

Request for Proposal
For
**"Contracting Running of Existing CT Scan
Machine at District Hospital under Public Private
Partnership (PPP) model"**

Government of Rajasthan
Directorate of Medical & Health Services
Rajasthan, Jaipur

A handwritten signature in black ink, consisting of a large loop followed by a small flourish.

REQUEST FOR PROPOSAL (RFP)

Request for proposal (RFP) is invited from the Private Organizations to execute the project "Contracting Existing CT Scan Machine at District Hospital will be running under PPP model" for in Rajasthan.

The bidding document may be downloaded and apply from the website www.eproc.rajasthan.gov.in

The application consists of **Technical bid** for resource requirements and **Financial bid** investigation will be charged as per the rate decide Medical & Health Department and the bidder giving highest revenue to the government will be selected.

The submitted applications will be evaluated by Department of Health & Family Welfare, Government of Rajasthan.

Following schedule will be observed in this regard:



Schedule	Time and Dates
Pre-bid conference	15-12-2015 at 10:00 AM
Last date for Submission of Bids	17-01-2016 at 5:00 PM
Opening of tender Document	18-01-2016 at 02:00 PM

Director (PH)
"Directorate of Medical & Health Services"
Rajasthan, Jaipur

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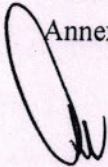
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1. Project Background:

- i. Due to lack of specialist radiologist, existing CT Scan machines are not functional in 21 district hospitals of Rajasthan.
- ii. Government of Rajasthan is seeking assistance of the private sector to partner with the government to improve the availability and quality of Existing CT Scan Machine will be run at District Hospital towards meeting gaps CT Scan facility at existing District Hospital.
- iii. The Government of Rajasthan wishes to leverage a public-private partnership (PPP) policy for the health sector. The over-riding objective of the policy is to utilize the technical, financial and managerial resources available in the private sector for filling the gaps in existing CT Scan Machine facility at district hospital.
- iv. To improve the quality of CT Scan Machine facility at existing district hospital in Rajasthan, Government of Rajasthan has decided to contract out CT Scan Machine facility at existing district hospital. This project is executed by the Government of Rajasthan.
- v. The current RFP is being released to invite proposals for operations and management of existing CT Scan Machine at district hospital in State.
- vi. The current RFP is being released to invite proposals for operations and management of CT Scan in following District in State.

S.No.	Name of District Hospital
1.	District Hospital, Byawar (Ajmer)
2.	District Hospital, Bhilwara
3.	District Hospital, Jaisalmer
4.	District Hospital, Banswara
5.	District Hospital, Nagour
6.	District Hospital, Pali

7.	Sub-District Hospital, Sojat city (Pali)
8.	District Hospital, Sawai Madhopur
9.	District Hospital, Karauli
10.	District Hospital, Alwar
11.	District Hospital, Chittorgarh
12.	District Hospital, Bundi
13.	District Hospital, Sikar
14.	District Hospital, Jhalawar
15.	District Hospital, Rajsamand
16.	District Hospital, Shriganganagar
17.	District Hospital, Barmer
18.	District Hospital, Jalor
19.	District Hospital, Bhartpur
20.	District Hospital, Dholpur

2. Scope of Work:

The agency (A preferably Not for Profit organization or a single legal entity/entrepreneur or a consortium or thereof) selected through this RFP shall be required to run one or more of the existing CT Scan Machine of district hospital.

3. Terms & Conditions for existing CT Scan Machine at district hospital in State of Rajasthan on open tender:

S.NO.	Terms and Conditions
1.	Tenderers are requested to submit the tenders in two bid systems viz technical and financial bid separately as under, without which tenders will not be considered and liable to rejected. (A) Technical Bid (Properly sealed) a) Earnest Money as under in form of demand draft drawn in favor of Director (PH), Medical & Health Service, Rajasthan, Jaipur. existing CT Scan at District Hospital – Rs.2,80,000 b) Tender form and terms and conditions (Issued by Director (PH), Medical & Health Service, Rajasthan, Jaipur.) duly signed in all respect. c) Services of one Radiologist is mandatory for the continuation of the contract. (B) Financial Bid (Properly sealed) (a) <u>Revenue Percentage</u>: The Tenderers will quote the revenue percentage to be given by him to Medical and Health Department, Jaipur (The criteria of selection will be maximum percentage of revenue sharing). (b) Financial bid open: Financial bids of only those bidders will be opened, whose technical bids are found eligible by the committee of Directorate Medical and Health Services, Jaipur.
2.	<u>Security Deposit/Bank grantee/Performance guarantee</u> : Service provider shall have to provide money (Rs. 25,00,000(Twenty Five Lakhs) for Existing CT Scan at one district hospital in form of demand draft/N.S.C pledged in favour of Director(PH), Medical & Health Service, Rajasthan, Jaipur, till installation and commissioning of Existing CT Scan at district hospital satisfactorily. The said security money could be forfeited in case he does not start Existing CT Scan within stipulated period, prescribed by Medical & Health Department, Rajasthan, Jaipur.
3.	<u>RFP Form Fees</u>: Rs.500/-
4.	Settlement of any dispute will be done within the jurisdiction of Court of Jaipur.
5.	Only one time provision of Space/Building/CT Scan Machine will be given by the Medical & Health Dept. All the recurring expenses of electricity, Water, telephone, Manpower, Consumables, AMC etc. will have to be borne by the bidder.
6.	No guarantee will be given by the Medical & Health dept. regarding the minimum no. of investigations done.

7.	Bidder Security money shall not be returned before 120 days after award of the final agreement.
8.	Rs.100/- affidavit attested by Notary certifying soundness/integrity of concerned firm.
9.	In case of any conflict, regarding term and condition between service provider and Medical & Health Department the decision of Principal Health Secretary will be considered final.
11	Report of CT scan should be provided to patient within 24 hours. In delayed reporting imposed penalty of Rs. 100 per patient per day.
12.	<u>Start of existing CT Scan Machine :</u> The service provider shall start and functional of the Existing CT Scan within a period of maximum one months from the date of approval letter issued by Medical & Health Department, Rajasthan, Jaipur. For delayed started a penalty of Rs. 500/- per day shall be levied. If delay is more than one month, the order would stand automatically cancelled and security deposit shall stand forfeited.
13.	<u>Financial Capacity:</u> The service provider should have financial capacity (Net worth 25 lacs for Existing CT Scan for each district hospital).
14.	<u>Period of contract:</u> This contract (M.O.U) will be for 7 years from the date of approval by Medical & Health Department government of Rajasthan.
15.	<u>Land, Building(Space) and Equipment:</u> Medical & Health Department, Rajasthan, Jaipur will provide land, building (space) and equipment for contract. The title and ownership of the land, building and equipment will remain with Medical & Health Department, Rajasthan, Jaipur and no right at will accrue to the service provider on account of operating the existing CT Scan Machine facility.
16.	<u>Interior work:</u> All the interior work required will have to be arranged by the service provider at his own cost within permission from the Principal Medical Officer of Concern District Hospital and at the time of vacating the premises he will not remove any fixtures without prior permission of hospital administration and will not claim for the value.

17.	<u>Adequate Area/Space/Pre-requisite:</u> Adequate area/Space will be provided by the hospital administration to service provider for Existing CT Scan. All the pre-requisites such as civil, electrical, air conditioning, computer or any other changes in the site for Existing CT Scan will be executed by the service provider with the written permission of the Hospital administration
18.	<u>Vacate Premises:</u> Premises will revert back immediately to the possession of Medical & Health Department, Rajasthan, Jaipur upon termination of the contract. In case the service provider fails to vacate the premises immediately, penalty charge Rs. 5000/- per day up to 7 days will be charged from service provider by Hospital Administration. The services have to be provided uninterrupted for that period by the service provider and after 7 days CT Scan Machine facility will be forfeited by the Hospital Administration and service provider will not claim for it.
19.	At the end/breach of contract, service provider should return the machine in running condition. Annual maintenance will be done by service provider.
20.	Emergency patient should be attendant immediately and report should be delivered to emergency patient within 1 hour of investigation. This is mandatory.
21.	Bidder should deposit revenue share to government at the end of every month.
22.	Service provider will provide its financial accounts to the department for audit purpose for each financial year and also submitted its CA audit report of each financial year to the department.
23.	Medical and Health department will not have any liability to regularize the contractual staff hired by service provider after termination of contract period.
24.	Regarding working of machine. The Service Provider will have to provide the 24x7 uninterrupted services of investigations he is authorized for, failing which penalty may be imposed as per agreement. Reports of the investigations conducted shall be given within the period of 24 hours. In case of non working of machine, the Service Provider will have to get functional the machine within 72 hours, after breakdown after that Rs. 1000.00 per day will be charged, as penalty charges.
25.	Any person/ institute who is debar in last three years by any department/venture of state government will not be eligible to take part in bidding process
26.	Bidder should write page no. on every page of technical bid and put index which should indicate detail of document.
27	The service provider will provide free investigation to BPL, Senior Citizen, Astha Card (special able people), Prisoner on submission of document for verification in above categories as per government norm will be included. The payment will be adjusted by government during revenue sharing.

4. Procedure for submitting the proposals

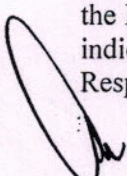
- Proposal can be submitted for more than one Existing CT Scan at district hospital separate applications are required to be submitted for each district hospital.
- The proposal (one or more than one Existing CT Scan at district hospital in each assigned No) are required to be submitted in two separate envelopes as follows:

Part-A: Technical proposal: This will contain a write up detailing the profile of the agency with details of ongoing and completed projects of similar nature with cost, contact details of the clients for the assignments undertaken and income tax return for last 2 years as per all the undertaking and certificate submitted by participant must be signed along with firm's authentic seal with date. Form B. This envelope shall be marked as "Part-A: Technical Proposal"

Part-B: Financial proposal : Investigations will be charged as per the rate decided by the Medical & Health department and the percentage of revenue given by the bidder to the Government to be specified here as per Form C.

Note: The envelope containing the Financial Proposal must be clearly marked "Financial Proposal" with a warning "Do not open with the Technical Proposal."

- The two envelopes may be placed in an outer envelope marked "Application for establishing Existing CT Scan at district hospital **Lot number..... And Name of District Hospital**". The State Government shall not be responsible for misplacement, losing or premature opening if the outer envelope is not sealed and/or marked as stipulated. This circumstance may be the case for rejection of proposal. If the Financial Proposal is not submitted in a separate sealed envelope duly marked is indicated above, this may constitute ground for declaring the Proposal as non-Responsive.



5. **Evaluation Procedure** The applicant can be a “not for profit” or “for profit” legal entity individual or consortium thereof fulfilling the following criteria
- Evaluation will be done separately for each Number
 - Services of one Radiologist are mandatory for the continuation of the contract.
 - Any doctor, individual or group of doctors with minimum qualification of MBBS with full efficiency to carry out specific purpose mentioned can also apply.
 - The Proposals shall be evaluated by an Evaluation Team, to be constituted by the State Government,
 - Earnest Money as under in form of demand draft drawn in favor of Director (PH), Medical & Health Service, Rajasthan, Jaipur. CT Scan Machine at each District Hospital – Rs. 2,80,000/- to be submitted in a sealed envelope along with the technical proposal.
 - Tender form and terms and conditions (Issued by Director (PH), Medical & Health Service, Rajasthan, Jaipur.) duly signed with seal and date in all respect.

(B) Financial Bid (Properly sealed)

It will be examined only after successful qualifying of technical bid and investigations will be charged as per the rate decided by the Medical & Health department and the bidder giving highest revenue to the government will be evaluated on selected parameter with respect to technical bid also.

6. Other terms and conditions

Last Date: The deadline for submission of the proposals is 17-01-2016 at 6:00 PM.

Proposal: An applicant can submit one or more than one proposal, in case of more than one proposal he should submit separate envelop for separate Lots

Each page, Form, Annexure and Appendices of the Technical Proposal must be signed by the authorized signatory of the firm/legal entity. The State Government reserves the right to accept or reject one or all applications without giving any explanation.

Form A

Letter of Transmittal

To,

Director,
Medical & Health Services,
Jaipur, Rajasthan

Sir,

We, the undersigned, offer organize the Existing CT Scan at district hospital in accordance with your Request for Proposal dated.....

We are hereby submitting our Proposal in respect of(fill in the lot number and description). The proposal is placed in the attached envelope which two envelopes as follows:

- Envelope-I-containing Proof of Eligibility & Technical Proposal
- Envelope-II- containing Financial Proposal

We hereby declare that all the information and statements made in this Proposal are true and we accept that any misrepresentation of facts may lead to our disqualification and/or black-listing.

The offer made by us in the financial Proposal (From C) is valid till six months from the date of submission of the proposal. We confirm that this proposal will remain binding upon us and may be accepted by you at any time before the expiry date.

We agree to bear all costs incurred by us in connection with the preparation and submission of the proposal and to bear any further pre-contract costs.

We understand that the State is not bound to accept the lowest financial bid or any proposal or to give any reason for award, or for the rejection of any proposal.

We confirm that we have the authority of (Insert Name of the Agency/firm) to submit the proposal and to negotiate on its behalf.

Yours faithfully

Signature of authorized
person(s)

Form B

Annexure for Technical Proposal (I)

1. Introduction of company

(Company details including Contact Details, Registration certificate of organization, List of Currently working Medical and Paramedical Staff, CV of lead person etc)

2. Experience

(Details of ongoing and completed projects of similar nature with cost, contact details of the client for the assignments undertaken with certificate issued by the client(s) in his own letter in support of the experience)

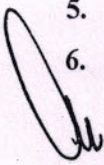
3. Financial details

(Annual turnover for the last 2 years and income tax return of last 2 consecutive years etc.)

4. Detailed Plan/ Proposal for operation and management of Existing CT Scan at district hospital.

5. Information regarding proposed Detailed Monitoring of the project

6. Detail of man power.



Form C

FORMAT FOR FINANCIAL PROPOSAL

Name of District Hospital(s)

Number applied for

1. Rates of investigation:

S. No.	Name of Investigation	Rate per investigation (In Rs.)
1.	C.T. Scan Adomen- Whole Abdomen	520/-
2.	C.T. Scan Brain Plain	600/-
3.	C.T. Scan Abdomen- Upper Abdomen	480/-
4.	C.T. Scan Brain Palin and Contrast	700/-
5.	C.T. Scan Chest/Thorax	500/-
6.	C.T. Scan Joints	400/-
7.	C.T. Scan Neck Region	450/-
8.	C.T. Scan Orbits/PNS/Pitutary	475/-
9.	C.T. Scan Pelvis	450/-
10.	C.T. Scan Spine (Any one part)	480/-
11.	C.T. Scan Temporal Bone	460/-

2. Proposal for revenue distributions:

I/we, agree in compliance to provide investigation facilities according to rates described for investigations in Para 1 and % (In words) of total amount received will be given to Department of Medial & Health Services.

Signature of Bidder:

Annexure A : Compliance with the Code of Integrity and No Conflict of Interest

Any person participating in a procurement process shall -

- (a) not offer any bribe, reward or gift or any material benefit either directly or indirectly in exchange for an unfair advantage in procurement process or to otherwise influence the procurement process;
- (b) not misrepresent or omit that misleads or attempts to mislead so as to obtain a financial or other benefit or avoid an obligation;
- (c) not indulge in any collusion, Bid rigging or anti-competitive behavior to impair the transparency, fairness and progress of the procurement process;
- (d) not misuse any information shared between the procuring Entity and the Bidders with an intent to gain unfair advantage in the procurement process;
- (e) not indulge in any coercion including impairing or harming or threatening to do the same, directly or indirectly, to any party or to its property to influence the procurement process;
- (f) not obstruct any investigation or audit of a procurement process;
- (g) disclose conflict of interest, if any; and
- (h) disclose any previous transgressions with any Entity in India or any other country during the last three years or any debarment by any other procuring entity.

Conflict of Interest:-

The Bidder participating in a bidding process must not have a Conflict of Interest.

A Conflict of Interest is considered to be a situation in which a party has interests that could improperly influence that party's performance of official duties or responsibilities, contractual obligations, or compliance with applicable laws and regulations.

i. A Bidder may be considered to be in Conflict of Interest with one or more parties in a bidding process if, including but not limited to:

- a. have controlling partners/ shareholders in common; or
- b. receive or have received any direct or indirect subsidy from any of them; or
- c. have the same legal representative for purposes of the Bid; or
- d. have a relationship with each other, directly or through common, third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder, or influence the decisions of the Procuring Entity regarding the bidding process; or
- e. the Bidder participates in more than one Bid in a bidding process. Participation by a Bidder in more than one Bid will result in the disqualification of all Bids in which the Bidder is involved. However, this does not limit the inclusion of the same subcontractor, not otherwise participating as a Bidder, in more than one Bid; or
- f. the Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the Goods, Works or Services that are the subject of the Bid; or
- g. Bidder or any of its affiliates has been hired (or is proposed to be hired) by the Procuring Entity as engineer-in-charge/ consultant for the contract

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Annexure B : Declaration by the Bidder regarding Qualifications

Declaration by the Bidder

In relation to my/our Bid submitted to for procurement of in response to their Notice Inviting Bids No..... Dated..... I/we hereby declare under Section 7 of Rajasthan Transparency in Public Procurement Act, 2012, that:

1. I/we possess the necessary professional, technical, financial and managerial resources and competence required by the Bidding Document issued by the Procuring Entity;
2. I/we have fulfilled my/our obligation to pay such of the taxes payable to the Union and the State Government or any local authority as specified in the Bidding Document;
3. I/we are not insolvent, in receivership, bankrupt or being wound up, not have my/our affairs administered by a court or a judicial officer, not have my/our business activities suspended and not the subject of legal proceedings for any of the foregoing reasons;
4. I/we do not have, and our directors and officers not have, been convicted of any criminal offence related to my/our professional conduct or the making of false statements or misrepresentations as to my/our qualifications to enter into a procurement contract within a period of three years preceding the commencement of this procurement process, or not have been otherwise disqualified pursuant to debarment proceedings;
5. I/we do not have a conflict of interest as specified in the Act, Rules and the Bidding Document, which materially affects fair competition;

Date:
Place:

Signature of bidder
Name :
Designation:
Address:



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Annexure C : Grievance Redressal during Procurement Process

The designation and address of the First Appellate Authority is CHIEF DIRECTOR, CPWD
 The designation and address of the Second Appellate Authority is PRINCIPLE SECRETARY, MEDICAL & HEALTH

(1) Filing an appeal

If any Bidder or prospective bidder is aggrieved that any decision, action or omission of the Procuring Entity is in contravention to the provisions of the Act or the Rules or the Guidelines issued thereunder, he may file an appeal to First Appellate Authority, as specified in the Bidding Document within a period of ten days from the date of such decision or action, omission, as the case may be, clearly giving the specific ground or grounds on which he feels aggrieved:

Provided that after the declaration of a Bidder as successful the appeal may be filed only by a Bidder who has participated in procurement proceedings:

Provided further that in case a Procuring Entity evaluates the Technical Bids before the opening of the Financial Bids, an appeal related to the matter of Financial Bids may be filed only by a Bidder whose Technical Bid is found to be acceptable.

- (2) The officer to whom an appeal is filed under para (1) shall deal with the appeal as expeditiously as possible and shall endeavour to dispose it of within thirty days from the date of the appeal.
- (3) If the officer designated under para (1) fails to dispose of the appeal filed within the period specified in para (2), or if the Bidder or prospective bidder or the Procuring Entity is aggrieved by the order passed by the First Appellate Authority, the Bidder or prospective bidder or the Procuring Entity, as the case may be, may file a second appeal to Second Appellate Authority specified in the Bidding Document in this behalf within fifteen days from the expiry of the period specified in para (2) or of the date of receipt of the order passed by the First Appellate Authority, as the case may be.

(4) Appeal not to lie in certain cases

No appeal shall lie against any decision of the Procuring Entity relating to the following matters, namely:-

- (a) determination of need of procurement;
- (b) provisions limiting participation of Bidders in the Bid process;
- (c) the decision of whether or not to enter into negotiations;
- (d) cancellation of a procurement process;
- (e) applicability of the provisions of confidentiality.

(5) Form of Appeal

- (a) An appeal under para (1) or (3) above shall be in the annexed Form along with as many copies as there are respondents in the appeal.
- (b) Every appeal shall be accompanied by an order appealed against, if any, affidavit verifying the facts stated in the appeal and proof of payment of fee.

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(c) Every appeal may be presented to First Appellate Authority or Second Appellate Authority, as the case may be, in person or through registered post or authorised representative.

(6) Fee for filing appeal

(a) Fee for first appeal shall be rupees two thousand five hundred and for second appeal shall be rupees ten thousand, which shall be non-refundable.

(b) The fee shall be paid in the form of bank demand draft or banker's cheque of a Scheduled Bank in India payable in the name of Appellate Authority concerned.

(7) Procedure for disposal of appeal

(a) The First Appellate Authority or Second Appellate Authority, as the case may be, upon filing of appeal, shall issue notice accompanied by copy of appeal, affidavit and documents, if any, to the respondents and fix date of hearing.

(b) On the date fixed for hearing, the First Appellate Authority or Second Appellate Authority, as the case may be, shall,-

(i) hear all the parties to appeal present before him; and

(ii) peruse or inspect documents, relevant records or copies thereof relating to the matter.

(c) After hearing the parties, perusal or inspection of documents and relevant records or copies thereof relating to the matter, the Appellate Authority concerned shall pass an order in writing and provide the copy of order to the parties to appeal free of cost.

(d) The order passed under sub-clause (c) above shall also be placed on the State Public Procurement Portal.

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FORM No. 1
[See rule 13]

Memorandum of Appeal under the Rajasthan Transparency in Public Procurement Act, 2012

Appeal No of
Before the (First / Second Appellate Authority)

1. Particulars of appellant:

- (i) Name of the appellant:
- (ii) Official address, if any:
- (iii) Residential address:

2. Name and address of the respondent(s):

- (i)
- (ii)
- (iii)

3. Number and date of the order appealed against and name and designation of the officer / authority who passed the order (enclose copy), or a statement of a decision, action or omission of the Procuring Entity in contravention to the provisions of the Act by which the appellant is aggrieved:

4. If the Appellant proposes to be represented by a representative, the name and postal address of the representative:

5. Number of affidavits and documents enclosed with the appeal:

6. Grounds of appeal:

.....
.....
..... (Supported by an affidavit)

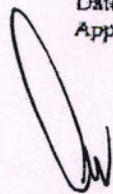
7. Prayer:

.....
.....

Place

Date

Appellant's Signature



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Annexure D : Additional Conditions of Contract

1. Correction of arithmetical errors

Provided that a Financial Bid is substantially responsive, the Procuring Entity will correct arithmetical errors during evaluation of Financial Bids on the following basis:

- i. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the Procuring Entity 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 shall be corrected;
- ii. 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
- iii. 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 to (i) and (ii) above.

If the Bidder that submitted the lowest evaluated Bid does not accept the correction of errors, its Bid shall be disqualified and its Bid Security shall be forfeited or its Bid Securing Declaration shall be executed.

2. Procuring Entity's Right to Vary Quantities

(i). At the time of award of contract, the quantity of Goods, works or services originally specified in the Bidding Document may be increased or decreased by a specified percentage, but such increase or decrease shall not exceed twenty percent, of the quantity specified in the Bidding Document. It shall be without any change in the unit prices or other terms and conditions of the Bid and the conditions of contract.

(ii) If the Procuring Entity does not procure any subject matter of procurement or procures less than the quantity specified in the Bidding Document due to change in circumstances, the Bidder shall not be entitled for any claim or compensation except otherwise provided in the Conditions of Contract.

(iii) In case of procurement of Goods or services, additional quantity may be procured by placing a repeat order on the rates and conditions of the original order. However, the additional quantity shall not be more than 25% of the value of Goods of the original contract and shall be within one month from the date of expiry of last supply. If the Supplier fails to do so, the Procuring Entity shall be free to arrange for the balance supply by limited Bidding or otherwise and the extra cost incurred shall be recovered from the Supplier.