



SHRI RAM COLLEGE OF COMMERCE

University of Delhi, Maurice Nagar, Delhi - 110007
Phone: 27667905, 27666519 • Fax: 27666510
Website: www.srcc.edu • email: srcc@srcc.edu

October 20, 2016

REQUEST FOR PROPOSALS FOR OPERATING SRCC BASIC HEALTH CARE UNIT (BHCU)

Shri Ram College of Commerce (SRCC) invites sealed Bids from reputed Nursing Homes/ Hospitals/ highly qualified and experienced Doctors, based in Delhi, for operating the Basic Health Care Unit (BHCU) of the college for a period of one year, **starting January 1, 2017**, and providing medical/ dispensary services from the BHCU for approximately 2700 students, staff and residents of SRCC, as per following requirements :

1. Providing one full-time qualified and trained Nurse from 9:00 AM to 5:00 PM on all working days (Monday - Saturday) and visiting Doctors/ Consultants for 2-3 hours' sitting per day (10:00 AM to 12:00 noon/ 1:00 PM) as under :

General Physician : Thrice a week (on alternate days)

Orthopedic Specialist : Once/ Twice a week

2. The successful bidder will be required to arrange Ambulance Services to ferry patient to Hospital and on-the-site Doctor facility, as and when required in emergency.

Bid along with the following documents must be submitted in a non-window sealed envelope superscribing 'RfP - For operating Basic Health Care Unit (BHCU)':

1. **Technical Bid & Financial Bid in separate covers** as per proformas given in *Annexures - I and II*, respectively.
2. **Certificate with respect to registration** of the hospital/ nursing home/ doctor **with the Directorate of Health Services, Govt. of Delhi/ Medical Council of India.**
3. Documents in support of services provided to the public at large and/ or Govt.'s Research/ Academic Institutions/ Departments/ Ministries/ Delhi University or its colleges during the last 5 years.
4. Duly signed Undertaking as per *Annexure-IV*.

Interested Hospitals/ Nursing Homes/ Highly qualified and experienced Doctors who fulfill the terms and conditions as stated in *Annexure-III* may submit proposals complete in all respects as stated above to **The Principal, Shri Ram College of Commerce (University of Delhi), Maurice Nagar, Delhi - 110007, latest by 1600 hrs on November 10, 2016.**


PRINCIPAL



TECHNICAL BID

1	Name of the Hospital/ Nursing Home/ Doctor	
2	Address for communication	
3	Registration Number (with the Directorate of Health Services, Delhi Govt./ Medical Council)	
4	Name of the authorized representative	
5	Specimen signature of the authorized representative/ signatory	
6	Contact number	
7	Email	
8	Details of providing medical services to the public at large and/or government departments/ institutions/ PSU/ University/ colleges served during the last 5 years (documents/ certificates in support to be provided)	
9	List of facilities/ equipments/ specializations available	

Date: _____

Place: _____

Seal

Signature of the Bidder _____

Name _____

Designation _____

Address _____



FINANCIAL BID

Name of the Hospital/ Nursing Home/ Doctor _____

Name of the authorized representative _____

Specimen signature of the authorized representative _____

S. No.	Particulars (Doctors' days and time of visits be also mentioned)	Charges
Doctors [Charges to be quoted in Rs./ per visit]		
Full-time Nurse [Charges to be quoted in Rs./ per month]		

Date: _____

Signature of the Bidder _____

Place: _____

Name _____

Designation _____

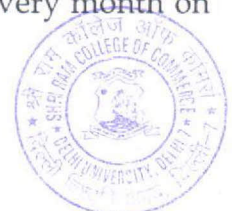
Address _____

Seal



TERMS & CONDITIONS

1. The successful bidder will be required to provide medical/ dispensary services for approximately 2700 students, staff and residents of SRCC campus **for a period of one year starting January 1, 2017**. The contract may be renewed if services are found satisfactory.
2. SRCC will provide necessary infrastructure facilities/ equipments/ furniture etc. and medicines for the BHCU.
3. The successful bidder shall be responsible for the treatment given, maintenance of all equipments and stock of medicines.
4. The successful bidder will be required to stock necessary equipments and medicines in the BHCU and will be responsible for maintenance of Stock Registers.
5. The bidder must be a hospital/ nursing home/ doctor of repute having good experience of providing medical/ dispensary services.
6. The bidder will be required to arrange and provide Ambulance service to ferry patient to nearest hospital and on-the-site doctor facility in case of any emergency. Cost of the said emergency services shall be borne by SRCC.
7. Registration of the bidder hospital/ nursing home/ doctor with the Directorate of Health Services, Government of Delhi and/ or Medical Council of India, under relevant law, is mandatory and relevant documents to this effect are required to be attached with the bid.
8. The award of contract for operating the BHCU will be reviewed after the first quarter (completion of first three months) and if the performance of services by the successful bidder is not found satisfactory, the contract may be revoked/terminated.
9. The successful bidder shall be liable to provide substitute Doctors/ Consultants/ Nurse in case the regular Doctor/ Nurse remains absent from duty so that functioning of the BHCU may not be affected. In case substitute Doctor/ Nurse is not provided, necessary deductions towards deficiency in services shall be made from the bill for monthly payment.
10. The college reserves the right to include any medical service within the ambit of services to be provided by the successful bidder during the period of contract charges of which will be decided afresh, with mutual consent of both the parties.
11. Payment of doctors' charges shall be made **according to actual number of visits paid by the Doctors**, after deduction of TDS, if applicable, by the 7th day of every month on raising the bill.



12. Bid should be submitted strictly in accordance with the information given in Bid Information Table.

13. The college reserves the right to reject any or all bids without assigning any reasons thereof.

14. Bids received after last date for submission and Conditional bids are liable to be summarily rejected.

15. Technical bids will be opened first and Financial bids of only those bidders will be opened who qualify according to the Technical Bid.

16. The decision of the college shall be final and binding on the bidder.

BID INFORMATION TABLE

1	Bid reference	RfP- For operating Basic Health Care Unit (BHCU)
2	No. of covers	Two separate covers for Technical and Financial Bids.
3	Bid Submission starts	October 21, 2016 (1000 Hrs.)
4	Last date for submission of bid	November 10, 2016 (1600 Hrs.)
5	Address for submission of bids	The Principal Shri Ram College of Commerce (University of Delhi) Maurice Nagar, Delhi - 110 007.



UNDERTAKING

The Principal
Shri Ram College of Commerce,
Maurice Nagar,
Delhi-110 007

Sir,

I/We, the undersigned, certify that I/we have gone through the terms and conditions mentioned in the tender document and hereby undertake to agree and comply with them.

I/ We understand that in case of breach of any of the terms and conditions committed on our part, the contract for operating SRCC BHCU will be liable to be terminated.

Date: _____

Signature of the Bidder _____

Place: _____

Name _____

Designation _____

Address _____

Seal

