**Tender No: IMS-Trauma/2014-15/001 Date : 06.06.2014**

**Tender Document**

**For setting up of**

**Laboratory Diagnostic Facilities**

**at**

**TRAUMA CENTRE, BHU, Varanasi,**

|  |  |
| --- | --- |
| **DATE OF ISSUE/PUBLISHING OF TENDER** | **06.06.2014** |
| **WEBSITE ADDRESS FROM WHERE THE TENDER CAN BE DOWNLOADED** | [**www.bhu.ac.in/tender**](http://www.bhu.ac.in/tender)**&**[**www.bhu.ac.in/ims**](http://www.bhu.ac.in/ims) |
| **LAST DATE and TIME FOR SUBMISSION OF TENDER DOCUMENT**  | **30.06.2014** **Upto 04.00 PM** |
| **DATE and TIME FOR OPENING OF TENDER (Technical Bid)** | **02.07.2014 at 11.00AM** |
| **TENDER OPENING VENUE** | **Committee Room****IMS Directorate, IMS** |

**“NOTICE INVITING TENDER FOR SETTING UP OF LABORATORY DIAGNOSTIC FACILITIES”**

**1.** Banaras Hindu University, Varanasi invites bids (Technical and Financial bids separately) from reputed, NABL ACCREDITED LABORATORIES for OUTSOURCING OF LABORATORY INVESTIGATION SERVICES for the newly constructed TRAUMA CENTRE of the Institute of Medical Sciences, B.H.U. Interested parties having experience of ten years or more may apply online through e-procurement portal of Govt. of India.

**2.** Complete Tender Document may be downloaded from the website of BHU, Varanasi (www.bhu.ac.in) till 30.06.2014 up to 04.00 PM.

3. Any future clarification and / or corrigendum shall be communicated by the Administrative Officer through the website [www.bhu.ac.in](http://www.bhu.ac.in)

4. The Technical Bids will be opened as per the bidding schedule of the tender document.

The Technical bids will be scrutinized by the Technical Evaluation Committees. The Bidders found eligible and satisfying the criteria of technical evaluation will only be eligible to be present at the time of opening of Financial Bid.

**1) General Conditions of the tender**

1. Please read the terms and conditions before filling the tender.
2. Bidder will be abiding by all the terms and conditions of the tender document.
3. The bidder shall deposit Bid Security (Earnest Money Deposit) for an amount of Rs. 10 Lacs in the form of the fixed Deposit (Bank Guarantee/FDR/DD) receipt from a nationalised or commercial bank in favour of the Registrar, BHU, Varanasi.
4. Bid security amount of the unsuccessful bidders will be returned without any interest to them at the earliest after the expiry of the final bid validity and latest on or before the 30th day after the award of the contract. The EMD of successful bidder will be adjusted towards Performance Security.
5. **FINANCIAL BID OF ONLY THOSE BIDDERS WHO ARE FOUND QUALIFIED IN TECHNICAL EVALUATION, SHALL BE OPEND ONLINE.** Date and time of opening of the Financial Bid will be informed through website and email. Bidder wishing to be present on the occasion may attend.
6. Applicant Company/ Laboratory should have NABL accreditation for last five years, with experience in Pathology, Microbiology, Biochemistry, Haematology, Histopathology, Cytology, Serology, Immunology, and Molecular Biology.
7. The successful bidder shall be required to furnish a performance security within 15 days of receipt of “Letter of Offer” for an amount specified by the University in the form of a Fixed Deposit Receipt/ Bank Guarantee/ DD form a nationalised or commercial bank in the favour of **The Registrar, B.H.U. Varanasi.**
8. The Performance Security shall remain valid for a period of thirty days beyond the date of completion of all contractual obligations. In case the contract period is extended by the University on mutually agreed terms, the validity of the Performance Security shall be extended by the bidder accordingly. EMD of successful bidder will be adjusted towards Performance Security.
9. Income tax will be deducted as per the Government of India guidelines.
10. The participating company shall use good laboratory practices and shall use bar codes and vaccutainers in the proposed set up at Trauma Centre BHU.
11. The successful firm shall install brand new laboratory equipments within two months from the handing over of the duly constructed and air conditioned space of reasonable area, earmarked as laboratory area. The laboratory must be operational within 75 days of the award letter.
12. BHU shall provide electricity and water to the successful bidder for use in the laboratory. The bidder shall bear the actual cost thereof as per applicable rates. B.H.U. shall also provide stand-by source of power from its existing infrastructure.
13. The successful firm shall have to obtain NABL certification within two years of award of contract. Till NABL certification is obtained, it shall be responsibility of the firm to maintain equivalent quality standards. The University may appoint a monitoring committee for quality checks and maintenance of quality standard.
14. BHU shall provide internet (broad band) connection to the firm from its existing infrastructure. However, for any additional specific requirement the firm shall make its own arrangements.
15. The firm shall be free to use the laboratory equipment for examination of outside samples at the same rates subject to the condition that BHU samples and patients shall be serviced on priority. BHU shall be entitled for revenue sharing from the external serviced samples also.
16. The firm shall set up separate units namely Biochemistry, Haematology, Clinical pathology and Microbiology. The laboratory should be able to perform all the emergency investigations round the clock with the provision of bed-side collection of sample from patients.
17. The availability and procurement of reagents and consumables for all the tests shall be the responsibility of the firm.
18. Cost of maintenance of equipment shall be taken care of by the firm.
	1. The Firm shall in consultation with Trauma centre official appoint its own personnel having requisite qualification/ experience. The minimum qualification/experience of key staff are as under :
	2. **Medical Staff** : MD Pathologist with minimum experience of 5 years
	3. **Technical Staff**: BSc MLT or equivalent qualification from a recognized institute/ DMLT with 5 years of experience
	4. The staff so appointed shall be the employees of the firm. B.H.U shall not be responsible in any way, whatsoever for the terms and conditions of their employment.
19. The period of agreement for the outsourcing diagnostic service shall be initially 10 years and may be extended to another 10 years in two terms of 5 year each.
20. Any dispute shall be under the jurisdiction of the court at Varanasi.

**2.) ELIGIBILITY CRITERIA and REQUIREMENTS:**

1. The participating company/ bidding laboratory should have pan-India presence through its own labs.
2. The bidding company should have NABL or CAP certification in at least 5 of its laboratories. A list of such laboratories with supporting documents must be provided.
3. Minimum financial turnover of last three financial years, i.e. 2010-11, 2011-12, 2012-13 should be more than **Rs 50 Crore** per year. A certificate from a Chartered Accountant to this effect must be attached.
4. The participating company/ bidding laboratory should have experience of working in PPP model. The bidder should provide documents in support thereof.
5. The participating company/ bidding laboratory should have been in operations (in laboratory business) for a minimum of 10 financial years preceding the bid due date.
6. The participating company/ bidding laboratory must have ability to perform all major specialized tests in one of its reference laboratories in India.
7. The participating company/ bidding laboratory should have well-established laboratory information system software for providing the reports online/by E Mail. It must be capable of integration of HMIS and PACS.
8. The participating company/ bidding laboratory must have a strong logistics network capable of linking various centers across the country.
9. EMD of Rs.10 Lacs in the manner prescribed
10. The participating company/bidding laboratory must be participating in external quality control program to confirm the accuracy of the test results

**Procedure for submitting the proposals**

**Part-A: Proof of eligibility:** This will contain the documents in support of eligibility criteria mentioned in Para 2 above. This shall be marked as "Part-A: Pre-Qualification Bid Submission.

 **Part-B : Financial proposal :**

1. This will contain the offer quoted by the Bidder .The firm shall charge for all investigations at the CGHS rates (NABL Labs), applicable at Delhi.
2. The firm shall quote the percentage of share payable to BHU on its total collection of investigations charges (from BHU and outside samples), which shall not be less than 10 percent of the total collection.

**Evaluation Procedure**

The Evaluation process shall be online.

The proposals shall be evaluated by an Evaluation Team constituted by the University, in the following manner:

**Stage-1: Part-A** of all proposals shall be examined to confirm if all eligibility criteria are met. The applicants who fail to meet one or more of the stipulated eligibility criteria shall be declared as 'non-responsive and their financial bid shall not be opened.

**Stage-2: Part-B** Financial Proposalof all applicants who have been found qualified in the Stage-1 shall be opened and evaluated.

The bidder shall be selected on the basis of maximum share benefit to B.H.U. which shall not be less than 10% of the total collection. The base of the investigation charge shall be the CGHS rates (NABL Labs), applicable at Delhi as on 31.03.2014.

**DOCUMENTS REQUIRED FOR PREQUALIFICATION BID**

1. Earnest Money Deposit in the name of the Registrar, B.H.U. amounting to Rs. 10 Lacs in the form of a Fixed Deposit Receipt/ Bank Guarantee/ DD from a nationalised /commercial bank in favour of The Registrar, BHU. Original Earnest Money Deposit (EMD), valid up to six months, should be submitted physically to the Director, Institute of Medical Sciences, B.H.U, Varanasi not later than five days from the last date of submission of tender on e-procurement portal.
2. Name, Designation, address and Telephone Number of the person authorised by the bidder for participating in the bidding process.
3. A declaration to the effect that the Bidder is a sole proprietor/ partnership/company.
4. Partnership deed (in case of Partnership Firm) or copy of Memorandum of Association ( in case of company) must be submitted.
5. Valid NABL Accreditation Certificate of company (At least 5 labs)
6. PAN Card copy
7. Income Tax Return for last three years
8. Copy of Audited Balance Sheet and Profit and Loss Accounts for the last three years
9. Bidder must have to submit the its Financial capacity ( an average annual gross Turnover of at least Rs 50 Crore ) from laboratory business only in the last three Financial Years (i.e. 2010-11 , 2011-12, 2012-2013).A certificate from a Chartered Accountant to this effect must be attached
10. Copy of document in support of External Quality control testing.
11. All other relevant document in support to Pre-Qualification /eligibility Criteria

Date

Place

Signature of Bidder

 Name

 Address

 Tel. No

**FINCANCIAL BID (To be submitted in a separate sealed envelope)**

The bidder shall be selected on the basis of maximum share benefit to B.H.U. which shall not be less than 10% of the total collection. The base of the investigation charge shall be the CGHS rates (NABL Labs), applicable at Delhi as on 31.03.2014.

**Format for Revenue Sharing**

The revenue sharing between the bidder and BHU shall be as follows:

|  |  |
| --- | --- |
| **Sharing Parties** | **(% ) Percentage share of revenue** |
| BHU |  |
| Bidder (to fill complete name and corporate office address of the firm) |  |

The bidder undertakes that the percentage of revenue sharing quoted shall remain unchanged during the entire period of the contract. The base rate may be revised as per revisions done by CGHS authorities from time to time.

Date

Place Signature of Bidder

 Name

 Address

 Tel. No