

EXPRESSION OF INTEREST (EOI) FOR EMPANELMENT OF INSTITUTIONS FOR ORGANISING HEALTH CAMPS

Tenders/Bids are invited from NGOs/Hospital/Health College etc. for Empanelment to organize Health camps sponsored by National Safai Karamcharis Finance & Development Corporation under the Self Employment Scheme for Rehabilitation of Manual Scavengers (SRMS) and its CSR initiatives on Pan India Basis. The details of Notice for Empanelment including eligibility criteria are available at NSKFDC website: www.nskfdc.nic.in and Central Public Procurement Portal at: www.eprocure.gov.in

The institutions fulfilling the conditions shall submit the bid in two packets separately(i.e. Technical and Financial bids) with requisite documents latest by 9th March, 2018 addressed to "The AGM, National Safai Karamcharis Finance & Development Corporation (NSKFDC), B-2, Ground Floor, Greater Kailash Part-II, New Delhi-110048.

- Note:**
1. NSKFDC reserves the right to reject the bid applications without assigning any reason whatsoever.
 2. Any further corrigendum or information on bid opening dates etc. in respect of this E.O.I. shall be available at NSKFDC Website: nskfdc.nic.in

Place: New Delhi

Dated: 16.02.2018

National Safai Karamcharis Finance & Development Corporation (NSKFDC)

(A Govt. of India Undertaking, Ministry of Social Justice & Empowerment)
Regd. office: B-2, Ground Floor, Greater Kailash Part-II, New Delhi-110048
Tel: 29221331, 29216330
Visit us at: www.nskfdc.nic.in Email: nskfdc-msje@nic.in

Ref: NSFKDC/SRMS/Health Camps/438/2017-18

Dated: 16.02.2018

NOTICE FOR EMPANELMENT OF INSTITUTIONS FOR ORGANISING HEALTH CAMPS

1. National Safai Karamcharis Finance and Development Corporation (NSKFDC), is a Govt. of India Undertaking under the aegis of Ministry of Social Justice & Empowerment. The Corporation was incorporated on 24th January, 1997 as a Company not for profit under Section 25 of the Companies Act, 1956 (now under Section 8 of the Companies Act, 2013), with an objective to promote socio-economic development of Safai Karamcharis(including waste pickers), manual scavengers and their dependants. NSKFDC is also the nodal agency for implementation of the Self Employment Scheme for Rehabilitation of Manual Scavengers (SRMS), which has a component of health check up of the manual scavengers and their dependants. Further, under its CSR activities, also NSKFDC plans to organize 'Health Camps' on Pan India basis specially in/around clusters where its target group namely ' Safai Karamcharis' are residing.
2. The camps are intended to provide basic health check up facilities including General Physician/Blood Pressure/Sugar check, Eye check-up and provision upto 50 nos. of free near vision spectacles, ENT, Gynae, dermatology and ECG check on requirement basis. During 2018-19, minimum of 50 health camps are likely to be sponsored by NSKFDC.
3. Applications/bids in two parts (Technical Bid in Annexure-I (a), I (b) & I (c) and Financial Bid in Annexure - II) separately are invited from institutions for empanelment with NSKFDC for organizing Health camps on Pan India Basis (Minimum five States). Interested institutions, who fulfill the following criteria and experience may apply for empanelment with NSKFDC.
4. **Eligibility:** All types of institutions (Government/non-government), which are duly registered under any statute in India are eligible for empanelment, who fulfill the following criteria:

Sl. No.	Eligibility
i)	The institutions/Body/Trust/Societies/Hospital/Medical College etc. should be atleast 5 years old as on 31.3.2017. It should be having valid registration certificate under the relevant statute, under which it had been incorporated. It should have Governing Council/Board of Directors.
ii)	Its accounts should have been audited upto 31.3.2017, by a firm of Chartered Accountants.
iii)	It should not be black-listed or declared insolvent at any point of time.
iv)	Voluntary organization/NGO should be mandatorily registered with the NitiAyog, Govt. of India (NGO Darpan Portal) and have a UID No.
v)	It should have a valid PAN Number, GST number (if applicable).
vi)	It should have 'not-for-profit'/charitable/welfare objects.
vii)	It should have average annual gross receipts income of Rs.50.00

	lakhs during each of the last three years. It should not have incurred/deficit/loss during 2016-17, as per audited accounts.
viii)	It should have organized atleast 50 Health camps upto 31.3.2017, out of which atleast 10 camps should have been held during 2016-17. The camps should have been held in atleast 5 states/UTs upto 31.3.2017.
ix)	It should have ownership of atleast one 'Ambulance'
x)	It should have worked with any Government Body of Central or State Government/ autonomous bodies or a PSU for organizing Health camps.
xi)	It should have atleast 10 Doctors on its panel for organizing such camps, out of which there must be a General Physician, Eye-Surgeon, ENT specialist, dermatologist and a gynecologist.
xii)	It should be willing to work on PAN India basis <u>in atleast five states</u> for organizing Health camps. Further, in case it is unable to work in certain States/UTs, the names of such place should be clearly mentioned.

4. Procedure for Empanelment:

- i) NSKFDC officials would open and scrutinize the Technical Bid in the presence of the bidders/their authorized representatives and those institutions who qualify the eligibility criteria as mentioned in para 3 above shall be shortlisted and would be eligible for opening of their Financial Bid. The Financial Bid of only Technical Qualified Bidders shall be opened in front of shortlisted bidders. Subsequently, those who would accept the Terms and Conditions and the internal standard fee structure of NSKFDC may be empanelled.
- ii) The number of institutions to be empanelled shall be determined by the NSKFDC based on the requirement.
- iii) The empanelment shall be made initially for a period of 2 years which may be extended by another year subject to requirement and discretion of NSKFDC.
- iv) The performance of the institution shall be reviewed by NSKFDC on a yearly basis or earlier in a financial year. If the performance is not found satisfactory, the NSKFDC reserves the right to cancel the empanelment of the institution.

5. Terms and Conditions for empanelment and charges payable to the empanelled institution.

- i) The empanelled institution shall hold Health camps in which experienced Doctors atleast five Doctors namely one physician, one Eye specialist, one Gynae, one dermatologist and one ENT should be deputed. The free health check up should invariably include blood pressure, sugar test, Eye testing (including provision upto 50 Nos. of free near vision spectacles) and providing basic medicines free of cost for atleast 5 days' for general ailment and upto one month in case ailments requiring longer treatment. As far as possible generic medicines would be provided and prescribed.
- ii) NSKFDC through the relevant State Govt. authorities/ district administration and community leaders will facilitate physical/other arrangements at site of camps.

- iii) All other activities including giving adequate publicity in nearby areas of the camps and take relevant approval, if any, required will be the of the institution.
- iv) The health camps will be conducted over a period of minimum 4 hours for which the exact time may be decided locally.
- v) Any liability/claims arising due to organizing of camps shall be that of the empanelled institution. It will be the sole responsibility of the institution/agency to ensure that the treatment/attention offered to the beneficiaries are safe and proper.
- vi) Empanelled institution will comply with other terms and conditions as per the MOU to be executed between NSKFDC & such other terms as may be specified in the Sanction letter of NSKFDC.
- vii) NSKFDC may at its discretion may assign work and venues to any one or more of the empanelled institution(s) depending upon its requirement, subject to fund availability.
- viii) NSKFDC plans to sponsor holding of Health Camps at any place(s) in the country specifically in/around places where Safai Karamcharis and manual scavengers are available.
- ix) The charges payable to the empanelled institution shall be in accordance with the limit determined for the internal standard fee structure by NSKFDC. The said fee shall be non-negotiable. Only in exceptional circumstances if it is required, NSKFDC may consider modification of fee for particular camp/assignment. The decision of NSKFDC shall be final and binding in this regard. The institution shall be reimbursed on the basis of proper invoice for the services rendered by it. The invoice should be supported by a brief report/impact of the Health camp, details of Doctors, number of patients examined and highlight cases where serious diagnosis were made and referred for further surgical/other interventions. Hard & soft copies of photographs, clipping etc. to also be shared with NSKFDC.
- x) It should be committed to work on PAN India basis (in atleast five states) for organizing Health camps, however, in case it is unable to work in certain States/UTs, the names of such places should be clearly mentioned in the tender document.
- xi) The institution will give complete publicity to NSKFDC and its schemes during the camps and also facilitate participation of NSKFDC and its stakeholders for spreading awareness on the schemes.
- xii) In case of detection of serious ailments which may require other procedure, the institution will make arrangements to get the treatment organized either free or at subsidized cost in any recognized hospital. Onus of transportations of the patient in such case will lie with NSKFDC or be reimbursed by NSKFDC in case of the institution undertaking the same.

6. Submission & Evaluation of BIDS:

- i) Technical Bid {Annexure I(a), I(b) & (c)}, Financial Bid (Annexure-II) and Expression of Interest (all pages) alongwith supporting documents must be duly signed by the Authorised Signatory. The entire set of documents is required to be sent to AGM (Project), National Safai Karamcharis Finance & Development Corporation, B-2, Ground Floor, Greater Kailash Part-II, New Delhi-110048 on or before 09.03.2018 (3.00 PM).
- ii) In the event of any doubt or difference of opinion regarding the terms and conditions of empanelment, the decision of the NSKFDC shall be final and binding. NSKFDC reserves the right to amend, modify and change the terms and conditions of empanelment as deemed necessary.

- iii) The technical bids will be opened at 3:30 PM on 09.03.2018 and evaluated by a nominated committee of corporation to establish fulfillment of all technical qualification criteria (refer Annex I(a)) towards the same NSKFDC may at its discretion seek certain clarifications/documents from the bidders.
- iv) The financial bids of all the qualified applicants will be opened and the lowest responsive offer will be considered as the Standard Fee Structure which will be co-offered to all the technically qualified bidders for their acceptance. The institutions giving their acceptance will be empanelled by NSKFDC for organizing Health Camps.
- v) Please note that the Empanelment process can be cancelled by National Safai Karamcharis Finance & Development Corporation (NSKFDC) on its discretion.
- vi) **Tender Fee:** Tender Fee of Rs. 500/-(Rs. five hundred only) will be charged, which is to be submitted along with the Technical Bid in the form of Demand Draft, from any of the Scheduled Bank drawn in favour of National Safai Karamcharis Finance and Development Corporation payable at New Delhi. The MSME agency/units shall be exempted from submission of Tender Fee on production of proof of current registration certification from MSME/NSIC for the tendered item.
- vii) **EMD:** The Earnest Money Deposit (EMD) amounting to Rs.5,000 (Rs Five Thousand Only) should be necessarily submitted along with the Technical Bid in the form of Demand Draft, from any of the Scheduled Bank drawn in favour of National Safai Karamcharis Finance and Development Corporation payable at New Delhi and valid for a period of 90 days. Bids not accompanied by tender fee or EMD or without proper validity will be summarily rejected. The MSME agency/units shall be exempted from submission of EMD on production of proof of current registration certification from MSME/NSIC for the tendered item. The EMD shall be refunded (without interest) in respect of unsuccessful bidders. In the case of successfully empanelled institutions, the EMD shall be continued to be kept as a Performance Security (without interest), which shall be refunded to such institution after the end of the empanelment period or satisfactory completion of assigned work whichever is later.
- viii) **Validity:** The bid should be valid for a period of 90 days from the date of opening of financial bid.
- ix) **Important Dates:**

Sl. No.	Activity	Timeline
1.	Last Date & Time for receipt of Bids	09.03.2018(3.00 PM)
2.	Opening of Technical & Financial Bid	09.03.2018 (3.30 PM)

- x) **Performance Guarantee:**
Successful bidder shall have to submit performance guarantee of Rs.5,000 along with acceptance of contract, in case they are exempt from EMD.

Note: For any further announcement please visit NSKFDC website: www.NSKFDC.nic.in

National Safai Karamcharis Finance & Development Corporation (NSKFDC)

Technical Bid: Annexure-I (a)

Sl. No.	Details		Page No.
1.	Name of Institution		
2.	Date of Formation		
3.	Registered Address		
4.	Address for Correspondence		
5.	Telephone No.		
6.	Mobile No.		
7.	Fax No.		
8.	Email Address		
9.	Eligibility	Documentary Evidence (self-certified) to be enclosed.	Page No.
i)	The institutions/Body/Trust/ Societies/Hospital/Medical College etc. should be atleast 5 years old as on 31.3.2017. It should be having valid registration certificate under the relevant statute, under which it had been incorporated. It should have Governing Council/Board of Directors.	a) Copy of the Registration Certificate and its renewal certificate showing validity. b) List showing name and residential addresses of the Board/Council members with designation, mobile/ phone number, Aadhar Card No., if any.	
ii)	Its accounts should have been audited upto 31.3.2017 by a firm of Chartered Accountants.	a) A copy of the Audited accounts for the year 2016-17 alongwith Auditors Report. b) A copy of Annual Report of the institution for 2016-17 be also provided.	
iii)	It should not be black-listed or declared insolvent at any point of time.	Self-certified certificate signed by the Head of the Institution/authorized signatory.	
iv)	Voluntary organization/NGO should be mandatorily registered with the NitiAyog, Govt. of India (NGO Darpan Portal) and have a UID No.	Evidence of Unique ID and Registration of the portal.	
v)	It should have a valid PAN Number, GST NO. (if applicable).	Copy of PAN CARD /GST Registration Certificate	
vi)	It should have 'not-for-profit'/charitable/welfare objects	Copy of Bye-laws quoting the relevant clause number of the objects.	
vii)	It should have average annual gross receipts income of Rs.50.00 lakhs during each of the last three years. It should not have incurred/deficit/loss during 2016-17, as per audited accounts	A certificate from CA specifying year-wise (2014-15 to 2016-17) gross receipt/income and surplus/deficit.	
viii)	It should have organized atleast 50 Health camps upto 31.3.2017, out of which atleast 15 camps should have been held during 2016-17. The camps have been held in atleast 5 states/UTs upto 31.3.2017.	a) Summarized statement of Year-wise Health camps organized upto 31.3.2017 as per Annexure I (b). b) A separate Annexure I (c) be enclosed showing the details of atleast 50 camps held upto 31.3.2017.	
ix)	It should have ownership of atleast one 'Ambulance'.	Copy of the Registration Certificate of 'Ambulance'.	
x)	It should have worked with any Government Body of Central or State Government/autonomous bodies or a PSU for organizing Health camps.	a) Copy of letters (atleast one) from the sponsoring body i.e. from Central Govt./State Govt./PSUs/Govt. Bodies. b) List of partner/sponsoring bodies for holding camps (maximum upto 10 names be given. only).	
xi)	It should have atleast 10 Doctors on its panel for organizing such camps, out of which there must be a General Physician, Eye-Surgeon, ENT specialist, dermatologist and a gynecologist.	List of Doctors may be provided with their names, qualification & area of specialization and their consent to work with the institution.	

xii)	It should be willing to work on PAN India basis in atleast five states for organizing Health camps. Further, in case it is unable to work in certain States/UTs, the names of such place should be clearly mentioned.	Names of States/UTs agreed to be covered by the bidder (atleast 5).	
xiii)	Name, Address & contact detail of Authorised Signatory to the Tender	Original letter of authority from the bidding institution with requisite details of authorized signatory and his attested signatures.	

Declaration:

I hereby declare that above information submitted by me is true, correct and nothing is concealed and in the event it is found that any information is false or concealed or incomplete, NSKFDC can take action against me including cancellation of my empanelment.

Date:

Signature of Authorised Signatory)

Place:.....

Name.....

Designation.....

Contact No/Cell No.....

Email ID

National Safai Karamcharis Finance & Development Corporation (NSKFDC)

Technical Bid: Annexure-I (b)

Summarized Statement of Health Camps organized upto 31.3.2017 {for compliance of 9(viii)}
Bidder's Name.....

Sl. No.	Year	Names of States/UTs Covered	No. of Health Camps organized
1.	Upto 2015-16		
2.	During 2016-17		
Total (1+2)			

Date:

(Signature of Authorised Signatory)

Place:.....

Name.....

Designation.....

Contact No/Cell No.....

Email ID

National Safai Karamcharis Finance & Development Corporation (NSKFDC)

Technical Bid: Annexure-I (c)

Detailed statement of Health Camps organized by the Bidder {for compliance of 9(viii)}

(Bidder's Name.....)

Sl. No.	State/UT	Venue of Camp (District, Village/Town Name)	Type of Health Camp (facilities)	No. of Doctors attended the camp	No. of patients checked	Name of the Sponsoring institution, if any	Date

Note: The details of atleast fifty camps held upto 31.3.2017 to be endorsed in above format.

Date:

(Signature of Authorised Signatory)

Place:.....

Name.....

Designation.....

Contact No/Cell No.....

Email ID

National Safai Karamcharis Finance & Development Corporation

FINANCIAL BID: Annexure-II

Bidder's Name: _____

Sl. No.	Particulars	Amount (Rs.)
1.	Consolidated charges per Health camp at any location within India (charges shall include all types of expenses and professional charges for organizing the camp & other incidental expenses including cost of near vision spectacles (maximum 50 Nos. free per camp). etc. (Note: In case more than 50 nos. near vision spectacles are distributed at camps, additional Rs.50/- per spectacle shall be reimbursed upon production of requisite details with the invoice).	
2.	Taxes extra, if any (applicable rate)	
Total (1+2) per camp.		

Note: The validity of offers is 90 days after opening of financial bid. The rates will be applicable for a period of two years.

(Rupees.....only) per camp.

(Signature of Authorized Signatory)

Name.....

Designation.....

Contact No/Cell No.....

Email ID