector 19, Noida (A unit of Crosslay Remedies Limited)
- (vii) Max Super Speciality Hospital, Vaishali, Ghaziabad (A unit of Crosslay Remedies Limited)

- (viii) Max Super Speciality Hospital, Patparganj, Delhi (A unit of Balaji Medical and Diagnostic Research)
- (ix) Max Super Speciality Hospital, Dwarka, New Delhi (A unit of Muthoot Hospital Pvt. Ltd.)
- (x) Max Super Speciality Hospital, Sector 128, Noida (A unit of Jaypee Hospital Limited).

5. Important terms and conditions of the cashless facility arrangement are as under:

- I. Except in the case of emergency, permission letter for extending credit facility have to be issued by the CSIR Laboratory/Institutes to the concerned unit/hospital of Max in each case. In the case of emergency (duly certified by the treating doctor), no such credit letter would be required.
- II. The pensioners and their dependent family members carrying valid Indoor certificate with the photograph of the beneficiary affixed on it, issued by their respective office are also entitled for taking cashless indoor treatment under this Letter of Intent (LoI).
- III. If the total cost of tests/investigation (in OPD) is more than Rs. 10,000/-, credit facility may be granted/availed after obtaining approval/permission letter from the CSIR Laboratory/Institute concerned.
- IV. The Hospital will charge CGHS rates for IPD and OPD treatment including diagnostics as notified by CGHS from time to time.
- V. Without Photo Identity card and credit letter/authorization letter issued by competent authority, patients aged below 70 years should not be admitted except in case of emergency. Which means, in case of emergency (emergency certificate duly certified by the treating doctor) no such credit letter would be required. The employee/pensioner/family pensioner will submit his/her copy of the office photo identity card and valid copy of the CGHS card before discharge. In case of non-production of valid office photo identity card and valid CGHS card, the responsibility of payment will be of the patient/beneficiary or their dependents, as the case may be.
- VI. CSIR pensioners/ family pensioners and the dependent family members above 70 years (Delhi-NCR Lab./Instts.) will be eligible to receive cashless medical treatment directly without requiring a referral from a CGHS dispensary and without prior CSIR Laboratory/Institute permission letter on the basis of valid CGHS card and pensioner's office photo identity card.
- VII. If patient is provided higher category accommodation than to his/her entitled accommodation at his/her own request, the differential amount will be borne by the beneficiary.

- VIII. For the 'Out patient treatment (OPD treatment/consultation/tests)' the beneficiaries shall take such treatment on the CGHS rates on cash basis and CSIR shall not be responsible for any such medical expenditure on this account except the payment for the tests/investigations as mentioned at para 2 under 'Direct Payment System'.
- IX. This arrangement/agreement of cashless IPD treatment between Council of Scientific and Industrial Research and Max Group of Hospitals shall be in force till such time it continues to be recognised by CGHS.
6. The above initiative is a significant step towards strengthening the institutional healthcare support framework of CSIR and is expected to effectively eliminate the financial and procedural burden on employees and pensioners of arranging medical advance requiring hospitalization.
7. CSIR Hqrs and its Delhi based Labs./Instts. (Annexure – B) shall ensure settlement of all bills raised by the hospital within 60 working days, after the submission of the bills. However, in the event of any query/doubt the above limit of 60 days may extend.
8. Hindi version follows.

साधना जैन  
२५/०३/२०२१

Sadhana Jain  
SECTION OFFICER

**Copy to :-**

1. Sr. Principal Private Secretary to Director General, CSIR
2. Private Secretary to Joint Secretary (Admn.), CSIR
3. Private Secretary to Financial Advisor & Addl. Secretary, CSIR
4. Private Secretary to Chief Vigilance Officer, CSIR
5. Private Secretary to Legal Advisor, CSIR
6. PA to Sr. Deputy Secretary (Central Office), CSIR
7. Head IT-CSIR with the request to upload the OM on CSIR Website and on Pensioner's Portal.
8. Office Copy.

Delhi- NCR based Offices of CSIR Headquarter

Sl. No.	Address
1.	<b>Council of Scientific &amp; Industrial Research (CSIR)</b> Anusandhan Bhawan, Rafi Marg, New Delhi-110001
2.	<b>CSIR-Central Road Research Institute, (CRRI)</b> Delhi-Mathura Road, P.O. CRRI New Delhi-110025
3.	<b>CSIR-Institute of Genomics and Integrative Biology, (IGIB)</b> 1, North Campus, Mall Road, Delhi-110007 / South Campus, Mathura Road (Near Sukdev Vihar Depot), New Delhi-110020
4.	<b>CSIR- National Institute of Science Communication &amp; Policy Research (NIScPR)</b> Dr. K. S. Krishnan Marg New Delhi-110012
5.	<b>CSIR-National Physical Laboratory, (NPL)</b> Dr. K. S. Krishnan Marg New Delhi-110012
6.	<b>CSIR-Human Resource Development Group, (HRDG)</b> CSIR Complex, Library Avenue, Pusa Road New Delhi-110012
7.	<b>CSIR-Human Resource Development Centre, (CSIR-HRDC)</b> Sector 19, Central Government Enclave, Kamla Nehru Nagar Ghaziabad-201002 (UP)
8.	<b>CSIR- National Environmental Engineering Research Institute, (CSIR- NEERI)</b> A-93/94, Phase-1, Naraina Industrial Area. New Delhi- 110028

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