

TENDER NOTICE COVER SHEET

BHEL/BAP/HR/Medical/03

**OUTSOURCING OF PARA MEDICAL
SERVICES**

INDEX

Sl No	Content	Page no.
1.	Notice Inviting Tender	- 3
2.	Technical Bid (Annexure – 1)	- 4
3.	Name of Work, Terms and Conditions (Annexure - 2)	- 6
4.	General Conditions (Annexure -3)	- 12
5.	Terms of payment (Annexure – 4)	- 14
6.	Submission of Offers (Annexure – 5)	- 15
7.	Performance Bank Guarantee (Annexure – 6)	- 18
8.	Annexure – A Detailed Scope of Work and Working Instructions	- 20
9.	Annexure – B Criteria for Evaluation	- 24
10.	Annexure – C Unpriced Bid	- 26
11.	Annexure – D Priced Bid	- 27

NOTICE INVITING TENDER

Sl.No.	Details	Remarks																														
1	Tender Notice No.	BHEL/BAP/HR/Medical/03																														
2	Name of the of work	Out sourcing of Paramedical and Non- Technical Manpower services at Main Hospital & FMC BHEL Ranipet & Planned Vellore Clinic, during the year 2020-2021 for One year.																														
3	Contract period	12 (Twelve) months																														
4	Scope and Service EMD & SD EXEMPTED	<table border="1"> <thead> <tr> <th>Category</th> <th>No of staff Reqd</th> </tr> </thead> <tbody> <tr> <td>Nurse (Male & Female)</td> <td>11</td> </tr> <tr> <td>Lab Technician (Diploma)</td> <td>2</td> </tr> <tr> <td>Pharmacist(Diploma)</td> <td>3</td> </tr> <tr> <td>X Ray Tech (DIPLOMA)</td> <td>2</td> </tr> <tr> <td>Nursing Asst (Male & Female)</td> <td>5</td> </tr> <tr> <td>Attendant (Male & Female)</td> <td>3</td> </tr> <tr> <td>Sanitary&Bio-Medical waste handlers</td> <td>5</td> </tr> <tr> <td>Asst Admin Officer</td> <td>1</td> </tr> <tr> <td>Accountant</td> <td>1</td> </tr> <tr> <td>Receptionist</td> <td>2</td> </tr> <tr> <td>Store Keeper</td> <td>1</td> </tr> <tr> <td>Computer/Data Entry Operator</td> <td>3</td> </tr> <tr> <td>Physiotherapist (Female)</td> <td>1</td> </tr> <tr> <td>Total</td> <td>40</td> </tr> </tbody> </table>	Category	No of staff Reqd	Nurse (Male & Female)	11	Lab Technician (Diploma)	2	Pharmacist(Diploma)	3	X Ray Tech (DIPLOMA)	2	Nursing Asst (Male & Female)	5	Attendant (Male & Female)	3	Sanitary&Bio-Medical waste handlers	5	Asst Admin Officer	1	Accountant	1	Receptionist	2	Store Keeper	1	Computer/Data Entry Operator	3	Physiotherapist (Female)	1	Total	40
Category	No of staff Reqd																															
Nurse (Male & Female)	11																															
Lab Technician (Diploma)	2																															
Pharmacist(Diploma)	3																															
X Ray Tech (DIPLOMA)	2																															
Nursing Asst (Male & Female)	5																															
Attendant (Male & Female)	3																															
Sanitary&Bio-Medical waste handlers	5																															
Asst Admin Officer	1																															
Accountant	1																															
Receptionist	2																															
Store Keeper	1																															
Computer/Data Entry Operator	3																															
Physiotherapist (Female)	1																															
Total	40																															
5	The document contains	<p>Technical Bid (Part- I) Containing the following Annexures :</p> <p>Vendor Details - Annexure -1 Name of work, Terms and Conditions - Annexure - 2 General Conditions - Annexure – 3 Terms of payment - Annexure - 4 Submission of Offers - Annexure – 5 Performance Bank Guarantee – Annexure – 6 Annexure-A: Detailed Scope of Work & Working Instructions Annexure-B: Eligibility criteria Annexure-C: Unpriced Bid Price Bid (Part- II) Containing the following: Annexure-D: Price bid</p>																														
5	Last date for receipt of Tender	22/01/2020 1400 Hrs																														
6	Date, time and place for Tender opening of Technical bid	22/01/2020 at 14:30 hrs at Medical Conference Hall, BHEL Hospital, BHEL, Ranipet – 632406.																														
7	Issuing Officer	Medical Superintendent																														

Technical Bid

Annexure -1

VENDOR DETAILS (To be furnished by the Bidder)

1	Name of the Services for which tender submitted	:	Out sourcing of Paramedical and Non-Technical Manpower services at Main Hospital & FMC BHEL Ranipet & Planned Vellore Clinic, during the year 2020-2021 for One year.
2	Name of the Contractor	:	
3	Constitution of the Contractors (Proprietor, Firm, Company etc.)	:	
4	Address (A) Office Tele.Ph.No.	:	
5	Residence	:	
6	Qualification	:	
7	(A) Scope of Work (B) Accept to Execute in Total	:	Understood / Not Understood Yes /No
8	Number of years' experience in providing para medical and nursing services.	:	
9	EMD Particulars	:	NIL

NAME OF WORK, TERMS AND CONDITIONS

Name of Work: Out sourcing of Paramedical and Non- Technical Manpower services at Main Hospital & FMC BHEL Ranipet & Planned Vellore Clinic, during the year 2020-2021 for One year.

I Pre-Qualification Criteria for the Tender:

1. Experience: The bidder should have Experience of execution of works as per scope of work / Paramedical services / manpower supply in any Central / State Govt. / PSU / Private company executed. Work order and its completion certificate in support of Experience (successfully completed) during last 7 years ending as on 31 Dec 2019 will be evaluated as per the following criteria.

(i) Three similar completed works costing not less than the amount equal to Rs.54.02 Lakhs each (OR) Two similar completed works costing not less than the amount equal to Rs.67.53 Lakhs each (OR) One similar completed work costing not less than the amount equal to Rs. 108.05 Lakhs .

2. Labour License: The bidder should have valid labour license as per Contract Labour (Regulation & Abolition) Act, 1970 or should obtain labour license and submit it to BHEL within One month if the work is allotted to them. **(In short CL (R&A) Act)**

3. Average Annual Turnover: The average Annual Turnover during the last Three years ending 31st March 2019 should be at least Rs.40.52 Lakhs.

4. Tax Reference: The bidder should have PAN registration.

5. PF ESI GST Reference: The Bidder should have ESI, PF, and GST registration number, if applicable, allotted in its name.

6. In addition to the above The bidder should be able to meet all the Evaluation criteria as mentioned in Annexure - B.

II. Instructions to Bidders:

1. Sealed Tenders for the following are hereby invited from the contractors experienced in delivery of skilled and/or unskilled Para Medical and Non – Technical manpower services of similar magnitude:

2.

Category	No of staff Reqd.
Nurse (Male & Female)	11
Lab Technician (Diploma)	2
Pharmacist(Diploma)	3
X Ray Tech (DIPLOMA)	2
Nursing Asst (Male & Female)	5
Attendant (Male & Female)	5
Sanitary & Bio-Medical waste handlers	3
Asst Admin Officer	1
Accountant	1
Receptionist	2
Store Keeper	1
Computer/Data Entry Operator	3
Physiotherapist (Female)	1
Total	40

3. The bids shall be submitted as mentioned in the submission of offers.
4. Bidder shall fill in all the required particulars in the blank spaces provided in the Tender documents and also affix his signature along with seal at the bottom of each and every page of the Tender document before submitting the Tender. Non furnishing of information/Incomplete bid documents will be construed as Non eligibility and may lead to rejection of the bids.
5. Unit rate should be quoted in figures as well as in words in Indian Currency only, i.e. Rupees and paisa with reference to each of the items for which tender is submitted strictly in the attached Annexure 3. The rates shall include, **All taxes and duties** and also all expenses towards **Basic pay and DA as per TN G.O. (2D) No.24 dt 02.03.2018, PF, ESI & Insurance** contributions to those not covered by ESI, **Bonus** (as per bonus act), **BHEL Additional Wages dt. 10/10/2018 (USW: 3200/- per month(pm), SSW: 3700/- pm, SW : 4100/- pm & HSW 4300/- pm)** and other costs irrespective of its mentioning in this tender. The estimate mentioned above should include all taxes including your service charge. But the rate quoted should be inclusive of all taxes excluding GST arising on the transaction. If BHEL is required to discharge the liabilities of any taxes on the transaction like TDS (IT) or any other similar taxes, the same shall be deducted from the bills of the contractor. GST if applicable, shall be paid by BHEL by way of reimbursement, as per Govt. rules then and there to the firm against the documentary evidence. The procedure for payment of GST Tax depending on the constitution of the firm will be stipulated in the work order.
6. In case the rates quoted in figures differ from those quoted in words, the lower will be taken as the Tendered rate and shall be binding on the Bidders.
7. BHEL reserves the right to negotiate or refloat the tender opened, if L1 Price is not lowest Acceptable price to them inter-alia other reasons.
8. BHEL reserves the right to negotiate the L1 rate.
9. BHEL reserves the right to negotiate the service charge quoted with L1 vendor or refloat the tender opened, inter-alia or any other reasons.
10. The lowest price bid (L1) shall be scrutinized based on the rates quoted for each item of service mentioned in the “Annexure- D” Bid Format and L1 will be decided based on the total contract value.
11. In quoting their rates, the Bidder is advised to take into account all factors including any fluctuations in the market rates in the future due to increase in minimum wages by Govt, dearness allowance etc. BHEL will only pay the statutory wages and liabilities on actual proof submitted by the contractor. The contract Margin cost quoted at the time of opening of BID will be remain firm and no variation on account of wage revision will be entertained during entire contract period.
12. The rates to be quoted by the Bidder shall be as per the Minimum Wages act and shall cover and include all statutory levies and contribution such as ESI, Insurance, PF etc. payable by the contractor for the workers he may deploy to carry out the job. [Under various

enactments passed by Parliament or by the State legislature and Rules framed there under]. The rates shall be deemed to include statutory levies, taxes, minimum wage increase as and when announced by Govt. and duties etc. arising from such acts, central or state, which may come into force, subsequent to submission of Tender. The Bidder shall note that no claim for enhancement of rates on the ground that, Existing statutory levies have been increased or those new statutory levies have come into effect after submission of Tender, or on any other ground, will be entertained.

13. Bidder shall not increase their quoted rates, once the Bidder has submitted his quotation and during execution of the contract, in case his Tender is accepted.

14. Please note that our Hospital functions 24 hours and depending upon work load, the Bidder will be required to deploy their labour in staggered shifts accordingly if so directed. Indicative labour deployment under each item of services by the Bidder is mentioned in Price Bid.

III Contractor's Obligations and Statutory Liability:

1. The work shall be executed as per work instructions and to the satisfaction of Medical Superintendent, Medical Department, BHEL, Ranipet.
2. Contractor shall ensure that the employees deployed in the premises of BHEL are physically and mentally fit and do not have any criminal records. Such employees should possess requisite skill, proficiency, experience etc. to carry out the work

The Contractor shall maintain Professionally Qualified/Trained competent Personnel on the job to ensure smooth delivery of the services as set forth in the Scope of Work and services in the Annexure 1. Minimum qualification for the personnel engaged against each item of services outsourced are as follows:

- a. Nurses should have qualified in Diploma in Nursing and Midwifery and they should have registered with the Nursing Council with post qualification experience of 2 years.
 - b. Radiographers should possess 1 year Certified Radiology Assistance Course with post qualification of 2 years
 - c. Lab Technicians should have qualified in 2 years Diploma in Medical Laboratory Technology and should have an experience of 2 years.
 - d. Paramedical Pharmacist should have qualified in D.Pharm and should have an experience of two years.
 - e. Ward attendants should be qualified as per the eligible criteria applicable.
 - f. Receptionist any Bachelor degree, MRD with computer knowledge.
 - g. Store Keeper any bachelor degree with minimum experience of 2 years in Stores.
 - h. Accountant B.Com degree with minimum of 2 years' experience.
 - i. Data Entry Operator any computer based degree with PGDCA preferably.
 - j. Physiotherapist with Graduation and experience of at least 2 years.
3. Contractor shall maintain appropriate records of his employees deployed to carry out the job.
 4. Contractor shall provide employment card / identity card with photograph duly verified and attested by the Contractor to his employees deployed to execute the work. Contractor shall also indicate the name of the proprietary / partnership firm / Company, place of work, contact number and duration of validity of the card etc. in such identity card.

5. Contractor will ensure that the job is executed through his employees on his rolls only and under no circumstances the contractor will deploy any casual employees to carry out the job; nor shall sub-contract the job without prior written permission from BHEL.
6. Contractor will keep watch on his employees and he will be liable for any pilferage / loss to BHEL due to acts of omission and commission by his employees. Similarly, liability for any compensation to outsiders & his employees on account of any act of omission and commission by the employees deployed by the contractor shall lie exclusively with contractor.
7. The contractor has to provide a distinct uniform different from BHEL employees. The uniform should have logo of the contractor's firm / company. The uniform shall be in neat, tidy and wearable condition
8. In the event of termination of contract for any reason whatsoever, the contractor shall withdraw all his employees and his equipment, if any from the establishment of BHEL
9. The age of the contract workers deployed should be above 18 years.
10. All statutory requirements under Minimum Wages Act 1948, Payment of Wages Act 1936, Workmen Compensation Act 1923, EPF & MP Act 1952, Payment of Gratuity Act 1972, ESI Act 1948, the Contract Labour (R&A) Act 1970, Payment of Bonus Act 1965, Income Tax Act 1961, Industrial Disputes Act 1947, Industrial Employment Act 1960, Equal Remuneration Act 1976, Inter-State Migrant Workmen Act 1979, Maternity Benefit Act 1961, Service Tax rules and all other applicable Acts and rules shall be complied with by the contractor including Hospital Rules and Respective Rules and Regulations governing individual disciplines of Paramedical Services.
11. As far as wages payable to the personnel deployed for providing paramedical services are concerned, contractors shall pay minimum wages stipulated from time to time for employment in Hospitals and Nursing Homes by the Tamil Nadu Government. The same shall be noted by the contractor from time to time and payment to his workers shall at no point of time less than these minimum rates ie applicable Tamil Nadu Minimum Wages announced from time to time. Contractor has to make PF, ESI contributions and Bonus as per applicable laws in force.
12. The contractor shall observe a weekly off and BHEL List of Holidays. Wages for weekly off (1 day off for every six days' work) shall be paid to the contractor's employees.
13. Extra Wages (One-day Wage) / Compensatory Off shall be given for the contractor's employees who works on Holidays / Sundays.
14. One Earned Leave shall be given to the contractor's employees for every twenty working days.
15. PF, ESI & Insurance shall be paid by the contractor, considering Adhoc payment also.
16. "BHEL shall recover the amount of compensation paid to victim(s) by BHEL towards loss of life/permanent disability due to an accident which is attributable to the negligence of contractor, agency or firm or any of its employees as detailed below. a). Victim: Any person who suffers permanent disablement or dies in an accident as defined below.

b). Accident: Any death or permanent disability resulting solely and directly from any unintended and unforeseen injurious occurrence caused during the manufacturing/operation and works incidental thereto at BHEL factories/offices and precincts thereof, project execution, erection and commissioning, services, repairs and maintenance, trouble shooting, serving, overhaul, renovation and retrofitting, trial operation, performance guarantee testing undertaken by the company or during any works/ during working at BHEL units/officers/townships and premises/ project sites. c). Compensation in respect of each of the victims: (i) In the event of death or permanent disability resulting from Loss of both limbs: Rs.10,00,000/- (Rs. Ten lakh) (ii) In the event of other permanent disability: Rs.7,00,000/-(Rs. Seven lakh) d). Permanent Disablement: A disablement that is classified as a permanent total disablement under the proviso to section 2 (I) of the Employee's Compensation Act, 1923."

17. The contractor shall remain liable for the payment of all wages or other money to his workmen or employees under the payment of wages Act 1936, Employees Liability Act 1938, Workmen Compensation Act, 1923 or any other Act or enactment, relating thereto and rules framed, there under time to time.
18. The wages and other applicable payments to the contractor's employees shall be disbursed through bank transaction only.
19. The contractor should deduct Provident Fund and ESI amount as per the provisions and amount so deducted along with the stipulated contribution of the contractor shall be remitted to the authorities concerned within the stipulated time. The statement of deductions along with the challans evidencing remittance shall be submitted to Officer In-charge. If the evidence is not shown, further bills of the contractor will not be paid. BHEL have the right to withhold the payment of his bills. Submission of statutory returns such as Half yearly returns of ESI & PF Returns as per the prescribed format and the same should be send to the concerned officers in time.
20. The contractor shall maintain the following Registers and Records and make them available for inspection at any time. (The list is only for example, but not exhaustive).
 - a) Muster Roll
 - b) Register of Wages
 - c) Register of Deductions
 - d) Register of Overtime
 - e) Register of Fine
 - f) Register of Advance
 - g) Wage slips
 - h) Register of Accidents
 - i) Register of leaves with wages
 - j) ESI Register in Form -7
21. Contractor shall furnish Annual & Half yearly Returns to the concerned statutory authorities and licensing officer and provide a copy of the same to BHEL.
22. Contractor shall be solely responsible for non-payment / delayed payment of wages / DA, contributions under EPF & MP Act, ESI Act etc.
23. The contractor should ensure to make payment of wages to his employees or remittance of contribution to the concerned authorities.
24. Contractor shall indemnify BHEL duly signed in Rs100/ Non Judicial Stamp Paper and notarized against all claims and losses if it suffers under various labour laws, statutes or any civil or criminal law in connection with employees deployed by him. The liability for

any compensation on account of injury sustained by an employee of the contractor will be exclusively that of the contractor, as BHEL is not the employer for him.

25. BHEL shall not be responsible for any losses, damages to the contractor or to his employees
26. Payment of bonus under the Payment of Bonus Act, payment of gratuity under the Gratuity Act, and retrenchment compensation under ID Act will be the sole responsibility of the contractors.
27. Contractor shall be responsible for making payment of wages before expiry of 7 (seven) days from the last day of wage period and to ensure disbursement of wages in the presence of the representative from BHEL
28. **Contractor shall obtain license under Contract Labour (Regulation & Abolition) Act, 1970.**
29. The contract shall ensure that entry and exit of labour shall be as per the procedure laid down by the BHEL. Entry permits of the labour are to be issued by the contractor with contractor's monogram.
30. The contractor shall submit a notice regarding commencement and completion of work in Form-VII to BHEL, and forward the same to the concerned Labour authorities.
31. The contractor shall attend to all inspections notified/conducted by the BHEL, Labour department, P.F authorities, ESI inspectors, Medical Authorities or any other such authorities.
32. In case a contract labourer meets with an accident while on duty, the contractor shall immediately intimate the information to Safety Department, Contracting Agency and Human Resources Department and submit the Accident Report duly filled in all respect and send a copy to ESI local office, ESI Dispensary and Inspector of Factories (for major accidents) within 24 hours of accident through Safety and Human Resource Departments. All assistance for the injured workmen such as taking him to ESI Dispensary for treatment must be rendered by the contractor.
33. The contractor shall have full control over his employees including the right to appoint, determine service conditions, discipline, discharge, dismissal etc.
34. The Contractor shall be solely responsible for any claim arising out of employment or termination of employment of his employees and for their statutory payments. Contractor should ensure that workmen follow all rules and regulations related to safety and security.
35. All the Contractors will have to produce documentary evidence of being an Income Tax Assesses. Income Tax Permanent Account No (IT PAN No) and Tax Deduction Account No (TAN) or Income Tax Clearance Certificate (ITCC) shall be enclosed with the Technical bid.
36. **LD Clause and Risk Purchase** : Any shortfall in the service will attract liquidated damages at ½% of contract amount per week subject to 10% of the contract value. The deficiency will also be made good at the risk and cost of the vendor.

General Conditions:

1. Medical Superintendent shall give overall instruction to the contractor or his authorized representative for the jobs to be carried out. BHEL will have nothing to do or be concerned with the employment of employees working for the contractor. The relationship between BHEL and the contractor will be that of independent entities and nothing herein contained will amount to joint venture, partnership or on employer-employee relationship. Supervision of work shall be done by the contractor / his authorized Supervisor exclusive for this work only.
2. In case the contractor does not carry out the contractual / statutory obligations or the services rendered by him are found to be unsatisfactory, BHEL shall bring the same to his notice and he will be obliged to discharge the obligations and rectify the deficiency / anomaly within three days' time, failing which, BHEL reserves the right to terminate the contract without assigning any reason what so ever. In such an event, no damages will be payable for short closure of the contract and the contractor shall be liable to BHEL for any loss or hardships it may suffer, such termination shall be for the contractor's default and any money including bills available with BHEL will be forfeited and any further claim on the contractor may be made by BHEL for recovery of any loss.
3. BHEL reserves the right to reject any or all tenders in part or in full without assigning any reason.
4. Notwithstanding anything contained in this agreement, the contract may be terminated by BHEL without assigning any reason thereof by giving a notice of 30 days to the contractor
5. **Period of Contract:** The successful bidder/s will be awarded contract for period of One year.
6. Contractor should submit "Price Bid" strictly as per the prescribed format in Annexure – D – Price Bid Format.
7. Disputes or differences arising from this Tender or in any manner connected therewith shall be subject to the following disputes resolution mechanism:
 - i) Any dispute shall initially be referred to the designated Senior Management of the parties for amicable settlement. Parties shall nominate two persons each from their senior management within 10 days of a dispute arising.
 - ii) If no amicable settlement is arrived at within 30 days, then any party may refer the dispute to sole arbitrator to be nominated by the **Unit Head BHEL, Ranipet**. The place of arbitration shall be at Ranipet. All arbitration proceedings shall be conducted in English in accordance with the provisions of the Arbitration and Conciliation Act, 1996.
 - iii) The arbitration award shall be final and binding upon the parties and each party will bear its own costs of arbitration and equally share the fees of the arbitral tribunal.
 - iv) All disputes shall be subject to the exclusive jurisdiction of courts at Ranipet.

8. If awarded, a contract agreement needs to be executed as per BHEL format on non-judicial stamp paper of Rs 100/- to be purchased by the contractor. It should be signed with seal of the firm / company and witnessed.
9. Whenever a tender is to be finally accepted, the Bidder, whose tender is under consideration, shall attend the Office of " Issuing Officer " on the date fixed by written intimation to him. He shall forthwith, upon intimation being given to him by the "Issuing Officer" for acceptance of his tender, complete the execution of the agreement by signing all documents connected therewith. Failure to do so and not to commence the work within fifteen days from the date of intimation shall entail forfeiture.
10. The submission of tender shall be strictly in accordance with the terms and conditions stipulated in this tender notice. No counter conditions will be acceptable or valid.
11. The contractor shall not resort to subcontracting under any circumstances. The contractor shall be responsible to settle any grievances of the labour deployed by him.
12. BHEL reserves the right to terminate the contract at any stage without assigning any reason whatsoever.
13. Bidders in their own interest are requested to arrange for a visit to BHEL before submission of their bids.
14. **Fraud Prevention Policy:** "The Bidder along with its associate / collaborators/sub-contractors/sub-vendors/ consultants/ service providers shall strictly adhere to BHEL Fraud Prevention Policy displayed on BHEL website <http://www.bhel.com> and shall immediately bring to the notice of BHEL Management about any fraud or suspected fraud as soon as it comes to their notice.
15. In case of breach of any of the terms and conditions of the contractor, BHEL reserves the right to cancel the contract either in part or full.
16. The contractor should abide by the security and safety rules of the company and provide such safety requirements as per statutory rules and requirements of the company.
17. **Performance Bank Guarantee:** Where ever so required, the vendor shall arrange to provide a Performance bank guarantee (PBG). **The PBG shall be for a value of 10% of the Purchase order.** **The vendor/s have to get the PBG format (pre-printed) from BHEL and get the same stamped by the Banker. Change of PBG terms either by the supplier's Banker or by the supplier, after servicing of the order is not acceptable. Similarly, PBG prepared by the supplier (typed by them) will also not be acceptable to BHEL. The pre-printed form issued by BHEL shall be used for making the PBG.**
18. **Suspension of Business Dealings:**
The bidder along with its associate / collaborators / sub-vendors / consultants / service providers shall strictly adhere to "Guidelines for Suspension of Business Dealings with Suppliers/ Contractors" AA/MM/SB/01 Rev: 02, Dt.22.07.2016 displayed on BHEL website <http://www.bhel.com>. (<http://www.bhel.com> / [vender_registration/pdf/Suspension_guidelines_adbridged.pdf](http://www.bhel.com)).
19. **Offers of the Contractors/Suppliers, against whom, any unit of BHEL had initiated process for "Suspension of Business dealings" or already done will summarily be rejected.**

Terms of Payment:

1. Bills should be submitted along with all necessary documents, challans for ESI /PF, Insurance and returns etc. as applicable under contractor's statutory liability and this contract.
2. Bills for every month shall be prepared by the Contractor on the basis of the unit of services provided and submitted to Medical Superintendent for verification. Payments will be effected on actual basis after certification by the Medical Superintendent. All the bills of contractors will be cleared by Finance Department subject to production of "Clearance Certificate" by the contractors in respect of compliance of all statutory requirement, issued by the Contract Cell of Human Resources Management.
3. Contractor should submit the proof of Labour License before commencement of contract. If license is not available at the award stage, then the contractor should submit an undertaking to submit the labour license within One Month from award of contract. Failing to submit the Labour contract License, the Running Bills of contractor will be withheld till proof of labour license is submitted.

Submission of Offers

1. Bids shall be submitted in Two Parts i.e. (1) Technical Bid and (2) Price Bid.
2. Technical Bid shall be submitted confirming acceptance to all clauses indicated in this Tender along with enclosures as required by the Tender and any other documents which the bidder wish to submit. Bidders shall also sign each and every page of the Tender document including the Scope of Work for each of the services attached thereto before submitting Tender. Deviations/variations, if any to the clauses of the Tender shall be indicated clearly. Technical Bid to be put in one sealed envelope and super scribed with Tender reference and Technical Bid.
3. Price Bid (Annexure – D) duly filled and signed with seal, must be submitted in another separate sealed envelope super scribed with Tender reference and Price Bid. **Price Bid envelope must contain only the rates strictly as per Format in Annexure – D.**
4. The separately sealed (1) Technical Bid and (2) Price Bid must be put in another strong envelope, sealed and super scribed with Tender reference and due date. It must be sent within the specified date and time. In this regard, if any clarification is required, the Bidders may contact the officer mentioned here below. Tenders should be addressed to:

Dr. Mallika Rajendran- AGM-MEDICAL/ RANIPET-632 406, Ph: 04172-284706 /241160. Email: drmallika@bhel.in

5. The full name and address of the Bidder and the name of the work with Tender reference should be indicated in sealed cover.
6. All the Bidders may witness the opening of the bids with due authorization of the person witnessing from the authorised signatory of the Bidder.
7. **Bidders in their own interest may arrange to visit to BHEL Hospital before submission of their bids.**

Cover –I Technical bid.

The cover should be Sealed, super-scribed as “Cover-I – Technical Bid” containing complete technical offer, Unpriced bid, Filled in BHEL’s standard terms and conditions, all relevant enclosures, deviation summary if any, Supporting documents with clientele list.

Cover –II Price bid.

The cover should be Sealed, super-scribed as “Cover-II – Price Bid” with Tender Number, Due date, Supplier’s Name and validity of the offer/s containing: **Price Bid in conformance with the commercial terms.**

Schedule of Tender	Date & Time	Remarks
Submission of Tender (PART- I & II)	On or before 22/01/2020 at 14.00 Hrs.	Bid to be dropped in ' Tender Box ' placed at Medical Department, BHEL Hospital, BHEL Ranipet -632406
Opening of Technical Bid (PART-I)	On 22/01/2020 at 14.30 Hrs.	Place of opening of Technical Bids Medical Conference Hall, BHEL Hospital, BAP, Ranipet, Vellore. Pin – 632406
Opening of Price-Bid (PART-II) with Technically accepted bidders	Shall be informed later to all the Technically qualified bidders	Place of opening of Price Bids Medical Conference Hall, BHEL Hospital, BAP, Ranipet, Vellore Pin – 632406

Note

- (i) In case, there is a discrepancy in the term quoted in technical bid and price bid, the term as per the technical bid (Cover I) shall hold good and the commercial term quoted in the Price Bid (Cover II) shall not be considered.
 - (ii) In their own interest, all Bidders are advised to double check their prices, applicable duties and taxes.
 - (iii) The quotation should be valid at least for a period of 90 days from the date of Technical bid opening.
 - (iv) Bidders should submit the prices in Indian Rupees only.
- Typical documents that would be required as part of tender submission would be

- a) **Complete technical Offer** with details, as applicable and Price offer.
- b) **Un-priced bid** (i.e. Bid without the Price) as per given format, if any.
- c) **BHEL's Standard Terms & Conditions** as per Annexure enclosed with the Tender Document,
- d) **Supporting documents** to substantiate Similar works / Services, where quoted for.

Technical acceptance of offer by BHEL shall be based on the evaluation of offer and the submitted documents.

8. Discrepancy in “words “ & “ Figures “:

- a) If, in the price structure quoted for the required goods/services/works, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless in the opinion of the purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price corrected accordingly.
 - b) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
 - c) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject of (a) and (b) above.
- a) If there is such discrepancy in an offer, the same shall be conveyed to the bidder with target date up to which the bidder has to send his acceptance on the above lines and if the bidder does not agree to the decision of the purchaser, the bid is liable to be ignored.

9. Set of Clause: "BHEL shall have the right to recover any money which in the sole opinion or BHEL is due from the Contractor from any money due to the Contractor under this Contract or any other contract or from the Security Deposit furnished by the Contractor under this Contract or any other contract".

10. "Notwithstanding anything to the contrary, including, but not limited to, provisions relating to extension of time and compensation/or delay, time shall be the essence of the Contract."

Note

- (i) The offer, shall conform to the specification and scope attached in the tender.
- (ii) No changes shall be entertained once the bid is opened.
- (iii) **Offers sent by FAX / E-mail:** would not be entertained.
- (iv) Bid should be free from correction, overwriting, using corrective fluid, etc. Any interlineation, cutting, erasure or overwriting shall be valid only if they are attested under full signature(s) of person(s) signing the bid else bid shall be liable for rejection.

Price Bid in conformance with the specification and terms as given in the Un-Priced bid document.

Note

- (i) In case, there is a discrepancy in the term quoted in technical bid and price bid, the term as per the technical bid (Part I) shall hold good and the commercial term quoted in the Price Bid (Part II) shall not be considered.
- (ii) In their own interest, all Bidders are advised to double check their prices, applicable duties and taxes.
- (iii) The quotation should be valid at least for a period of 90 days from the date of Technical bid opening.
- (iv) Indian bidders should submit the prices in Indian Rupees only.

B Opening of Offers

a) Tenders can be submitted up to 1400 Hours on tender opening due date. Part I will be opened on the same day at 1430 Hours.

b) Requests by Bidders for extension of due date will be entertained by BHEL only on exceptional circumstances.

Note

- (i) Bids including all enclosures and supporting documents shall be provided in ENGLISH language only.
- (ii) In exceptional circumstances, at its option, BHEL may consider extending the due date/s for the tender openings for reasons such as (but not limited to) paucity of offers etc. However, sufficient notice would be given by BHEL for such extension.
- (iii) BHEL reserves the right to increase or decrease the tendered quantity.

TO BE STAMPED IN ACCORDANCE WITH STAMP ACT AND THE EXPIRY DATE OF BG MUST BE AFTER 60 DAYS FROM THE DATE OF COMPLETION OF CONTRACT PERIOD)

ANNEXURE-6

PERFORMANCE BANK GUARANTEE

1. In accordance of M/s. Bharat Heavy Electricals Limited (A Government of India undertaking, a company incorporated under the Companies Act 1956 having its Registered Office at "BHEL House", SIRI Fort, New Delhi 110 049) through its Boiler Auxiliaries Plant Division located at Ranipet, Vellore - 632 406 (hereinafter called "the Company") having entered into a contract with..... (hereinafter called the said "contractor") which term includes "Vendors" for the purpose of this Bond and under the terms and conditions of the contract No. BHEL/BAP/HR/Medical/03 . Between BHEL, RANIPET and as per the contract, the contractor / supplier is to furnish a performance Bank guarantee for Rs. for the supply of medicines to BHEL Hospitals RANIPET under the above referred contract and for the fulfillment of all the terms and conditions of the contract, We(indicate the name of the bank) (herein after referred to as the bank) at the request of (Contractor(s)) do here by undertake to pay the company an amount not exceeding Rs.....against any loss or damage caused to or suffered or would be caused to or suffered by the company by reason of any breach by the said contractor (s) of any of the terms and conditions contained in the said agreement.

2. We(indicate the name of the bank with full address), do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the Company stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Company by reason of breach by the said Contractor(s) of any of the terms and conditions contained in the said Agreement or by the reason of the contractor(s) "failure to perform" the said agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs._____.

3. We undertake to pay unconditionally to the Company any money so demanded notwithstanding any dispute(s) raised by the Contractor in any suit, or proceedings pending before any Court or Tribunal or Arbitration or before any other authority relating thereto our liability under this present being absolute and unequivocal. The payment under this guarantee would not wait till the disputes have been decided by any Court or Tribunal or in the arbitration proceedings or by any other authority. The payment so made by us under this Bond shall be a valid discharge of liability for payment thereunder and the Contractor(s) shall have no claim against us for making such payment.

4. We.....(indicate the name of Bank), further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the Company under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till_____Office / Department/ Division of the Company certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said Contractor(s) and accordingly discharges this guarantee.

5. (I) Unless a demand or claim under this guarantee is made on us in writing on or before the _____ we shall be discharged from all the liability under this guarantee thereafter. But where such claim or demand has been preferred by the Company with the Bank before the expiry of the said date, the claim shall be enforceable notwithstanding the fact that the said enforcement is effected after the said date.

(ii) For the purpose of this clause, any letter making demand on the Bank by M/s. BHEL dispatched by Registered Post with Ack.Due or by Telegram or by any Electronic media addressed to the above mentioned address of the Bank shall be deemed to be the claim / demand in writing referred to above irrespective of the fact as to whether and when the said letter reaches the Bank, as also any letter containing the said demand or claim is lodged with the bank personally.

6. We(indicate the name of Bank), further agree with the company that the Company shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Contractor (s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Company against the said Contractor(s) and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by any reason of any such variation or extension being granted to the said Contractor(s) or for any forbearance, act or omission on the part of the company or any indulgence by the company to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating would, but for this provision, have effect of not so relieving us.

7. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).

8. It shall not be necessary for the company to proceed against the contractor before proceeding against the guarantor-bank and the guarantee herein contained shall be enforceable against them notwithstanding any security, which the company may have obtained or obtain from the Contractor shall, at the time when proceedings are taken against the guarantor hereunder be outstanding or unrealised.

9. Any claim or dispute arising under the terms of this document shall only be enforced or settled in the Courts at Vellore.

10. The guarantor hereby declare that it has power to execute this guarantee and the executant has full powers to do so on its behalf under the proper authorities granted to him/them by the guarantor.

11. We(indicate the name of Bank) lastly undertake not to revoke this guarantee during its currency except with the previous consent of the company in writing.

In witness whereof we....., (indicate the name of Bank) have hereunto setout Bank Seal the _____ day _____ month 2019.

BANK E-MAIL ID:

BANK PHONE NO.

BANK FAX NO:

Detailed Scope of Work and Working Instructions

1. Nursing Services

The scope of work is in BHEL main Hospital, FMC and proposed Vellore Clinic.

The work should be attended around the clock. The Shift timings are given below:

I Shift	:	0600 Hrs to 1400 Hrs.	II Shift	:	1400 Hrs to 2200 Hrs.
III Shift	:	2200 Hrs to 0600 Hrs.	General Shift	:	0800 Hrs to 1630 Hrs.

- i. Taking over & Handing Over with full responsibility.
- ii. Administration of SC,IM, IV Injection & Medicines to be given.
- iii. Nursing care of Sick patients, TPR, BP, I/o Chart, CBD chart to be maintained.
- iv. Writing of Diet sheets & entering in PC
- v. Giving the due Injection in time.
- vi. Preparing the patient for Operation.
- vii. Preparing the charts which are to be sent to Operation Theatre.
- viii. Admission to be entered in the IP Register etc.
- ix. Carrying out Doctors orders.
- x. Sending the patients to other departments with their concern.
- xi. Sending forms for Lab investigation and collecting the results from Lab and intimating to the doctors.
- xii. Patients complaints to be intimated to Doctors in time, getting the instructions from the Doctors and implementation.
- xiii. Checking and keeping Linen, Articles and Medicines & Injection up to date.
- xiv. Assisting the Matron & others in Condemnation of Linen etc.
- xv. Maintaining all Registers Properly.
- xvi. During Doctors rounds taking the charts and other details and Implementing the Doctors Instructions.
- xvii. Separating the Medicines and keeping it in the Tray for 3 times. (Expiry date to be checked properly)
- xviii. Diabetic Urine Chart to be maintained.
- xix. Writing the prescription & procedures in the ERNE IP book.
- xx. Assisting the procedures done by the Doctors. (Aspiration & Tapping etc.).
- xxi. Restricting the visitors from the ward during non-visiting hours.
- xxii. Transfer IN & Transfer OUT of patients to be done carefully.
- xxiii. Discharge patients are to be sent after Health education & Doctors instruction.

2. Radiography Services

The scope of work is in BHEL Main Hospital.

1. Taking X rays as per order and prescription of doctors
2. Maintenance work. 3. Any other relevant regular work.

Shift Timing:

The work should be attended as per the Shift timings given below:

General Shift	:	0800 hrs to 1630 hrs.
I shift	:	0930 hrs to 1800 hrs.

3. Female and Male Nursing assistant

The scope of work is in BHEL main Hospital, FMC and proposed Vellore Clinic.

The work should be attended around the clock. The Shift timings are given below:

I Shift	:	0600 hrs to 1400 hrs.
II Shift	:	1400 hrs to 2200 hrs.
III Shift	:	2200 hrs to 0600 hrs.
General Shift	:	0800 hrs to 1630 hrs.

1. Handing over and taking over with other midwife.
2. Checking of FHS and CTG.
3. Taking vital signs Temperature, Pulse, BP, FHS.
4. Sterilization of Instruments and taking care of Linen and suturing materials.
5. Bed making & locker cleaning.
6. To get orders from doctors for reference.
7. To change Oxygen cylinders and get indent medicines & storing things.
8. Patient Care.
9. Preparation of patient for admission & Surgery.
10. Assisting doctors during delivery and helping for suturing etc.
11. Baby care till the patient gets admission at SCN.
12. Post OP patient care & making the patient to ambulate.
13. Helping the patient for Breast feeding.
14. Helping the staff for Infusion, IV changing and administration of Medicines.
15. To get diet and feeding the patient if needed.
16. Taking care of linen and other articles.
17. They have to work in shifts assigned to them
18. To comply with the works assigned then and there.

4. Laboratory Services

The scope of work is in BHEL main Hospital, FMC and proposed Vellore Clinic.

1. Technicians have to attend work in following shifts.
a. 06.00 AM to .2.00 PM b. 08.00 AM to 04.30 PM c. 09.30 AM to 06.00 PM.
2. They will have to carry out Blood collection in Lab, all wards etc.
3. Processing and writing results in the book / Lab. Formats.
4. Technicians has to comply any other works related to Lab as assigned to them then and there.
5. Any other related work required.

5. Pharmacy Services: -

1. The scope of work is in BHEL main Hospital, FMC and proposed Vellore Clinic.
2. Pharmacists have to attend work in the following shifts:-
I shift : 0800 Hrs to 1630 Hrs II shift : 1200 hrs to 2000 Hrs.
General: 0800 Hrs to 1630 Hrs .
3. Maintaining Logs and inventory book
4. Raising of Indents for requirements needed for issue on monthly basis.
5. Pharmacist has to cope-up with any other works related to Pharmacy, as assigned to them then and there by Medical Officers.
6. Any other related/relevant work required.

6. Attenders / Sanitary & Bio-Medical waste handlers:-

The scope of work in BHEL Main Hospital FMC and proposed Vellore Clinic.

1. Cleaning of bed and Bed making.
2. Cleaning of Lockers, Windows, Stools and arranging of Cots, stools and lockers properly.
3. Getting diet for non-ambulant patient, washing their vessels and feeling them when required.
4. Attending to the personal hygiene of patient such as sponge bath, Combing of Hair, nail cutting back attention & mouth attention etc.
5. Wiping and dusting of all equipment and oiling wheels of equipment.
6. Getting medicines from Dispensary / Stores and helping the staff nurse to give medicines to the patients.
7. Washing of syringe trays, sterilizer and other equipment in wards where there are no dressers and helping the nurse in sterilizing the articles.
8. Assisting the Nurses during Doctors rounds and carrying out the nursing procedures like IV drip, Ice Cap, Cold Sponging and other procedures.
9. Transporting patients in wheel chairs, Stretchers to specialist departments, bringing washed linen from Dhobi and arranging the same in Cupboards.
10. Giving Enema and other procedures when dressers is absent with the guidance of the staff nurse.
11. Folding and arranging of Linen washed by sanitary workers.
12. Washing of Ryles tube, stomach tube, catheters and Gloves other than those used for P.R helping the sanitary workers during ward washing.
13. Removing used linen and putting them in the soiled linen box.
14. Intimating the lab. Regarding taking of specimen and getting reports from there.
15. Accompanying Midwife whenever there is maternity call.
16. Giving Urinal and bedpan to non-ambulant patient when the sanitary worker is not available.
17. Getting X-rays and Lab report.
18. Helping the sanitary worker when cleaning bed ridden patient.
19. Cleaning the wash basins in Doctors room.
20. The staff are to be posted in round the clock shifts. They will be used in OP during OP timings also.
21. The work shall be attended by vendor in any or all shift timings as per instruction of BHEL officials.

22. Shift Timings are:

I shift : 0600 Hrs to 1400 Hrs

II shift : 1400 Hrs to 2200 Hrs and

General: 0800 Hrs to 1630 Hrs .

7. Physiotherapy (Female) Services

The scope of work is in BHEL Main Hospital.

1. To provide physiotherapy care to patients.
2. Maintenance work. 3. Any other relevant regular work.

Shift Timing:

The work should be attended as per the timings given below:

General Shift : 08.00 hrs to 12.00 hrs & 1400 Hrs to 1800 Hrs with Break from 1200 Hrs to 1400 Hrs

Non-Technical Staff:

- Accountant
- Receptionist
- Store Keeper
- Computer/Data Entry Operator
- Asst Admin Officer

1. The duty hours of the Non-technical staff will be the General Shift timings i.e. 0800 Hrs. to 1630 Hrs. Under exceptional circumstances they may also be asked to come in shifts as prevailing for Para Medical Nurses with the prior permission of the Medical Superintendent.
2. The roles and responsibility will be assigned as per the directions of Medical Superintendent.

Criteria for Evaluation of Paramedical Services.

Tender Ref No. BAP: Para Medical: Outsourcing/2020 dt. 29.10.2019			
Tender Submitted for <u>PARAMEDICAL & Non-Technical Manpower Services</u>			
S.N.	ELIGIBILITY:-	Details	
1	Experience of execution of works as per scope of work / Paramedical services / manpower supply in any Central / State Govt. / PSU / Private company executed		Yes/No
2	Legal Status- Constitution of the Contractors (Proprietor, Firm, Company etc.)		Yes/No
3	Average annual value of works contract completed: Shall be submitted as per PQR Condition mentioned in Annexure – 2.		Yes/No
4	Copies of Completion Certificate: Shall be submitted as per PQR Condition mentioned in Annexure – 2.		Yes No.
5	Proof of having submitted IT Return for the financial year's 2016-17, 2017-18 and 2018-19. Self-attested copy of Income Tax Submission Acknowledgment (for Assessment Years)		Yes/No
6	Profit and loss account for the last three financial years 2016-17, 2017-18 and 2018-19. Self-attested copy of Audited Profit & Loss account and Balance Sheet indicating CA membership number to be submitted along with offer (for Financial Years)		Yes/No
7	Balance sheet for the last three financial years 2016-17, 2017-18 and 2018-19. Self-attested copy of Audited Profit & Loss account and Balance Sheet indicating CA membership number to be submitted along with offer (for Financial Years)		Yes/No
8	Separate Registration for EPF		Yes/No
09	Separate Registration for ESI		Yes/No
10	Separate Registration for New Service Tax		Yes/No
11	Performance Bank Guarantee Acceptable		Yes/No
12	PAN No.		
13	GSTIN No.		
14	No Deviation Certificate and Declaration on bidder's Letter head	Duly signed and stamped to be uploaded	



ACCEPTANCE FOR ELECTRONIC FUND TRANSFER / RTGS TRANSFER

01	NAME & ADDRESS OF THE SUPPLIER / VENDOR PHONE NO. WITH STD CODE	
		PAN NO. <input type="text"/>
02	VENDOR CODE (as In WORK ORDER)	<input type="text"/>
03	Details of Bank Account:	
A)	NAME & ADDRESS OF THE BANK (WITH PIN CODE)	
B)	BANK TELEPHONE NUMBER (WITH STD CODE)	<input type="text"/>
C)	BANK BRANCH CODE:	<input type="text"/>
D)	MICR CODE	<input type="text"/>
E)	ACCOUNT NUMBER	<input type="text"/>
F)	TYPE OF ACCOUNT	CURRENT / OD / CASH CREDIT
G)	VENDOR NAME AS PER BANK RECORDS	
H)	BANK BRANCH RTGS IFSC CODE	<input type="text"/>
I)	BANK BRANCH NEFT IFSC CODE	<input type="text"/>
J)	VENDOR'S EMAIL ID (give two ids)	<input type="text"/> <input type="text"/>
K)	NAME OF AUTHORISED SIGNATORY	

CERTIFICATE

I / We hereby agree to receive the payments due from BHARAT HEAVY ELECTRICALS LIMITED, RANIPET by the National Electronic Funds Transfer and/or RTGS Transfer mode by credit to my / our above mentioned Bank Account. I / We also agree that payments made to the above mentioned Account is a valid discharge of the liability of Bharat Heavy Electricals Limited, Ranipet. I / we also agree to bear the applicable Bank Charges for the above mode of transfer.

AUTHORISED SIGNATORY OF VENDOR WITH SEAL

Banker's Certification

We confirm that we are enabled for receiving RTGS and NEFT credits and we further confirm that the account number of _____ (name of account holder), the signature of the authorized signatory and the MICR and IFSC codes of our Branch mentioned above are correct.

PLACE:

DATE:

(Manager / Officer's
Signature Under Bank stamp)
Authorisation No. _____

Note: This EFT Form is to be submitted duly filled in manually in all fields and duly signed by Authorised Signatory and certified by Banker.

**Outsourcing of para medical services to BHEL Hospital
Unpriced Bid**

Sl no	Category	No of staff Reqd	Basic Pay per month as Per GO	DA per month	BHEL addl. wage	PF @13.15. on 15,000 or actuals	ESI @3.25 if wage less than 21000 (Insurance @3.25 for 21000 or actuals, whichever is less)	Bonus @8.33 if wage less than 21000
		a	b	c	d	e	f	g
1	Nurse (Male & Female)	11	13877.00	6580.29	4100.00	1972.5	682.5	N/A
2	Lab Technician (Diploma)	2	12751.00	6580.29	4100.00	1972.5	682.5	N/A
3	Pharmacist(Diploma)	3	12751.00	6580.29	4100.00	1972.5	682.5	N/A
4	X Ray Tech (DIPLOMA)	2	12751.00	6580.29	4100.00	1972.5	682.5	N/A
5	Nursing Asst (Male & Female)	5	11521.00	6580.29	4100.00	1972.5	682.5	N/A
6	Attendant (Male & Female)	3	8730.00	6580.29	3200.00	1972.5	601.5845	1541.907
7	Sanitary&Bio-Medical waste handlers	5	8730.00	6580.29	3200.00	1972.5	601.5845	1541.907
8	Asst Admin Officer	1	13877.00	6580.29	4100.00	1972.5	682.5	N/A
9	Accountant	1	13877.00	6580.29	4100.00	1972.5	682.5	N/A
10	Receptionist	2	12751.00	6580.29	4100.00	1972.5	682.5	N/A
11	Store Keeper	1	12751.00	6580.29	4100.00	1972.5	682.5	N/A
12	Computer/Data Entry Operator	3	11521.00	6580.29	4100.00	1972.5	682.5	N/A
13	Physiotherapist (Female)	1	15414.00	6580.29	4100.00	1972.5	682.5	N/A
		40						

Total amount payable to workmen against the contract (rounded off)= 1,22,78,791/- (Applicable GST is extra)

SL No	Description of work	Service Charges (% of total wage over and above wages) (Minimum 0.01%)	
		Figure	Words
	Out sourcing of Paramedical and Non- Technical services at Main Hospital & FMC BHEL Ranipet & Planned Vellore Clinic, during the year 2020-2021 for One year.	Quoted	Quoted

Important : If service charge quoted is less than 0.01%, the offer will be summarily rejected. Bid should be free from correction, overwriting, using corrective fluid etc. Any interlineation, cutting, erasure or overwriting shall be valid only if they are attested under full signature(s) of person(s) signing the bid, else bid shall be liable for rejection.

All over writing/cutting etc. will be numbered by bid opening officials and announced during bid opening. Present applicable rate of **GST @ _____ %** will be extra and reimbursed on submission of relevant documents.

In case of more than one L1 bidders, BHEL gets fresh revised reduced price bids from all such L1 bidders & ranking will be decided based on these revised bids. The new rates quoted should be lower than their previous L1 rates. If L1 could not be, decide by this process, ranking will be decided by draw of lot in the presence of all such L1 bidders.

In case of more than one bidder quoted service charges as 0.01%. Ranking will be decided by draw of lot in the presence of all such L1 bidders. **Tender will be finalized through Envelop price bid only. Hence, please quote your best price in the first instance itself.**

Annexure - 'D'**Part – II - Price Bid (To be submitted in separate envelope)****Outsourcing of para medical services to BHEL Hospital**

I / We hereby distinctly and expressly declare and acknowledge that before the submission of my / our tender, I / We carefully followed the instructions in the tender notice and have completely read the terms and conditions and I/We agree with the same.

Sl no	Category	No of staff Reqd	Basic Pay per month as Per GO	DA per month	BHEL addl. wage	PF @13.15. on 15,000 or actuals	ESI @3.25 if wage less than 21000 (Insurance @3.25 for 21000 or actuals, whichever is less)	Bonus @8.33 if wage less than 21000
		a	b	c	d	e	f	g
1	Nurse (Male & Female)	11	13877.00	6580.29	4100.00	1972.5	682.5	N/A
2	Lab Technician (Diploma)	2	12751.00	6580.29	4100.00	1972.5	682.5	N/A
3	Pharmacist(Diploma)	3	12751.00	6580.29	4100.00	1972.5	682.5	N/A
4	X Ray Tech (DIPLOMA)	2	12751.00	6580.29	4100.00	1972.5	682.5	N/A
5	Nursing Asst (Male & Female)	5	11521.00	6580.29	4100.00	1972.5	682.5	N/A
6	Attendant (Male & Female)	3	8730.00	6580.29	3200.00	1972.5	601.5845	1541.907
7	Sanitary&Bio-Medical waste handlers	5	8730.00	6580.29	3200.00	1972.5	601.5845	1541.907
8	Asst Admin Officer	1	13877.00	6580.29	4100.00	1972.5	682.5	N/A
9	Accountant	1	13877.00	6580.29	4100.00	1972.5	682.5	N/A
10	Receptionist	2	12751.00	6580.29	4100.00	1972.5	682.5	N/A
11	Store Keeper	1	12751.00	6580.29	4100.00	1972.5	682.5	N/A
12	Computer/Data Entry Operator	3	11521.00	6580.29	4100.00	1972.5	682.5	N/A
13	Physiotherapist (Female)	1	15414.00	6580.29	4100.00	1972.5	682.5	N/A
		40						

Total amount payable to workmen against the contract (rounded off)= 1,22,78,791/- (Applicable GST is extra)

SL No	Description of work	Service Charges (% of total wage over and above wages) (Minimum 0.01%)	
		Figure	Words
	Out sourcing of Paramedical and Non- Technical services at Main Hospital & FMC BHEL Ranipet & Planned Vellore Clinic, during the year 2020-2021 for One year.----->		

Important : If service charge quoted is less than 0.01%, the offer will be summarily rejected. Bid should be free from correction, overwriting, using corrective fluid etc. Any interlineation, cutting, erasure or overwriting shall be valid only if they are attested under full signature(s) of person(s) signing the bid, else bid shall be liable for rejection.

All over writing/cutting etc. will be numbered by bid opening officials and announced during bid opening. Present applicable rate of **GST @ _____ %** will be extra and reimbursed on submission of relevant documents.

In case of more than one L1 bidders, BHEL gets fresh revised reduced price bids from all such L1 bidders & ranking will be decided based on these revised bids. The new rates quoted should be lower than their previous L1 rates. If L1 could not be, decide by this process, ranking will be decided by draw of lot in the presence of all such L1 bidders.

In case of more than one bidder quoted service charges as 0.01%. Ranking will be decided by draw of lot in the presence of all such L1 bidders. **Tender will be finalized through Envelop price bid only. Hence, please quote your best price in the first instance itself.**