



# Bharat Heavy Electricals Limited, Jhansi

Department: Medical

Tender Enquiry No: MED/Paramedical/002/19-20



## TENDER DOCUMENT (For Service Contract)

For Tender Enquiry No. MED/Paramedical/002/19-20

For

“Engagement/ out sourcing of paramedical staff in Medical Department”

### **Contact Person:-**

Anshuman Sharma

DY. Mgr (MM-CCC)

[anshuman.sharma@bhel.in](mailto:anshuman.sharma@bhel.in)

Ph: 0510-241-2784

Or

P B S Ekka

AGM(CMM)

Email: pbsekka@bhel.in

PH: 0510-241-2549

Tender Due Date: 21/04/2020 at 13:15 Hrs

Tender Opening Date: 21/04/2020 at 14:00 Hrs

Rev .....	Short details of revision (In case of revision in tender document, otherwise NA)
Date: ....	

### **Department: Medical**

BHEL, PO: BHEL, Jhansi 284120 (UP)



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## **DETAILS OF TENDER DOCUMENT**

Scope of work: Paramedical staff in medical department

The detailed content of tender document are as follows:

Sl. No.	Description	Schedule:
1	Details Of Tender	-
2	Notice Inviting Tender	A
3	Scope of Work & Work Specifications	B
4	Qualifying Requirements (Contractor)	C

The duly filled in Technical and Price / Rate bids (separately) along with Schedule A, B and C, Annexure I-IX, and the General Terms and Conditions with the signature of the bidder on all the pages , complete in all respects with the required documentary proofs, super scribed as "Quotation for Tender No. " should reach us in a sealed cover on or before as mentioned through Registered / Speed post or the same may be dropped in the tender box available at the following address:

To  
Tender Box  
CISF Control Room/Office  
Administrative Building  
Bharat Heavy Electricals Limited  
Jhansi-284 120. UP

Note: Dropping of tender in the Tender Box within schedule time and date is the Responsibility of the bidder



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Schedule "A"

## NOTICE FOR INVITING TENDER

S. No	Particulars	Details
1	Brief Description of work	Paramedical & Nursing Services
2	Tender Evaluation Criteria	(as per General T&C)
3	Duration of Contract	(one year)
4	Last date of receipt of the Tender	Up to 13:15 hrs on 21.04.2020
5	Date of opening of Techno – Commercial Bid.	14:00 hrs on 21.04.2020
6	Address for submitting the Tender	(as given in General T&C)
7	<b>Earnest Money Deposit * (EMD)</b>	<b>Rs 80,903/-</b>
8	Cost of Tender	Rs. 400/- plus GST @18% (as applicable) = Total Rs. 472/- <i>(payable in cash at BHEL cash office or through a Demand Draft in favour of "BHEL, Jhansi" along with technical bid, in case the documents downloaded from website)</i>
9	Validity of Offer	90 Days
10	Security Deposit	<i>The total amount of Security Deposit will be 5% of the contract value. EMD of the successful tenderer shall be converted and adjusted towards the required amount of Security Deposit. Refer Clause IX (A) of GTC</i>

### Note:

The EMD may be accepted only in the following forms:

- (i) Electronic Fund Transfer credited in BHEL account (before tender opening)

BHEL account details: Bank Name:- SBI; A/c No. :- 10670828866 ; IFS Code:- SBIN0003807

A/c Holder Name:- BHARAT HEAVY ELECTRICALS LIMITED

The contractors may physically visit the work place before quoting their rates. For relevant details, please visit our website "www.bhel.com"



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Schedule: "B"

## **SCOPE OF WORK:**

The nursing and other paramedical staff have to work in various shifts running in the hospital. They will be posted in Hospital, First Aid Post & City Dispensary and other places wherever needed.

### **Details of nos. of paramedical staff required: -**

Nursing Staff: -	09 (Female + Male)
Pharmacist: -	05
Lab Technician:-	03
X-Ray/Radiography Technician:-	01
Physiotherapist:-	01
O.T. Technician:-	01

## **WORK SPECIFICATION:**

The successful bidder must ensure the deployment of staff with the following requirement:

- 1- The Contractor shall maintain professionally qualified/ trained personnel on the job to ensure smooth deliveries of services as set for in the scope of work & services, as above.
- 2- Minimum qualifications for the persons engaged against each item of services are as follows:
  - a- Nursing staff should have Degree in Nursing/Diploma in Nursing & Midwifery. They should have registered with the Nursing Council, with post qualification experience of 01 year.
  - b- Lab Technician should have qualified in two years Diploma in Medical Laboratory Technology and should have relevant experience of one year.
  - c- Pharmacist should have qualified degree or diploma in pharmacy, also should have registered with the pharmacy council of India, with relevant experience of one year.
  - d- Physiotherapist should have qualifying degree/ Diploma in Physiotherapy, duly registered in council and one-year relevant post qualification experience.
  - e- Radiographer should have done one year certified radiology assistance course with post qualification experience of two years.
  - f- Candidates with Experience of above paramedical staff from PSU/ Govt. / Armed forces hospitals of bed strength above 50 will be given due weightage and primary knowledge of computer will be preferred.

Note: Hospital management shall be fully empowered and reserve the rights to relax in professional qualification for suitable candidate.

- g- Uniform with name plate of workers shall be as under:



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Para Medical Staff			
Category	Sex	Color	Particulars
Nursing	Female	White	Kurta Salwar/Legging/ Trouser + Apron
	Male	White	Shirt/ Apron+ Trouser
Pharmacy/ Lab/X-ray/ Physio	Female	White	Kurta / Shirt , (chunni Black _ Optional)
Pharmacy/ Lab/X-ray/ Physio	Female	Black	Salwar/Lagging/ Trouser
Pharmacy/ Lab/X-ray/ Physio	Male	White	Shirt
Pharmacy/ Lab/X-ray/ Physio	Male	Black	Trouser

**Quantity Distribution of work:** Total work to be distributed between two sources in the ratio of 60:40. Maximum quantity will be given to L1 bidder as above If L2 bidder does not ready to accept L1 rate then further counter offering will be done to get two sources. If we do not get two sources then 100% quantity may be sourced from L1 bidder. In case the services of L1 bidder not found satisfactory then BHEL reserved the rights to re distribute the quantity of L1 bidder in any ratio between two sources.



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## Annexure 'C'

### QUALIFYING REQUIREMENTS

Financial Strength and Experience:

- i) Average Annual financial turnover during the last 3 years, ending 31<sup>st</sup> March 2020, should be at least **Rs. 7.28** Lakhs. Audited Financial statements/ Balance Sheet/ Profit & loss A/c or Certificate of CA (Chartered Account) to be submitted as documentary proof.
  - a. If documents as above for all three years are not available then, average shall be calculated by dividing the sum of available years' turnover by 3.
  - b. Provisional Turnover duly certified by CA for the FY 2019-20 shall also be acceptable for evaluation purpose as above.
- ii) Experience of having successfully completed similar works during last 7 years ending on the last day of the previous month in which NIT has been floated should be either of the following: -
  - a) Three similar completed works each costing not less than the amount equal to Rs. 9.71 Lakhs

Or

- b) Two similar completed works each costing not less than the amount equal to Rs. 12.14 Lakhs

Or

- c) One similar completed work, costing not less than the amount equal to Rs. 19.42 Lakhs

Note: (A) Similar work means any contract executed on labour basis.

Documentary proof (work order/LOI and Execution Certificate) for the experience to be submitted along with Technical Bid. In case of experience in Private Sector, relevant TDS Certificate/Traces must be attached as evidence along with Work order/LOI and execution certificate.



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## **A. Documents required to be submitted along with offer:**

1. Should have independent ESI Code number
2. Should have PAN/TAN number
3. Should have valid GST No.
4. Self-Declaration that he is not blacklisted/under hold from BHEL Jhansi or Banned by any Unit/Region/Office of BHEL/ Any PSU
5. Self-Declaration that he should not be guilty by a Court of Law in India for any Offence involving fraud, dishonesty and moral turpitude.
6. Documentary proof in support of above eligibility criteria along with EMD shall Be submitted along with Techno Commercial Bid.
7. ITR of previous three financial years.

**B. The documents required for legal entities.** The Documents required for legal entities under whose name and style Contractor has participated in the tender are as follows:

- I. Partnership Firm: Partnership Deed registered at the office of Registrar of Firms.
- II. Company: Certified copy Memorandum of Association, Article of Association and Incorporation Certificate.
- III. Society: Registration certificate issued by Registrar of societies.
- IV. Sole Proprietor-ship Firm: Undertaking on oath (Rs. 100 stamp paper) that Proprietor is solely responsible for all rights and liabilities while working under the name and style of Sole Proprietorship firm namely (\_\_\_\_  
\_\_\_\_)