



वरिष्ठ राज्य चिकित्सा आयुक्त का कार्यालय (तमिलनाडु)
OFFICE OF THE SENIOR STATE MEDICAL COMMISSIONER
(TAMILNADU)
कर्मचारी राज्य बीमा निगम
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(ISO 9001:2008 Certified)

No.51/SMC/Dialysis Unit-PPP/2017

Date:19.09.2017

REQUEST FOR PROPOSAL FOR SETTING UP AND RUNNING OF HEMODIALYSIS UNIT (PPP MODEL)

Request for Proposal (RFP) for setting up and running of Hemodialysis unit at ESIS Hospital at Chennai (Ayanavaram), Coimbatore and Madurai under Public Private Partnership (PPP).

E-Tenders in Two bid system are invited from reputed Hospitals with NABH accreditation, ISO certification / Private Agencies (involved in running Dialysis units), for establishing Dialysis Units at ESIS Hospitals at Chennai (Ayanavaram), Coimbatore and Madurai on PPP model (Equip, Operate and Manage). Detailed information regarding the application / tender forms, EMD details, specifications, terms and conditions can be downloaded from the following websites: www.esichennai.org, www.esic.nic.in.

The interested bidders shall submit their tender(s) only through online mode at the e-procurement portal <https://esictenders.eproc.in>. (E-Tender Ref.No:772, 773 & 774). In addition to e-tender which has to be filed online, the bidders are also required to submit hard copies of Tender documents duly completed along with Earnest Money Deposit (EMD), supported by requisite documents and forms, as mentioned in the tender. For all practical purposes, the e-tender only shall be considered for evaluation and the hard copy of tender documents would also be scrutinized.

Any corrigendum to this tender will be notified through the aforesaid websites only. Further notification, if any, shall not be issued in the newspaper. Hence the tenderers may visit the site regularly.

The undersigned reserves the right to accept or reject any or all the bids without assigning any reason at any stage. A pre-bid meeting shall be held at this office on : 04/10/2017 at 11.00 AM.

Date and Time for submission of Tender (Both E-Tender and Hard copy):

LAST DATE FOR RECEIPT OF TENDER	DATE AND TIME FOR OPENING OF TENDER
13.10.2017 - 10.00 AM	13.10.2017 - 11.00 AM

If the date of opening of tender happens to be a holiday, the tender will be opened on the next working day. Tender documents duly completed should be dropped on or before the date and time mentioned above, in the tender box kept at the Office of State Medical Commissioner (IVth floor), ESIC Regional Office, 143, Sterling Road, Nungambakkam, Chennai-34.

SENIOR STATE MEDICAL COMMISSIONER



REQUEST FOR PROPOSAL
OF
HEMODIALYSIS UNIT
ON PPP MODEL
(Equip, Operate and Manage)

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**REQUEST FOR PROPOSAL FOR SETTING UP AND RUNNING OF
HEMODIALYSIS UNITS**

Request for Proposal (RFP) for setting up and running of Hemodialysis unit at ESIS Hospital, Ayanavaram, Chennai, Coimbatore, Madurai under Public Private Partnership.

E-Tenders in Two bid system are invited from reputed Hospitals / Private Agencies involved in running Dialysis Units (please refer Point No.4-Pre-qualifying conditions), for Establishing, Equipping, Operating and Managing of Hemodialysis Units at ESIS Hospitals at Chennai (Ayanavaram), Coimbatore and Madurai under Public Private Partnership.

1. INTRODUCTION :

The ESI Corporation is committed to providing improved Health care facilities to the Insured Persons. As part of the ESIC 2.0 initiative, the Office of State Medical Commissioner, ESIC, Tamilnadu, is planning to develop Hemodialysis Units under Public Private Partnership at the following ESIS Hospitals :

Location of the Hospital	ESIS Hospital, Ayanavaram, Chennai	ESIS Hospital, Coimbatore	ESIS Hospital, Madurai
Total constructed Area available for the Dialysis Centre	1200 Sq.ft	4000 Sq.ft x 2 Halls	178.56Sq.m
Total Dialysis machines expected for the centre	10 + 2 for Positive patients	20 + 2 for Positive patients	7 + 1 for Positive patients
Availability of area for R.O.Plant*	Available	Available	Available
Availability of dedicated power supply for the unit	Available	Available	Available
Availability of dedicated water supply for R.O. Plant and Dialysis unit	Available	Available	Available
Availability of centralized oxygen supply for the unit	Not Available	Available	Not Available

*(R.O Plant for Dialysis center is to be installed and maintained by the Service Provider)

2. EXECUTIVE SUMMARY :

1.	Name of the Project	Setting up and running of Hemodialysis Unit on PPP Model
2.	Location of dialysis unit	Identified place in The Hospital where dialysis unit is to be established.
3.	Type of PPP	Equip, Operate and Manage
4.	Brief Description	Hemodialysis unit with all Dialysis services to be run from ESIH premises.
5.	Present Status of infrastructure	As is where is basis – constructed building with fixtures and fittings. Any modification and/or addition in infrastructure if required, will have to be done by the Service Provider at his own cost, after obtaining prior approval of ESIC.
6.	Equipment and recurring Cost	Cost of procurement of all Equipment including accessories, consumables and running cost to be borne by Service Provider.
7.	Financial Bidding	Based on the percent discount offered on the latest CGHS rates for Hemodialysis for Non - NABH hospitals in the city

3. INTENTION :

3.1 The Office of the State Medical Commissioner, ESI Corporation, R.O., Tamilnadu intends to provide Dialysis Services to the ESI beneficiaries within its own infrastructure through Public Private Partnership on Equip, Operate and Manage Model.

3.2 **Responsibilities of the Service Provider :**

3.2.1 The Private Partner, hence forth referred to as **Service Provider**, shall establish a well equipped Hemo Dialysis Unit with all associated services/facilities and provide work force and material to operate it at his own cost. This will be in the specified space in the Hospital building, which will be provided by the the ESIS Hospital.

3.2.2 The Service Provider is expected to provide three shifts of Haemo-dialysis and round the clock emergency Haemo-dialysis Services and other associated services with qualified consultants and all required skilled work force.

- 3.2.3 The Service Provider will have responsibility to procure, maintain and operate all the equipment and other required medical and non-medical items for these services.
- 3.2.4 The Service Provider shall procure all consumables including dialyzer used for dialysis.
- 3.2.5 The Service Provider shall honor the referral letter issued by The ESI hospital.
- 3.2.6 The Service Provider shall not charge any money from the patient/attendant referred by ESI System.
- 3.2.7 It shall be mandatory for the Service Provider to send a report online to the Medical Superintendent of ESIS hospital on the same day or the very next working day on receipt of referral from other ESI hospitals/dispensaries, giving details of the case, their specific opinion about the treatment. The Service Provider shall **ensure** that the patient is an '**Eligible**' ESI **patient before commencing treatment to the patient.**
- 3.2.8 The Service Provider shall raise bills on monthly basis as per the CGHS package rates deducting the discount offered by him in the prescribed formats of ESIC.
- 3.2.9 The Service Provider has to permit in his Dialysis unit, the Under graduate and post graduate medical students of the attached Medical college and hospital, if any for training purposes. The Service Provider shall provide training in Nephrology to undergraduate/post graduate medical students, if needed by the Hospital administration without any condition or cost. For Medical education purpose, this Dialysis Unit will be considered the integral part of The Hospital.
- 3.3 Any extra expenditure beyond CGHS package** if permitted by the competent authorities will be governed by the CGHS guidelines on the subject and the percentage discount quoted by the bidder will be valid for this expenditure.
- 3.4 Responsibility of the Public Partner :**
- 3.4.1 The State Medical Commissioner, ESI Corporation, Regional Office, Chennai, Tamilnadu, who will be the **Public Partner** of the project, will hence forth be referred to as **ESIC**. The Office of SMC at Chennai will pay to the Service Provider for all the Dialysis services provided to the referred ESI beneficiaries, as per agreed CGHS Package Rates for Dialysis for the respective locations, and as per CGHS Guidelines on the subject, after deducting the percentage discount offered by the Service Provider. The Service Provider has to provide the treatment to the referred ESI beneficiaries as per the latest Standard CGHS Guidelines on the subject.
- 3.4.2 The payment will be as per MOU agreed and signed by both the parties.

4. PRE-QUALIFYING CONDITIONS:

The bidders who successfully fulfill all the conditions listed below are only eligible to apply :

- 4.1 **Earnest Money:** The Service Provider shall have to deposit earnest money as specified below, with the proposal, failing which the bid will be rejected:

For ESIS Hospital, Ayanavaram, Chennai	Rs.3,00,000/- (Rs. Three lakhs only)
For ESIS Hospital, Coimbatore	Rs.5,00,000/- (Rs. Five lakhs only)
For ESIS Hospital, Madurai	Rs.72,000/- (Rs. Seventy Two Thousand only)

The earnest money is to be paid by **Demand draft** drawn in favour of **ESI Fund A/c No.1**, payable at **Chennai**. In the event of the withdrawal of proposal after the date and time specified for the tender opening, the earnest money shall stand forfeited. In the event of acceptance of the proposal the earnest money may be adjusted towards the amount of performance security required to be deposited by the Service Provider in terms of clause mentioned below. The earnest money will however, be returned without interest, to the bidder whose proposal is not accepted.

- 4.2 The tenderer should be either a corporate hospital with super specialty facility of Nephrology and Dialysis unit of its own in the Hospital or a company providing dialysis services with all supportive services and emergency services at the premises of another organization, billing for such services should be in the name of the company. The tenderer should have a **minimum experience of 3 years** for providing Hemo-dialysis services to the patients at his own Dialysis centre having **minimum of 10 dialysis machines** in at least one such centre.
- 4.3 The Hospital where dialysis services are being provided should either be **NABH certified or empanelled by ESI/CGHS/ECHS/State Govt** for providing dialysis services.
- 4.4 The Service Provider company should be a **registered company** and should have achieved a **minimum turnover of Rs. 2 (two) Crore annually (for establishing dialysis centre at ESIS Hospital at Chennai and at ESI Hospital, Coimbatore) / Rs.1 (one) Crore annually (for establishing dialysis centre at ESIS Hospital at Madurai) , EXCLUSIVELY FROM DIALYSIS SERVICES, OR a minimum annual turnover of Rs.5 (Five) Crore for establishing dialysis unit at the ESIS Hospital, Ayanavaram, Chennai and at the ESIS Hospital, Coimbatore / Rs. 2 (Two) crore for establishing dialysis unit at the ESIS Hospital, Madurai, from Hospital Services, for the financial years: 2013-14, 2014-15 and 2015-16 and the company should be running in profit in each of these three years.**
- 4.5 The bidder has to offer 15% discount on MRP or may claim actual invoice rate whichever is lower for the implantable catheters in case permitted to be put (if not included in the CGHS package rates) . Upper Ceiling limits on implants etc. as per latest government of India orders on the subject is mandatory to be followed.

- 4.6 The Service Provider should not be blacklisted or de-registered by ESIC/Central Govt/State Govt/CGHS at the time of applying.
- 4.7 If at any stage of the contract it is found that the Service Provider concealed the important facts related to the existing contract then the contract shall be terminated.

5. PERIOD OF THE PARTNERSHIP CONTRACT :

- 5.1 Initial Lock-in period shall be for **5 (Five) years**, thereafter extendable on yearly basis on the same terms and conditions, if agreed upon by both the parties for a maximum period of 2 (Two) years. The tenure of partnership contract as mentioned herein above is also based on the satisfactory performance by the Service Provider, during the period of contract.
- 5.2 No subletting of part or whole of the process /infrastructure / services shall be allowed to the Service Provider.
- 5.3 On expiry of the contract, the Service Provider will take away all equipment and consumables that are under his ownership, without disturbing the physical infrastructure provided by ESIC. After expiry of contract term including the extended period, a grace period of 4 weeks will be allowed for removal of all infrastructure/ equipment/ consumables from the premises. If not cleared within this time frame, the Medical Superintendent of the said ESIS Hospital will be at liberty to dispose of equipment etc. as deemed fit.
- 5.4 If the services of Service Provider are not found satisfactory at any point of time during the contract period, then the Public Partner may give show-cause notice to the Service Provider for improvement of services / rectification of defects. Service Provider should respond within one month from the date of receipt of the notice with detailed action plan for improving services. If the services are not improved to the satisfaction of the public partner **within 90 days** from the date of the notice, then the contract of the Service Provider shall be terminated with **3 (three) months' notice**.

SCOPE OF THE WORK AND SERVICES FOR BOTH THE PARTIES

6. SCOPE OF WORK AND SERVICES FOR THE SERVICE PROVIDER :

- 6.1 The Service Provider has to establish a Dialysis unit in the Hospital with all equipments, men and material of his own. With a view to provide the freedom of work, independence, and minimum interference from the public partner, The Hospital will only provide the Service Provider a portion of the already constructed hospital building along with already installed fixtures, fittings, electricity and water supply on as is where is basis. No new civil, electrical modification, improvement or any other incidental work will be done by the Hospital once building is handed over. The Service Provider can inspect the availability of space and requirement of civil works etc. before submitting the tender with prior appointment with the Medical Superintendent of the Hospital.
- 6.2 All arrangements, which are not in the scope of The Hospital (as listed in the scope below), but required by the Service Provider for smooth functioning of the Hemo Dialysis centre has to be provided/procured by the Service Provider at his own cost. Any modification/alteration/addition in the already constructed building of the Hospital has to be done by the Service Provider himself after obtaining prior permission of the Hospital Authorities, at his own cost.
- 6.3 The Service Provider has to procure, get installed and maintain the R.O. plant of the required capacity, to be used in Dialysis center. All R.O. water pipe lines and fittings if not available, has to be installed by the Service Provider at his own cost.
- 6.4 The repair and maintenance of the portion of the building handed over to the Service Provider including the electrical lines, water pipe-lines, air conditioning fittings and any other type of fittings inside the building will be the sole responsibility of the Service Provider.
- 6.5 The arrangement of electricity, water, medical gases shall be provided by The Hospital. In case there is any failure in the Medical gases, electricity or water supply, the emergency arrangement for the proposed Hemo dialysis centre has to be made by the Service Provider at no extra cost to The Hospital, for the patients currently undergoing dialysis. Taking up of further cases for dialysis in case of non-availability/persistent shortage of water/electricity/oxygen is at the sole discretion of Service Provider.

- 6.6 The Service Provider has to procure all medical and non medical equipments, furnitures, beds, linen, mattresses, stationery materials, drugs, dressings, consumables, non-consumables, all professional/ non-professional man power and any other material or service required to run the Hemo-Dialysis centre , at his own cost.
- 6.7 The Service Provider has to make his own arrangement inside the building handed over to him for **housekeeping and security** services, including disposal of bio-medical waste (i.e. shifting/disposal up to the earmarked area in the main hospital).
- 6.8 The Service Provider must have back up arrangement for any breakdown of medical gases if needed and electricity supply, through gas cylinders, UPS or Generator etc., at no extra cost to the Hospital.
- 6.9 The Dietary services of The Hospital can be availed by the Service Provider only on payment basis.
- 6.10 The Service Provider has to procure Computers, Telephones, internet connection and all other facilities required for the centre at his own cost. Running cost of all facilities is to be borne by the Service Provider.
- 6.11 All the consultants, specialists, nurses, technicians, Para-medical staff and all other man power have to be arranged by the Service Provider for the centre at his own cost. They shall always remain the employees of the Service Provider. Running cost of staff salaries is to be borne by the Service Provider.
- 6.12 The Service Provider has to provide round the clock uninterrupted Dialysis services by posting qualified required manpower on shift basis at the Dialysis Centre for the duration till active clinical work is going on. **All Dialysis services will be considered day care procedures and will be on OPD basis for payment purpose. No 10 % deduction will be done for General ward criteria on notified CGHS rates for Dialysis.**
- 6.13 The Service Provider has to provide all services only to the ESI beneficiaries referred by the Medical Superintendent of the Hospital to the Dialysis Unit. No patient without the referral form issued by the ESIS Hospital should be treated at the Dialysis Centre. All equipments and materials must be used only for the treatment of ESI patients.

- 6.14 Only newly purchased equipments must be installed by the Service Provider, intimating the details of all equipments to the ESI Hospital Administration. Obsolete or already used equipment or instruments shall not be acceptable for the centre. The successful bidder shall provide the requisite details of the equipment and instruments to the Medical Superintendent before installation.
- 6.15 All Dialyzer, consumables, drugs and dressings during indoor treatment should be provided at the Dialysis centre by the Service Provider **and in no case, the beneficiary will be asked to purchase any item.**
- 6.16 The responsibility of managing complications arising out of and during the treatment of patients at the Dialysis Unit exclusively lies with the Service Provider. The Dialysis unit should have prior tie up arrangements to shift such patients to higher centers for management of complications in consultation with the Medical Superintendent of The Hospital. The cost of management of such complications and emergencies shall be borne by the Service Provider without any liability, responsibility of The Hospital.
- 6.17 Nephrologist should be available to attend cases round the clock. The doctor's duty roster should be submitted to the hospital administration in advance. In case any indoor patient admitted in The Hospital needs Nephrologists' opinion, the Dialysis unit's Nephrologist will have to visit the patient and give his consultation free of cost.
- 6.18 Service Provider should make alternative arrangements in the event of breakdown of the services at his own cost. In case the Service Provider fails to make such arrangement, the patients shall be referred to ESI empanelled hospitals and damages if any, claimed by the patient, shall be borne by the Service Provider.
- 6.19 The Service Provider may have to provide training on the hemodialysis machines to The Hospital staff and undergraduate/post graduate medical students if required by The Hospital administration without any condition or any other obligation.
- 6.20 Service Provider must update all patient records in computerized form and should be able to provide all statistics and patient record in soft copy to The Hospital administration on demand. They must maintain all records including medico legal records, as prescribed under the provisions of law and should be able to provide them in hard and soft copy to the Hospital Administration on demand.

- 6.21 The Service Provider must submit the required reports to The Hospital administration as will be agreed to in the MOU.
- 6.22 Service Provider must issue Identity cards and uniforms to their staff, workers and admitted patients. It must also be ensured that staff and workers are in uniform while on duty. The colour pattern of the uniform should be different from that of regular hospital staffs.
- 6.23 Service Provider must obtain insurance cover for the equipments and other facilities connected with services at his own cost.
- 6.24 Obtaining any permit/ license /authorization for running and operating Dialysis Unit including civil, electrical, radiation safety requirements and PNDDT etc. shall be the responsibility of the Service Provider only.
- 6.25 The Service Provider shall install **the required number** of **new** dialysis machines in the dialysis unit for providing dialysis services to ESI beneficiaries only. If the patient load increases, Service Provider shall increase the number of dialysis machines, provided the ESIS hospital is able to identify additional space mutually acceptable to both the parties on as is where is basis.
- 6.26 The Service Provider will ensure remedial measures with regard to any deficiency in services pointed out by the ESI authorities. Medico legal liability arising out of and during the course of treatment at the Dialysis unit shall be the sole responsibility of the Service Provider. The Service Provider shall keep the ESIS hospital/administration/Medical Superintendent duly indemnified against any medico legal case, labour dispute/civil dispute arising out of working of the Dialysis unit at the ESIS hospital.
- 6.27 No additional service/facility shall be provided to the Service Provider except the services/facilities mentioned in the tender document. The Service Provider has to make rest of the arrangements at his own cost.
- 6.28 The Service Provider is responsible for the inventory management of drugs and consumables under his charge.
- 6.29 On an average 2.5 patients/day/machine is optimum utilization (excluding dialysis machines for sero +ve patients). If the utilization is below this then all new referred cases to the center must preferably be provided dialysis on the same day. The old cases will be attended as per dialysis cycle. If any ESI patient is not attended within two days of reporting to the dialysis centre then the patient will be referred to the ESI tie-up hospital at the cost of Service Provider.

- 6.30 Service of Nephrologists should be available in the dialysis centre. He should be available for consultation and shall have to visit the dialysis centre. The other minimum manpower which should be available in each shift are: one medical officer/senior resident, three technicians, three staff nurses, one nursing orderly and one sweeper.
- 6.31 The duration of each dialysis should not be less than four hours. The kT/v value should be 1.2 if the patient is undergoing dialysis three times in a week. This will be monitored by hospital authorities.
- 6.32 Service Provider will be authorized to make changes in fittings, cablings etc as per the requirement of operating equipments with written permission from The Hospital administration.
- 6.33 Structural modification will not be permitted.

7. WORK AND SERVICES UNDER THE SCOPE OF THE ESIS HOSPITAL :

- 7.1 The ESIS Hospital, henceforth referred to as The Hospital, will provide physical infrastructure on **as is where is basis** for the specified area (it will be listed at the time of signing of contract/MOU). Before bidding, the Service Provider is advised to make a visit to the Hospital and see, what infrastructure is available for the proposed Dialysis unit .
- 7.2 Payment of property tax, and any other property related payments will be the responsibility of the Hospital.
- 7.3 Free Electricity, water and Centralized Gases supply /oxygen cylinders (if available) will be provided to the handed over portion of building as provided to the rest of the Hospital. No fresh fittings or pipelines will be laid down by the Hospital.
- 7.4 No civil or electrical job inside the handed over portion of the building will be taken up by the Hospital. Service Provider will make his own arrangement , for all his requirements at his own cost.

- 7.5 Services of CSSD and Laundry will be provided free of cost to the Service Provider if already available at the Hospital. In case of any break down of these services for the whole hospital, the Service Provider will have to make his own arrangements for the same at his own cost. In case the Hospital makes some tie up arrangements for these services, the Service Provider may use the same for him on the same terms and conditions of payments, at the cost of Service Provider. Hospital will not be liable for any loss or compensation in this regard. No payment will be done to the Service Provider for making his own arrangements.
- 7.6 No new medical, non medical or any other service equipment will be provided by the Hospital.
- 7.7 If needed and recommended by the ESIC hospital doctors, the facilities which are not included in the CGHS package rates of Dialysis and are available in The Hospital, can be availed by the ESI beneficiaries. No billing by the Service Provider is to be done for such services provided by The Hospital.
- 7.8 A Liaison Officer shall be nominated by the Medical Superintendent of the Hospital to coordinate with the Service Provider. The Service Provider will nominate an official for liaison work with the officer mentioned and for performance monitoring.
- 7.9 The ESI Beneficiaries coming to The ESIS hospital requiring Haemodialysis will be referred to the Service Provider.

8. PERFORMANCE MONITORING :

- 8.1 The Hospital authorities shall be monitoring the quality of services rendered by the Service Provider on a periodical basis through Medical Superintendent or officer(s) duly authorized by Medical Superintendent. Any shortcoming will be communicated to the Service Provider in a written format and Service Provider will be responsible for rectification/action if any. Monthly statistics must be sent to The Hospital Administration by 10th of the following month by the Service Provider.
- 8.2 Regular patient satisfaction survey / grievance redressal shall be carried out by the Hospital and shared between Service Provider and Medical Superintendent of The Hospital. Corrective action taken needs to be intimated in writing by the Service Provider.
- 8.3 The Medical Superintendent of the hospital or his authorized person shall have the right to inspect the Centre at any time.
- 8.4 The Service Provider will nominate an official for liaison work and performance monitoring.

9. PREPARATION AND SUBMISSION OF THE PROPOSAL :

- 9.1 Interested bidders/Service Providers are requested to learn about the project minutely and advised to visit the Hospital to see the space/building to be provided before submitting their proposal. They should be absolutely clear and sure about the feasibility of establishing the Hemo-Dialysis Centre, other required services in the provided built up space before submitting the proposal.
- 9.2 The proposal is to be submitted as **two bid system** i.e. (A) **Technical** and (B) **Financial bid**. The sealed envelope containing the completed tender superscribed as "TECHNICAL BID FOR ESTABLISHING DIALYSIS UNIT at the ESI Hospital ____ (Name of the ESIS Hospital) Due on ____ (Last date of submission)" on the first envelope and "PRICE BID FOR ESTABLISHING DIALYSIS UNIT for the ESI Hospital ____ (Name of the ESIS Hospital) Due on ____ (Last date of submission)" on the second envelope. Both the envelopes are again to be sealed and put in a single envelope superscribing "TENDER FOR ESTABLISHING DIALYSIS UNIT Due on ____ (Last date of submission)" should be addressed to The Senior State Medical Commissioner, ESI Corporation, Regional Office, 143, Sterling road, Nungambakkam, Chennai- 600034. All personal and contact details of the bidders are to be submitted with the technical bid.

N.B: THE BIDDING DOCUMENTS SHOULD BE SUBMITTED SEPARATELY IN RESPECT OF EACH HOSPITAL IN THE MANNER PRESCRIBED ABOVE.

- 9.3 Please attach the **Request for proposal** tender document signed and stamped on each page by the authorised signatory, along with the technical bid.
- 9.4 All enclosures/papers must be serially numbered and signed by the authorised signatory with stamp on each page before submission.
- 9.5 The person authorized by Managing Director (MD) or Company Secretary of the Service Provider to sign the tender document should be intimated in writing and an authority letter in this regard from the Service Provider is to be enclosed with the bid.

10. TECHNICAL BID: It should have two portions:

It should contain the documents required for essential qualification and the technical bid must be spirally bound, serially numbered and with index specifying page nos duly signed by the authorized signatory on each page. Technical bids submitted with loose sheets attached by stapling, sticking will not be accepted.

10.1 THE DOCUMENTS REQUIRED FOR THE ESSENTIAL QUALIFICATION :

- a) **EMD** (Earnest Money Deposit) in the form of Demand Draft drawn on any nationalized bank in favor of '**E.S.I Fund Account No.1 payable at Chennai**, should be tagged outside and submitted with the technical bid in a separate envelope labelled as **EMD** (so that it can be removed without opening the technical bid envelope).

EMD will be refunded after the finalization of the tender. If the bidder does not deposit the required performance guarantee after the notification of award or not willing to accept the contract after award or withdraws its proposal after specified tender opening time and date, the earnest money shall stand forfeited.

- b) Copy of registration certificate of company.

- c) Copies of complete **Audited Balance sheets** and/or Financial statements with **profit and loss account** for last 3 financial years (2013-14, 2014-15 & 2015-16) duly audited by Chartered Accountant, indicating **minimum turnover of Rs. 2 (two) Crore annually (for establishing dialysis centre at ESIS Hospital at Chennai and at ESI Hospital, Coimbatore) / Rs.1 (one) Crore annually (for establishing dialysis centre at ESIS Hospital at Madurai) , EXCLUSIVELY FROM DIALYSIS SERVICES, OR a minimum annual turnover of Rs.5 (Five) Crore for establishing dialysis unit at the ESIS Hospital, Ayanavaram, Chennai and at the ESIS Hospital, Coimbatore / Rs. 2 (Two) crore for establishing dialysis unit at the ESIS Hospital, Madurai, from Hospital Services, for the financial years: 2013-14, 2014-15 and 2015-16 and the company should be running in profit in each of these three years.**

The financial statements should reflect the financial situation of the bidder's owned hospital/Dialysis units and not the other types of associated sister concerns, companies or partners. Certificate in original from Chartered Accountant certifying last three financial years turnover (i.e 2013-14, 2014-15 & 2015-16) should be enclosed.

- d) Certificate of Chartered Accountant certifying the net worth of company as on 31.03.2016.

- e) **Experience: Evidence of owning and running a Haemo-dialysis unit** in The Hospital or independent Haemo-dialysis centers, by the Service Provider, for last three financial years.

(Attach Proof of Installation of Haemo Dialysis machines with date / affidavit).

- f) Proof of NABH certification or empanelment by ESIC/CGHS/ECHS/State Govt for providing dialysis facility.

- g) **AFFIDAVIT:** The bidder has to submit all affidavits as per Annexures.

10.2 SECOND PORTION OF THE TECHNICAL BID :

The bidder is required to submit a proposal, how he will set up the Haemodialysis Centre in the provided space of The Hospital including the following details.

a) Technical Approach and Methodology and work plan: Summary work plan to set up haemodialysis center in the available hospital space giving room wise details of **alteration/ modifications** in the building structure if required. **Details of the use of the rooms and space** like provision of rooms for ward, rooms for storing used and unused dialyzers and processing rooms for reusable ones separately for sero-positive and sero-negative cases, linen store, drugs store, reception, nursing area, procedure room, laboratory and toilets etc. should be intimated. Number of machines to be installed should be mentioned. Provision for treatment room for emergencies arising during dialysis with all emergency equipment should be informed.

b) Organization and Staffing: Propose structure and composition of team including detailed task list and number of the consultants, specialists, medical officers, nurses, technicians and other required man power with qualifications and experience is to be intimated.

c) RO Plant: The quality of RO water should be as per AAMI standards. The RO water shall be tested in any NABH accredited laboratory every three month.

d) Equipment details: List of the equipment with the numbers to be procured for this centre by the Service Provider have to be submitted. All the dialysis machines and defibrillator are expected to be of the FDA/CE approved quality. Separate dialysis machines should be available for sero-positive and seronegative patients.

e) Dialysis Machines: All the dialysis machines to be installed in the centre should be with volumetric UF control system, facility of NIBP along with remote monitoring hardware and software.

f) The type of dialysis: All the patients are to be provided bicarbonate dialysis only

g) Dialyser specifications: the dialyser used should be 1.3 sqm polysulfone/polyethersulphone/PAN or equivalent quality.

h) Dialyzer re-processing unit: the Service Provider shall have dialyzer reprocessing machine of FDA/CE approved for re-processing the dialyzer before re-use. The dialyzer should not be used for more than ten times or 70% of fibre bundle volume whichever is achieved earlier.

i) Fixed time frame to complete the project: Maximum time expected to complete and start the functioning of Haemodialysis Centre is **3 months from the date of award of the contract.**

After the expiry of three months Rs. 20000/- per week will be recovered as the penalty for delay of the project for next 3 months. After 3 months of penalty period the deposited performance security will be forfeited and contract will stand cancelled.

11. FINANCIAL PROPOSAL/BID :

Financial Proposal should be submitted in a **separate sealed envelope** in the attached proforma. It must clearly mention :

Discount offered in percentage on the Latest CGHS rates for Non-NABH/non-super specialty institutions in the city, as mentioned in the Notified CGHS rate list, pertaining to all types of Dialysis and associated procedures/services listed in CGHS rate list. As and when there is revision of these rates by CGHS, the agreed percentage discount will be applicable on such revised rates. All ESI Hospitals are in the Non-NABH/non-Super specialty category. All Dialysis services will be considered day care procedures and will be on OPD basis for payment purpose. No 10 % deduction will be done for General ward criteria on notified CGHS rates for Dialysis. The bidder should consider the same before quoting discount. Only one figure should be quoted (in numerals and in words).

Important: The discount offered under above condition will primarily be considered for selection of a Service Provider.

12. SELECTION PROCESS:

- 12.1 A Pre-Bid Meeting shall be held on a fixed date and time after the request for proposal is being advertised well before the submission date in the office of State Medical Commissioner to clarify any doubt on the subject.
- 12.2 A Technical Evaluation Committee (TEC) duly constituted by Competent Authority shall carry out technical evaluation of the proposals. Along with the scrutiny of the proposals, the committee may visit The Hospitals/Dialysis centers of the bidders to assess and confirm their capabilities on the subject.
- 12.3 The Technical Evaluation Committee has full right to reject any proposal whenever it is felt that the bidder is not going to provide the standard quality equipment or well qualified sufficient staff or work plan is not feasible.
- 12.4 The financial bids of the incomplete, sub-standard, or non feasible proposals will not be considered.
- 12.5 Among all the bidders, those who are eligible as per essential qualification requirement (as listed in the tender document) will be considered **technically qualified**. The Financial bids of only these technically qualified bidders will be opened by a committee, in presence of the bidders if they wish to attend.

- 12.6 The bidder who will offer **maximum discount** in percentage on the CGHS rates for Dialysis as per financial bid will be awarded the project subject to fulfillment of all the mandatory qualifying conditions as per tender document. In case of tie the bidder with higher annual financial turnover of his hospital in the last financial year will be awarded the project.
- 12.7 Final selection of the bidder is at the discretion of the Competent Authority.
- 12.8 The competent authority has full right to accept or reject any or all the tenders without assigning any reason thereof, at any stage.

The technical and financial bids shall be finalized by a team of officers duly nominated by the Competent Authority.

13. PERFORMANCE GUARANTEE :

Bank guarantee (five years validity) or refundable security amount in the form of demand draft of the same amount to ESI Fund account No 1 payable at Chennai have to be submitted to the State Medical Commissioner, as performance guarantee within 14 (Fourteen) working days on receipt of the work order by the successful bidder, as specified below:

For ESIS Hospital, Ayanavaram, Chennai	Rs.7,50,000/- (Rs. Seven lakhs and fifty thousand only)
For ESIS Hospital, Coimbatore	Rs.12,50,000/- (Rs. Twelve lakhs and fifty thousand only)
For ESIS Hospital, Madurai	Rs.1,80,000/- (Rs. One lakh and eighty Thousand only)

In case the bidder does not fulfill the contractual obligations the performance guarantee amount may be forfeited. EMD will be forfeited if the bidder does not deposit the required performance guarantee within the specified period or not willing to accept the contract after the notification of award. Performance guarantee has to be deposited within notified period from the date of offer made to the Service Provider over e-mail/dispatch of hard copy. It will be refunded without any interest after 60 days of the end of the contract period.

14. LEGAL :

- 14.1 The Service Provider and its staff can be given access to other areas of The hospital after showing identity card.
- 14.2 Service Provider will be authorized to make minor changes in fittings, cablings etc as per the requirement of operating equipments with prior permission from hospital administration.
- 14.3 Structural alteration shall not be permitted.

- 14.4 In case of change of legal status of Service Provider, fresh mutual agreement will be signed by both the parties before it comes into force, subject to the condition that the new entity is eligible for running Dialysis unit.
- 14.5 Force Majeure will be applicable to both parties. A party claiming Force Majeure shall exercise reasonable diligence to seek overcome the Force Majeure event and to mitigate the chances of non-performance of its obligation under the tender.
- 14.6 Any medico-legal issues arising in the course of or out of treatment of patients will be the sole responsibility of Service Provider. The Service Provider will keep the Hospital/administration/ Medical Superintendent duly indemnified.
- 14.7 In the event of any dispute or difference arising out of or touching to this agreement/contract and/or in relation to the implementation hereof, the same shall be resolved initially by mutual discussion and conciliation. But in the event of failure thereof, the same shall be referred to sole arbitration of the Director General of the Employees' State Insurance Corporation (ESIC) or his nominee. The decision of the Sole Arbitrator shall be final and binding upon the parties. The place of the arbitration will be at **Chennai**. The arbitrator shall conduct the arbitration proceedings in English in accordance with the provisions of "The Arbitration and Conciliation Act, 1996. Both the parties know that sole Arbitrator might have dealt with the contract agreement in question and is an employee or officer of Employee State Insurance Corporation (ESIC) but the same shall also not disqualify him in any manner from acting as a sole Arbitrator. In this clause the expression of "Director General, Employees' State Insurance Corporation" shall also include any person who is for the time being the administrative head of Employees' State Insurance Corporation.
- 14.8 Provisions of Consumer Protection Act and RTI Act shall be applicable to the Service Provider
- 14.9 All the applicable Laws of land including Minimum Wages Act, ESI Act, EPFO Act etc shall be the responsibility of Service Provider. The Service Provider shall ensure due compliance of all labour laws during the period of setting up, maintenance and running of the Dialysis unit.
- 14.10 The Bidder/Service Provider shall be responsible for compliance/ responsibility under all labour laws, Income Tax laws, statutory requirements pertaining to its employees and establishment. The bidder / Service Provider shall keep ESIC Indemnified against any claim, litigation, and proceedings on this account.

- 14.11 ESIC reserves the right to reject any application(s) if any of the following happens:-
- a) At any time, a material misrepresentation is made or uncovered.
 - b)The Service Provider does not provide within the time specified by ESIC, the supplemental information sought by ESIC for evaluation of the application(s). Such misrepresentation/ improper response shall lead to the disqualification of the Service Provider.
 - c)Bidder's/ Service Provider's failure to submit sufficient and complete details for evaluation of bid within the prescribed time. **No bid will be accepted after due date and time.**
 - d)Bids received without pre-qualification documents as required.
 - e)Bidders not meeting the pre-qualification criteria stipulated in the tender.
 - f)Bidders not agreeing to furnish required security deposit.
 - g)Bids/quotations not received through the procedure channel and manner prescribed.
 - h)The decision of the State Medical Commissioner to accept or reject any or all of application(s) shall be final and binding and shall not be subject to any review or revision by any judicial or quasi-judicial authority.

15. GENERAL :

- 15.1 All ESI Beneficiaries reporting to the hospital and needing dialysis will be referred to the Dialysis unit on the referral letter by the Medical Superintendent, along with duly attested photograph and attested signature of the patient over it. The Service Provider will provide the treatment as per the referral request. The Service Provider will keep check on the patient's identity. The details of the referral procedure can be discussed with the MS before starting the Dialysis unit.
- 15.2 The Service Provider will be expected to raise bills for Dialysis, along with original referral letters and with other papers and items demanded by the Hospital, on weekly basis and payments will be cleared by the Office of the State Medical Commissioner normally within 45 days from the date of receipt of the bills at the office of the State Medical Commissioner.

16. FINANCIAL EXPECTATIONS :

Optimum utilization of the proposed Dialysis Unit is expected .

RFP DOCUMENT

The Senior State Medical Commissioner, ESIC, Tamilnadu Region, invites e- tenders in Two-Bid system for setting up and running of Dialysis Unit on PPP mode, as per the terms and conditions specified.

Bidders are requested to submit the requisite information / documents as per the following annexures :-

Annexure – I (Forwarding of tender documents)

Annexure – II (Bidder's Profile)

Annexure – III (Format for Affidavit)

Annexure – IV (Power of Attorney)

Annexure – V (Declaration)

Annexure – VI (Annual Turnover information)

Annexure – VII (Financial Bid)

Annexure – VIII (Important Instructions for E-Tendering)

Annexure – IX (Instructions for offline submission of Tender)

Annexure – X (Checklist for Proposal)

Remark : Bidder has to deposit the Earnest Money Deposit (EMD) in the form of demand draft drawn in favour of **“ESI FUND ACCOUNT NO.1”, payable at Chennai**. Application received without Earnest Money Deposit (EMD) will be rejected. A complete set of hard copy of tender documents along with EMD must be submitted latest by the date and time stipulated, in the tender box kept for this purpose in the Office of the Senior State Medical Commissioner at Fourth Floor, ESIC, Regional Office, Chennai-34. Non –submission of hard copy as directed will lead to rejection of the tender application.

SENIOR STATE MEDICAL COMMISSIONER

PROPOSAL FOR SETTING UP AND RUNNING OF DIALYSIS UNITS

To

THE SENIOR STATE MEDICAL COMMISSIONER
ESI CORPORATION, TAMILNADU,
REGIONAL OFFICE
No.143, STERLING ROAD,
NUNGAMBAKKAM, CHENNAI-34

Sir,

Sub: Forwarding of Proposal for setting up and running of Dialysis Unit (PPP) - Reg.

* * *

We have pleasure in submitting our tender for setting up and running of _____(no. of beds) bedded Dialysis Unit on PPP mode at the ESIS Hospital, _____ (Location of the ESIS Hospital).

We enclose herewith a Demand Draft No. _____ Dt._____ for Rs._____ drawn in favour of **ESI FUND ACCOUNT NO.1** towards **Earnest Money Deposit**.

We bind ourselves to the conditions prescribed in the RFP document.

We agree to have the Earnest Money forfeited in case of failure in full or part to undertake the contract upon the acceptance of this tender.

OFFICE SEAL:

SIGNATURE:

DESIGNATION:

NAME & ADDRESS:

BIDDER'S PROFILE

1	Name of the Owner / Tenderer	
2	Name of the Tendering Hospital / Institution / Company	
3	Full Particulars of Office:	
	A) Address	
	B) Contact Telephone Nos.	
	C) Fax No.	
	D) E-Mail	
4	Registration Details: A) PAN No. B) GST Registration No.	
5	Details of EMD A) Amount (INR) B) D.D / P.O No. and date C) Drawn on Bank	
6	Name, Telephone No., Mobile No. of the dealing representative	
7	Bank Account details	
8	RTGS Details (For refund purpose)	

Signature of the authorized Person

Name:

Place:

Seal:

ANNEXURE-III

Format for Affidavit certifying that Entity/Promoter(s) / Director(s)/Members of Entity are not Blacklisted

Affidavit

I, M/s (the names and addresses of the registered office) hereby certify and confirm that we or any of our promoter(s) /director(s) are not barred by or blacklisted by any state government or central government / department / organization in India from participating in Project/s, either individually or as member of a Consortium as on the _____ (Date of Signing of Application).

We further confirm that we are aware that, our Application for the captioned Project would be liable for rejection in case any material misrepresentation is made or discovered at any stage of the Bidding Process or thereafter during the agreement period and the amounts paid till date shall stand forfeited without further intimation.

Dated this Day of, 2017.

Name of the Applicant

Signature of the Authorized Person

Name of the Authorized Person

Format for Power of Attorney for Signing of Application

(On a Stamp Paper of value Rs. 100/-)

Power of Attorney

Know all men by these presents, We
M/s

(Name and address of the registered office) do hereby constitute, appoint and authorize Mr /Ms.....(Name and residential address and PAN), duly approved by the Board of Directors in their meeting held on (Copy of board resolution enclosed), who is presently employed with us and holding the position of -----, as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our bid for "Tender for Establishing Dialysis Unit in ESIS Hospital on PPP Mode" including signing and submission of all documents and providing information / responses to the ESIC , representing us in all matters before ESIC in all matters in connection with our bid for the said Project. We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

Dated this the day of 2017

For _____

(Name, Designation and Address)

Accepted _____

(Signature)

(Name,

ANNEXURE-V

DECLARATION

1. I,..... Son / Daughter of Shri..... Owner/Authorized Signatory of..... am competent to sign this declaration and execute this tender document.
2. I have carefully read and understood all the terms and conditions of the tender and hereby convey my acceptance of the same and will abide to all if selected.
3. The information, documents, data of financial status and credibility, details of Dialysis Unit operations , experience details etc. furnished along with the tender bid are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
4. I further certify that the bidder's hospital has been running 10 bedded Dialysis Unit for more than 3 last Financial years./ The bidder is running 3 Dialysis units of 10 beds each for last 3 years.
5. In case my proposal/tender is accepted I assure that :
 - a. A Nephrologist will be appointed by us for the proposed ESIH Dialysis Unit who must have an experience of more than 3 years after gaining his DM/DNB degree in Nephrology.
 - b. The rest of the Specialists who will be working in the proposed Dialysis Unit shall have minimum 3 years experience on Dialysis Management after their MD/DNB (Medicine/Nephrology) degree.
 - c. For the proposed Dialysis Unit in addition to above conditions we shall provide other required equipment and staff as per standard norms for the proposed services.
 - d. I have appraised myself fully about the job to be done during the period of agreement and also acknowledge to bear consequences of non performance or deficiencies in the services on my part.

Signature of the authorized signatory

Date:

Full Name:

Place:

Company's Seal:

N.B.:The above declaration, duly signed and stamped by the authorized signatory of the tenderer, on stamp paper of Rs. 100/- and duly notarized, should be enclosed with Technical bid.

ANNEXURE-VI

Name of Institution:

I. Annual Financial Turnover of the Hospital for last three Financial Years with details
(Audited Balance sheet to be enclosed)

Year	Turnover in INR	Profit after Tax
2013-14		
2014-15		
2015-16		

Note:

The Audited Balance sheets / Turn over of last three years should be certified by the Chartered Accountant and the original certified copy has to be attached along with technical bid or else the bid will not be considered for opening of financial bid. Photostat copies / Colour Xerox / E-mail attaching original certificate by the Chartered Accountant will not be accepted.

II. List of Dialysis Centers owned by the tenderer with address and date of commissioning :

III. Any other information :

Signature of authorized Person

Name:

Place:

Seal:

FINANCIAL BID

Discount offered in percentage on the Latest CGHS Package rates for all types of Dialysis and procedures pertaining to Non-NABH institutions in Chennai/Coimbatore/Madurai:

<p style="margin: 0;">%</p> <p style="margin: 0;">(In numerals and in words)</p>

Note : All Dialysis services will be considered day care procedures and will be on OPD basis for payment purpose. No 10% deduction will be done for General ward criteria on notified CGHS rates for Dialysis. The bidder should consider the same before quoting discount.

Signature of the authorized signatory

Date :

Full Name:

Place:

Company's Seal:

IMPORTANT INSTRUCTIONS FOR E-TENDERING :

1. All Bidders are required to procure Class – III B Digital Signature Certificate (DSC) with Both DSC Components i.e. Signing & Encryption, to participate in the E – Tender.
2. Bidder should get registered at <https://esictenders.eproc.in>.
3. Bidders can contact the Helpdesk at : <https://esictenders.eproc.in/html/Support.asp>
4. Bidder needs to submit Bid Processing Fee Charges of Rs.2,495/- (Non-Refundable) in the form of Demand Draft from any scheduled bank, in favour of M/s.C1 India Pvt. Ltd. payable at New Delhi (or in any other form as acceptable by C1 India Pvt. Ltd.), for participating in the tender.
5. Along with the Demand Draft, Bidder needs to send a covering Letter mentioning about the Payment Details, Company Name, Address, User ID and Payment towards ESIC Bid Processing Fees (Mention the Tender ID and Tender Title).
6. The payment should reach at the below mentioned address, atleast one day before the due date and time of Bid Submission:

Kind Attn : Mr.Mohit Chauhan
C1 India Pvt. Ltd.,
301, Gulf Petro Chem Building, 1st Floor,
Udyog Vihar, Phase – 2,
Gurgaon, Haryana – 122 015.

Note: Bid Processing Fee will be Approved only after the receipt of payment.

SENIOR STATE MEDICAL COMMISSIONER

ANNEXURE-IX

INSTRUCTIONS FOR OFFLINE SUBMISSION OF TENDER

1. The sealed envelope containing the completed tender superscribed as "TENDER FOR SETTING UP AND RUNNING OF DIALYSIS UNIT (PPP) AT ESIS HOSPITAL (location of the ESIS Hospital)" addressed to The SENIOR STATE MEDICAL COMMISSIONER, ESIC, T.N, REGIONAL OFFICE, 143, Sterling Road, Nungambakkam, Chennai-34, will be received up to the date and time stipulated.
2. **FOR TWO BID SYSTEM**

The sealed envelope containing the completed tender superscribed as "TECHNICAL BID SETTING UP AND RUNNING OF DIALYSIS UNIT (PPP) AT ESIS HOSPITAL _____(location of the ESIS Hospital) Due on _____ (Last date of submission) on the first envelope and "PRICE BID FOR SETTING UP AND RUNNING OF DIALYSIS UNIT (PPP) AT ESIS HOSPITAL (location of the ESIS Hospital)" Due on _____ (Last date of submission)" on the second envelope. Both the envelopes are again to be sealed and put in a single envelope superscribing "TENDER FOR SETTING UP AND RUNNING OF DIALYSIS UNIT (PPP) Due on _____ (Last date of submission) should be addressed to The Senior State Medical Commissioner, ESI Corporation, Regional Office, 143, Sterling road, Nungambakkam, Chennai-34.
3. BIDDERS ARE FREE TO QUOTE FOR ONE OR MORE HOSPITALS BUT SEPARATE ENVELOPE FOR EACH HOSPITAL SHOULD BE SUBMITTED AND SEPARATE DEMAND DRAFT TOWARDS EMD FOR EACH HOSPITAL SHOULD BE ENCLOSED, FAILING WHICH, THE QUOTATION FOR THAT HOSPITAL WILL BE TREATED AS UNRESPONSIVE AND SUMMARILY REJECTED. QUOTATIONS FOR SEPARATE HOSPITAL BY THE SAME BIDDER SHOULD BE SUBMITTED IN SEPARATE ENVELOPES AND SHOULD NOT BE PUT IN A COMMON COVER.
4. **The EMD amount should be enclosed in a separate cover along with the tender documents.**
5. Postal delays if any will not be condoned.
6. **Each and every page of the tender document should be numbered and signed by the authorized signatory of the participating firm with seal.**
7. The tenderer shall also enclose the copies of documents in support of details about the firm besides latest income Tax returns, GST Registration, work completion certificates etc. All these documents shall be kept along with the Technical Bid.
8. Photocopy of latest ITR/ PAN No. should be enclosed with the completed tender.

9. It is mandatory that the rates for each and every item shall be quoted in figure and words in the relevant column provided in the e-tender document in PDF format which has to be downloaded and filled and then scanned and uploaded along with the price bid as a supporting document for the amount filled online in the Price Bid.
10. The quotation should be type written and every correction in the tender should invariably be attested by full signature by the tenderer with date before submission of the tenders to the authorities concerned, failing which, the tender is liable for rejection.
11. One copy containing terms and conditions and specification of the quoted equipment should be signed by the tenderer at the bottom of each page with the office seal duly affixed and returned along with the tender.
12. Declaration form and Company profile formats enclosed must be filled in and signed by the tenderers and enclosed along with the tender. Tenders received without the Declaration form shall not be considered.
13. Hard copy of the uploaded tender documents along with original EMD shall be **dropped in the Tender Box kept for this purpose in the Office at Fourth Floor, ESI Corporation, Regional office, No. 143, Sterling Road, Nungambakkam, Chennai – 34.**

SENIOR STATE MEDICAL COMMISSIONER

ANNEXURE-X**CHECK LIST FOR PROPOSAL**

S.No	Documents	YES / NO
1	EMD of Rupees <hr/>	
2	Proof of ownership and registration certificate of hospital/company.	
3	Copies of audited balance sheets for last 3 financial years indicating turnover, profit and Net worth. (2013-14, 2014-15, 2015-16)	
4	Proof showing experience of last 3 years for running Dialysis center.	
5	All personal details, contact details, PAN No., etc. of the bidder on enclosed form.	
6	Affidavit as desired.	
7	Proposal for Dialysis centre.	
8	Certificate for NABH certification/ ESI/CGHS /ECHS empanelment.	
9	List of Un-coded procedures with the tariff if any.	
10	Additional documents as per tender document instructions.	
11	Authorization certificate	
12	Annexures – I to VI & X-(to be attached with Technical Bid) and Annexure-VII (to be attached with Financial Bid)	