

**NOTICE INVITING TENDER(NIT) FOR PROVIDING "MEDICAL SERVICES TO STUDENTS,
EMPLOYEES & THEIR DEPENDENTS "AT IPE PERMANENT CAMPUS
AT VANGALLI VILLAGE, SABBAVARAM, ANAKAPALLI DISTRICT, ANDHRA PRADESH**



Indian Institute of Petroleum and Energy
Temporary Campus: 2nd Floor, AU Engineering College,
Andhra University, Visakhapatnam,
Andhra Pradesh – 530 003.
Phone No: 0891-2856015
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OPEN TENDER

Tender Ref. No: IIPE/SnP/Medical/2025-26/ 05

Date: 01st Oct,2025

Sealed Tender (Two Bid System) is invited from all the eligible vendor (a single owner or single duly-authorized power of attorney holder) for providing **"MEDICAL SERVICES TO STUDENTS, EMPLOYEES & THEIR DEPENDENTS "AT IIPE PERMANENT CAMPUS AT VANGALLI VILLAGE, SABBAVARAM, ANAKAPALLI DISTRICT, ANDHRA PRADESH "**

Bid document consisting of two parts is available on the Institute website <https://iipe.ac.in/alltenders> from where the same can be downloaded. This can also be accessed on CPPP Portal.

Critical Dates of Tender:

Sr. No	Particular (s)	Date(s)	Time
1.	Date of Publication/Download of Tender	01th Oct,2025	17:00 Hrs.
2.	Bid Submission Start Date	01st Oct, 2025	17:05 Hrs.
3.	Bid Submission Close Date	10th Oct, 2025	11:00 Hrs.
4.	Opening of Technical Bids	10th Oct, 2025	11:30 Hrs.
5.	Opening of Price Bids	The schedule will be communicated later only to those bidders who qualify in the technical evaluation as per the terms and conditions of the tender.	

The bids should be submitted in two parts i.e. the Technical Bid and the Financial Bid. The envelop consisting of Technical bid documents and the envelop consisting of Financial bid documents should be put together in one separate envelop with super scribing "Technical & Financial Bids for providing **"MEDICAL SERVICES TO STUDENTS, EMPLOYEES & THEIR DEPENDENTS AT IIPE PERMANENT CAMPUS AT VANGALLI VILLAGE, SABBAVARAM, ANAKAPALLI DISTRICT, ANDHRA PRADESH"**.

Submission and opening of bids shall be as per the above schedule. Bids received after **11:00 Hrs.** on **10th Oct,2025** shall be summarily rejected and no explanations whatsoever, shall be entertained in this regard. Complete tender documents in one envelop should be submitted at the address mentioned below:

The Tender Box,
C/o The Registrar
Indian Institute of Petroleum and Energy,
2nd Floor, AU Engineering College
Andhra University, Visakhapatnam – 530 003.
Tele: 0891-2856015.
Email: procurement@iipe.ac.in

Note: All correspondence/ communication on the scheme should be made at the above address only.

-Sd/-
Acting Registrar

1.INSTRUCTIONS TO BIDDERS

- Sealed Tender (Two Bid System) is invited from all the eligible vendor (a single owner or single duly-authorized power of attorney holder) for providing **"MEDICAL SERVICES TO STUDENTS, EMPLOYEES & THEIR DEPENDENTS AT IIPE PERMANENT CAMPUS AT VANGALLI VILLAGE, SABBAVARAM, ANAKAPALLI DISTRICT, ANDHRA PRADESH "**.

- Offers are invited from eligible parties directly (no brokers) based on the eligibility criteria and general terms and conditions mentioned below. Interested bidders may download the copy of the document from websites, i.e., <https://iipe.ac.in/alltenders> or <https://eprocure.gov.in/epublish/app>. Any corrigenda or amendments will be posted on the Institute's website only and the bidders are advised to keep visiting the Institute's website regularly for updates/changes.

- A Committee duly constituted by the Competent Authority would evaluate the eligible Technical Bids submitted by the bidders and the Financial Bids (i.e., Commercial or Price Bids) of the short-listed bidders.

- At the time of bid opening a 'Letter of authorization for attending bid opening 'to be produced to the Committee.

- **The Bid document:**

The bids shall be in two parts i.e. (i) The unpriced Technical Bid (Part-I) and (ii) The Financial Bid (Part-II).

A. Unpriced Technical Bid (Part-I/Envelope-I):

The Technical Bid consisting of all the necessary documents refer the Page No.9 shall be put in a sealed envelope duly super scripted "MEDICAL SERVICES TO STUDENTS, EMPLOYEES & THEIR DEPENDENTS AT IIPE PERMANENT CAMPUS AT VANGALLI VILLAGE, SABBAVARAM, ANAKAPALLI DISTRICT, ANDHRA PRADESH"

B. Financial Bid (Part-II/Envelope-II):

The Financial Bid (**Annexure – M**) should be put in a separate sealed envelope duly super scripted "MEDICAL SERVICES TO STUDENTS, EMPLOYEES & THEIR DEPENDENTS AT IIPE PERMANENT CAMPUS AT VANGALLI VILLAGE, SABBAVARAM, ANAKAPALLI DISTRICT, ANDHRA PRADESH".

Thereafter both the envelopes should be put in separate larger sealed envelope duly super scripted "Technical & Financial Bids for Providing "MEDICAL SERVICES TO STUDENTS, EMPLOYEES & THEIR DEPENDENTS AT IIPE PERMANENT CAMPUS AT VANGALLI VILLAGE, SABBAVARAM, ANAKAPALLI DISTRICT, ANDHRA PRADESH".

- Bidder should consider any corrigendum published on the tender document before submitting their bids. Bidders are to go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

- Out of the Bids so received, the **Un-priced technical bid** of the offers received will be opened first on the given time & date while the Financial bid will be opened of only such bidders whose technical bids are found to be acceptable. Date and time of opening of the financial bids will be intimated separately to such short-listed bidders through e-mail. As such, the bidders should keep watching the Institute website regularly.

- If any bidder desires to be present at the time of opening of bids, he shall either himself or his duly authorized representatives (not more than two persons) may remain present during the tender opening. No extension of time shall be permitted for the collection of Tender Documents and/or Tender opening date.
- No request for clarification received after the stipulated date and time, shall be considered. IIPE Visakhapatnam will issue clarification in writing only if deemed fit.
- While submitting the bid, tenderers are requested to ensure that bids comply to the regulations applicable under various statutes. Any fine, penalty or expenses due to breach arising thereon, will be borne by the tenderer, IIPE Visakhapatnam will bear no financial implication on this account.
- For financial bids it is a mandate for the bidder that they submit the financial document as per **Annexure-M**
- If the last date of receiving / opening of the bids coincides with a holiday, then the next working day shall be the receiving / opening date. The Bidder may seek clarifications on any clause of the tender document up to date mentioned in the bid document. Any request for clarification must be sent to the said e-mail with subject **"MEDICAL SERVICES TO STUDENTS, EMPLOYEES & THEIR DEPENDENTS "AT IIPE PERMANENT CAMPUS AT VANGALLI VILLAGE, SABBAVARAM, ANAKAPALLI DISTRICT, ANDHRA PRADESH"**. The Institute will respond through e-mail and, if institute deem necessary, it may amend the bid document as a result of any clarification.
- The Bidders are requested to submit the bids after issue of clarifications duly considering the changes made, if any. Bidders are totally responsible for incorporating / complying with the changes / amendments issued, if any, during pre-bid meeting in their bid.
- Each and every page of bid including any other documents must be signed under seal of the bidder.
- The bids should be complete in all respects. Any bid incomplete in any manner would be liable for outright rejection.
- Cutting or overwriting should be avoided. However, in case of the same being inescapable, every such cutting/ overwriting should be duly attested.
- Bid being submitted must be the document duly downloaded from the Institute (IIPE) website/ CPPP only and no other form. Bid in any other form or containing unrelated attachments or with conditions / riders shall not be entertained.
- Bids should be submitted in spiral binding preferably.
- Bids should be supported with proper documentary evidence to substantiate all the requirement prescribed in the bid document.
- Separate sheet may be attached if there is insufficient space in the relevant column/clause in which information / details are to be furnished.
- **Part-I and Part-II** of the bid document besides the letter of award of contract issued by the Institute to the successful bidder shall form and be the integral parts of the contract.
- Bidder/Tenderer shall mean the company who submits the tender and enters into contract with IIPE Visakhapatnam and shall include their executors, administrators, and successors and permitted assignees.
- Any conditional bid or a bid that is not in the prescribed Performa will not be accepted.

- The bid shall remain valid for a minimum period of **Six Months (180 days)** from the last date of bid submission and it is must. No claim for escalation of the rate will be considered after the opening of the tender. No bidder shall be permitted to withdraw its bid before the aforesaid given time.
- Each paper of Bid Document must be signed under seal by the competent authority of the Bidder.
- The contract is liable to be cancelled at any time if found and/ or reported by students and/ or inspecting team about poor services rendered in the mess without giving any notice period/time.
- MII Compliance as per Public Procurement (Preference to Make in India), Order 2017, DIPP, MoCI Order No. P-45021/2/2017B.E. II dated 15th June 2017 and its subsequent amendments.
- MSE Compliance as per MSEs Order 2012 and its subsequent amendments.

- **Amendment of bid document:**

At any time prior to the deadline for submission of bids, IIPE Visakhapatnam may, for any reason modify the Bidding documents by amendment by issuing an addendum / corrigendum on Institute (IIPE) website. The addendum/ corrigendum will be binding on all the bidders.

In order to afford prospective bidders reasonable time to take the amendment into account in preparing their bids, IIPE Visakhapatnam may or may not, at its discretion, extend deadline for the submission of the Bid.

No Oral statements/written statement made by the Bidder after submission of tender shall be considered.

2. INVITATION FOR TEDNER OFFERS

1. Indian Institute of Petroleum and Energy (IIPE), Visakhapatnam (hereinafter referred to as the "Institute"), is established by the Government of India under the aegis of the Ministry of Petroleum and Natural Gas (MoPNG) in the year 2016. The Indian Institute of Petroleum and Energy Act, 2017 (No.3 of 2018) enacted by the Parliament and declared the Institute as an 'Institution of National Importance'.

For providing healthcare and wellness services to its students, employees & their dependents, the Institute has planned to outsource health care management services in all respect to eligible hospital / clinic etc. The selected agency has to manage *Health Centre* at the Institute's permanent campus at **Vangalli Village, Sabbavaram Mandal, Anakapalli District, Andhra Pradesh**.

The selected agency has to look after the complete management, including (providing, equipping, manning, running and managing) of Medical & Paramedical Services at the institute's Health Centre (hereinafter called as HC), including:

- Medical consultancy services.
- Services in the areas of reception, support office, dressing, pathology, disposal of medical wastes and other services related to the indoor patients and wards.

The Institute is therefore looking for interested organizations having adequate experience in the said services in related areas/ fields backed by sufficient bench strength of competent personnel.

2. The offers should be submitted in **TWO-BID SYSTEM** by the reputed and experienced firms/ agencies/ companies having valid licenses and permits and qualified experience in the relative field to any Public Sector Undertaking (PSU), Govt. Organization, Educational Institution etc., The Price Bid proforma must be submitted in the Price Bid/ Financial bid document/ BoQ. **If it is submitted along with the Technical Bid, the bid will be summarily rejected.**

3. **Earnest Money Deposit:** The tenderers are not required to deposit any money towards bid security. However, a Self-Declaration in the prescribed form attached herewith (**Annexure-H**) should be submitted along with the Technical Bid, in lieu of a bid security (EMD), failing which the bid will be liable for disqualification.

4. **Performance Bank Guarantee (PBG):** (i) A Performance Bank Guarantee of 5% of the contract value shall be submitted by the Seller from any nationalized bank in favor of the Registrar, IIPE Visakhapatnam. The PBG must cover the entire duration of the contract and remain valid for a period of 60 days beyond the contract period. In the event of an extension of the contract, the PBG shall be renewed accordingly to cover the extended period. The Performance Security must be submitted to the Buyer within 15 days from the date of award of the contract. No interest shall be payable on the Performance Security/PBG or on any other amounts payable by the Seller to the Buyer under the contract.

(ii) If the vendor is found to be in violation of any terms and conditions of the contract at any stage during the tender or contract period, the Performance Bank Guarantee (PBG) shall be liable for forfeiture without any further notice.

5. The Director, IIPE Visakhapatnam reserves the right to award this contract for all required services either to one party or more than one party. He also reserves the right to amend or withdraw any of the terms and conditions mentioned in the tender document or to reject any or all the tenders without giving any notice or assigning any reason any time before award of the contract. Further, the Director, IIPE is not bound to accept the lowest tender, but has the liberty to close the tender process without awarding the contract to anyone if the lowest quote is found to be unreasonably high. The decision of the Director, IIPE Visakhapatnam in this regard shall be final and binding on all. The Institute shall not be responsible for any delay in submission of online Bids. The Institute reserves the right to accept or reject any bid, cancel the tender without assigning any reason thereof. Institute's decision in this regard shall be treated as final. No correspondence in this regard will be entertained.

6. In case any document produced in support of eligibility criteria turns out to be not genuine before or after award of contract, the IIPE reserves the right to blacklist or debar the bidder concerned from participating in the future tendering process of the Institute.
7. The institute is presently operating from a transit campus located at **2nd Floor, AU Engineering College, Andhra University, Visakhapatnam and is likely to shift to its permanent campus located at Vangali Village, Sabbavaram Mandal, Anakapalli District, Andhra Pradesh, on or before December,2025.**
8. The contracting agency shall provide the services continuously as per the award of contract. In case of discontinuation of services by the vendor in the middle of the period without requisite notice or non-satisfactory services, breach of any terms and conditions of the contract etc. the contractor shall be liable to legal action, in addition to forfeiture of the performance security deposit given by him/ her.
9. The contracting agency shall not be allowed to transfer, assign, pledge or sub-contract its responsibilities, rights and liabilities under this tender to any other agency without prior written consent of IIPE Visakhapatnam.
10. The Director, IIPE reserves the right to impose a pecuniary penalty on the vendor for serious lapses in execution of the contract. The amount of penalty imposed will be recovered from the monthly bills payable to the vendor.
11. The detailed Scope of work, eligibility and other terms & conditions of the contract may be perused in the following pages.
12. The Taxes will be applicable from time to time as per the rules of the Government of India.
13. The bid is governed by Institute's Purchase rules available on IIPE website(www.iipe.ac.in).
14. **For assistance with the tender document and its terms and conditions, please contact us via email at procurement@iipe.ac.in or call us at +91-891-285 6015. The Institute may conduct the pre-bid meeting, if required for clarification on the tender terms & conditions.**

15. MINIMUM QUALIFYING CRITERIA:

The bidder must have:

- At least three (3) years' experience in providing healthcare services in the field of multiple specialties. The relevant document as proof/ evidence, to be submitted.
- Must have operated healthcare facilities with a minimum **50 indoor** bed capacity, including ICU/NICU/ITCU facilities. The relevant document as proof/ evidence, to be submitted.
- Details supporting for execution of **Similar Projects**, to be provided along with a **satisfactory completion certificate** in medical services from all the organizations where the bidder has served / is serving / is empanelled for similar services, in the format provided at **Annexure-B**. The definition of the Similar Projects is mentioned hereunder.
- The bidder must have the average annual turnover of **Rs.3.00 Crores** during the last three financial years.
- Valid Hospital license (Valid hospital license under the applicable laws, including registration under the Clinical Establishments Act (where applicable).)
- A minimum of 12 full-time doctors shall be available in-house, of which at least 6 shall be MDs in different specialties, mentioned at **para 2 of Page No. 13**.
- MRI and CT scan facilities: Must have MRI and CT Scan facilities available, either in-house or through a formally documented tie-up with a NABH/NABL accredited diagnostic centre.
- The hospital/agency should have sufficient supporting staff such as nurses, dressers, lab technicians, ward staff, etc. The details are to be submitted in the Technical Bid.

- **Bidder should establish multispeciality hospital in Visakhapatnam / Anakapalli with minimum 50 beds Capacity including ICU/NICU/ITCU facilities.**

➤ **Definition – Similar Projects:**

For the purpose of this tender, **Similar Projects** shall mean the operation and management of Primary Health Centres located within:

- Educational institutions.
- Industrial complexes / Public Sector Undertakings (PSUs).
- Corporate campuses.
- Government establishments.

➤ **The scope of such projects must have included:**

- Day-to-day patient care (OPD and minor emergency services).
- Staffing and supervision of doctors, nurses, and paramedics.
- Compliance with statutory health and safety regulations.
- Hold valid licenses and registrations under applicable laws (e.g., Clinical Establishment Act).
- A minimum of 12 full-time doctors shall be available in-house, of which at least 6 shall be MDs in different specialties, mentioned at **para 2 of Page No. 13** along with at least 6 nurses, 1 Lab -Technician and 1 paramedic on payroll or long-term contract (i.e., Min.1 Year to be completed as on **01.09.2025**).

16. DOCUMENTS TO BE UPLOADED IN THE TECHNICAL BID & FINANCIAL BID:

TECHNICAL BID:

1. Company's/ Hospital's / Firm's / Agency's Registration Certificate from the appropriate authority.
2. BID Securing declaration as per the **Annexure -H**.
3. GST Registration Certificate, if applicable.
4. Proof of having ICU/NICU/ITCU, MRI and CT scan facilities.
5. Details of number of beds in the bidding hospital (should have minimum 50 indoor bed capacity).
6. Valid Hospital license.
7. Documentary proof of having doctors, a minimum of 12 in-house full-time doctors, of which at least 6 shall be MDs in different specialties, mentioned at **para 2 of Page No. 13**.
8. Document showing average annual turnover of the bidder.
9. Testimonials/certificates from competent authority regarding the quality/ performance of service provided in each case (experience).
10. Documents regarding present Establishment / Business (self- explanation) by the bidder about his / her establishment with Company's / Hospital's Brochure (if any) showing its brief profile.
11. Proposed Plan/ Methodology for proposed work/ services in the Institute.
12. An Integrity Pact as per the Tender terms and conditions.
13. The hospital/agency should have sufficient supporting staff such as nurses, dressers, lab technicians, ward staff, etc. The details are to be submitted.
14. Scanned Copy of Completely Filled in Annexures.

17.FINANCIAL BID:

Price Bid (Please refer **Annexure-M**). The total bid price and quoted rates shall apply to the entire contract duration of five (05) years.

3.SCOPE OF WORK

The scope of work is "Contract for providing complete medical services to the Students, Employees of IIPE Visakhapatnam and their dependents by running the Health Centre (HC) situated at Institute's permanent campus at Vangalli Village, Sabbavaram Mandal, Anakapalli District, Andhra Pradesh" including Out Patients (OP), In Patient (IP), Day Care (DC), Pathology, Emergency and other related Services.

In particular, the following shall be maintained:

- The Health Centre at Institute shall be equipped with at least 6 in-patient beds operated 24 x7 which will be arranged by IIPE Visakhapatnam.
- The tentative number of competent manpower required is presented in **Annexure-A**. The medical professionals associated with HC shall perform the jobs assigned by the Medical Officer In-Charge of the HC.

The detailed scope of various functions of HC is listed below:

1. OUT PATIENTS (OP) SERVICES:

The Service Provider shall provide the following as a **minimum requirement** towards the OP Services:

- OP services shall operate 24 x7 throughout the year.
- The Health Centre must be manned by competent Medical Officer/s and supported by competent Nursing Staff Members as per **Annexure -A**.
- The Service Provider shall arrange visit of medical specialists in Paediatrics, Obstetrics, Orthopaedics, Medicine, Dermatology, ENT, Eye, Dental, Physiatrist and in other areas as per the requirement of the Institute. Such visit would be paid on quoted rates as mutually agreed;
- The immunization schedule for babies in India typically includes vaccines against diseases like tuberculosis, polio, diphtheria, pertussis, tetanus, hepatitis B, measles, rubella, etc. These vaccines to be administered as per the immunization schedule.
- The Service Provider shall give Emergency Care to persons as the need arises. Competent Medical Officers and Paramedics shall be made available 24 x7 throughout the year by the service provider.
- The Medical Officers and Paramedics shall record` the observations, diagnosis and prescriptions in the Medical Booklet of each Patient attended to; and
- All equipment and skills required to provide emergency treatment (such as suturing, dressing, resuscitation and first aid) shall be made available by the service provider; necessary consumables to be maintained in stock in sufficient number.

2. IN PATIENTS (IP) SERVICES:

The Service Provider shall provide the following as a minimum requirement towards the IP Services:

- The HC shall be equipped with at least 6 in-patient beds operated 24x7 which will be arranged by IIPE.
- All associated equipment (like beds, wheel chair, stretcher, oxygen cylinder, ECG machine, multipara monitor and semi-automatic ventilator) shall be made available by IIPE for carrying out basic treatment to In-Patients.
- X-Ray Machine is to be provided by the bidding hospital.
- Injections, inoculations and medication shall be administered in a timely manner to IP patients or OP referred patients, as directed by the Medical Officers; and
- The Medical Officers shall complete all other assigned work and maintain proper medical record of the patients.

3. DAY CARE (DC) SERVICES:

The Service Provider shall provide the following as a minimum requirement towards the DC Services:

- The Day care services shall be operated 24x7 on all days.
- Associated equipment (X - ray machine) shall be made available for carrying out basic treatment.
- Injections, inoculations and medication shall be administered in a timely manner to patients, as directed by the Medical Officers; and
- The Medical Officer shall complete all other assigned work and maintain proper medical record of the patients.

4. PATHOLOGY SERVICES:

The Service Provider shall provide the following as a **minimum requirement** towards the Pathology Services:

- Pathology Laboratory shall run for one shift of 8 hours every day;
- The Service Provider shall depute one competent Laboratory Technician as per the schedule and scope given in tender who shall be available for collecting the sample and other related works;
- All equipment and skill required to carry out basic tests of haematology, cytology and biochemistry and emergency tests shall be made available in the HC;
- Service Provider shall arrange to carry out Pathological Tests in empanelled hospitals or other state-of-the-art facilities in Visakhapatnam/Anakapalli or elsewhere, of such tests for which facilities are not possible to be made available in Pathology Laboratory at IIPE Health Centre. For such Pathology Tests, the non-fixed costs would be reimbursed by the Institute to the Service Provider on CGHS rate.

5. OTHER RELATED SERVICES:

The Service Provider shall provide the following as a minimum requirement towards the other related services:

- **Dressing Room Services:** The Service Provider shall depute dresser available 24 hours on all days round the year to attend to Patients needing dressing; perform work relating to dressing requirements; perform minor stitching, opening of stitches, auto-cleaning of dressing material; applying POP plasters; and ensure neatness and cleanliness of the Dressing unit as per medical norms. The said dresser shall work under guidance of the Medical Officers and discharge duties assigned to him/her to the satisfaction of the Medical Officers.
- **Sanitation Services:** The Service Provider shall dispose (as per prevalent national laws and requirements) all biomedical, chemical and radiological waste generated within the Health Centre, including its segregation, transportation, storage, treatment and destruction. Service Provider should be registered for biomedical waste.
- **Only general cleaning of the Health Centre will be done by the Institute:**
The Service Provider shall arrange to maintain the premises and indoor rooms of the HC, wards, toilets, etc., in clean, neat and hygienic conditions, as per the instructions and guidance of Authorized Representative of the Institute.

6. OFFICE SUPPORT SERVICES:

The Service Provider shall depute competent supporting Staff Members as per the tender / requirement of the IIPE, who can:

- (i) facilitate the registration of patients of OPD, IPD and Emergency,
- (ii) assist and transfer injured and sick patients to referral hospitals,
- (iii) co-ordinate to get treatment in empanelled hospitals,
- (iv) support in ambulance services,
- (v) handle medical booklets,
- (vi) distribute the medical reports and upkeep of records thereof, and
- (vii) Assist the Medical Officer, In-charge of HC, as and when required. Institute may assign any work to them related to hospital as per need.

7. PERSONNEL:

For all the various positions mentioned in the document, only such persons shall be deputed at the HC, who:

- Have integrity and possess the desire to serve the sick;
- Are competent (with adequate educational qualification and experience as per the requirements laid down in the relevant guidelines of medical profession for the said posts, and necessary skills duly certified by an authorized body). The Service Provider shall produce all such certificates to demonstrate the due competence of the persons to demonstrate their educational qualification, experience and skills; and
- Are cleared/approved by the Authorized Representative of the Institute, after duly verifying the pre-requisites laid down for each post before the person is deployed at the HC.
- The persons so deployed shall carry out the assigned work diligently and honestly and shall report any problems, they encounter in discharging their duties, to the Medical Officer In-charge of the HC. In no case, they shall act suo-moto without the written consent of the Medical Officer In-Charge. They are expected to become conversant with the relevant rules and regulations of the Institute on matters related to the HC, within three months of their joining the duties at the HC. Also, they are expected to be computer savvy and competent to handle all the apparatus and equipment available with the HC related to their tasks.

Based on the innate nature of work, the persons deployed may face a little work pressure on some days. They are required to:

- (1) Not argue with patients or superiors, and in no case, misbehave with patients or persons accompanying them;
- (2) Report to the Medical Officer In-charge of HC for necessary action, any incident of altercation with patients or persons accompanying them;

Also, the Medical Officers and Staff Members are required to have good habits with regard to cleanliness and hygiene. The Medical Officers and Dressers shall wear white uniform compulsorily, in all Indoor and Dressing activities. And, all support Staff Members shall wear the uniforms as decided by the Medical Officer In-charge of HC. While on duty, the persons deputed at the HC shall wear invariably neat and tidy uniforms.

The Service Provider shall provide:

- All persons deputed at the HC with sufficient numbers of uniforms; in this regard, the persons deputed shall not be charged any money whatsoever; and
- All equipment and tools required for performing the tasks at the HC.

4.GENERAL TERMS AND CONDITIONS

1. General:

Online tenders are invited in a **Two-bid system** (viz. Technical Bid & Price Bid) from experienced multi-specialty hospital/ agencies fulfilling criteria as mentioned in the bid document.

Bidders/Tenderers have to produce original/ hard copy of documents, submitted in the technical bid by the bidders for verification as and when it is demanded by the competent authority of IIPE.

The successful bidder must dedicate at least one ambulance entirely for IIPE after award/operation of contract.

All blood tests and other investigations shall be charged as per CGHS rate by the successful bidder.

2. Name of the work:

PROVIDING MEDICAL SERVICES TO STUDENTS, EMPLOYEES & THEIR DEPENDENTS AT IIPE PERMANENT CAMPUS AT VANGALLI VILLAGE, SABBAVARAM, ANAKAPALLI DISTRICT, ANDHRA PRADESH

Area includes (list is not exhaustive):

Cardio, Pediatric, Nephrology, orthopedic, ophthalmology, Surgical, ENT, dentistry, Medicines, gynaecology, Dentistry.

Service provider must also:

- 1) Provide diagnostic tests to support diagnosis
- 2) Provide regular /special tertiary health check-ups
- 3) Perform general / minor surgery
- 4) Stabilize the patient (cardiac / injury) before shifting to specialty hospitals
- 5) Ensure follow-up treatment through tie-up with specialty hospitals
- 6) Create a system for counselling for the students/resident's community.

3. Payment terms: Payment will be made after successful completion of work/Services on a monthly basis which will be released positively within 15 days after submission of bill in all respects, by IIPE.

4. Contract Period: The contract shall be **for 5 years** from the stipulated date mentioned in the award of the contract. The contract can be terminated anytime by IIPE by serving a **one-month notice**. Empanelment may be extended for the period as decided by IIPE. However, extension cannot be claimed as a right.

5. Inspection Authorities:

- a) The PIC Medical/ Medical officer In-charge, IIPE Visakhapatnam (or the person nominated by him).
- b) Any other person nominated by the Director.

6. BID EVALUATION PROCESS:

The bid evaluation shall consist of the following phases:

Phase I– Evaluation of Technical bid in accordance to the Eligibility Criteria and other tender compliances. QCBS evaluation of the Technical Bid of Eligibility criteria Bidder as per the Marking Scheme mentioned in the bid document.

Phase II - Evaluation of Financial bid:

Note: -It is mandatory for the bidder to qualify all the qualification stages to be eligible for QCBS evaluation including presentation as per Marking Matrix. Only technically qualified bidders shall be considered for opening of their Financial Bids and evaluation thereof.

Evaluation of Technical Bids:

Bidder has to upload all documentary evidence in support of the following mentioned Eligibility Criteria. In the absence of such supporting documents, as mentioned against each criterion, the bid will be rejected summarily. The QCBS rating/ marking and financial bid opening will be carried out for only those bidders who qualify in the Technical bid.

The institute may call bidders for a presentation. If a bidder is called for presentation (as per the terms and conditions of the Tender), then attendance of the concerned bidder/his authorized representative is **mandatory** on the scheduled date and time for presentation

The presentation shall broadly cover the following:

- (a) Brief History of the hospitals/firms.
- (b) Kind of services provided by the bidder presently.
- (c) Kind of proposed services to be provided in IIPE
- (d) Compliance report on payment of Statutory Dues by the bidder.
- (e) List of doctors, specialization & No. of human resources working with the bidder in totality, and the proposed plan for providing better medical services (Which includes Medical Infrastructure & Equipment proposed, Manpower & Staffing Plan, Approach & Methodology, Quality Certification, Past Performance/Client Feedback, value added services) in IIPE.
- (f) Document verification with originals.

The technical bid will be evaluated by an internally constituted committee of the Institute as per the terms and condition of the tender.

NOTE: The technical bid shall be opened on the scheduled date. The price bid of only those bidders who qualify in the technical bid evaluation, as per the terms and conditions of the tender.

Financial bid must be submitted separately in the prescribed format as per the Tender terms and conditions.

Cut-off Marks for Qualifying: Bidders securing a minimum of **70 marks** in total of above will only be considered as eligible for next round of evaluation. Financial Bids of only these eligible Bidders will be opened and evaluated further, as notified herein.

The Evaluation Committee shall evaluate and rank each Technical Proposal on the basis of the Proposal's responsiveness to the scope using the evaluation criteria and score system specified above.

Technical Bid Score for each technically qualified bidder will be obtained as under:

- Technical Bid Score =
$$\frac{\text{Total marks obtained by the bidder}}{\text{Highest score among bidders}} \times 100$$
- The technical bid score shall be rounded off to two decimal places without rounding up

The Proposal shall be rejected if it does not achieve the minimum technical marks of 70 (seventy) out of maximum of 100 (one hundred) marks.

FINANCIAL BID EVALUATION:

- a) The Financial bid of only those Bidders who are found technically eligible shall be opened. The financial bids shall be opened in the presence of representative of technically eligible Bidders, who may like to be present. IIPE shall inform the date, place and time for opening of financial bids.
- b) The financial bids of the eligible bidders (obtaining min 70 of total marks in technical evaluation) will only be evaluated.
- c) The 'Financial Bid Value' quoted by the bidder in Cover-2, shall be normalized for obtaining 'Financial Bid Score' of each bidder as under:

d) Financial Bid Score for each technically qualified bidder will be obtained as under:

$$\text{Financial Bid Score} = \frac{\text{Lowest Financial Bid Value}}{\text{Financial Bid Value of the bidder}} \times 100$$

- The Financial bid score shall be rounded off to two decimal places without rounding up.

Combined Quality and Cost Based Selection (QCBS) Evaluation: The score of technical proposal including presentation would be given 30% weightage, and the financial proposal would be given 70% weightage. The normalized score of the technical bid including presentation, and financial proposals shall be used to rank the Bidders on the basis of formula given as below:

The final evaluation will be made on the basis of the following:

- Weightage for the Technical Proposal: 0.3
- Weightage for the Financial Proposal: 0.7

Combined Bid Score = Technical Bid Score x 0.3 + Financial Bid Score x 0.7.

Bidder with highest Combined Score shall be declared selected Bidder.

In case of a tie:

- i. The Bidder who scores higher marks in the Technical Score will be considered as successful bidder.
- ii. In case of tie in clause (i) above, the bidder with higher experience in relevant field will be considered as successful bidder or decided by the Institute Empowered Committee.

7. Acceptance of the Tender Offer:

- a) IIPE does not bind itself to accept the lowest or any tender and reserves the right to accept / reject the whole or any Group of the tender without assigning any reasons thereof.
- b) Acceptance of the tender offer will be communicated by a letter of acceptance from the office of the Registrar, IIPE Visakhapatnam

8. Submission of Tender:

Tender must be submitted in original and without making any additions, alterations and as per details given in other clauses in the tender document. The requisite details shall be filled in by the bidder in the tender document. The rate shall be filled in the Schedule given in this tender document. Reservations, if any, regarding the tender conditions and schedule rates should be sought at the time of pre-bid meeting or through seek clarification via E-mail Only. **NO ALTERATION / RECTIFICATION / CLARIFICATION WILL BE ENTERTAINED POST BID SUBMISSION.**

The interpretation would be based solely on the basis of documents submitted by the bidder. Hence, the prospective bidders are requested to pay utmost attention while preparing the bid documents and should show utmost diligence while filling the Schedules.

9. Rates and Taxes:

The Institute is not liable to pay any other charges/ taxes not mentioned in the tender except relevant GST. Income tax will be deducted at source and will be deposited with the appropriate authorities. GST will be paid to the agency at the applicable rate by the Institute and it will be the responsibility of the agency to deposit the same with the concerned authorities within stipulated time and proof of which is to be submitted to the Institute within one month from the date of release of such tax by the Institute or raising of the next bill whichever is earlier.

10. Statutory Compliances:

If provision of labourers / employees attracts Labour Laws, then the bidder (as and when applicable the bidder/Contractor [under the Contract Labour (R&A) Act. 1970] has to obtain license from the competent authority as and when required and this will be the sole responsibility of the bidder. The Bidder / Contractor will be responsible and liable for the implementation of all the statutory provisions as regards personnel to be deployed by him as and when they become applicable under the Labour Laws. The Bidder/Contractor shall maintain all the statutory registers under the law.

11. Agreement:

The successful agency shall sign agreement with the Institute on Govt. Stamp Paper (non-judicial) of Rs. 1,000/- for the execution of work.

12. Rejection of Tender:

Tenderer/bidder will be bound by the details and documents as furnished by him to the Institute while submitting the tender or at any other time. In case any of the details of such documents furnished by him/her, is found to be false at any stage or incomplete, this will be treated to be a breach of the terms of Contract, making him/her liable for action and also the tender will be rejected. The bidder will be liable for blacklisting / debarment from participating in any Tenders of IIPE for the tenure decided by the competent authority of the Institute.

13.Modification in Agreement:

a) IIPE reserves the right to modify/ add any clause to the agreement during the period of the contract, for any essential matter, on mutually agreed terms.

b) In case of breach of any of the terms of Agreement, the security deposit of the Contractor will be liable to be forfeited by the Institute. In addition, the Contract/ Agreement will also be liable to be terminated. Any sum of money due or payable to the Institute including the security deposit refundable to him under the contract can be appropriated by the Institute against any amount which the Contractor may owe to the IIPE.

14.Responsibility for executing the Contract:

The agency shall be responsible in all respects for the services & is bound to abide by the terms and conditions as specified in the tender document.

15. Subletting of Contract:

The successful bidders shall not sublet/ transfer the contract. Any subletting will result in the immediate termination of the contract and the security deposit is liable to be forfeited.

16. Interpretation of Contract Documents:

Except if and to extent otherwise provided by the contract, the provisions of the contract shall prevail over those of any other documents forming Group of the contract. Several documents forming the contract are to be taken as mutually explanatory. If there be any discrepancy, inconsistency, error or omission in the contract or any of them, the matter may be referred to Competent Authority who shall give his decision and issue to bidder instructions directing in what manner the work is to be carried out. The decision of Competent Authority of the Institute shall be final and conclusive and the bidder shall carry out work in accordance with this decision.

17. Damage to Property:

a) The tenderer/bidder shall be fully responsible for making good or making necessary payment for any loss or damage caused to any structures, properties etc. belonging to the Institute if such loss or damage is due to the faults and or negligence or wilful commissions of the bidder, his/her employees, agency representatives or sub-bidders, as per investigation report of the Institute and whose assessment shall be final and binding on the bidder.

b) Tenderer/Bidder shall ensure that trees, flowers, plants and grassy lawns are not damaged by the staff deployed/employed.

18.Deployment:

a) The bidder/tenderer shall be responsible for recruitment and deployment of doctors and paramedical staff for complete management (providing, equipping, manning, running and managing) medical & paramedical services and the doctors/paramedical staff so recruited and deployed by him shall be under his direct control/supervision. The bidder/contractor shall exercise total superintendence, control and supervision over the staff and their work. Tentative number of manpower to be deployed is mentioned at **Annexure-A**.

b) The bidder/tenderer shall not deploy any minor as/Paramedical staff/ laborers/workers.

c) That for all intents and purposes the contractor will be the **"EMPLOYER"** within the meaning of different labour legislations in respect of the doctors/staff for services so employed and deployed.

d) The employees appointed by the agency for the above job shall have no rights to claim for absorption in the services of IIPE and shall also have no claim for continuation with the existing job if the agency is replaced.

e) The bidder/contractor shall issue identity cards to all doctors/paramedical staff engaged for Medical Services engaged by the bidder/contractor for deployment in IIPE. The staff should not have any criminal or police cases and the bidder/contractor has to verify the same in writing and submit the same to the Institute's Authority. The bidder shall deploy only those whose antecedents have been verified by the police authorities.

f) The doctors / Paramedical staff for Medical Services deployed by the bidder/contractor should behave in a proper and courteous manner with all the members of the faculty, staff, and students and will be bound to observe all instructions issued by the Institute's Authority concerning general discipline and behaviour.

g) In case, the doctors/ Paramedical staff for medical services deployed by the bidder/contractor commit any act of omission or commission constituting misconduct or indiscipline, the bidder/contractor will be liable and responsible to take disciplinary action against the staff, including suspension, dismissal from service etc. or remove from Institute's premises/campus.

19. Uniforms:

Para medical Staffs/ Doctors have to wear the uniform and carry Identity Cards during their working hours. The bidder/agencies will be responsible for arrangement of uniform and Identity Cards for their staff. No payment for the cost of uniform will be made from the Institute's end. Para medical Staff posted on duty should always be in neat and clean complete uniform and carry photo identity card duly signed by the authorized person of the agency.

20. Facilities provided by IIPE:

The Institute will provide certain Amenities to the employees for the purpose of this service such as (a.) provision of canteens, (b.) rest rooms/area, (c.) drinking water and (d.) First Aid facilities etc.

21. Gate Pass:

The Agencies/Bidders has to obtain the GATE PASS for his staffs for entry into the campus, which has to be surrendered on termination from work. Otherwise, final payments will not be released.

22. Accommodation:

The Institute will not provide any accommodation to the doctors / nurses who are engaged in providing the Medical Services. The bidder / agency has to arrange residential accommodations for their employees to be deployed in IIPE. Institute will provide suitable accommodation to Doctors / Paramedical Staff who's on campus presence is essential to cater the needs of the patients at odd hours. The accommodation will be provided subject to availability on payment basis as applicable to the employees of IIPE.

23. Safety Measures:

a) The bidder/agencies shall carry out all works in accordance with statutory requirement of Safety Regulations and other rules/Acts as applicable.

b) The bidder/agencies or his/her representative must take immediate corrective measures whenever any unsafe conditions/practices are detected.

c) The bidder/agencies or his/her representative shall report any accident to appropriate Authority and also to the Institute Authority. The cause of all minor and or major accidents that occur in their job shall be reported and immediate remedial measures shall be taken to prevent recurrence of such accidents and also the responsibilities solely lie on the contractor/bidder.

d) Use of matchbox, lighters & smoking or other such acts, which may cause fire/ accident, are strictly prohibited.

d) Institute shall not be responsible for any injury to the staff for medical services and caused in course of their performing the duties or for payment of any compensation.

e) Agencies shall be responsible for the damage of every sort of the property of the institute due to negligence of the agency and cost of all such damages will be recovered from the amount payable to the agency.

f) The Company or Agency shall provide group insurance cover to its employees including medical and accidental insurance for those deployed at IIPE.

24. Penalty:

If the agency fails to perform the work as per specification of work and not keeping the place clean, IIPE shall impose penalty which will not be less than **Rs 5,000/- per occasion** and maximum up to a sum of **10% the amount of the Invoice Value/Bill amount of the Particular Month** or as per the order from the Institute's Competent Authority.

NOTE: On the basis of complaint against the services provided by the agency from the students/faculties/staff/dependents of faculty & staff penalty will be levied after investigation. For each established complaint of any students/faculties/staff/dependents of faculty & staff, a minimum sum of Rs. 5,000/- or as decided by the Competent Authority, will be deducted from the payment of the vendor.

25. Failure and Termination:

If the performance of the agency is not satisfactory and repeated deficiencies in services is observed, the competent authority may cancel the contract by giving one-month notice.

NOTE: Feedback against the services provided by the agency may be collected time to time from the respective students/faculties/staff internally. Based on the same, the performance of the contractor will be justified for renewal of the services.

26. Force Majeure:

In the event of any force majeure causing the agency for delay in the service, Institute authority shall not be liable for any legal obligation.

Force majeure shall mean and be limited to the following:

- a) War/Hostility
- b) Riot or Civil Commotion
- c) Earthquakes, fire tempest, lightening or other natural physical disaster.
- d) Restriction imposed by the GOVT. (Central or State) or other statutory bodies which may prevent or delay the execution of service.

The Agency shall advise the IIPE authority through a valid mode of communication duly certified by the local Chamber of Commerce or statutory authorities, the beginning and end of the above cause of delay within 21 (twenty-one) days of the occurrences and cessations of such force majeure condition. In the event of delay lasting over one month, if arising out of force majeure the IIPE authority reserves the right to cancel the Contract and the provisions governing termination stated under relevant clauses shall apply.

27. Canvassing, Fraud and Corrupt practices:

Bidders are hereby informed that canvassing in any form for influencing the process of notification of award would result in disqualification of the Bidder. Further, they shall observe the highest standard of ethics and will not indulge in any corrupt, fraudulent, coercive, undesirable or restrictive practices, as the case may be.

- a) "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of the public official.
- b) "Fraudulent practice" means a misrepresentation of facts in order to influence Tender process or an execution of a contract to the detriment of the scheme and includes collusive practice among bidding Bidder/Authorized Representative (prior to or after bid submission) designed to establish bid prices at artificially non-competitive levels and to deprive the scheme the benefit of free and open competition;
- c) IIPE Visakhapatnam will reject a proposal for award if it determines that the Bidder have engaged in corrupt or fraudulent practices.

d) IIPE Visakhapatnam will declare a firm ineligible, either indefinitely or for a stated period of time, for being awarded a contract if it at any time, it determines that the bidding agency have engaged in corrupt and fraudulent practices in competing for, or in executing, a contract.

Action against the Bidder:

Furnishing incorrect information in the offer, failure to act according to tender condition, non-fulfilment of any or whole of the contract may entail black listing of bidder in addition to taking other appropriate action against the bidder.

28. Arbitration:

All disputes or differences whatsoever arising between the parties out of or relating to the work will be settled by Director, IIPE and the award made in pursuance thereof shall be binding on the parties.

29. Recovery of Sum Due:

Whenever any claim for the payment of a sum of money has arisen out of or under this contract against the agency, the Contract awarding authority shall be entitled to recover such sum by appropriating in Group or whole from the security money deposited by the agency. In case the amount to be deducted at any time exceeds the security deposit, the agency shall pay to IIPE on demand the balance due.

30. Payment:

a. The agency shall have to maintain the various registers for deployment of doctors/paramedical staffs, working hours, Advance/ Recovery, Fine/ Penalty, payment of wages, etc. which has to be duly signed by the agency and the officer-in charge. On demand, the agency/firm shall have to produce before the Inspecting Authority of the Institute for official purposes.

b. No advance payment against ensuring medical bills will be made under any circumstances. Payment will be made on monthly basis after submission of bill, complete in all respects.

31. Termination of Contract:

a. The Institute has the absolute right to terminate the contract/services at any time by giving **one month's** notice in writing without assigning any reason whatsoever and the Institute shall not be responsible for any loss, damage etc. suffered by the firm/agency/company as a result of such termination of contract.

b. In the event of the bidder/contractor desiring an earlier termination of contract/services, he/she shall have to give **3 (three) months** advance notice to the Institute.

c. In case of termination of this contract/agreement on its expiry or otherwise, the doctors, paramedical staff, or personnel engaged and deployed/deputed by the bidder/agency/firm, will not be entitled to and will not claim any compensation / absorption in the regular or otherwise services of the Institute. The personnel of the bidder/contractor will not claim and will not be entitled to pay, perks or any other facilities as admissible to the regular/ confirmed employees of the Institute during the subsistence of the contract/agreement and even after the expiry of the Contract/Agreement.

d. Without prejudice to any of the rights or remedies under this contract, if the bidder/agency/firm turns insolvent, the competent authority shall have the option of terminating the contract without compensation to the bidder/agency/firm.

32. Acceptance of Tender and Signing of the contract:

The Institute reserves the right to reject any or all the tender forms without assigning any reasons. The Institute does not bind itself to accept the lowest rate of tender nor does it undertake to assign reasons for the decision taken in this matter. Tenders in which any of the particulars and prescribed information are missing or are incomplete in any respect and or the prescribed conditions are not fulfilled are liable to be rejected.

The bidder/agency/firm whose tender is accepted shall be required to appear at the office of the Registrar, IIPe Visakhapatnam, in person or, if the bidder/contractor is a firm, company or a corporation, a duly Authorized representative shall so appear and execute the contract agreement/ documents as stipulated in the conditions of lease within 10 days of the date of issue of the **Letter of Intent/Work Order** from the Institute. In the event of failure on the Group of successful bidder/contractor to sign the agreement within the above stipulated period, the earnest money shall be forfeited and the acceptance of the tender shall be considered as cancelled.

33. Legal Jurisdiction:

The contractor/agencies shall abide by all the rules, regulations, by-laws and statutes etc. as exists in the Institute. That, any matters of disputes arising out of contract agreement will be subject to jurisdiction of the Courts located at Visakhapatnam, Andhra Pradesh.

QCBS MEHTOD TECHNIAL SCORE DETAILS

The bidder qualifying in the above eligibility criteria will be evaluated by a scoring method as follows through QCBS method.

Sl.No	Parameter	Description	Max. Marks	Scoring
01.	Similar Projects Experience	Number of similar empanelment's / healthcare service contracts executed in the last 5 years	15	<ul style="list-style-type: none"> • 1–2 projects: 5 marks • 3–5 projects: 10 marks • 5 or more projects: 15 marks
02.	Hospital Bed Capacity (minimum 50 beds required for eligibility)	Bed strength at the facility offered for empanelment	15	<ul style="list-style-type: none"> • 50 beds: 5 marks • 51–100 beds: 10 marks • Above 100 beds: 15 marks
03.	Medical Staffing (doctors must be MBBS/ MD on roll or long-term contract as defined in the Eligibility criteria)	A minimum of 12 full-time doctors shall be available in-house, of which at least 6 shall be MDs in different specialties.	20	<ul style="list-style-type: none"> • MBBS + 06 MDs: 10 marks • MBBS+07–09 MDs: 15 marks • MBBS + more than 9 MDs: 20 marks
04.	Presentation (Presentation includes mentioned on the description) Formal Presentation to be given by representatives of bidders as per time & date conveyed.	<ul style="list-style-type: none"> • Medical Infrastructure & Equipment Proposed • Manpower & Staffing Plan • Approach & Methodology • Quality Certifications (NABH/ISO) • Past Performance / Client Feedback • Value-added Services 	50	<ul style="list-style-type: none"> • Adequacy compared to IIPE's requirement list. • Doctor qualifications, nurse-to-patient ratio, and off-hours coverage. • Operational plan, patient flow, reporting system, and digital health records. • NABH, ISO/others • Based on client certificates. • Health camps, telemedicine, wellness programs
Total Marks/Points			100	
Minimum Qualifying Marks/Point :70				

(i) The Vendor should score a minimum of 70 points/Marks to be qualified in Technical Bid for the opening of the relevant Commercial/Price Bid.

Evaluation Criteria of Technical Bid: The QCBS evaluation will be made as per this terms and conditions of the Tender.

a) Technical evaluation will be conducted solely for bidders who meet the qualification criteria outlined in the tender document.

b) Quality and Cost Based Selection (QCBS) will be employed with a ratio of 30:70 (Technical: Commercial)

c) Only bids attaining a minimum technical score of 70% of the total marks, as indicated in the table above, will be deemed qualified.

d) The assessment of bidder will be conducted by the Buyer or a committee designated by the Buyer organization. Marks will be assigned by the Buyer.

6. INTEGRITY PACT
(To be printed on Supplier's letterhead)

General

This pre-bid pre-contract Agreement hereinafter called the Integrity Pact is made on..... day of the month of , between, on one hand, the President of India acting through Registrar, Indian Institute of Petroleum and Energy, Visakhapatnam hereinafter called the "BUYER" of the first part and M/s..... represented by Shri, Director/ Chief Executive Officer/ General Manager hereinafter called the "BIDDER/Seller" of the second part.

WHEREAS the BUYER proposes to procure (Name of the Stores/Equipment/Item) and the BIDDER/Seller is willing to offer/has offered the stores and WHEREAS the BIDDER is a private company/ public company/ Government undertaking/ partnership/ registered export agency, constituted in accordance with the relevant law in the matter and the BUYER is an Autonomous Body/ Department of the Government of India performing its functions on behalf of the President of India.

NOW, THEREFORE, to avoid all forms of corruption by following a system that is fair, transparent and free from any influence/ prejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to enabling the BUYER to obtain the desired said stores / equipment at a competitive price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement, and Enabling BIDDERS to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and the BUYER will commit to prevent corruption, in any form, by its officials by following transparent procedures.

The parties hereto hereby agree to enter into this Integrity Pact and agree as follows:

1. Commitments of the BUYER

1.1 The BUYER undertakes that no official of the BUYER, connected directly or indirectly with the contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the BIDDER, either for themselves or for any person, organization or third party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting or implementation process related to the Contract.

1.2 The BUYER will, during the pre-contract stage, treat all BIDDERS alike, and will provide to all BIDDERS the same information and will not provide any such information to any particular BIDDER which could afford an advantage to that particular BIDDER in comparison to other BIDDERS.

1.3 All the officials of the Buyer will report to the appropriate Government office any attempted or completed breaches of the above commitments as well as any substantial suspicion of such a breach.

1.4 In case any such preceding misconduct on the part of such official (s) is reported by the BIDDER to the BUYER, with full and verifiable facts and the same is prima facie found to be correct by the BUYER, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by the BUYER and such a person shall be debarred from further dealings related to the contract process. In such a case while an enquiry is being conducted by the BUYER the proceedings under the contract would not be stalled.

2. **Commitments of BIDDERS:**

2.1 The BIDDER commits her/himself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its bid or during any pre-contract or post-contract stage in order to secure the contract or in furtherance to secure the contract and in particular commit itself to the following:

2.2 The BIDDER will not offer, directly or through intermediaries, any bribe, consideration, gift, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the Contract.

2.3 The BIDDER further undertakes that she/he has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the Contract or any other Contract with the Institute for showing or forbearing to show favour or disfavour to any person in relation to the Contract or any other Contract with the Institute.

2.4 BIDDERS shall disclose the name and address of agents and representatives and Indian BIDDERS shall disclose their foreign principals or associates.

2.5 BIDDERS shall disclose the payments to be made by them to agents / brokers or any other intermediary, in connection with this bid/contract.

2.6 The BIDDER further confirms and declares to the BUYER that the BIDDER is the original manufacturer/ integrator/supplier/ authorized government sponsored export entity of the defence stores and has not engaged any individual or firm or company whether Indian or foreign to intercede, facilitate or in any way to recommend to the BUYER, or any of its functionaries, whether officially or unofficially to the award of the contract to the BIDDER, nor has any amount been paid, promised or intended to be paid to any such individual, firm or company in respect of any such intercession, facilitation or recommendation.

2.7 The BIDDER, either while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose any payments she/ he has made, is committed to or intends to make to officials of the BUYER or their family members, agents, brokers or any other intermediaries in connection with the contract and the details of services agreed upon for such payments.

2.8 The BIDDER will not collude with other parties interested in the contract to impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the contract.

2.9 The BIDDER will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.

2.10 The BIDDER shall not use improperly, for purposes of competition or personal gain, or pass on to others, any information provided by the BUYER as part of the business relationship, regarding plans, technical proposals and business details, including information contained in any electronic data carrier. The BIDDER also undertakes to exercise due and adequate care lest any such information is divulged.

2.11 The BIDDER commits to refrain from giving any complaint directly or through any other manner without supporting it with full viable and verifiable facts.

2.12 The BIDDER shall not instigate or cause to instigate any third person to commit any of the actions mentioned above.

2.13 If the BIDDER or any employee of the BIDDER or any person acting on behalf of the BIDDER, either directly or indirectly, is a relative of any of the officers of the BUYER, or alternatively, if any relative of an officer of the BUYER has financial interest/stake in the BIDDER's firm, the same shall be disclosed by the BIDDER at the time of filing of tender. The term relative for this purpose would be as defined in Section 6 of the Companies Act 1956.

2.14 The BIDDER shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee of the BUYER.

3. **Previous Transgression**

3.1 The BIDDER declares that no previous transgression occurred in the last three years immediately before signing of this Integrity Pact, with any other company in any country in respect of any corrupt practices envisaged hereunder or with any Public Sector Enterprise in India or any Government Department in India that could justify BIDDER's exclusion from the tender process.

3.2 The BIDDER agrees that if they make incorrect statement on this subject, BIDDER can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

4. **Earnest Money Deposit:**

4.1 While submitting bid, the BIDDER shall deposit an amount mentioned in tender document as Earnest Money, with the Institute through the following instruments:

4.2 A confirmed Bank Guarantee by an Indian Nationalized Bank, promising payment of the guaranteed sum to the BUYER on demand within three working days without any demur whatsoever and without seeking any reasons whatsoever. The demand for payment by the Institute shall be treated as conclusive proof of payment.

4.3 The Earnest Money shall be valid upto a period of 180 days or the complete conclusion of the contractual obligations to the complete satisfaction of both the BIDDER and the BUYER, including warranty period, whichever is later.

4.4 No interest shall be payable by the BUYER to the BIDDER on Earnest Money for the period of its currency.

4.5 In case of successful BIDDER, EMD will be returned within 30 days from the date of submission of Performance Bank Guarantee.

5. **SECURITY DEPOSIT /PERFORMANCE GUARANTEE:**

5.1 Performance Bank Guarantee is mandatory.

5.2 Successful tenderer/ bidder should submit performance guarantee as prescribed above to be received in the office of Registrar, Stores & Purchase Section, IPE Visakhapatnam on or before 30 days from the date of issue of order acknowledgement. The performance bank guarantee to be furnished in the form of Bank Guarantee, for an amount covering **5%** of the purchase order value.

5.3 The Performance Bank Guarantee should be established in favour of **"Indian Institute of Petroleum and Energy"** through any Bank situated at Visakhapatnam or outstation with a clause to enforced the same on their local branch at Visakhapatnam.

5.4 Performance Bank Guarantee shall be for the due and faithfully performance of the contract and shall remain binding, notwithstanding such variations, alterations for extensions of time as may be made, given, conceded or agreed to between the successful tenderer and the purchaser under the terms and conditions of acceptance to tender.

5.5 The successful tenderer is entirely responsible for due performance of the contract in all respects according to the promptness, intent and meaning of the terms and conditions and specifications and all other documents referred to in the acceptance of tender.

5.6 The performance bank guarantee shall be kept valid during the period of contract and shall continue to be enforceable for a period of two years from the date of order acknowledgement.

6. **Sanctions for Violations**

6.1 Any breach of the aforesaid provisions by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER) shall entitle the BUYER to take all or any one of the following actions, wherever required:

- (i) To immediately call off the pre-contract negotiations without assigning any reason or giving any compensation to the BIDDER. However, the proceedings with the other BIDDER(s) would continue.
- (ii) The Earnest Money Deposit (in pre-contract stage) and/or Security Deposit/Performance Bank Guarantee (after the contract is signed) shall stand forfeited either fully or partially, as decided by the BUYER and the BUYER shall not be required to assign any reason therefore.
- (iii) To immediately cancel the contract, if already signed without giving any compensation to the BIDDER.
- (iv) To recover all sums already paid by the BUYER, and in case of an Indian BIDDER with interest thereon at 2% higher than the prevailing Prime Lending Rate of State Bank of India, while in case of a BIDDER from a country other than India with interest thereon at 2% higher than the LIBOR. If any outstanding payment is due to the BIDDER from the BUYER in connection with any other contract for any other stores, such outstanding payment could also be utilized to recover the aforesaid sum and interest.
- (v) To encash the advance bank guarantee and performance guarantee/warranty bond, if furnished by the BIDDER, in order to recover the payments, already made by the BUYER, along with interest.
- (vi) To cancel all or any other contracts with the BIDDER. The BIDDER shall be liable to pay compensation for any loss or damage to the BUYER resulting from such cancellation/rescission and the BUYER shall be entitled to deduct the amount so payable from the money(s) due to the BIDDER.
- (vii) To debar/blacklist the BIDDER from participating in future bidding processes of the Government of India for a minimum period of two years, which may be further extended at the discretion of the BUYER.

- (viii) To recover all sums paid in violation of this pact by the BIDDER(s) to any middleman or agent or broker with a view to securing the contract.
- (ix) In cases where irrevocable Letters of Credit have been received in respect of any contract signed by the BUYER with the BIDDER, the same shall not be opened.
- (x) Forfeiture of Performance Bank Guarantee in case of a decision by the BUYER to forfeit the same without assigning any reason for imposing sanction for violation of this Pact.

6.2 The BUYER will be entitled to take all or any of the actions mentioned at para 6.1(i) to (x) of this Pact also on the Commission by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER), of an offence as defined in Chapter IX of the Indian Penal code, 1860 or Prevention of Corruption Act, 1988 or any other statute enacted for prevention of corruption.

6.3 The decision of the BUYER to the effect that a breach of the provisions of this pact has been committed by the BIDDER shall be final and conclusive on the BIDDER. However, the BIDDER can approach the independent monitor(s) appointed for the purposes of this pact.

7. Fall Clause

7.1 The BIDDER undertakes that he/she has not supplied/is not supplying similar product/systems or subsystems at a price lower than that offered in the present bid in respect of any other Ministry/Department of the Government of India or PSU and if it is found at any stage that similar product/system or subsystem was supplied by the BIDDER to any other Ministry/Department of the Government of India or PSU at a lower price, then that very price, with due allowance for elapsed time, will be applicable to the present case and the difference in the cost would be refunded by the BIDDER to the BUYER, if the contract has already been concluded.

8. Independent monitors

8.1 The BUYER has appointed Independent Monitors (hereinafter referred to as Monitors) for this pact in consultation with the Central Vigilance Commission (Chief Vigilance Officer, Indian Institute of Petroleum and Energy Visakhapatnam).

8.2 The task of the Monitor shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this pact.

8.3 The Monitor shall not be subject to instructions by the representatives of the parties and performs their functions neutrally and independently. Both the parties accept that the Monitor have the right to access all the documents relating to the project/procurement, including minutes of the meetings.

8.4 As soon as the Monitor notices, or believes to notice, a violation of this pact, he will so inform the Authority designated by the BUYER.

8.5 The BIDDER(s) accepts that the Monitor has the right to access without restriction to all project documentation of the BUYER including that provided by the BIDDER. The BIDDER will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to subcontractors. The Monitor shall be under contractual obligation to treat the information and documents of the BIDDER/Subcontractor(s) with confidentiality.

8.6 The BUYER will provide to the Monitor sufficient information about all meetings among the parties related to the project provided such meetings could have an impact on the contractual relations between the parties. The parties will offer to the Monitor the option to participate in such meetings.

8.7 The Monitor will submit a written report to the designated Authority of BUYER/ Secretary in the Department/within 08 to 10 weeks from the date of reference or intimation to him by the BUYER / BIDDER and, should the occasion arise, submit proposals for correcting problematic situations.

9. **Facilitation of Investigation**

9.1 In case of any allegation of violation of any provisions of this pact or payment of commission, the BUYER or its agencies shall be entitled to examine all the documents including the Books of Accounts of the BIDDER and the BIDDER shall provide necessary information & documents in English and shall extend all possible help for the purpose of such examination.

10. **Law and Place of Jurisdiction**

10.1 This Pact is subject to Indian Law. The place of performance and Jurisdiction is the Seat of the BUYER.

11. **Other Legal Actions**

11.1 The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceedings.

12. **Validity**

12.1 The validity of this Integrity Pact shall be from date of its signing and extend upto 5 years or the complete execution of the contract to the satisfaction of both the BUYER and the BIDDER/ Seller, including warranty period, whichever is later. In case BIDDER is unsuccessful, this Integrity Pact shall expire after six months from the date of the signing of the contract.

12.2 Should one or several provisions of this pact turn out to be invalid, the remainder of this pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

The parties hereby sign this Integrity Pact.

BUYER

Registrar, IIPe Visakhapatnam

Date & Place:

Witness

1.

(Indenter)

2.

BIDDER

Signature with seal

Date & Place:

Witness

1.

2.

DETAILS OF MANPOWER DEPLOYMENT REQUIRED

SI No.	Job Description	Number of Persons required per shifts	Minimum Qualification and Experience
1.	Doctor	01 in each shift (*3 shifts) Quantity – 3 (*Minimum 01 Lady Doctor in General Shift)	MBBS degree + 5 years' experience in respective field OR M.D.
2.	Dresser (The dresser will assist on duty nurses in addition to his duties.)	01 in each shift (3 shifts) Quantity – 3	Certificate in Medical Dressing + 4 years' experience in respective field
3.	Nurse	02 in each shift (01 Male & 01 Female) (3 shifts) Quantity – 6	Diploma in Nursing + 4 years' experience in respective field OR B.Sc. (Nursing)/ GNM degree + 1year experience in respective field
4.	Lab Technician	01 (During day shift) Quantity – 1	DMLT +5 years' Experience in respective field OR BMLT+3 years' experience in respective field
5.	Supporting Staff/ward boy	01 in each shift (3 shifts) Quantity -3	Matriculation + 1 years' experience in respective field

WORK EXPERIENCE

Work performed (Medical services of a similar nature / empanelment during the last five or more years) (Please use a separate sheet with duly signed & online if required)

Sr. No.	Name of the organization with complete postal address	Private Sector / Govt.Body / PSU/ Education Institute	Name and Designation of the Contact Person with Tel. / Mobile No(s).	Description/ Nature of work	Contract / WO No. & Date	Value of (Rs. In lacs)	No. of persons deployed by the firm	Contract period (w.e.f. upto)	Remarks on Performance report

Attach authentication certificate(s) from the Employer.

Date:

Place:

Sign & Seal of Bidder

Annexure-C

INDICATIVE DETAILS OF KEY PERSONNEL PROPOSED TO DEPLOY AT INSTITUTE HC

Designation	Name	specialization	qualification	Experience (in years)	Remarks
Doctor					
Dresser					
Nurse					
Lab Technician					
Supporting Staff/ward boy					

Date:

Place:

Sign & Seal of Bidder

TECHNICAL INPUTS AND WORK PLAN

(Please use separate sheet with duly signed and online if required)

Information on the following items:

- (i) Availability of medical specialties:
- (ii) Availability of OPD & IPD facility:
- (iii) Availability of resources (Doctors, Pharmacy, Pathology and diagnostic tools machineries etc.):
- (iv) Supervision methodology including specialist doctors to be engaged:
- (v) Proposed Backup plan in case of emergency:
- (vi) Newness & creativity in Medical Service:
- (vii) Newness & creativity in Treatment, diagnosis & Patient Management:

Note: Please attach support documents if required.

Date:

Place:

Designation:

Sign & Seal of Bidder

Major facilities/ Equipment/ Instruments available with hospital

Sl. No.	Name of equipment/ facilities	Number of equipment/ facilities	Remarks
1			
2			
...			
n			

(Signature of the Bidder, with Official Seal)

ACCEPTANCE OF TENDER TERMS
(To be given on Company Letter Head)

Date: DD/MM/YYYY

To,

The Director
Indian Institute of Petroleum and Energy
Visakhapatnam – 530003

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No:

Name of the Tender /Work/Service:

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender' from the web site(s) namely _____ as per your advertisement, given in the above-mentioned website(s).
2. I/ We hereby certify that I/ we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I/ we shall abide hereby by the terms/ conditions/ clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ Organization too have also been taken into consideration, while submitting this acceptance letter.
4. I/ We hereby unconditionally accept the tender conditions of above-mentioned tender document(s)/ corrigendum(s) in its totality/ entirety.
5. I/ We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/ untrue or found violated, then your department/ Organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including that we can be debarred for a period up to two years as, per Rule 151(iii) of GFR 2017, in case of false declaration.

Yours faithfully,

(Signature of the Bidder, with Official Seal)

CERTIFICATE FOR 'NO RELATION' WITH IIPE EMPLOYEES

(To be submitted on Bidder's letter Head)

This has reference to our proposed contract for 'Medical Services to the Students, Employees & their Dependents of IIPE" to be entered into with Indian Institute of Petroleum and Energy.

- (i) I/We am/are not a relative/blood relation of any key managerial person of IIPE Visakhapatnam.
- (ii) We are not a firm in which any key personnel of IIPE Visakhapatnam or his/her relative is a partner;
- (iii) I/We am/are not a partner in a firm in which any key managerial person of IIPE Visakhapatnam or his/her relative is a partner.

Signature of Contractor

Place:

Date:

BID SECURING DECLARATION FORM
(ON COMPANY LETTER HEAD)

Tender/Bid Ref No.:

Dt:

To,

The Registrar
Indian Institute of Petroleum and Energy,
2nd Floor, AU Engineering College,
Andhra University, Visakhapatnam – 530 003.

I / We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am / We are in a breach of any obligation under the bid conditions, because I/We

(a) Have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or

(b) Having been notified of the acceptance of our Bid by the purchase during the period of bid validity (i) fail or refuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Manpower, in accordance with the instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not successful Bidders, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Officer authorized to sign the bid documents on behalf of the bidder.

Specimen Signature : _____

Name : _____

Designation : _____

Duly authorized to sign the bid for an on behalf of (Complete Name of Bidder)

Dated on ____ day of _____ Year ____ (Date of Signing)

Firm's Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)

BIDDER INFORMATION FORM

Company Name: _____

Registration Number: _____

Registration Address: _____

Name of Partners /Director: _____

City: _____ Postal Code : _____

Company's Establishment Year: _____

Company's Nature of Business : _____

Company's Legal Status (<i>tick on appropriate option</i>)	1) Limited Company	
	2) Undertaking	
	3) Joint Venture	
	4) Partnership	
	5) Others	
Company Category	1) Micro Unit as per MSME	
	2) Small Unit as per MSME	
	3) Medium Unit as per MSME	
	4) Ancillary Unit	
	5) SSI	6) Others

Contact Details:

Contact Name: _____ Designation: _____

Email Id : _____

Phone No: _____)

Mobile No: _____

Bank details

Name of Beneficiary:

A/c. No. CC/CD/SB/OD:

Name of Bank :

IFSC (Bank) :

Branch Address and Branch Code:

Other Details

Vendor's PAN No. _____

(Signature of the Bidder, with official seal)

DECLARATION REGARDING CLEAN TRACK/NO LEGAL ACTION
(to be provided on letter head of the firm)

I hereby certify that the above firm namely _____ is neither blacklisted by any Central/ State Government/ Public Undertaking/ Institute nor any criminal case registered/ pending against the firm or its owner/ partners anywhere in India (or) against any of its branches (or) partners abroad.

I also certify that the above information is true and correct in any every respect and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated, the firm blacklisted and performance Security shall be forfeited.

In addition to the above Director, IIPE will not be responsible to pay the bills for any completed / partially completed work.

Date:

Authorized Signatory

Place:

Name:

Designation:

Contact No.:

CERTIFICATE BY BIDDER- DPIIT REGISTRATION
(Certificate on Company Letterhead)

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I certify that this bidder is not from such a country or, / if from such a country, has been registered with the Competent Authority (copy of the Registration Certificate enclosed).

I hereby certify that this bidder fulfils all requirements in this regard and is eligible to be considered for this tender no. _____ dated _____ listed by IIPE Visakhapatnam.

Signature with Date
and
Stamp of the Bidder

DECLARATION FOR LOCAL CONTENT***(on OEM's letter Head)***

(to be given on Company Letter Head – for tender value below Rs. 10 crores)

(To be given by Statutory Auditor/Cost Auditor/Cost Accountant/CA for tender value above Rs.10 Crores)

Date:

To

The Director
 Indian Institute of Petroleum and Energy
 Visakhapatnam – 530003

Sub: Declaration of Local Content

Tender/Bid Reference No. _____

Name of Tender/ Work: _____

1. Country of Origin of Goods/Service/Work being offered: _____
2. We hereby declare that goods/service/work offered has _____ **% local content** (Please mention exact %).
3. Details of location at which local value addition will be made/ made: (Complete address to be mentioned)

"Local Content" means the amount of value added in India which shall, be the total value of the item being offered minus the value of the imported content in the item (including all customs duties) as a proportion of the total value, in percent.

"False declaration will be in breach of Code of Integrity under Rule 175 ((1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law."

Yours Faithfully,

(Signature of the Bidder, with official seal)

Financial Bid / Commercial Bid / BoQ

Bid Ref No:
Date:
Bidder Name:

Contract for providing complete medical services to the Students, Employees of IIPE and their dependents, situated at its permanent campus in Vangalli Village, Sabbavaram Mandal, Anakapalli District, Andhra Pradesh. I/We the tenderer/bidder hereby quote our monthly rate as follows:

Sl.No	Job Description	Number of persons required per shifts (A)	Minimum Qualification and Experience	Unit Rate (B) Monthly	Total Monthly Rate = Unit Rate x Quantity C= (AxB)	Applicable GST (in %)	GST Amount (D)	Total Amount (C+D)
01.	Doctor	01 in each shift (*3 shifts) Quantity – 3 (*Minimum 01 Lady Doctor in General Shift)	MBBS degree plus 5 years' experience in respective field OR M.D.					
02.	Dresser	01 in each shift (3 shifts) Quantity-3	Certificate in Medical Dressing + 4 years' experience in respective field					
03.	Nurse	02 in each (1 Male & 1 Female) shift (3 shifts) Quantity-6	Diploma in Nursing + 4 years' experience in respective field OR B.Sc. (Nursing)/ GNM degree + 1year experience in respective field					
04.	Lab Technician	01 (During day shift) Quantity – 1	DMLT +5 years' Experience in respective field OR BMLT+3 years' experience in respective field.					

05.	Supporting Staff/Ward Boy	01 in each shift (3 shifts) Quantity – 3	Matriculation + 1 years' experience in respective field.					
06.	X -Ray machine (1 No.) with operator (during day shift) [Lump sum Rate per month]							
07.	Service charges per visit (minimum 02 hours) towards Specialized visiting doctors (@ each specialist) Give rate of one specialist. (Per visit rate)							
08.	Charges towards Sanitary Services related to patient care (Lump sum Rate per month)							
09.	Any other charges for Statutory Liabilities, Liveries and etc. (Lump sum Rate per month)							
10.	Equipped Ambulance Charges with driver (Large- seating capacity 9+P+D or equivalent) (monthly rate) [Round the clock]							
11.	Running charges of Ambulance							
	(i) Within the campus and in the districts of Visakhapatnam and Anakapalli			Free				
12.	Total Monthly Rate for Providing Medical Services for Maintaining Health Centre at IIPE Visakhapatnam including all cost towards Remuneration/wages, salary of Staff deployed at IIPE, including resident medical officers and other staff members and providing different services enlisted above including all statutory liabilities, liveries etc. (Sl. No. 1 to 10)							
13.	Total price for providing Medical Services for maintaining Health Centre at IIPE for 05 years (SL. No. 12 x 60 months)							

Total Amount for 05 years in Words _____.

Note: (i) All blood tests and other investigations shall be charged as per CGHS rate by the successful bidder.

(ii) The bidder should ensure, the deployed manpower is paid not less than the minimum rates of wages and other statutory payments etc., as per the GoI norms.

(ii) All columns in the financial bid are to be filled mandatorily. If not quoted for any of the above items, the bid will be liable for rejection.

(Authorized Signature with Date)

CHECKLIST TO BE SUBMITTED ALONG WITH TECHNICAL BID FOR 'MEDICAL SERVICES TO STUDENTS, EMPLOYEES & THEIR DEPENDENTS AT IIPE PERMANENT CAMPUS':

Sl. No.	Name of the Document	Document Particulars	Submitted (Yes/No)?
01.	Bidder should establish multispeciality hospital in Visakhapatnam /Anakapalli with minimum 50 beds Capacity including ICU/NICU/ITCU facilities. (Evidence document to be submitted)		
02.	Copy of PAN Card		
03.	Incorporation/Registration certificate of company, if any		
04.	Copy of GST Registration		
06.	Minimum Average Bidder Turn Over (Last three Years) : 300 Lakh(s)		
08.	Details of Manpower Required (As per Annexure-A)		
09.	Work Experience (As per Annexure-B)		
10.	Details of Key Personnel Deployed (As per Annexure-C)		
11.	Technical Inputs and Work Plan (As per Annexure-D)		
12.	Major facilities/Equipments /Instruments available with Hospital (As per Annexure-E)		
13.	Acceptance of Tender and Conditions (As per Annexure –F)		
14.	Declaration of No -Relation Certificate (As per Annexure-G)		
15.	Bid Securing Declaration form (In lieu of EMD) (As per Annexure-H)		
16.	Bidder's Information (As per Annexure-I)		
17.	Declaration of Clean Track from the Bidder (As per Annexure-J)		
18.	DPIIT Registration (As per Annexure-K)		
19.	Declaration for Local -Content (As per Annexure-L)		
20.	An Integrity Pact, as per the format attached in the tender document, shall be submitted		
21.	Micro and Small Enterprises (MSEs) (if applicable):		
22.	Bid Offer Validity: 180 days (From End date)		
<i>All other necessary documents to be submitted as per the bid document wherever is required.</i>			

Financial Bid/Commercial Bid/ BoQ:

Financial Bid/ Commercial Bid/ BoQ to be submitted as per the prescribed format as **Annexure-M**

Signature of the bidder with stamp

Note: Submission of bid without the above-mentioned documents may leads to rejection/disqualification of the Bid.