

National Health Mission

**State Health Society
Rajasthan**

Request for Proposal (RFP)

**For
Implementation of
Mobile Dental Van Services
in
Rajasthan**

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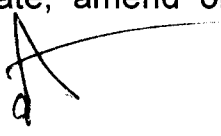
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Dr. V. K. Mathur
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Disclaimer

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This RFP document is not an agreement and is not an offer or invitation by the NHM or its representatives to any other party. The purpose of this RFP document is to provide interested parties with information to assist the formulation of their Application and detailed Proposal. This RFP document does not purport to contain all the information each Applicant may require. This RFP document may not be appropriate for all persons, and it is not possible for the NHM, their employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this RFP document. Certain applicants may have a better knowledge of the proposed Project than others. Each applicant should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this RFP document and obtain independent advice from appropriate sources. NHM, its employees and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the RFP document. NHM may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP document.



Dr. V. K. Mathur
Director (RCH)

Part- A1
Government of Rajasthan
State Health Society
[Swasthay Bhawan Tilak Marg, C-Scheme, Jaipur]

No. F. 42 ()/NHM/RBSK/RFP/2016-17/07

Date: 10.01.2017

INVITATION OF REQUEST FOR PROPOSAL (RFP)
Through e-tender

Medical & Health Department, Government of Rajasthan under National Health Mission through intends to look for a new service provider for **"Mobile Dental Van Services"** with induction of existing fleet of Mobile Dental Vans in all districts of Rajasthan. For implementation of this project Request for Proposal (RFP) is invited from eligible private sector/non-Government entities who intend to professionally manage and implement the program. All details related to this RFP can be viewed and downloaded from departmental website www.rajswasthya.nic.in and website: <http://eproc.rajasthan.gov.in>. Proposals shall be submitted online in electronic format on website : <http://eproc.rajasthan.gov.in>.

Date and time for downloading RFP document	Date of Pre-proposal conference	Last date and time for downloading the RFP document	Last date and time for submission of online proposals	Date and time for opening of technical proposals.	Date and time for opening of financial proposals.
12/01/2017 (03:00pm)	27/01/2017 (03:00pm)	27/02/2017 (01:00pm)	27/02/2017 (01:00pm)	28/02/2017 (11:00am)	Shall be informed separately to the successful bidders

Tender Fee:- Rs. 1000/-, RISL Processing fees:- Rs. 1000/-. Tender fees for the document downloaded from website and processing fee shall be deposited by the bidders separately as applicable by way of DD/Banker's cheque in favor of the respective State Health Society, Jaipur and RISL processing fee shall be submitted in form of DD/Banker's cheque in favor of **MD RISL, Jaipur** before the last date and time prescribed for online submission of bids. Tender fees, processing fees and bid security will be deposited physically at the office of the Mission Director-NHM Rajasthan. Amount of Bid Security shall be as mentioned in the document. The approximate value of the RFP is Rs 733.19 Lac (for three year).


Director, RCH
Dr. V. K. Mathur
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Part-A2

Project Profile

1. **Name of the Project**

"Mobile Dental Van Services"

2. **Objectives**

The key objectives to be achieved through this project are:

- I. To provide treatment of dental problems to children screened under RBSK programme .
- II. To supplement the existing dental health care system by providing free of cost dental problems treatment.
- III. To improve uptake of curative and preventive health services by doing treatment of dental problems.
- IV. To provide diagnostic services regarding dental problems to the rural children of below 18 years.

3. **Project Authority**

Project Director, RBSK C/o MD-NHM Rajasthan
Rajasthan State Health Society
Swasthya Bhawan, Tilak Marg, C-Scheme, Jaipur

4. **Brief Description of the Project**

With the object to taking Dental health care to the doorstep of the children of rural areas of Rajasthan especially in underserved areas, Mobile Dental Van Services to be started in state as per plan.

4.1 : What is a Mobile Dental Van :-

Each Mobile Dental Van shall consists of one vehicle for the movement of Dentist and paramedical staff and shall be fully equipped with diagnostic facilities like dental chair, dental X-Ray and other basic dental procedure/investigations

4.2 : Number of Mobile Dental Van :-

In seven divisional Headquarters for the districts (34 in number) under them.

5. **Scope of Services**

5.1-Type of Services

Services to be offered by a Mobile Medical Van

Type of Service Details

A.	Curative Services	• Provide treatment for dental problems including :- 1. Prevention and control – Hygiene practices to be published 2. Filling of all types(Silver/light cure/powder) 3. Root Canal Treatment 4. Dental extraction and impaction 5. Pulpotomy/Pulpactomy
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		6. Scaling /Marsupilization 7. Gingival Incision 8. Operculotomy
B.	Referrals	1. Referral of complicated cases after primary management. 2. Provision of referral card/slip to patients who should be attended to on a priority basis at the referral hospitals/Medical colleges. 3. Follow up on status for referred patients.

5.2 Coverage and Frequency of Services

The Mobile Dental Van Services are to be rendered in all districts (34 in number) of the seven administrative divisions of State of Rajasthan in a planned manner.

1. List of the approved district/ block shall be provided to the Service Provider for Dental camps based on screened children.
2. Areas/Places for holding camps may also be provided by respective District Nodal Officer of RBSK on the basis of specific need of that particular district.
3. The camp site can be either the health institution (Block HQ/CHC/PHC/ SC)/ Schools, Colleges or any other suitable location as may be suggested by RCHO, BCOMO or RBSK team from the respective districts.
4. Camp shall be organized for 2 days, Mode of operations shall include:
Day 1 – Treatment of new patients
Day 2- Follow up of the patients of the previous day. Depending on the number of the patients of the previous day, treatment of new patients can be carried out.
5. A Mobile Dental Van shall cover all the districts which are covered in that division as per following:

Division (Zone)	District
Ajmer Zone	Ajmer, Nagour, Bhilwara, Tonk
Bharatpur Zone	Karauli, S. Madhopur, Dholpur, Bharatpur
Bikaner Zone	Bikaner, Churu, Ganganagar, Hanumangarh
Jaipur Zone	Jaipur I, Jaipur II, Alwar, Dausa, Sikar, Jhunjhunu
Jodhpur Zone	Jodhpur, Barmer, Jaisalmer, Jalore, Pali, Sirohi
Kota Zone	Baran, Bundi, Jhalawar, Kota
Udaipur Zone	Udaipur, Banswarara, Chittorgarh, Dungarpur, Pratapgarh, Rajsamand

6. The Mobile Dental Van shall work 18-20 days in a district thereafter it shall move to next district to organize camps. Sometime camp in a district may be for one fortnight & then vehicle will move to the next location.
7. The Mobile Dental Van shall invariably be functional for 18- 20 days in a month.
8. All maintenance and repair work for the vehicle & equipment shall be undertaken on the weekly off. Expenses shall be borne by the service provider.



5.3.Staffing

5.3.1 Type and Number of Staff

The Service Provider must confirm to the minimum qualification/standards for staff mentioned below. The actual number of staff in each category shall be decided taking into account work shifts, staff leave days, absenteeism and public holidays etc, to ensure that the schedule of Services (devised in consultation with District Health Society-NHM) is not disrupted in any way.

Mobile Dental Van :- Each vehicle shall have the following staff while rendering services:

<u>Mobile Dental van</u>	
1.	Dentist – 2
2.	Dental Technician -1
3.	Helper-1
4.	Driver-1

Service Provider shall develop a network of the above mentioned staff in the area so that in the absence of any staff member, back up may immediately be provided. Service Provider may deploy additional staff in district, if required and may include its cost in financial proposal. In extraordinary circumstances NHM may provide its own staff as per need. Staff requirement may be readjusted even after finalization of contract.

5.3.2 Minimum Qualification of Staff

Following shall be responsibilities for each of the man power/posts in the Mobile Dental Van:-

Staff Qualification

S. No.	Staff	Qualification
1	Dental Doctor	BDS/MDS degree with valid registration in Rajasthan State Dental Council with two years experience after registration
2	Dental Technician/Hygionst	12 th pass with Diploma in Dental Technician(DDLT)
3.	Helper	8 th pass
4	Driver	Driving license with 3 yrs driving experience of vehicle as per govt norms .

Note: Dental doctor should have professional insurance policy for treatment .
Dental Doctor shall be insured under professional insurance scheme.

5.3.3 Responsibilities of Staff

A. Dental Doctor

- Effective functioning of Mobile Dental Van, supervision of other staff functions and overall team leader/manager.
- Provide preventive, promotive and curative care to the beneficiaries
- Appropriate referrals of complicated cases and follow up as per need.
- Coordination with various institutions like Health institutions ,Schools /Colleges, PRI, as per pattern.
- Dental doctor shall do screening/treatment/awareness.

B. Dental Technician:-

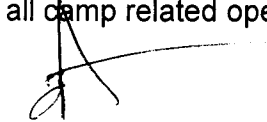
1. Assist the doctor in screening/handling equipment / treatment or any other work

C. Driver

The maintenance and upkeep of the vehicle shall be the responsibility of the driver. It is expected that the driver shall have valid Driving License having adequate experience of driving in road conditions that are typical to rural areas. The driver shall be able to carry out basic repair and maintenance of the vehicle. He shall be responsible for maintenance of vehicle log Book.

D. Helper :-

Shall be responsible for maintenance and cleanliness of the vehicle and shall assist in all camp related operation of the unit.



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Part-A3

Information and instructions to the bidders

1. Eligibility Criteria:

The RFPs shall qualify on the basis of following eligibility criteria-

SNo.	Eligibility Criteria
1	Registration of the Bidder: The bidder shall be a registered body under the Societies Registration Act /Indian Trust Act/Companies Act/ MSME Act. or their state counterparts for more than three years at the time of submission of proposal. Consortium shall also be allowed .
2.	Experience in implementation and management of such projects/ schemes: The bidder shall have minimum two years of experience in operationalisation of Mobile Health Units/Ambulances. The work-orders and/or any other supporting documents/experience certificates issued by the competent authority of the client pertaining to such works done satisfactorily during the period should be provided in the specified format provided at Ann-
3.	Financial Soundness/Stability: A proposal may come from a single entity having a minimum average annual turnover of Rs.1.00 crore in last three financial year (2013-14,2014-15,2015-16) The bidder must attach certified copy of audited accounts as supporting documents. Un-audited accounts will not be considered.
4	An affidavit (on non-judicial stamp of Rs 100/-) to the effect that the bidder has not been blacklisted in the past by any of the State Governments/Procuring entity across the country or Government of India (Annexure-10A2)

Private Hospitals/ Medical Colleges/Dental colleges, having a minimum annual turnover of Rs.1.00 crore in last three financial year (2013-14,2014-15,2015-16) The bidder-hospital must attach certified copy of audited accounts as supporting documents. Un-audited accounts Shall not be considered, can also apply in the RFP.

2. Declarations:

Every bidder is shall submit a declaration in following annexures:-

Annexure A:- Compliance with the Code of Integrity and no Conflict of Interest.

Annexure B:- Declaration by the bidder regarding qualifications.

3. The bidder to inform himself fully:

The bidder shall be deemed to have been fully satisfied himself as to the scope of the task as well as all the conditions and circumstances affecting implementing of the Project. Should he find any discrepancy in the RFP document including terms of reference, he shall submit his issue/question in writing at least a week before Pre-Bid Conference.

4. Pre-Bid/Proposal Conference:

All the prospective bidders who have purchased the RFP document will be invited to attend the pre-bid/proposal Conference to be held on 27-01-2017 at 03:00 pm hrs in the office of Mission Director, NHM Tilak Marg, Swasthya Bhawan, Jaipur. Issues relating to the project received in writing five days before the conference will be scrutinized. The Project Authority shall endeavor to clarify such issues during the discussions. However, at any time prior to the date for submission of RFP, NHM may, for any reason, whether

at its own initiative or in response to the discussions/ clarifications, modify the RFP document by issuance of addenda(s) and conveyed to the bidders found successful in evaluation of the RFP. The addenda(s) would also be placed on the website- 'www.rajswasthya.nic.in', eproc.rajasthan.gov.in and **SPP Portal** Such addenda(s) shall become integral part of this RFP document.

5. Method for submission of the Proposal:

Proposals shall be received on e-portal of State Government i.e. <http://eproc.rajasthan.gov.in> by Project Authority in two parts i.e. Technical Proposal and Financial Proposal. It shall contain following in the same order-

(A) Technical Part

Technical Proposal should contain-

- a) Covering Letter and Application Form (Annexure-4 & 1).
- b) Scanned copy of DD/ Banker's issued by scheduled bank Cheque submitted physically towards cost of document, processing fees and as Bid Security amounting to Rs 14.66 Lac ((in multiples of MDVs applied for) for the operation of an Mobile Dental Van be mentioned) in the form of Banker's Cheque/Demand Draft in favor of "State Health Society" & RISL processing fees in figure of MD-RISL payable at Jaipur. The Bid Security shall be in multiples of the number of MDVs; bidder is submitting proposal for. At minimum bidders shall submit proposal for one zone however; they can apply for more than one zone.
- c) Scanned copies of RFP document with all papers duly signed and stamped alongwith originally filled RFP with page number on each page.
- d) Scanned copies of all supporting documents and information with respect to the eligibility criteria and evaluation of the proposal. Photocopies of the supporting documents shall be duly attested by Gazetted Officer of Central/State Government(s) or Notary Public and also signed by the person signing the RFP.
- e) Well organized proposal (in a sequential manner having index in starting mentioning contents with page number) duly page numbered and each page signed and stamped by the authorized signatory of the bidder. Bidder may refer to the checklist **Annexure-16** for submission of proposal before submission.
- f) Clear cut time frame (with activity wise deadlines) for implementation of the Project for e.g. Mobile Dental Van , recruitment of staff, training, on ground operations, any other etc.

The proposal shall be submitted on the e- portal. All elements of taxes, duties, fees etc., if any as applicable on the date of submission of the proposal shall be indicated in the proposed costs separately.

(B)Financial Proposal:-

Service providers are required to submit the financial proposal for Mobile Dental Van and its operational cost per Month for at least three years . Financial proposal should be submitted on e-portal mentioned above. Bidder is supposed to submit operational cost per month for operation of one Mobile Dental Van per month in the format of financial proposal (Annexure-22).

1. Proposals shall be submitted online. Physical submission of the required DDs shall be done at State Health Society


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6. **Validity of the Proposal**

Validity of the proposal shall be 90 Days from the date of opening of technical proposal.

7. **Modification/withdrawal of the Proposal:**

No bid shall be withdrawn/substituted or modified after the last date and time fixed for receipt of bids.

8. **The bidders should note the following**

- a) That the incomplete RFP in any respect or those that are not consistent with the requirements as specified in this Request for Proposal Document or those that do not contain the Covering Letter or any other documents as per the specified formats may be considered non-responsive and liable for rejection.
- b) Strict adherence to formats, wherever specified, is required.
- c) All communication and information shall be provided in writing.
- d) No change in/or supplementary information shall be accepted once the RFP is submitted. However, Project Authority reserves the right to seek additional information and/or clarification from the Bidders, if found necessary, during the course of evaluation of the RFP. Non submission, incomplete submission or delayed submission of such additional information or clarifications sought by Project Authority may be a ground for rejecting the RFP.
- e) The RFP shall be evaluated as per the criteria specified in this RFP Document. However, within the broad framework of the evaluation parameters as stated in the RFP.
- f) The Bidder should designate one person ("Contact Person" and "Authorized Representative and Signatory") authorized to represent the Bidder in its dealings with. This designated person should hold the Power of Attorney and be authorised to perform all tasks including but not limited to providing information, responding to enquiries, etc. The Covering Letter submitted by the Bidder shall be signed by the Authorised Signatory and shall bear the stamp of the firm.
- g) If any claim made or information provided by the Bidder in the RFP or any information provided by the Bidder in response to any subsequent query by, is found to be incorrect or is a material misrepresentation of facts, then the RFP will be liable for rejection. Mere clerical errors or bonafide mistakes may be treated as an exception at the sole discretion of state Committee, if satisfied.
- h) The Bidder shall be responsible for all the costs associated with the preparation of the Request for Proposal and any subsequent costs incurred as a part of the Bidding Process shall not be responsible in any way for such costs, regardless of the conduct or outcome of this process.

9. **Time Schedule for submission of the Proposal:**

Pre-Proposal Conference	27/01/2017
Time & date for submission of the RFP	27/02/2017
Time & date for opening of Technical Proposal	28/02/2017
Time & date for opening of Financial Proposal	Shall be informed separately to the successful bidders

The State Health Society, NHM Jaipur in exceptional circumstances and at its sole discretion may revise the time schedule (extension in time) by issuance of addenda(s).

10. **Grievance Redressal during the RFP Process:-**

Bidder shall refer to the Annexure-C for the process of Grievance Redressal during the process of RFP.

Part-A4

TERMS OF REFERENCE

1. Expected Outcomes:

A. Operational Aspects

1. 10-12 camps per month shall be the target for each Mobile Dental Van every camp shall be organized for two days and one day as per the need.
2. Minimum OPD shall be 80-100 children in each camp and at least 15 to 20 procedure shall be done in a camp site.
3. Overall operationalisation of the scheme shall be the responsibility of the Service Provider, it may seek support from district/ block authorities.
4. The camp timings shall be minimum 6 hours at the camp site between 8 am to 7 pm excluding travel time.
5. Mobile Dental Van Services shall be completely free of cost to the target population including medicines and diagnostic facilities.

B. Administrative Aspects

1. Service Provider shall involve all block mobile health team, ANM, ASHA, village school teacher in the camp so that better IEC, coordination and support be ensured.
2. Date of camp and time shall be intimated to all the concerned well in advance and utmost care should be taken to maintain regularity in these camps as per the schedule. The schedule shall also be available at the CM&HO so as to facilitate monitoring of the activity. The camp schedule shall also be displayed at prominent places so that maximum number of patients be benefited.
3. Referrals shall be made, based on the case to, either Community Health Centre, District Hospital or Medical College.

C. IT Aspects

All information related to the Mobile Dental Van Service shall be provided/ facilitated to the NHM through email and in hard copy. Information such as given below should be readily available. The software for online reporting would be designed developed by Bidder through which monitoring etc. would be performed on regular basis. Data entry of all the parameters of project shall be done by bidder.

1. Reporting
2. Manpower information
3. Inventory of drugs, medicines etc.
4. Log book of vehicles
5. Camp plans prepared in English (Excel Sheet) in advance at least one month before commencement of the quarter strictly as per format.
6. Provision to increase various reports as desired by NHM for effective monitoring and better management.
7. User management
8. Authenticated and authorized users shall be able to access the system
9. All financial records/ MIS reports shall be online.
10. Any other information prescribed by the District Health Society/ National Health Mission.
11. Details of vehicles/equipments etc. along with functional status.
12. Daily reports should be submitted on the same camp date with the signature of BCGMO.


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- a) All procurements (if any) required for implementation of the project shall be undertaken by the Service Provider in a fair and transparent manner to ensure cost efficacy.
- b) Drugs/Medicines shall be made available by Service Provider provided for distribution in camps.

3. Responsibilities of the Service Provider:

- 1) Implementation of the project as per terms and conditions of the agreement dully executed between the State of NHM-Rajasthan and Service Provider
- 2) Service Provide technological, leadership, administrative and managerial support in open and transparent manner to produce mutually agreed outcomes.
- 3) Procurements as per para 3 of Terms of Reference.
- 4) Performance of the activities and carrying out its obligations with all due diligence, efficiency and economy in accordance with the generally accepted professional techniques and practices. Observance sound management practices, employing appropriate advanced technology and safe methods. In respect of any matter relating to the agreement, always act as faithful partner to the NHM and shall all times support and safeguard the NHM's legitimate interests in any dealing with the contracts, sub-contracts and third parties.
- 5) Shall not accept for his own benefit any user charges, commission, discount or similar payment in connection with the activities pursuant to discharge of his obligations under the agreement, and shall use his best efforts to ensure that his personnel and agents, either of them similarly shall not receive any such additional remuneration.
- 6) Required to observe the highest standard of ethics and shall not use 'corrupt/fraudulent practice'. For the purpose of this provision, 'corrupt practice' means offering, giving, receiving or soliciting anything of value to influence the action of a public official in implementation of the project and 'fraudulent practice' means mis-representation of facts in order to influence implementation process of the project in detriment of the NHM.
- 7) Recruit, train and position qualified and suitable personnel for implementation of the project at various levels. The staff so engaged/recruited/appointed shall be exclusively on the pay rolls of the Service Provider and shall under no circumstances this staff will ever have any claim, whatsoever for appointment with the NHM/ Government. The Service Provider shall be fully responsible for adhering to provisions of various laws applicable on them including Labour laws. In case the Service Provider fails to comply with the provisions applicable laws and thereby any financial or other liability arises on the NHM by Court orders or otherwise, the Service Provider shall be fully responsible to compensate/indemnify to the NHM for such liabilities. For realization of such damages, NHM may even resort to the provisions of Public Debt Recovery Act or other laws as applicable on the occurrence of such situations.
- 8) Adherence to the mutually agreed time schedules.
- 9) Ensuring proper and timely monitoring of the services.
- 10) To submit various reports and information within the stipulated timeframe as desired by the Mission Director, National Health Mission as well as District Health Societies.
- 11) Under any circumstances, the Service Provider shall not entrust/sublet to any one contract or mission of the NHM.
- 12) Strict adherence to the stipulated time schedules for various activities.
- 13) Ensure proper service delivery as per the guidelines laid down by the NHM.

- 12) Strict adherence to the stipulated time schedules for various activities.
- 13) Ensure proper service delivery as per the guidelines laid down by the NHM.
- 14) Maintenance of all medical and non medical equipments and vehicle.

4. Responsibility of Government.

- 1) National Health Mission/District Health Society shall provide appropriate assistance in implementation of the project.
- 2) Timely settlement of claims at the agreed terms in accordance with the provisions of the agreement.
- 3) To lay down guidelines and operating procedures for operation of the services.
- 4) Prescription of a set of quantifiable indicators financial guidelines from time to time.
- 5) To conduct regular monitoring and evaluation (by itself or by external agency) of the project activities based on quantifiable indicators and reports received from the Service Provider.
- 6) Prescribe various formats for reporting progress of the project. Service Provider may submit its own reporting formats which can be used only after due approval by the NHM

5. Commencement and duration of the project:

Duration of the project will be for three years from the date of commencement. Date of commencement shall be the date of signing the agreement. Duration of the Project will be extendable for one year and six month, as mutually agreed by both parties.

6. Bid Security & Performance Security:

The bidder shall deposit Bid Security amounting to Rs.14.66 lakhs (Rupees Forteen lakhs Sixty Six thousand only) for One Mobile dental van a bidder can apply for seven mobile dental van in all Zonal districts) in form of DD/Banker's Cheque of scheduled bank or Bank Guarantee in favour of "State Health Society" along with the bid.

Bid Security shall be 14.66 lakhs per Mobile Dental Van 2% of the project cost per mobile dental van per annum.

In the absence of the Bid Security, RFP shall be rejected. The Bid Security shall be forfeited in case the bidder withdraws or modifies the offer after opening of the bid or he does not execute the agreement and deposit Performance Security within specified time. Bid Security of unsuccessful bidders shall be refunded soon after final acceptance of the bid.

The bidder whose proposal is accepted and award issued shall have to deposit Security; Deposit within 15 days of award of contract, of an amount of 13.33.lakhs .(mobile dental van bidder is selected for) in prescribed form. Amount of Bid Performance Security can be adjusted into the Performance Security. Performance Security shall be 5% of the project cost per Mobile Dental Van per annum. Bid Security and Performance Security may be deposited as below:-

(i) Bid security:-

The Bid Security may be given in the form of a banker's cheque or demand draft or Bank Guarantee, in specified format, of a scheduled bank or deposited through eGRAS. The bid security must remain valid thirty days beyond the original or extended validity period of the bid.

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(ii) Performance Security:-

Bank Guarantee/s of a scheduled bank. It shall be verified from the issuing bank. Other conditions regarding bank guarantee shall be same as mentioned in the rule 42 of bid security of RTPP Rules 2013.

Performance security furnished in the form specified in clause (b) to (e) of sub- rule (3) of Rule 75 of the said Rules 2013 shall remain valid for a period of ninety days beyond the completion of all contractual obligations of the bidder, including warranty obligations and maintenance and defect liability period.

The original Bank Guarantee shall be deposited at the respective NHM Jaipur office. Scanned copy of the Bank Guarantee shall be uploaded with the online proposal.

Bid Security/Performance Security is for due performance of the contract. It can be forfeited by the NHM in the following circumstances-

- 1) When any terms or conditions of the agreement are infringed.
- 2) When the Service Provider fails in providing the services satisfactorily.

Notice will be given to the Service Provider/Bidder with reasonable time before the Bid Security/ Performance Security is forfeited.

7. Financing and Budget ceiling of the project:

Financing of the project shall be on reimbursement basis in accordance with the provisions of the agreement. Claims/reimbursements are envisaged on monthly basis on submission of bills/invoices (claims) by the Service Provider as per checklist in Annexure-20. There will not be **any advance financing** for any activity of the project. Payment shall be made after all due deductions made at source.

8. Operational Parameters and LD/Compensation/Penalties:

1. Following are the broad operational parameters and norms for imposition of liquidated damages/ compensation/ penalty with regard to default in implementation of the project:

SNo.	Implementation activity	Operational Parameters	LD/Compensation /Penalty in case of default
1.	Organisation of camps in a month	10 camps in a month.(every camp for two days)	In respect of camps not held/deemed to have been not held, proportionate deductions from claims plus penalty @ Rs 5000/- per camp.
2.	Absenteeism of staff	Absenteeism not allowed. In case of urgency or leave etc. alternative effective arrangements will have to be made positively.	Penalty will be @ 1000 per person/staff per day. BUT IF DOCTOR IS ABSENT IT WILL BE TAKEN AS "CAMP NOT HELD"
3.	Mobile Dental Van is not present in the camp.	It will be taken as camp not held.	IF VEHICLE IS ABSENT IT WILL BE TAKEN AS "CAMP NOT HELD"
4.	Submission of daily reports	One daily report missed shall result in proportionate deductions.	Penalty shall be @ 1000 per day report missed.
5.	Non functional equipments in dental van	All equipment should be functional in dental van like – X-ray, autoclave, dental chair etc.	Penalty shall be @1000 per camp

It is the bounden duty and responsibility of the Service Provider/s to manage and ensure organising of camps successfully and strictly as per RFP.

- II. The camp has to be verified by BCMHO/Incharge of institution / Mobile Health Team of that block .
- III. The amount of penalties shall be recovered from the claims submitted by the Service Provider or its Bid Security/ Performance Security. In the absence of any claim(s), these can be recovered as per provisions of the Public Debt Recovery Act.

9. Monitoring and Evaluation:

- 1) The performance shall be reviewed monthly/quarterly by the MD, NHM.
- 2) The District Chief Medical & Health Officers will time to time oversee the activity within their respective districts in field inspections.
- 3) The services and records of the service shall be subject to inspection by designated DHS/ officer(s) and/or Medical & Health Department.
- 4) Evaluation of performance shall be undertaken on half yearly basis by an external agency to be engaged by NHM.

10. Force Majeure:

- 1) The term 'Force Majeure' means an event which is beyond the reasonable control of a party which makes the party's performance of its obligations under the agreement impossible under the circumstances.
- 2) The failure of a party to fulfill any of its obligations under the agreement shall not be considered to be a default in so far as such inability arises from an event of force majeure, provided that the party affected by such an event-
 - a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of the agreement, and
 - b) has informed the other party as soon as possible about the occurrence of such an event.

11. Termination/Suspension of the agreement:

State Health Society may, by written notice suspend the agreement if the Service Provider fails to perform any of his obligations as per agreement including carrying out the services, such notice of suspension-

- a) shall specify the nature of failure, and
- b) shall request to remedy such failure within a period not exceeding 15 days after the receipt of such notice by the partner.

The NHM may terminate the MoU by giving not less than 30 days, written notice of termination to the Service Provider, to be given after the occurrence of any of the events specified below and/or as specified in agreement-

- a) If the Service Provider does not remedy a failure in the performance of his obligations within 60 days of receipt of notice or within such further period as the NHM have subsequently approved in writing.
- b) If the Service Provider becomes insolvent or bankrupt.
- c) If, as a result of force majeure, the Service Provider is unable to perform a material portion of the services for a period of not less than 30 days: or
- d) If, In the opinion of the NHM, Rajasthan if Service Provider, is engaged in corrupt or fraudulent practices in competing for or in implementation of the project.

12. Additional Conditions of the contract:

Service Provider shall abide by the additional conditions of the contract mentioned in **Annexure-D**

13. Saving Clause:

If in the absence of any specific provision in the agreement on any issue, the provisions of RTPP act & rules shall be applicable along with the guidelines issued/to be issued by the MD, NHM.

14. Grievance Redressal:

If any dispute with regard to the interpretation, difference or objection whatsoever arises in connection with or arises out of the procurement process the same shall be referred for decision to MD, NHM as First Appellate Authority and Second Appellate Authority shall be Principal Secretary Medical Health and Family Welfare , GoR. Format of Grievance Redressal at Annexure-C

15. Right to accept or reject any of the proposal:

State Health Society reserves the right to accept or reject any proposal at any time without any liability or any obligation for such rejection or annulment and without assigning any reason.

16. Award of contract and execution of agreement

On evaluation of RFP and decision thereon, the selected Service Provider shall have to execute an agreement with the state Health society within 30 days from the date of acceptance of the bid is communicated to him. This Request for Proposal along with documents and information provided by the Service Provider shall be deemed to be integral part of the agreement. Before execution of the agreement, the Service Provider shall have to deposit Performance Security as per provisions of this document.

17. Jurisdiction of Courts:

All legal proceedings, if necessarily arise to institute by any of the parties shall have to be lodged in the courts situated in Jaipur, Rajasthan and not elsewhere.

Dr. V. K. Mathur
Director (RCH)

ANNEXURE 1: APPLICATION FORMAT

APPLICATION FORMAT		
1	Proposal submitted for the project	Proposal submitted for the project: "Mobile Dental Van Services" in Rajasthan
2	Name and postal address of the organization submitting Proposal. PAN, Service Tax and Sales Tax registration numbers with self-certified copy	
	Telephone No. with STD Code	
	Fax Number	
	E-mail address, if any	
	Reference of registration/incorporation of the organization.	
	Name and address of the Chief Executive (with telephone No"s.)	
3	Proposal addressed to:	Project Director , RBSK, C/O Mission Director, NHM, 3rd Floor, Swasthya Bhawan, Tilak Marg, Jaipur-302005 (Rajasthan).
4	Reference of the Notice for invitation of proposals	No.....dt.....
5	Reference of deposit of document Charges	1. Receipt/DD No.....dt..... For Rs..... 2. Receipt/DD No.....dt..... For Rs..... 3. Receipt/DD No.....dt..... For Rs.....
6	Authority for signing and submitting the document (Power of Attorney, Resolution of the organization)	
7	Documents enclosed in support of the Request- 1) 2) 3) 4) 5) Total pages..... Name and signature of the authorized signatory Seal of the organization Date:	

Dr. V. K. Mathur
Director (RCH)

ANNEXURE 1A: FORMAT for UNDERTAKING

I/We declare that we have read and understood and that we accept all clauses, conditions and any addendum thereof, and descriptions of the RFP document without any change, reservations and conditions.

I/We have carefully examined and conform to all the parts of the RFP documents and have obtained all the requisite information affecting this proposal and am/are aware of all conditions and difficulties likely to affect the execution of the agreement.

I/We hereby propose to implement the project as described in the RFP document in conformity with the conditions of agreement and the technical aspects as indicated in this RFP.

Place:

()

Date:

Signature of authorized signatory

Designation and Official seal

Note- The bidders are not required to submit a signed copy of RFP document along with his Proposal


Dr. V. K. Mohan
Director (RCH)

Annexure-2: Financial Bid

S.N	Mobile dental Van for RBSK	Estimated budget for one month for one van	Estimated budget for three years for One Van (in lakhs)
1	Rent of vehicle		
2	POL		
3	Honorarium of staff		
4	Medicine and material		
5	10% Administrative cost		
6	Total		

No. of Mobile Dental Van for Apply	
Name of Zonal Head Quarter Apply for Mobile Dental Van	1. 2. 3. 4. 5. 6. 7.

Dr. V. K. Mathur
Director (RCH)

ANNEXURE 3 (i) : Board Resolutions

M/s _____ (To be submitted by each consortium member and Parent company)

COPY OF BOARD MEETING HELD ON ----- AT -----

The Board, after discussion, at the duly convened Meeting on _____, with the consent of all the Directors present and in compliance of the provisions of the Companies Act, 1956, passed the following Resolution:

RESOLVED THAT approval of the Board be and is hereby accorded to participate in consortium with M/s _____ Limited and M/s _____ Limited for the "Mobile Dental Van Service" and Mr / Ms _____, be and is hereby authorized to execute the Consortium Agreement.

FURTHER RESOLVED THAT pursuant to the provisions of the Companies Act, 1956 and as permitted under the Memorandum and Articles of Association of the Company, approval of the Board, be and is hereby accorded to invest to the extent of __%(insert the % equity commitment as specified in the Consortium Agreement), as required, of the requisite qualifying Net worth, as equity shares, in the Special Purpose vehicle, in compliance of the Bid condition, as member of the consortium formed for the Mobile Dental Van Services in The State of Rajasthan.

FURTHER RESOLVED THAT approval of the Board be and is hereby accorded to contribute such additional amount over and above the percentage limit (specified for the Lead Member in the Consortium Agreement), obligatory on the part of the Consortium pursuant to the terms and conditions contained in the Consortium Agreement dated executed by the Consortium as per the provisions of the Invitation to Bid, to the extent becoming emergent and necessary towards the equity share in the Project Company in execution and completion of the Project.

[To be passed by the Lead Member of the Bidding Consortium]

FURTHER RESOLVED THAT approval of the Board be and is hereby accorded to the Special Purpose Vehicle created for the "Mobile Dental Van Services" in Rajasthan as well as to the other Consortium Member(s) to use our financial capability for meeting the Qualification Requirements for the "Mobile Dental Van Services" and confirm that all the equity investment obligations of the SPV as well as of the Consortium Member(s), shall be deemed to be our equity investment obligations and in the event of any default the same shall be met by us.

[To be passed by the entity(s) whose financial credentials have been used]

(Director)

Certified true copy by Company Secretary

(Signature, Name and stamp of Company Secretary)

Notes:

1. This certified true copy should be submitted on the letterhead of the Company, signed by the Company Secretary.
2. The contents of the format may be suitably re-worded indicating the identity of the entity passing the resolution.


Dr. V. K. Mathur
Director (RCH)

ANNEXURE 3A (ii): Board Resolutions

Board resolution for using the financial credentials of parent/ultimate parent/affiliate.

M/s _____

(Insert name of the company whose financial credentials are used)

COPY OF BOARD MEETING HELD ON ----- AT -----

The Board, after discussion, at the duly convened Meeting on _____, with the consent of all the Directors present and in compliance of the provisions of the Companies Act, 2013, passed the following Resolution:

RESOLVED THAT pursuant to the provisions of the Companies Act, 2013 and as permitted under the Memorandum and Articles of Association of the company, approval of the Board, be and is hereby accorded to M/s _____ (Name of the Bidding company/Consortium Member (s)) to use our financial capability for meeting the Qualification requirements for the "Mobile Dental Van Services" in The State of Rajasthan and confirm that all the equity investment obligations of M/s _____ (Name of Bidding Company/ Consortium members (s)), shall be deemed to be our equity investment obligations and in the event of any default the same shall be met by us.

(Directors)

Certified true copy

(Signature, Name and stamp of Company Secretary)

Notes:

- 1) This certified true copy should be submitted on the letterhead of the Company, signed by the Company Secretary.
- 2) The contents of the format may be suitably re-worded indicating the identity of the entity passing the resolution

Dr. V. K. Mathur
Director (RCH)

Annexure-4

Format of the Covering Letter

(The covering letter is to be submitted by the Bidder as a part of the RFP)

Date:

Place:

The Mission Director,
National Health Mission
State Health Society
.....District

Dear Sir,

Sub: Selection of a Bidder for implementation of the Mobile Dental Services in Rajasthan.

Please find enclosed 2 (two) copies (one original and one duplicate) of our "Request for Proposal" (RFP) in response to the issuance of RFP by NHM for Selection of a Bidder for implementation of the Mobile Dental Services Project in Rajasthan. We hereby confirm the following:

- The RFP is being submitted by (Name of the Bidder) in accordance with the conditions stipulated in the RFP/RFP Documents.
- We have examined in detail and have understood the terms and conditions stipulated in the RFP Document issued by NHM and in any subsequent corrigendum sent by NHM. We agree and undertake to abide by all these terms and conditions. Our RFP is consistent with all the requirements of submission as stated in the RFP Document or in any of the subsequent corrigendum from NHM.
- (mention the name of the Bidder), satisfy the legal requirements laid down in the RFP Document. We as the Bidder designate Mr./Ms. (mention name, designation, contact address, phone no., fax no., E-mail id, etc.), as our Authorized Representative and Signatory who is authorized to perform all tasks including, but not limited to providing information, responding to enquiries, entering into contractual commitments, etc. on behalf of us in respect of the project.
- We affirm that this proposal shall remain valid for a period of days from the last date for submission of the RFP. NHM may solicit our consent for further extension of the period of validity.

For and on behalf of

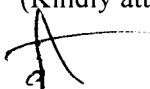
Signature (with seal)

(Authorised Representative/ Signatory)

Name of the Person.....

Designation.....

(Kindly attach the authorization letter)


Dr. V. K. Mathur
Director (RCH)

ANNEXURE- 5: POWER OF ATTORNEY

Format for Power of Attorney for Signing of Application

(On a Stamp Paper of relevant value)

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 ofas 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 Mobile Dental Van Services in Rajasthan including signing and submission of all documents and providing information / responses to the Department of Health & Family Welfare, GoR, representing us in all matters before Deptt. of MH&FW, GoR, and generally dealing with Deptt. of MH&FW, GoR 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 ____ 200_ .

For _____



Dr. V. K. Mathur
Director (RCM)

ANNEXURE- 6: POWER OF ATTORNEY FOR LEAD MEMBER

Format for Power of Attorney for Lead Member of Consortium

(On a Stamp Paper of relevant value)

Power of Attorney

Whereas the Department of Health and Family Welfare, Government of Rajasthan (GoR), has invited applications from interested parties for Expansion of Mobile Dental Van Services .

Whereas, the members of the Consortium are interested in bidding for the Project and implementing the Project in accordance with the terms and conditions of the Request for Proposal (RFP) Document and other connected documents in respect of the Project, and

Whereas, it is necessary under the RFP Document for the members of the Consortium to designate the Lead Member 'with all necessary power and authority to do for and on behalf of the Consortium, all acts, deeds and things as may be necessary in connection with the Consortium"s bid for the Project who, acting jointly, would have all necessary power and authority to do all acts, deeds and things on behalf of the Consortium, as may be necessary in connection with the Consortium"s bid for the Project.

NOW THIS POWER OF ATTORNEY WITNESSETH THAT;

We, M/s. _____(M/s _____(Member (s)) (the respective names and addresses of the registered office) having formed a bidding consortium named_____ (insert name of the consortium) (hereinafter called as consortium), vide the consortium agreement dated_____ (copy enclosed) as approved by the Board of Directors of each member and having mutually agreed to appoint M/s._____ as the lead member of the said consortium, as our duly constituted lawful attorney hereinafter called the lead to do on behalf of the Consortium, all or any of the lawful acts, deeds or things as necessary or incidental to the Consortium"s bid for the Project, including submission of application/proposal, participating in conferences, responding to queries, submission of information/ documents and generally to represent the Consortium in all its dealings with the Department, any other Government Organization or any person, in connection with the Project until culmination of the process of bidding and thereafter in the event of the Consortium being selected as successful bidder, this Power of Attorney shall remain valid and binding and irrevocable till the Agreement period as is entered into with Department of Health and Family Welfare, Government of Rajasthan (GoR) and the Consortium.

We hereby agree to ratify all acts, deeds and things lawfully done by Lead Member, 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/Consortium and shall be binding till the Agreement period on all members individually and collectively.

Dated this the ____day of 20__

(Executants)

Note: The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants (s) and the same should be under common seal affixed in accordance with the required procedure.


Dr. V. K. Mathur
Director (RCH)

PROPOSAL FORMAT FOR ORGANIZATION

Selection A: Organization Profile

1. Name of the Organization:

2. Registered Address:

DISTRICT PIN:

Tel: Fax:

Email:

Website (if any):

3. Postal Address:

DISTRICT PIN:

Tel: Fax:

Email:

4. Legal Status:

SNo.	Particulars	Registration no.	Date
1	Public Charitable Trust Act		
2	Society under Societies Registration Act		
3	Non-profit company under Indian Companies Act 19 56		
4	Registration under Foreign Contribution (Regulation) Act, 1976		
5	Registration under MSME act or their state counter parts.		
6	Income tax registration:		
	- Under Section 12A		
	- Under Section 80 G		
	- Under Section 35 CCA		
	- Any other Section		

5. Bank Details:

Bank Name	Account No.	Date of opening Account

6. Details of the Contact Person:

Name:

Designation:

Contact No:

E-mail:



Dr. V. K. Mathur
Director (RCH)

7. Members Associated with the Organization:

SNo.	Name	Nationality	Occupation/ qualification	Position held in the organization	Relationship with any other office bearers (if any)	Address

Section B: Operational Background

1. Project/ Programme related to village level health outreach activity:

SNo.	Name of the programme	Period		No of outreach session per month	Details of the Programme	Total Budget	Source of fund
		From	To				

2. No. of Project/ Programme related to Health:

SNo.	Name of the programme	Duration	Period		Total Budget	Source of fund
			From	To		

3. Staff Details (Kindly provide the details of 5 key positions in the organization)

Name of Staff	Position	Qualification	Working since

4. Any previous association/working experience with Govt. Sector? If yes, please provide the details:

5. Volume of Year wise Grant Received during the last 3 years (in different projects):

6. Name of the Donors/Funders during the last 3 Years:

Section C: Proposal for operationalization of Mobile Dental Van Service provider in outreach areas of Rajasthan.

- Technical proposal

Section D: Basic Documents required to be submitted along with the proposal for Evaluation

- Copy of Trust Deed if registered under Trust Act.
- Copy of Memorandum and Rules if registered under Society Registration Act.
- Annual Report of last one year
- Audited Accounts of last 3 Years (2013-14,2014-15, 2015-16)
- Organizational Chart
- Legal Status of the society-Copy of Registration Certificate
- Copy of PAN/TAN Number
- Copy of Latest Income Tax Return File
- Any other document relevant to the proposal.

ANNEXURE- 8: LETTER OF EXCLUSIVITY

Letter of Exclusivity

I, we, _____, hereby declare that we are/ will not associate with any other firm/entity/consortium submitting a separate application for the Project under consideration.

Dated this the _____ day of _____ 20....

For _____

(Name, Designation and Address of the
Chief Executive Officer of the applicant)
(Lead organization in case of consortium)

Accepted

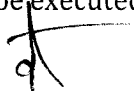
_____(Signature)

(Name, Title and Address of the Applicant/s)

Date: _____

Note:

To be executed separately by all the Members in case of Consortium.



Dr. V. K. Mathur
Director (RCH)

Annexure-9
Checklist for Payment of Bill

- | | | | |
|---|-----|----|----------|
| 1. Original Bill | Yes | No | Page No. |
| 2. Block wise Bills | Yes | No | Page No. |
| 3. Verification of all camps by
BCMO/MoIC-CHC | Yes | No | Page No. |
| 4. Copy of Log Book | Yes | No | Page No. |
| 5. Supporting Bills/Details of all
Other Expenses. | Yes | No | Page No. |
| 6. Monthly Report As per format in Annex- | Yes | No | Page No. |
| 7. Photograph of Camps if required by
controlling authority. | Yes | No | Page No. |


Dr. V. K. Mathur
Director (RCH)

ANNEXURE- 10A: FORMAT FOR AFFIDAVIT

Format for Affidavit Certifying that Entity/ Promoter(s) /Director(s)/Members of Entity have not been convicted by any court of law for any criminal or civil offences either in the past or in the present. In case of a consortium, the members should not have been declared bankrupt in the past (On a Stamp Paper of relevant value)

Affidavit

I, M/s. (Sole Applicant / Lead Member / Member/Affiliate), (the names and addresses of the registered office) hereby certify and confirm that we or any of our promoter(s) /director(s) have not been convicted by any court of law for any criminal or civil offences either in the past or in the present, also not have been declared bankrupt in the past by Department of Health & FW, Govt. of Rajasthan/ or any other entity of GoR 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 thisDay of, 20....

Name of the Applicant

.....

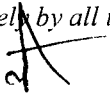
Signature of the Authorized Person

.....

Name of the Authorized Person

Note:

To be executed separately by all the Members in case of Consortium.


Dr. V. K. Mathur
Director (RCH)

ANNEXURE- 10A1: FORMAT FOR AFFIDAVIT

Format for Affidavit Certifying that Entity/ Promoter(s) /Director(s)/Members of Entity that no investigation statutory body / Govt. investigating Agency of any state Govt./ Central Govt. is undertaken or pending against the bidder for the charge having nature of criminal/economic offence/fraud (On a Stamp Paper of relevant value)

Affidavit

I, M/s. (Sole Applicant / Lead Member / Member/Affiliate), (the names and addresses of the registered office) hereby certify and confirm that no investigation statutory body / Govt. investigating Agency of any state Govt./ Central Govt. is undertaken or pending against us or any of our promoter(s) /director(s) for the charge having nature of criminal/economic offence/fraud 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 thisDay of, 20....

Name of the Applicant

.....

Signature of the Authorized Person

.....

Name of the Authorized Person

Note:

To be executed separately by all the Members in case of Consortium.



Dr. V. K. Mathur
Director (RCH)

ANNEXURE- 10A2: FORMAT FOR AFFIDAVIT

Format for Affidavit Certifying that Entity/ Promoter(s) /Director(s)/Members of Entity have not been black listed/debarred in the past or in the last three years from the date of submission of bid by any Central/ State/ Public Sector undertaking in India (On a Stamp Paper of relevant value)

Affidavit

I, M/s. (Sole Applicant / Lead Member / Member/Affiliate), (the names and addresses of the registered office) hereby certify and confirm that we or any of our promoter(s) /director(s) have not been black listed/debarred in the past or in the last three years from the date of submission of bid by any Central/ State/ Public Sector undertaking in India from participating in Project/s, either individually or as member of a Consortium and no proceeding is pending before CBI/ED 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 thisDay of, 20....

Name of the Applicant

.....

Signature of the Authorized Person

.....

Name of the Authorized Person

Note:

To be executed separately by all the Members in case of Consortium.


Dr. V. K. Mathur
Director (RCH)

ANNEXURE- 10B: ANTI COLLUSION CERTIFICATE

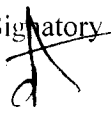
Anti-Collusion Certificate

We hereby certify and confirm that in the preparation and submission of our Proposal for Mobile Dental Van Services in Rajasthan against the RFP issued by Department of Health & Family Welfare, Government of Rajasthan, We have not acted in concert or in collusion with any other Bidder or other person(s) and also not done any act, deed or thing, which is or could be regarded as anti-competitive. We further confirm that we have not offered nor will offer any illegal gratification in cash or kind to any person or organization in connection with the instant proposal.

Dated this ____ Day of ____, 20__

For _____
(Name)

Authorized Signatory


Dr. V. K. Mathur
Director (RCH)

**ANNEXURE-11: DETAILS OF REGISTRATION AND
INFORMATION REGARDING PAST EXPERIENCE OF THE BIDDER**

Details of Bidder

Note: Details to be provided for the Bidder/ Lead Member / each Member of Consortium (in case of Consortium)

Details of Organization:

Name of the organization

Type of Legal entity

Year of Incorporation/Registration/Commencement

Name of the Authority/Jurisdiction/Law under which the Legal entity is incorporated or registered.

Statute Legislation under which the Legal entity is incorporated/registered

Registration Number: (Under the Company Act, Income Tax Act, Service Tax and Sales Tax Act)

Note 1

Registered Address

Correspondence Address and Head Office address

Does the Memorandum of Association/Articles of Association permit the organization to carry out the business of emergency medical transport services?

Note 2

Number of years of operation in Ambulance/Mobile Health Units Service

The Bidder shall provide details of experience of only those Projects of ambulance/Mobile Health Units Service operation which is undertaken by it under its own name / under the names of the Consortium Members. Experience of the Consortium Members will be considered for eligibility under the experience criteria.

The percentage holding of the financially evaluated company, Lead member, affiliate at the beginning and during the tenure of the Project shall be governed by the clauses given under financial capacity clause 2.3.2.

Note 1

Please enclose Registration / Incorporation Certificates

Note 2

Please enclose certified copies of Memorandum & Articles of Association, documents.

Dr. V. K. Mathur
Director (RCH)

ANNEXURE-12: DETAILS OF ELIGIBLE EXPERIENCE

The bidder should provide the past experience details of services provided at each location/State:-

S.No.	State	District	Description of Project with period (in completed years)	No. of Mobile Dental van Operationalised	Copies of work orders enclosed (yes/no)	Any other supporting document/experience certificate enclosed (yes/no)	Name & Designation of Certificate issuing authority

Dr. V. K. Mathur
Director (RCH)

ANNEXURE-13: FINANCIAL CAPABILITY OF THE BIDDER/MEMBER

(To be submitted by each member in case of consortium)

Name of Bidder/Member

Role of Bidder/Member

Revenue-Expenditure Statement

(In Rs. Lacs)

S.No.	In Rupee, at the end of concerned Financial Year	FY1	FY2	FY3
1	Revenue / Income/ Gross Receipts (A)			
2	Operating Cost (B) =(C+D+E)			
3	Employees cost			
4	Admin and General Cost (D)			
5	Other Costs (E)			
6	Depreciation (F)			
7	Interest (G)			
8	Provisions (H)			
9	Profit Before Tax I = (A-B-F-G-H)			
10	Tax Paid (J)			
11	Profit After Tax (I-J)			

Note:

1. This information should be extracted from the Annual Financial Statement / Balance Sheet which should be enclosed and this response sheet shall be certified by the Statutory Auditor.

2. The Single Entity or the Consortium should provide the Financial Capability of its own / of the Consortium Members/Financially evaluated company.

3. In Role of Member specify whether it is a Single Entity, Lead Member or Member of the Consortium or Affiliate or Parent.

4. The Bidder along with Consortium Members shall attach copies of the balance sheets, financial statements and Annual Reports for 3 (three) years preceding the Proposal Due Date.

5. Financial Year 1 (FY1) will be the latest completed financial year, preceding the bidding. Year 2 shall be the year immediately preceding Year 1 and so on.

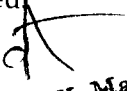
6. If data is provided by the Bidder in foreign currency, equivalent rupees of Net Worth will be calculated using bills selling exchange rates (card rate) USD / INR of State Bank of India prevailing on the date of closing of the accounts for the respective financial year as certified by the Bidder's banker.

For currency other than USD, Bidder shall convert such currency into USD as per the exchange rates certified by their banker prevailing on the relevant date and used for such conversion.

(If the exchange rate for any of the above dates is not available, the rate for the immediately available on previous day shall be taken into account)

1. The bidder shall provide an Auditor's Certificate specifying the Revenue / Income/ Gross Receipts of the bidder and its Consortium members and also specifying the methodology adopted for calculating the same.

2. The Bidder shall attach the copies of the audited balance sheets, financial statements and Annual Reports for 3 (three) years preceding the Proposal Due Date of its Associate whose Financial Capacity has been claimed.


Dr. V. K. Mathur
Director (RCH)

ANNEXURE-13A: FINANCIAL CAPABILITY OF THE BIDDER MEMBER

(To be submitted by each member separately in case of consortium)

NCrore (Equity Commitment (%) * Rs. [] Crore)

For the above calculations, we have considered Net Worth by Member in Bidding Consortium and/ or Parent/ Affiliate as per following details:

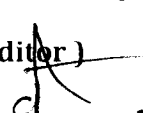
Name of Consortium Member Company	Name of Company / Parent/ Ultimate Parent/ Affiliate/ Consortium Member whose Turn Over is to be considered	Relationship with Bidding Company* (if any)	Financial Year to be considered for Turn Over	Turn Over (in Rs. Crore) of the Consortium Member Company	Equity Commitment (in %) in Bidding Consortium	Committed Net Worth (in Rs. Crore)
Company 1						
Total						

* The column for "Relationship with Bidding Company" is to be filled only in case the financial capability of Parent/Affiliate has been used for meeting Qualification Requirements. Further, documentary evidence to establish the relationship, duly certified by the company secretary/chartered accountant is required to be attached with the format.

(Signature & Name of the person Authorized (Signature and Stamp of

By the board) Auditor)

Date:

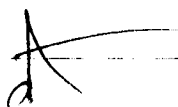

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Director (RCH)

Annexure-14**Reporting Format****Mobile Dental Van Services Monthly Report**

Name of Service Provider.....					Name of District.....				Month.....		
Camp, Staff and patient details								Medicines Staff and equipments			
Regist ration Numb er of Mobil e Dental Van	Camp held against a target of 10- 12 camps/ month / Mobile Dental Van	Patients Attended			No of Cases Referred			No. of Patients distribute d the medicine	Type and number of medicin es which were short	No of camps where Staff Strength was complete	Number of camps with all proposed equipments functioning
		Male	Female	Total	Male	Female	Total				


Dr. V. K. Mathur
Director (RCH)

list of Medicine & Consumable Items	list of Medicine & Consumable Items
1. Tab Ibuprofen and paracetamol (400+325mg)	1. Sprit of ammonia
2. Tab Aceclofenac & paracetamol (100+325mg)	2. Oint. botropase
3. Tab. Aceclofenac 100mg	3. Inj. Xylocaine
4. Tab serratiopeptidase 10mg.	4. Mouth betadine
5. Susp. Ibuprofen 100 ml/5ml	5. Desensitization gum paint
6. Syp Paracetamol 125mg/5ml	6. Glass lab spatulla
7. Tab. Paracetamol 500mg	7. Endobox Autoclave
7. Tab./Syp cefixime	8. Motor Pistol
8 cap/susp. Amoxycillin	9. Apex Locator
9 Tab./ susp. Amoxycillin potassium clavulanate	10. Plastic napkin
10 Tab Metronidazole 400mg & 200mg	11. Paper napkin
11 Syp Multivitamin	12. Water boiler
12 Tab vitamin bcomplex	13. Gloves
13 Tab ibuprofen 200mg/400mg	14. Face mask & cap & shoes cover
14 cotton	15. Disposable glass
15 Gauge	16. Burr holder / box
16 povidon iodine solution	17 Surgical spirit
17 Hydrogen peroxide solution	
18 BP Blade	
19 Perio pack	
20. Formosol	
21. D-pulp	


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ANNEXURE- 16: CHECK LIST OF DOCUMENTS

Check List of documents to be submitted along with the technical proposal to RSHS (NHM):-

S.No.	List of documents	Y/N	Page no.
1	To demonstrate annual turnover/ gross receipts in this segment of at least Rs.1 (one) Crore in each of the last 3 (three) financial years, the bidder shall submit audited annual accounts for last 3 years		
2	In case of a Consortium, Audited Annual Reports and financial statements of all the Members of Consortium		
3	Board resolutions {as per Annexure-3A(i) & 3A (ii)}		
4	Joint Bidding Agreement (as per Annexure-9).		
5	Anti-Collusion Certificate (as per Annexure-10B).		
6	Financial Capability of the bidder duly certified by C.A. (as per Annexure-13 & 13A).		

1	DD for cost of RFP of Rs.1500 /- in favor of Rajasthan State Health Society, payable at Jaipur (Nonrefundable) Scanned copy with online proposal		
2	DD towards RISL Processing fees for Rs. 1000/- in favor of M.D. RISL payable at Jaipur (Non-refundable) Scanned copy with online proposal		
3	Bid security DD/Banker"s Cheque/ Bank Guarantee for Rs. 13.33 lakhs (Thirteen lakhs thirty three thousand) in favor of "Rajasthan State Health society Jaipur". Scanned copy with online proposal		
4	Certificates from the organizations to whom services have been provided in past.		
5	Duly filled up Application Form (as per Annexure-1).		
6	Format for undertaking (as per Annexure-1A).		
7	Covering Letter cum Project Undertakings as per Annexure-4.		
8	Power of Attorney authorizing the signatory for signing the proposal on behalf of the proposer/Bidder as per Annexure-5.		
9	In case of consortium, original Power of attorney for signing of application by the lead member as per Annexure-6.		
10	Letter of Exclusivity (in case of application by Consortium) as per Annexure-8.		
11	Affidavit certifying that entity/promoters/Directors/members of an entity are not blacklisted as per Annexure 10A,10A1,10A2.		
13	Affidavit of Declaration (Anti Collusion Certificate) mentioning that the applicant/consortium will not collude with the other applicants as per Annexure-10B		
14	A summary of relevant past experience and its registration should also be provided as per Annexure-11.		
15	Details of all information related to past experience and background should describe the nature of work, name & address of client, date of award of assignment, size of the project etc. as per Annexure-12.		
16	Proposed organizational structure and Curriculum Vitae (CV) of key personnel to be involved in the operation of the project.		
17	Service tax clearance certificate / no dues from the assessing officer.		
18	Certificates of relevant experience issued by government or any other organizations by a competent authority.		

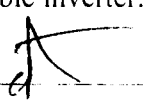
Annexure-17

Technical detail of Mobile Dental Van

Technical specification of van :-

1. The vehicle shall be BS III/IV latest model with minimum 80 HP engine capacity.
2. Vehicle chassis model shall be of standard chassis manufacturer & engine & gear box of reputed make & capacity & should be suitable for Mobile dental Van.
3. Vehicle shall have suitable Split Air Conditioning System (with Dg set of at least 5.5 KVA) with in built heating system & AC shall be reputed manufacturer .
4. Vehicle base shall be between 3800 mm to 4400mm so that after fabrication work , the working space (excluding cabin)should be available in between 17 to 22 in length & height should not be less then 6.6".
5. All structure shall to be fabricated with proper size of MS sheet , angles channels square pipes etc.
6. All equipments shall be properly fitted in vehicle to avoid damage during traveling.
7. Curtains on glass medical green.
8. Fitted with PAS(public address system).
9. Compartment for storage of medicine.
10. Two doors, one on rear side and one on left hand side.
11. Ramp for suitable size for wheel chair UPE
12. Ambulance blue light on top vehicle .
13. Provision of washbasin and fresh water storage tank.
14. Fire extinguisher two in number.
15. Fitted with suitable inverter.

Qty.


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Annexure-18**Details of Equipments to be kept in Mobile Dental Van**

Dental Van Chair & Unit With Dental X- Ray	Qty.
1. Dental Chair with unit including:- • Doctor revolving stool • Pantographic electronic operating chair with LED examination light • Pneumatic Suction/Motorize Machine • 3 way syringe • Air rotor point • Ultra Sonic Scalar • Micro motor point • Oil Free noise free air compressor with autocut • With low and high suction • Portable oxygen cyclender	
2. Light cure unit	Each
3. Ultra Sonic scalar with two extra tips	Each
4. Dental X-ray Machine (portable)	Each
5. Glass bead sterilizer with glass beads/with auto cut	Each
6. RVG, one laptop, printer (Digital Radiography Machine) Sensor size 0, 1	Each
7. Ultrasonic Instrument Cleaner System	Each
8. Analgamator Motorized (Capsule type)	Each
9. Front Loading Autoclave (fully programmable digital, B type) Min. 10 Ltr. or more Capacity with alarm, thermostat, safety valve.	Each
10. UV Chamber with at least 12 SS Trays, magnetic door latch, powder coated paint with Double light, UV light auto on closing door & White tube light auto on opening the door.	Each
11. Endo motor auto-cleavable hand piece, torque & speed control, warning sounds, auto stop & reverse function, reciprocating motion	Each
12. Electrocautery Machine with two probes	Each
13. Hand piece maintenance unit with oil spray	Each
14. Electric Pulp Tester	Each
15. Other Dental Instruments and accessories	Each
16. Chassis & Dental Van body fabrication & fitment/installation of equipment	Each
17. Portable Generator petrol type (5.5 KVA or more)	Each
18. wall mounted Air conditioner (1.5 ton split type)	Each


Dr. V. K. Mathur
Director (RCH)

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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Director (RCH)

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

The designated and address of the First Appellate Authority is PRINCIPAL SECRETARY, MEDICAL AND HEALTH.

The designation and address of the Second Appellate Authority is EXECUTIVE COMMITTEE, STATE HEALTH SOCIETY.

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.

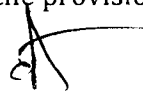
2) The officer to whom an appeal is filed under Para (1) shall deal with the appeal as expeditiously as possible and shall endeavor to dispose it of within thirty days of the appeal.

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 Procuring Entity is aggrieved by the order passed by the First Appellate Authority, the Bidder or prospective Bidder or 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.

3) 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 the 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.


Dr. V. K. Mathur
Director (RCH)

4) Form of Appeal

- a. An appeal under Para (I) OR (3) above shall be in the annexed Form along with as many copies as there respondents in the appeal.
- b. Every appeal shall be accompanied by an order appealed against, if any, affidavit verifying the facts states in the appeal and proof of payment of fee.
- c. Every appeal may be presented to First Appellate Authority or Second Appellate Authority.

5) Fee for filing Appeal

- a. Fee for the 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.

6) Procedure for Disposal of Appeal

- a. The First Appellate Authority or Second Appellate Authority, as the case may be up on 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. Pursue 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.

Dr. V. K. Mathur
Director (RCH)

[See rule 83]

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. Resident address:

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

i.

ii.

iii.

3. Number and date of order appealed against

And name and designation of the officer/ authority

Who passed the order (enclosed copy), or a

Statement of a decision, action or omission of

The Procurement 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


Dr. V. K. Mathur
Director (RCH)

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.



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