

Request for Proposal (RFP) for Operationalization of Mobile Medical Vans in Haryana



By

Haryana Labour Welfare Board

Bays No. 29-30 (Pocket-II), Sector-04, Panchkula, Haryana 134112

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DISCLAIMER

The information contained in this RFP document or information provided subsequently to Bidder(s) whether verbally or in documentary form/email issued for the eligible and interested bidders, by or on behalf of the Haryana Labour Welfare Board (HLWB), Panchkula, which herein will be referred as BOARD or Board, is provided on the terms and conditions set out in this document and all other terms & conditions subject to which such information is provided. The purpose of this RFP document is to provide the Bidder(s) with information to assist in the formulation of their Proposals. Each Bidder should conduct its own investigations & analysis and should check the accuracy, reliability and completeness of the information in this RFP document and wherever necessary they should obtain independent advice from appropriate sources. BOARD may, in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP document.

BOARD, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Applicant or Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way for participation in this Bid Stage.

This RFP is neither an agreement nor an offer by BOARD, but an invitation for responses to the issues pertaining to any service by BOARD as contained in this document. No contractual obligation on behalf of BOARD, whatsoever, shall arise from the RFP process unless and until a formal agreement is signed and executed by duly authorized officers of BOARD and the finally selected Bidder. It may be noted that issuance of RFP does not confer any right to be invited to participate further and BOARD shall have unfettered rights and discretion in its decision regarding such matters and finalization or completion of further steps in respect of the RFP.

The Bidders, by accepting this document, agree that any information contained herein may be superseded by any subsequent written information on the same subject made available to the recipient or any of their respective officers or published on BOARD website. It is also understood and agreed by the Bidder(s) that decision of BOARD regarding selection of the Bidder will be final and binding on all concerned. No correspondence in this regard, verbal or written, will be entertained.

The Haryana Labour Welfare Board, Panchkula reserves the right to amend, modify, vary, add, delete, accept or cancel, in part or full, any condition or specification of all proposals/orders/responses, without assigning any reason thereof before evaluation of technical bids. Each Bidder shall be entirely responsible for its own costs and expenses that are incurred while participating in the RFP, presentations and contract negotiation processes.

BOARD reserves the right at the time of award of contract to increase or decrease, the terms of reference / scope of work with or without any change in price, other terms and conditions.

Notwithstanding anything contained in the RFP Document, BOARD reserves the right to accept or reject any response and to annul the process and reject all responses at any time prior to execution of the agreement with the Bidder to whom the contract would be finally awarded, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the BOARD's decision.

BOARD reserves the right to cancel the entire process at any stage at its sole discretion without assigning any reason thereof.

It shall be the duty and responsibility of the Bidders to ensure themselves about the legal, statutory and regulatory authority, eligibility and other competency of them to participate in this RFP and to provide any and all the services and deliverables under the RFP to BOARD.

Notice Inviting Request for Proposal (RFP)

The Haryana Labour Welfare Board, Panchkula, invites proposals from reputed organizations with a proven track record for providing services for Mobile Medical Vans as per the details mentioned below:

| S.No. | Particulars | Details |
|-------|--|--|
| 1. | Name of the client inviting RFP | Haryana Labour Welfare Board |
| 2. | Address | Haryana Labour Welfare Board, Bays No.29-30 (Pocket-2), Sector-4, Panchkula, Haryana-134112. |
| 3. | Date of issue of RFP | 16.04.2025 at 03:00 PM |
| 4. | Last Date of receiving Queries for pre-bid meeting | The queries, if any, in the RFP has to be mailed before 06.05.2025 upto 05:00 PM to the following email: hlwb51hry@gmail.com Contact: 0172-2560226 |
| 5. | Pre-Bid Meeting | 20.05.2025 at 11:00 AM to be held at Haryana Labour and Welfare Board, Bays No. 29-30 (Pocket-II) Sector-4, Panchkula - 134 112 |
| 6. | Last date and time for submission of RFP processing fees, E-service charge and EMD | 17.06.2025 up to 02:00 PM |
| 7. | Last date and Time for submission of online bid | 18.06.2025 up to 03:00 PM |
| 8. | Date and time of Opening of Technical Proposal | 18.06.2025 up to 03:30 PM |
| 9. | Time, Place, and date for opening of the Financial Proposal | To be intimated later to the eligible bidders |
| 10. | Estimated Cost of tender / RFP | Rs. 22 Crore |
| 11. | EMD | INR 2,00,000/- (INR Two Lakhs Only) |
| 12. | Cost of RFP Document & processing fee and e-service charges | RFP document & processing fee INR 11,800/- (10,000 plus GST@18%) E-service charges INR 1180/- (1000 plus GST @ 18%) |
| 13. | Method of Selection | Least Cost Based Selection |

The RFP / tender document can be downloaded from the website: <https://etenders.hry.nic.in> or <https://hrylabour.gov.in> . Interested bidders are advised to regularly visit the website in order to update themselves with regard to any change or additional information related to the tender. Haryana Labour Welfare Board reserves the right to re-issue / amend /cancel this tender, amend the tentative schedule and key dates of the bid. It is the sole responsibility of prospective bidders to go through all the notices issued by the Board from time to time for any updated information.

Welfare Commissioner,
Haryana Labour Welfare Board, Panchkula

Section I: Instructions to Bidders

This RFP is being floated by Haryana Labour Welfare Board (HLWB) for inviting proposals from reputed organizations with a proven track record for providing services for Mobile Medical Vans in the State of Haryana. The participating bidders are advised to carefully go through this RFP and ensure that all the instructions, terms, key dates, submission of bids, deposit of various fees and EMD etc. are followed / done in accordance with this RFP.

1. RFP Document Fee and Bid Processing Fee

The bidder must furnish as part of the technical proposal, the mandatory required documents & processing fee amounting to INR 11,800/- (10,000 plus GST@18%) and E-service charges INR 1180/- (1000 plus GST @ 18%) by depositing this amount online while uploading / submitting their bids on <https://etenders.hry.nic.in>. The detailed procedure is given at point number 5 of this RFP at page no. 9.

2. Earnest Money Deposit (EMD)

1. The bidder must furnish as part of the technical proposal, an Earnest Money Deposit (EMD) amounting to INR 2,00,000/- (INR Two Lakhs Only) by depositing this amount online while uploading / submitting their bids on <https://etenders.hry.nic.in>.
2. The EMD of unsuccessful bidders will be refunded only after finalization of selection process and award of contract to the successful bidder. No interest shall be paid on EMD.
3. The EMD of the successful bidder will be released only after furnishing of the required Performance Bank Guarantee (PBG) and signing of the contract.
4. The EMD of any bidder will be forfeited on account of any of the following reasons:
 - I. If the bidder withdraws its proposal during the bid validity period as specified in RFP or Bidder does not respond to requests for clarification of its proposal.
 - II. If the bidder fails to provide required information during the evaluation process or is found to be non-responsive or has submitted false information in support of its qualification.
 - III. If the bidder fails to:
 - a. Provide any clarifications to the Board;
 - b. Agree to the decisions of the contract negotiation meeting;

- c. Sign the contract within the prescribed time period or furnish required Performance Bank Guarantee in time.

IV. Any other circumstance, wherein the Board deems it necessary, during the overall selection process.

3. Validity of the Proposal

Proposals shall remain valid for a period of 180 (One Hundred Eighty) Days from the date of opening of the Technical Proposal. The Board will endeavour to finalize the selection process and award the contract within the bid validity period. The Board reserves the rights to reject a proposal which is valid for a shorter period, as non-responsive. The bid validity period may be extended on mutual consent.

4. Pre-Proposal Queries

1. Bidders can submit their queries in respect of the RFP and other details, if any, to the Board, through e-mail at lwb-hry@nic.in within the stipulated mandatory timeline mentioned in the table at page number 10.
2. Clarifications, if any to the above will be uploaded on <https://hrylabour.gov.in> in order to assist in preparation of the proposal.
3. Request for alteration / change in existing terms and conditions of the RFP shall not be considered / entertained.
4. The queries shall necessarily be submitted in the following format:

| Page No. | Section No. | Content of RFP requiring clarification | Clarification requested | Remarks |
|----------|-------------|--|-------------------------|---------|
| | | | | |
| | | | | |

5. Board shall not be responsible for ensuring that the bidder's queries have been received by Haryana Labour and Welfare Board.
6. Any requests for clarifications post the indicated date and time may be entertained by the Board at its own discretion.
7. The purpose of query clarification is to provide the Bidders with information regarding the RFP, project requirements, and opportunity to seek clarification regarding any aspect of the RFP and the Project. However, the Board reserves the right to hold or re-schedule / reinstate the process or reject all the bids without assigning any reasons.

8. Responses to queries and issue of Corrigendum:

- The authorized Representative of the Board will endeavour to provide a timely response to the queries. However, neither any representation or warranty is given as to the completeness or accuracy of any response made in good faith, nor does the Board undertake to answer all the queries that may have been posed by the bidder.
- At any time prior to the last date for receipt of proposals, the Board may for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the RFP document by a corrigendum.
- The corrigendum (if any) and clarification to the queries from all bidders will be uploaded on the website i.e. <https://hrylabour.gov.in> .

5. Submission of Proposal:

1. The payment for Tender / RFP Document & Processing Fee and EMD shall be made by the bidders online. Please refer to 'Online Payment Procedure' is available at the Single e-Procurement portal of GoH (Govt. of Haryana) at <https://etenders.hry.nic.in>.
2. Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://etenders.hry.nic.in> to be eligible to participate in the e-Tender. He/ She will be required to make online payment of required EMD in due course of time. The intended parties which fail to pay EMD fee under the stipulated time frame shall not be allowed to submit his/her bids for the respective event / Tenders / RFP.
3. The interested bidders must remit the RFP Document & Processing Fee and EMD at least T+1 working day (Transaction + One Day) in **advance** as given under Key Dates and make payment online to the beneficiary account number specified under the online generated challan. The intended bidder/agency thereafter will be able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective Events / Tenders / RFP at <https://etenders.hry.nic.in> .
4. The interested bidders shall have to pay mandatorily RFP document & processing fee of Rs.11,800/- (10,000 plus GST@18%) under document fee – Non-refundable (Rupee Eleven Thousand Eight Hundred Only) and E-service charges INR 1180/- (1000 plus GST @ 18%) through online payment.
5. The Payment for RFP document Processing Fee Rs. 11,800/- (10,000 plus GST@18%) and E-service charges INR 1180/- (1000 plus GST @ 18%) can be made by eligible bidders online. The interested bidders must remit the funds at least T+1 working day (Transaction + One Day) in advance before the expiry date & time of the respective events and make payment online to the beneficiary account number specified under the online generated challan.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:

Key Dates / Mandatory timeline

| S. No. | Particulars | Details (Date and Time) |
|--------|---|--|
| 1. | (i) Downloading of RFP / Tender document / Online bid preparation. (ii) Online payment of funds of Rs.11,800/- plus Rs. 1,180/- RFP / Tender document & processing fee (10,000 plus GST@18%) and E-service charges INR 1180/- (1000 plus GST @ 18%-) – Non-Refundable and required EMD of Rs.2 lakh - refundable | 16.04.2025 from 03:00 PM to 18.06.2025 by 03:00 PM |
| 2 | Last Date of receiving Queries for pre-bid meeting | The queries, if any, regarding the RFP has to be mailed before 06.05.2025 upto 05:00 PM to the following email: hlwb51hry@gmail.com |
| 3 | Pre-Bid Meeting | 20.05.2025 at 11:00 AM to be held at Haryana Labour and Welfare Board, Bays No. 29-30 (Pocket-II), Sector-4, Panchkula - 134 112 |
| 4 | Submission of online Bid (start date and end date) | 16.04.2025 from 03:00 PM 18.06.2025 up to 03:00 PM |
| 5 | Opening of Technical Bid | 18.06.2025 by 03:30 PM |
| 6 | Opening of the Financial Bid | Date, time and place to be intimated later to the technically qualified bidders |

Important Note:

1. The bidders have to complete 'Application/Bid Preparation & Submission' on scheduled time as mentioned above. If any bidder fails to submit his/her bid along-with the requisite document fee, processing fee and EMD fee in the stipulated online time schedule for this stage, then application/bid status will be considered as 'Applications/bids not submitted'.
2. Bidders must confirm & check their application/bid status after completion of their all activities for e-bidding.
3. All bidders participating in the bidding process should ensure that the key dates / mandatory timeline stipulated above is strictly adhered to by them.
4. In the event of Bid opening day being declared a holiday / closed day, the Bids will be received/opened on the next working day at the same time.

INSTRUCTIONS TO BIDDERS ON ELECTRONIC TENDERING SYSTEM

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

1. **Registration of bidders on e-Procurement Portal:** All the bidders intending to participate in the tender / RFP process online are required to get themselves registered on the centralized e-Procurement Portal i.e. <https://etenders.hry.nic.in> . Please visit the website for more details.
2. **Obtaining a Digital Certificate:**

- i. The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.
- ii. A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website- <https://etenders.hry.nic.in> .
- iii. The bidders may obtain Class-III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities. For more details please visit the website - <https://etenders.hry.nic.in>.
- iv. The bidder must ensure that he/she complies by the available important guidelines available at the portal <https://etenders.hry.nic.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.
- v. Bid for the tender / RFP must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of the tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users / bidders are advised to keep a backup of the certificate and also keep the copies at safe place under proper security (for its use in case of emergencies).
- vi. In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney /lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act, 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the tender process as per Information Technology Act, 2000. The digital signature of this authorized user will be binding on the firm.
- vii. In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.
- viii. The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

3. Pre-requisites for online bidding:

In order to operate on the electronic tender management system, a user's machine is required to be set up. For more details please visit the website- <https://etenders.hry.nic.in> .

4. Online Viewing of Detailed Notice Inviting Tenders:

The bidders can view the DNIT (Detailed notice inviting tender) / RFP and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at <https://etenders.hry.nic.in> .

5. Key Dates:

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders / RFP. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

6. Online Payment of Tender- / RFP Document & Processing fee, E-service charges & EMD fees & Bid Preparation & Submission (Technical & Commercial/Price Bid):

i. **Online Payment of Tender / RFP Document Fee + Processing fee:** The online payment for RFP document and Processing Fee, e-service charges & EMD can be done using the secure electronic payment gateway. The Payment for RFP Document Fee and Processing Fee shall be made by bidders/Vendors online. Please refer to 'Online Payment Procedure' available at the Single e-Procurement portal of GoH (Govt. of Haryana) at <https://etenders.hry.nic.in>.

ii. **PREPARATION & SUBMISSION OF online APPLICATIONS/BIDS:**

a) Detailed RFP document may be downloaded from e-Procurement website <https://etenders.hry.nic.in> and tender mandatorily be submitted online following the instruction appearing on the screen.

b) Scanned copies of Documents are to be submitted / uploaded for Technical bid with proper page numbering under online Technical Envelope. The required documents (refer to RFP) shall be prepared and scanned in different file formats (in PDF/JPEG/MS WORD format provided that file size is not exceed more than 10 MB) and uploaded during the on-line submission of Technical Envelope.

c) **FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually). For more details please visit the website- <https://etenders.hry.nic.in> .**

7. ASSISTANCE TO THE BIDDERS

For queries on Tenders Haryana Portal, kindly contact:

Tel: 0120-4200462, 0120-400102,

M: 8826246593

E-mail: support-eproc(at)nic(dot)in (support-eproc@nic.in)

Note- Bidders are requested to kindly mention the URL of the Portal and Tender Id in the subject while emailing any issue along with the Contact details. For any issues/

clarifications relating to the tender published kindly contact the Tender Inviting Authority.

For any technical related queries please call at 24 x 7 Help Desk Number :0120-4001 002; 0120-4001 005; 0120-6277 787. International Bidders are requested to prefix 91 as country code.

Technical - support-eproc(at)nic(dot)in (support-eproc@nic.in)

Note: Contact e-Procurement helpdesk at least one day prior to the scheduled closing date and time of respective e-tendering event. Also, for queries related to e-payment of EMD, kindly contact the helpdesk at least two days prior to closing date and time of the respective event.

Intended bidders mandatorily required to register their queries, if there is any, pertaining to the online bidding on the single e-Procurement portal <https://etenders.hry.nic.in> .

NOTE:

- A. Bidders participating in online tenders shall check the validity of their respective Digital Signature Certificates before participating in the online Tenders at the portal <https://etenders.hry.nic.in> .
- B. For more details please visit the website- <https://etenders.hry.nic.in> .

8. ONLINE PAYMENT GUIDELINES

The complete details for the online payments can be found on the website - <https://etenders.hry.nic.in>, under the head - Bidders Manual Kit and by downloading the file - Online Payment Procedure, where complete instructions along with screenshots are mentioned for the assistance of the bidders.

6. Opening of the Proposal

The bids will be opened online as per the guidelines / procedure prescribed at <https://etenders.hry.nic.in> . The Board will constitute an Evaluation Committee (EC) to evaluate the bids. Only one representative with an authorization letter from the participating bidder will be allowed to attend the bid opening meeting. The FINANCIAL BID for only the eligible bidders will be opened online. The date for opening of the financial proposal shall be intimated, accordingly, to the eligible bidders well in advance.

7. Evaluation of Proposal

Two stage evaluation process will be conducted as explained below for evaluation of the proposals:

Preliminary Evaluation (1st Stage)

Preliminary evaluation of the proposals will be carried out to determine whether the bid complies with the prescribed eligibility / pre-qualification criteria and whether the requisite documents/information have been properly furnished by the bidder or not. Submission of following documents/information will be verified:

- Duly filled in Bid Submission Check List in Original (Annexure-I).
- Covering letter (TECH 1) on bidder's letter head requesting to participate in the selection process.
- RFP Document and Processing Fee, e-service charges and EMD as applicable.
- Copy of Certificate of Incorporation/ Registration of the bidder company / firm etc.
- Copy of PAN.
- Copy of Goods and Services Tax Identification Number (GSTIN).
- General Details of the Bidder (TECH 2).
- Financial Details of the bidder (TECH 3) along with all the supportive documents as applicable duly signed as per the instruction (including Copies of IT Return for the last three financial years i.e., FY, 2021-22 and 2022-23, 2023-24. Turnover Certificate from Chartered Accountant / Statutory Auditor / Photocopy of Audited financial statements: P/L and Balance Sheet).
- Power of Attorney (TECH 4) in favour of the person signing the bid on behalf of the bidder.
- List of completed assignments of similar nature (Past Experience Details, TECH 5) along with copies of contracts/work orders/completion certificate and payment document proof from previous Boards / organizations.
- Self-Declaration on Conflict of Interest (TECH 6).
- Description of approach, methodology and workplan to undertake the assignment (Tech-7).
- Proposed Plan to Carry out the Assignment (Tech-8).
- Non-consortium declaration (Tech-9).
- Affidavit declaring the non-blacklisting (Tech-10) status of the bidder.
- All the pages of the proposal and enclosures/attachments must be numbered and signed by the authorized representative of the bidder.

**Bids not complying with any of the above requirements will be out-rightly rejected at the discretion of the Board's authority.*

Evaluation of Technical Criteria

| Sr. No. | Basic Requirements | Specific Requirements | Documents Required |
|---------|--------------------|---|--|
| 1 | Registration | The bidder must be an organization registered under Indian Companies Act, 1956/2013 or a society registered under The Societies Registration Act, 1860 or the Haryana | <ul style="list-style-type: none">• Copy of Registration / Certificate of Incorporation• PAN Document• GST Certificate |

| Sr. No. | Basic Requirements | Specific Requirements | Documents Required |
|---------|-----------------------------------|---|---|
| | | Registration and Regulation of Societies Act, 2012 or a trust registered under the Indian Trusts Act, 1882 or a Partnership Firm registered under the Indian Partnership Act, 1932 or a Limited Liability Partnership Firm registered under the Limited Liability Partnership Act, 2008. | |
| 2 | Operation and previous experience | <p>The bidder must have been in operations for at least past three (3) Years as on the date of submission of the RFP in the field of any of the following services:</p> <ul style="list-style-type: none"> • Mobile Medical Van (MMV) • Mobile Medical Unit (MMU) • Mobile Health Unit (MHU) • Mobile Clinic <p>The Bidders should have cumulative work experience in operations of at least 20 Units (vehicles) of any of the above services in last 3 Years (i.e. 2021-22, 2022-23 and 2023-24) in Government Hospitals / PSUs / Private Tertiary Care Hospitals / NGOs</p> | <ul style="list-style-type: none"> • Copies of work orders/ Sanction Orders / MOUs / payment proof / Completion/ Experience Certificates or CA Certified Certificate/ Equivalent Documentary evidence should be provided as proof. Documents in other languages should be supplemented by an English translated copy along with original TECH 5. |
| 3 | Turnover | <p>The bidder should have an average annual turnover of a minimum of INR 10.00 Crore (INR. Ten Crores) over the last Three Financial Years (FY 2021-22, 2022-23, 2023-24) and shall have filed ITRs for the last three years.</p> <p>No provisional balance sheet will be accepted.</p> | <ul style="list-style-type: none"> • Photocopy of Certificate from Statutory Auditor / Audited financial statements for the three previous financial years ending March 2024 i.e., FY 2021-22, 2022-23, 2023-24. • Original TECH 3. • Photocopy of ITR Filing |
| 4 | Blacklisting | Bidder (s) should not be blacklisted by Central/ State Government / Public sector Undertaking etc. | Notarized Declaration as per TECH 9 |
| 5 | Authorized Representative | A Power of Attorney in the name of the person signing the Proposal | Original Power of Attorney Notarized on INR 100/- Bond paper as per TECH 4 |

| Sr. No. | Basic Requirements | Specific Requirements | Documents Required |
|---------|--|--|--|
| 6 | Exclusion of Consortium | No consortium / JVs / Associations / subcontracting shall be allowed under this project | Declaration of submitting as an independent agency from the Authorized signatory as per TECH 8 |
| 7 | Bid Processing Fee and RFP document fee (Non-Refundable) And EMD | The participating bidder will deposit the RFP document and processing Fee of INR 11,800/- (10,000 plus GST@18%), e-service charges of Rs. 1,180/- (1000 plus GST@18%) along with EMD of Rs. 2,00,000/- (Two Lakh only) through online payment as per the details mentioned on the website https://etenders.hry.nic.in under the head - <u>Bidders Manual Kit</u> and by downloading the file - <u>Online Payment Procedure</u> . | To be deposited online |

Grievance Redressal Mechanism for participating Bidders

1. After the final scrutiny of the Technical Bids by the competent authority, before opening of Financial Bid, the final status of the bidders being – ‘As per RFP / Not as per RFP’ will be intimated to all the participating bidders / firms. The decision will be conveyed to the bidders electronically at their registered E-Mail ID.
2. All the bidders who want to make any representation/ complaint against any issue related to their technical scrutiny of the bids may do the same within 5 working days (up to 05:00 P.M. of the Fifth Working day) of the date of issue of letter/ intimation regarding their ‘As per RFP / Not as per RFP’ status. They have to ensure that their communication is delivered / reached within 5 working days and delay in postal or any other reason will not be counted as a valid reason.
3. The Board will examine the representation/ complaints so received from the bidders and take a final decision on the same.
4. After the completion of the Grievance Redressal Mechanism, the Financial Bid will be opened.
5. No representation / complaint in whatsoever manner from the bidders will be entertained after opening of Financial Bid.

Financial Evaluation (2nd Stage):

The Financial Proposals / bids of only those bidder companies / firms, who are eligible, shall be considered. The financial bids of ineligible bidders shall not be opened. The Financial bids shall be opened as per online tendering process and the bidder with lowest quoted price will

be considered for contract negotiations. The financial bid quoted by the bidder should be inclusive of all taxes, duties etc. for which the Board shall make payment to the bidder.

8. Negotiation

Negotiations to further lower the bid price will be held (if deemed necessary) at a suitable location in Chandigarh / Panchkula (to be communicated later) before the competent authority. The negotiations will be held as per the latest guidelines of Haryana Government / Directorate of Supplies & Disposals, Haryana. Representatives of the bidder conducting negotiations on behalf of the bidder must have written authority to negotiate and conclude the Contract as a pre-requisite for attendance at the negotiations. The invited bidder will confirm availability of its requisite Professional staff. Failure in satisfying such requirements may result in the Board proceeding to negotiate with the next-best bidder.

Conclusions of Negotiations: If the negotiations with the bidder are successful, then, the Board may consider awarding the contract to the bidder. However, if the negotiations fail with the aforesaid bidder, the Board will invite the next ranked bidder for negotiations.

9. Award of Contract

- a. After completion of the contract negotiation stage, the Board will notify the successful bidder in writing by issuing a proposal for letter of intent (LOI) / award of contract / offer letter for signing the contract.
- b. The successful bidder shall be asked to sign the contract after submission of Performance Bank Guarantee (PBG) and fulfilling all formalities within 15 days of issuance of the LOI / award of contract / offer letter.
- c. The Board shall notify all other bidders about the result of the selection process.
- d. After signing of the contract, no variation or modification of the terms of the contract shall be made except by written amendment signed by both the parties.
- e. The contract shall be valid for Three (3) years i.e., Thirty-six Months from the date of signing of the contract.
- f. The contract can be further extended for next Two (2) years based on satisfactory performance of the service provider and HLWB requirement as reviewed / determined

by the Board and as mutually agreed upon by both the parties. If the contract is extended, fresh Performance Bank Guarantee will be submitted by the selected bidder.

10. Performance Bank Guarantee (PBG)

- a. Within Seven (7) working days of notifying the acceptance of a proposal for award of contract/ LOI, the successful bidder shall have to furnish a Performance Bank Guarantee amounting to 2% of the value of the contract for Haryana based firms / enterprises or 3% of the value of the contract for Other States / UT based firms from a Scheduled/Nationalized Bank situated in Haryana in favour of "Welfare Commissioner, Haryana Labour Welfare Board, Panchkula", as per the format at Annexure-III, for a period of Ninety (90) days beyond the entire contract period (i.e., PBG must be valid from the date of effectiveness of the contract to a period of 90 days beyond the contract period) as its commitment to perform services under the contract.
- b. The bank guarantee must be submitted after award of contract/LOI (Letter of Intent) but before signing of contract. The successful bidder must renew the bank guarantee on same terms and conditions in case of extension of the contract.
- c. Performance Bank Guarantee would be returned only after successful completion of tasks assigned to the selected bidder, and only after adjusting/recovering any dues recoverable/payable from/by the selected bidder on any account under the contract.
- d. Failure to comply with the requirements shall constitute sufficient grounds for the forfeiture of the PBG. The PBG shall be released immediately after three months of expiry of contract, provided there is no breach of contract on the part of the qualified bidder and no amount is payable by the bidder under the contract. No interest shall be paid on the PBG.
- e. On submission of this performance guarantee and after signing of the contract, the EMD of the successful bidder would be returned. The format for the Performance Bank Guarantee is provided in Annexure III.

11. Conflict of Interest

Conflict of interest may probably arise in the event of:

- a. Conflicting assignments, typically monitoring and evaluation / environmental assessment of the same project by the eligible bidder.

- b. Consultants, agencies, or institutions (individuals or organizations) who have a business or family relation with the Board directly or indirectly.
- c. Practices prohibited under the anti-corruption policy of the Government of India or the Govt. Of Haryana.

The bidders must be careful so as not to give rise to a situation where there will be any conflict of interest with the Board as this would amount to their disqualification and termination of contract.

12. Disclosure

Bidders have an obligation to disclose all the facts which may have any bearing on the contract.

- a. Bidders must disclose if they are, or have been the subject of any proceedings (such as blacklisting) or other arrangements relating to bankruptcy, insolvency, or the financial standing of the Bidder, including but not limited to appointment of any officer such as a receiver in relation to the Bidder's personal or business matters or an arrangement with creditors, or any other similar proceedings.
- b. Bidders must disclose, if they have been convicted of, or are the subject of any proceedings relating to:
 - a criminal offence or other serious offence punishable under the law of the land, or if they have been found by any regulator or professional body to have committed professional misconduct.
 - corruption including the offer or receipt of an inducement of any kind in relation to obtaining any contract, or otherwise.
 - failure to fulfil any obligations in any jurisdiction relating to the payment of taxes or social security contributions.
- c. In addition of above, failure to disclose any important factual aspect may lead to disqualification of the bidder or termination of its contract.

13. Anti-corruption Measure

- a. Any unwarranted effort by Bidder(s) to influence the Board in the evaluation and ranking of financial proposals, and recommendation for award of contract, will result in the rejection of the proposal.

- b. A recommendation for award of Contract shall be rejected if it is found that the recommended bidder is directly, or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in question.
- c. In such cases, the Board shall blacklist the bidder either indefinitely or for a specific period, disqualifying it from participating in any related bidding process for the said period.

14. Language of Proposals

The proposal and all related correspondence to be exchanged between the bidder and the Board shall be written in the English language. Supporting documents and printed literature that are part of the proposal may be in another language provided they are accompanied by an accurate translation by certified translator of the relevant passages in English with self-certification for accuracy, in which case, for the purposes of interpretation of the Proposal, the translated version shall govern.

15. Cost of Bidding

The Bidder shall bear all costs associated with the preparation and submission of its proposal. The Board shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process. Bidder/s is/are not allowed to submit more than one proposal under the selection process. Alternate bids are also not allowed.

16. Legal Jurisdiction

All legal disputes are subject to the jurisdiction of District Civil Court at Panchkula only.

17. Governing Law and Liquidated Damages

The schedule given for delivery is to be strictly adhered to in view of the strict time schedule. Any delay in delivery shall render the bidder liable for liquidated damages and the Board shall also have an option of cancellation of the contract for pending activities and getting it completed from next bidder at the expense of defaulting bidder. The Board may deduct such sum from any money due or that may become due to the defaulting bidder. The payment or deduction of such sums shall not relieve the bidder from his obligations and liabilities under the contract. Please refer to Section II of RFP Terms and Conditions for Penalty and other charges.

18. Confidentiality

Information relating to evaluation of proposals and recommendations concerning awards shall not be disclosed to the bidders who submitted the proposals or to other persons not officially concerned with the process, until the publication of the award of contract. The undue use by any Bidder of confidential information related to the process may result in rejection of its proposal and may be subject to the provisions of the Board's antifraud and corruption policy. During the execution of the assignment, except with prior written consent of the Board, the Bidder or its personnel shall not at any time communicate to any person or entity any confidential information acquired in the course of the contract.

19. Amendment of the RFP Document

At any time before submission of proposals, the Board may amend the RFP by issuing an addendum / corrigendum through the website: <https://hrylabour.gov.in> . Any such addendum / corrigendum will be binding on all the bidders. To give bidders reasonable time to take an addendum / corrigendum into account in preparing their proposals, the Board may, at its discretion, extend the deadline for the submission of the proposals.

Right to accept any proposal, and to reject any or all proposal/s. The Board reserves the right to accept or reject any proposal, and to annul or amend the bidding / provide additional time period for submission of missing documents/selection/evaluation process and reject all proposals at any time prior to award of contract, without assigning any reason thereof and thereby incurring any liability to the bidders.

20. Copyright, Patents and Other Proprietary Rights

Welfare Commissioner, Haryana Labour Welfare Board shall have the exclusive right over all intellectual property, other materials which bear a direct relation to, or are prepared or collected in consequence of or during the execution of this contract. At the Board's request, the Bidder shall take all necessary steps to submit all such material to the Board in compliance with the requirements of the contract.

21. Force Majeure

For purpose of this clause, "Force Majeure" means an event of act of God for which no party can be held accountable. If a Force Majeure situation arises, the service provider / agency shall promptly notify the Board in writing of such situation, the cause thereof and the change that is necessitated due to the situation. Until and unless otherwise directed by the Board in writing, the service provider / agency shall continue to perform its obligations under the contract as far as is reasonably practicable and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. The service provider / agency shall advise the Board in writing, the beginning, and the end of the above causes of delay, within seven days of the occurrence and cessation of the Force Majeure condition. In the event of a delay lasting for more than one month, if arising out of causes of Force Majeure, board reserves the right to cancel the contract without any obligation to compensate the service provider / agency in any manner for whatsoever reason.

22. Settlement of Disputes

The Board and the selected Bidder shall make every effort to resolve amicably, by direct informal negotiation, any disagreement or dispute arising between them under or arising from or in connection with the Contract within Thirty (30) days from the commencement of such informal negotiation. All dispute resolution proceedings shall be held at Panchkula, Haryana and the language of such proceedings and that of all documents and communications between the parties shall be in English. Welfare Commissioner, Haryana Labour Welfare Board shall be the final authority to resolve the dispute arising between and the Board and the Selected Agency / service provider.

23. Disqualification of Proposal

The proposal is liable to be disqualified in the following cases as listed below:

- a. Proposal submitted without RFP document and Processing Fee, e-service charges & EMD as applicable.
- b. Proposal not submitted in accordance with the procedure and formats as prescribed in the RFP.

- c. During validity of the proposal, or its extended period, if any, the bidder increases the quoted prices.
- d. Proposal is received in incomplete form.
- e. Proposal is received after due date and time for submission of bid.
- f. Proposal is not accompanied by all the requisite documents/information.
- g. Bids with any conditional technical or financial offer.
- h. If the bidder provides any assumptions in the financial proposal or qualifies the commercial proposal with its own conditions, such proposals will be rejected even if the commercial value of such proposals is the lowest / best value.
- i. Proposal is not properly signed.
- j. Proposal is not conforming to the requirement of the term of reference / scope of the work of the assignment.
- k. Bidder tries to influence the proposal evaluation process by unlawful/corrupt/fraudulent means at one or any point of time during the bid process.
- l. If, any of the bid documents, excluding the commercial / financial bid, submitted by the bidder is found to contain any information on price, pricing policy, pricing mechanism or any information indicative of the commercial aspects of the bidder or if any person acting on its behalf is found to be indulged in corrupt and fraudulent practices.
- m. Any other condition / situation which holds the paramount interest of the Board during the overall selection process.

24.Compliance to the Statutory and Legal Requirements

The bidder / Service provider shall also comply with all other statutory provisions including but not limited to provisions regarding medical education and eligibility criteria of human resources deployed by the bidder / service provider for providing the services, biomedical waste management, bio-safety, occupational and environmental safety.

25. Compliance to Minimum Wages Act and Other Statutory Requirements

- The bidder / service provider shall comply with all the provisions of Minimum Wages Act 1948, Contract Labour (Regulation and Abolition) Act 1970 and all other applicable labour laws.
- The overall legal responsibility of provision of medical care in the MMV lies with the selected bidder / service provider.

- The bidder / Service provider shall maintain confidentiality of medical records, strictly adhering to relevant data protection, data security and confidentiality laws etc. and shall make adequate arrangement for cyber security.

26.Damages for Mishap/Injury

- The Bidder / Service provider shall be fully responsible for damages of any kind or for any mishap/injury/ accident caused to any personnel/property of the bidder / service provider while performing the duty, scope of services etc.
- All liabilities, legal or monetary, arising in that eventuality shall be borne by the bidder / service provider.
- The bidder / service provider shall keep the Board indemnified against damages from all of the above mishaps/injuries/accidents.

Section II Terms of References

The most important aim of Haryana Labour Welfare Board is to raise the standard of living of workers of Haryana State. With this aim, The Haryana Labour Welfare Board, invites proposals from reputed organizations with a proven track record for providing services for Mobile Medical Vans. The primary beneficiaries of the Mobile Medical Van project will be the workers who are contributors of Haryana Labour Welfare Funds and Building and Other Construction Workers (BOCW) who often face challenges in accessing healthcare facilities due to their work schedule and limited mobility. The detail is as under:

1. Mobile Mobility Vans

The objectives of the Mobile Mobility Vans are:

- i. The mobile medical vans main objective is to provide diagnostic tests to the workers in industries in Haryana related to Industrial Hazards.
- ii. The MMVs will provide preventive health services such as early diagnosis, thus helping in early detection of ailments, if any.
- iii. For this purpose, the vans will provide health care services such as eye tests, hearing tests, lung function tests, conduct digital X-rays, blood pressure measurement, weight assessments. These tests will be carried out by Paramedic staff of medical vans.
- iv. In addition, they will raise awareness on basic healthcare and hygiene and develop positive health seeking behaviour.

2. Manpower required for Operations

Bidder / service provider will deploy following minimum manpower / HR (human resource) possessing the required essential qualifications as per the details mentioned below-

| S. No. | Staff | Essential qualification required |
|--|--|---|
| Staff for each MMV | | |
| 1 | Radiographer | 1. 12 th class pass with Science from a recognized Board 2. Diploma or Certificate in Radiography (Two years Duration) from a recognized Institute 3. One-year experience in Radiography |
| 2 | Audiometrist | 1. B. Sc. Speech & Hearing or equivalent from a Central Govt./State Govt./ AICTE recognized University 2. Senior secondary school certificate with DCD (Diploma in Communication Disorders - desirable) with minimum one year experience in Audiometry |
| 3 | Ophthalmic Assistant | 1. 12 th class pass / Higher Secondary from recognized Board 2. Diploma in Optometry/Orthoptics from a recognized Institute and. 3. Minimum six-month relevant experience and working knowledge of computers |
| 4 | Spirometrist (Respiratory Laboratory Technician) | 1. B.Sc. (Medical Laboratory Technology) degree from a recognized University 2. One year experience in Spirometry / PFT (Pulmonary Function Test) Laboratory. 3. Should have working knowledge of computers. |
| 5 | Driver-cum-support staff | 1. Driver must have valid heavy vehicle license 2. Minimum 10 th class pass 3. To provide Indemnity bond of accident-free driving in last two years |
| The staff of MMVs must be competent in Hindi and should be able to communicate with the workers in Hindi and Hindi must be studied subject till class 10 th | | |

3. Proposed Services of manpower

- Radiography Services-Mobile digital X-ray examinations.
- Diagnosis of Ailments like Silicosis (essential requirement) etc.
- Audiology Services- Hearing tests like Air conduction, Bone Conduction etc. to assess and address any hearing impairments like noise induced hearing loss among workers. For the purpose of hearing test, provision of sound-proof cabin is required to be kept in the MMV.
- Ophthalmic Services- Eye examinations to detect vision problems and prescribe corrective measures.
- Lung Function Test (LFT), Blood Pressure measurement and weight assessment

The service provider / bidder will ensure deployment of staff (as per details mentioned in the table at pre-page) who are trained and can operate the medical equipment in MMV to provide the required medical services to the intended workers.

PROPOSED WORKING: The proposed working is as under:

- The paramedic staff of MMVs will carry the diagnostics test of the workers (minimum screening of 50 Persons, all tests, per day per van) and then this diagnostic information will be uploaded on the online software.
- The service provider should enable the capturing and integration of unique biometric identification and GPS data of laborers during testing, along with the secure uploading of medical diagnostic data to an SDC/MeitY-empaneled cloud server. It should also include an integrated dashboard featuring customizable report wizards for downloading reports, JSON data, and facilitating the tracking of improvements or analysis of trend.
- The service provider will thereafter provide proper signed and stamped test reports from qualified doctors and submit the reports on the online software. The details are under:
 - i. If the result of the test reports is within the normal parameters / range, the test reports will be uploaded on the online software, which can be viewed by HLWB or Deputy Director (IH) / Assistant Director (IH) i.e. doctors of Labour Department. Further these test reports will be sent to the worker on his / her mobile number through SMS and these reports will also be updated on the HLWB portal (<https://hrylabour.gov.in/>).
 - ii. In case the test reports have significant changes / deviation from normal range / parameters, such test reports will be highlighted, uploaded on online software and forwarded to Deputy Director (IH) / Assistant Director (IH) i.e. doctors of Labour Department, who will further refer the worker to the ESI Dispensary / Govt. / Civil Hospital etc. All this process will be online and these test reports will be sent to the worker on his / her mobile number through SMS and will also be updated on the HLWB portal (<https://hrylabour.gov.in/>).
- The agency will provide test reports duly signed and stamped by qualified doctors.
- The test report must be uploaded by the service provider on the online portal within next 48 hours.
- The test report will be as per Health Department Standards, which should be valid / authentic for the worker to take it to the referred ESI dispensary / Civil Hospital for further necessary treatment / consultation. The critical cases should be highlighted so that the worker could avail the treatment on priority basis.
- The test report of the workers will be randomly reviewed by Deputy Director / Assistant Director (Industrial Health), Labour Department Haryana. Penalty will be imposed on any discrepancy / incorrect report.

The following work will be scope of work / responsibility of the bidder / service provider:

- i. The primary obligation of the service provider / bidder will be to provide and operate the Mobile Medical Van in the districts to provide primary health care services (i.e. digital X-rays, eye tests, hearing tests, lung function tests, blood pressure measurement, weight assessments etc.) to the Haryana Welfare Fund contributing workers and BOCW workers.
- ii. The service provider will hire the suitable manpower to run the MMV and other operations to successfully running MMVs in consultation with HLWB. The service provider has to ensure required trainings are conducted for a period of not less than 15 days and submit such training records to HLWB. These trainings are to be made mandatory for any new employee. Training for driver-cum-support staff includes safe driving skills / vehicle maintenance registers and duties related to assisting the paramedic staff. Training for para-medical staff includes SOP (Standard Operating Procedure) for various diagnostic tests, uploading these tests, communication with the workers, systematic worker flow etc. The exact content and period of trainings will be proposed by the service provider through their expert team consisting of doctors. This proposal will be finalized / approved by the officers of HLWB and doctors of Labour Department, Haryana i.e. DD/AD (IH). This SOP may be revised for improvements from time to time as per the requirement of HLWB.
- iii. The service provider will submit daily reports on the workers diagnosed, site visited etc. online. Further hard copy of the test reports, a consolidated report etc. is to be submitted to the officers of HLWB and doctors of Labour Department, Haryana i.e. DD/AD (IH).
- iv. The service provider will be responsible for manpower deployment and training of Administrative, operational, fleet, IT Team etc. as required / mentioned in the Service Level Agreement (SLA).
- v. Minimum services to be delivered: Each Mobile Medical Van (MMV) will hold health camps in the Industrial Units / Factories etc. in the districts for at least 24 days in a month (i.e. 6 days a week) according to a pre-agreed weekly roster that will be jointly drawn by the bidder / service provider / management of company etc. and officer / official deputed by Officers of HLWB / DD/AD (IH) Labour Department Haryana. The roster will be submitted at least one month in advance.
- vi. The service provider is responsible for providing quality services as per the HLWB requirements / initiatives. A performance review report will be submitted by the service provider for each quarter and the performance will be reviewed by HLWB / DD/AD (IH), based on which further improvements in the process may be made. Random calls to the establishments / workers for review of the performance of the services provided by the service provider will be made by HLWB / DD/AD (IH). Based on the performance review, in case it is found that the service provider's performance is not up to the mark for two quarters, HLWB will have the authority to impose penalty on the service provider as per the decision made by Welfare Commissioner, HLWB. In

case the performance still does not improve in the next quarter, then HLWB will have the authority to cancel the contract.

- vii. The service provider is responsible for managing the day-to-day operations of the MMVs and the medical equipment's of the MMVs, including their maintenance, warranties, CMC etc. It must be ensured that the vehicle and the equipments are in good condition and properly working during the tenure of the contract. Other operations like record keeping and providing the reports to HLWB is also the responsibility of the service provider.
- viii. It is the sole responsibility of the service provider to follow the IT Act and all other Acts and Laws of Haryana and Government of India.
- ix. The service provider must follow the minimum wages act for his / outsourced employees as per the directions of Govt. of India / Govt. of Haryana for the contract employees and duly insure them as per the requirements of the Labour Act and other mandatory requirements. The service provider has to provide an undertaking to this effect.
- x. The MMV shall provide service at least 8 hrs. in a day, between 8 AM to 6 PM, excluding travel time. The exact shift timings may be changed / modified as per the decision of HLWB as and when required. The day-to-day activities of the MMV / service will be monitored by the service provider and share with the officers of HLWB and DD/AD (IH)-Labour Department, Haryana.
- xi. There shall be a minimum daily average checkup of 50 workers per MMV per day. The service provider will be required to design and implement measures to provide advance information about the camps to the Industry / factories / shops / construction companies etc. to ensure maximum utilization.
- xii. During the camp, the minimum health checkup / diagnostics like digital X-rays, eye tests, hearing tests, lung function tests, blood pressure measurement, weight assessments, etc. will be carried out on the workers. Further proper signed test reports will be provided after the diagnosis. This will be done as per the Standard Operating Procedure (SOP) proposed by the bidder / service provider and to be reviewed / proposed by HLWB and DD/AD (IH)-Labour Department, Haryana.
- xiii. The paramedic staff of MMV will keep record of all the workers who have been checked by them along with their name, mobile number, HLWB number, name of employer/ establishment, email & contact of establishment etc. The worker will be provided a printed receipt mentioning the tests conducted and an SMS will also be sent to the worker on his mobile number mentioning the receipt number for the record of the worker.

The diagnostic test report duly signed by the doctor will be sent to the worker on his / her mobile number through SMS and will also be updated in the account of the worker (i.e. under his / her HLWB number) on the HLWB portal. The bidder will suggest a proforma during the initial finalization of SOP for this test report to be issued to the worker, along with the procedure that how this information will be updated on

the bidder's system for online reporting and what will be seen by Board and DD/AD (IH) - Labour Department.

- xiv. The service provider is not authorized to sub-contract or sub-lease the operations and the management for this project i.e. 'operationalization of MMV in Haryana' to any third party.
- xv. Based on the test report, the MMV staff of service provider / bidder shall provide educational referral to the workers w.r.t. benefits that he / she can avail under different Haryana Labour and Welfare Board Schemes related to health schemes like Spectacle Scheme, Hearing Aid Scheme and Artificial Limbs Scheme.

4. Technical specification and other mandatory requirements of MMV (Vehicle)

A. Technical Specification

| Sr. No. | Technical Parameter / Specification | Recommendation of State Transport, Haryana |
|---------|-------------------------------------|--|
| 1 | Maximum Power Output (kw) @ RPM | Min. 100 HP @ 2600 RPM |
| 2 | Maximum Torque (Nm) @ RPM | Min. 300Nm @ 1400 – 2000 RPM |
| 3 | Transmission | Manual Gear Box |
| 4 | Fuel Tank | Min. 90 L |
| 5 | Service Brakes | Air / Hydraulic Brakes |
| 6 | Gross Vehicle Weight (kg) | Min. 6000 Kg |
| 7 | Wheel Base (mm) | Min. 3500 |
| 8 | Min. Ground Clearance (mm) | Min. 180mm |
| 9 | Battery (in Ah) | Min. 110 Ah 12V |
| 10 | Length (mm) | Min. 7000mm |
| 11 | Width (mm) | Min. 2200mm |
| 12 | Height (mm) | Around 2800mm |
| 13 | AC | Mandatory |
| 14 | BSVI- | Compliant |

- The bidder must ensure that the offered model must meet all the laid down criteria of the tender specifications meeting latest emission norms and comply with latest guidelines under CMVR, body code, AIS 152 or any other body code applicable for structural / body design.
- The offered model must comply with OBD-II or latest along with latest guidelines for applicability of Vehicle Location Tracking Device (VLTD) any other guidelines/ directions of MoRTH or any other Competent Authority of the Govt. of India or any defined Laws.
- The offered model should not be more than 06 months old from the date of decision of the tender at the level of Appropriate Authority of the Govt.
- The vehicle chassis model specification should be of the latest model.

- MMV vehicle should have enough space for all equipments/gadgets installed in the vehicle & necessary platform to be provided for installation-fixing of equipments & movement of workers/patient & staff. MMV should have capacity to accommodate all its staff.
- Suitable insulation to be provided between outer & inner panel & roof Flooring should be done by marine water-proof plywood with vinyl flooring. Fabrication work should be of standard quality & with proper finishing.
- Equipments are to be fitted in the vehicle, so necessary out-line of the plan to be provided by the bidder.
- The vehicle should have appropriate power generation / backup system to operate all medical equipments.
- The bidder / service provider should provide wash basin, suitable water tank 100 liter approx, ward robes for storage purpose towel/stand, mirror soap stand, waste system, suitable nos. of fans, bell, siren, light/blue on top, roof lights as per requirement, public address system, fire extinguisher 02 nos., first aid box, needle cutter, Dr. Chair 1 nos., stool revolving (02 nos.), one wheel chair, one oxygen cylinder, chair 04 nos. plastic etc. The roof top should have facility to install V-set antenna in future.
- The bidder / service provider will have to get the vehicles fitted with GPS / NaviC based location tracking system to enable real time tracking.
- Sample: The Service provider has to supply first MMV as sample for approval & if required by a committee, suitable changes may be allowed.
- The MMV shall adhere to all the provisions of Motor Vehicle Acts and other applicable acts in this regard.
- The bidder / service provider will have to develop a system for daily on-line reporting of the work done, conducted tests, test report of worker, details of worker, number of total workers checked up every day etc.; the Board will give their inputs to bidder for establishing this system.

The Dashboard to be provided by the service provider must have above mentioned fields including worker information, test and diagnostic reports done by the para-medical staff, MMV GPS / NaviC tracker and other fields as required in this RFP.

The system maybe required to be connected to the website of Board at later stage, if required. The Service provider shall provide necessary hardware & software like computer / laptop / tablet, internet, Biometric attendance system etc. in the MMV to update this information.

- Providing insurance cover to the vehicles and MMV staff etc. will be the responsibility of the Bidder / service provider.

B. The bidder / service provider shall ensure the following:

- i. The vehicles provided shall be new (registration of vehicle must not be older than six months)

- ii. The bidder / Service Provider will ensure deployment of at least the minimum personnel as mentioned in previous pages to keep the MMVs operational and capable of providing the services as agreed upon. The Service Provider shall ensure that its staff:
- Does not refer the patients to Private Hospitals.
 - Does not take money or charge patients for services provided.
 - Does not share confidential information without permission of Haryana Labour and Welfare Board.
 - Is not involved in immoral activities.
 - Is not drunk while on duty and does not misbehave with patients and Department staff.
- iii. Apart from the proposed list of equipments mentioned in the next page, the bidder / Service provider can have additional equipment, if so desired by them to provide quality service.
- iv. Should have required quantity of fuel on day-to-day basis and other necessities/maintenance of MMV must be done to carry out operations on regular basis.
- v. The bidder / Service provider shall follow the Service Plan/Route plan/Calendar for MMV jointly drawn by the selected service provider and the concerned district nodal officer / DD/AD (IH)-Labour Dpt. Haryana. The weekly off-day will be Sunday on which no service would require to be provided. This day could be used for maintenance, refueling and reporting purposes. In exceptional circumstances, the competent authority can cancel the weekly off day. In case the weekly off is cancelled, a compensatory day off (to be fixed by competent authority) will be given to all the staff of the concerned MMV with-in next 30 days.
- vi. The service provider shall submit hard copy of the consolidated report of the MMV visit, workers diagnosed, test reports etc. to the concerned Nodal Officer of HLWB and DD / AD (IH) – Labour Department Haryana once a week. The format of these reports will be proposed by the service provider and approved by HLWB / DD/AD (IH) during the SLA.
- vii. The logbook of movement of the MMV shall be maintained by the MMV driver or Paramedic Staff and supervised by senior staff deputed for each MMV by the agency under intimation to HLWB, who will be in charge of the MMV. Logbook shall be made available for verification by any authority nominated officer / official of HLWB / Doctors of Labour Dpt. The bidder / service provider will have to get the vehicles fitted with GPS / NavIC based location tracking system to enable real time tracking and shall provide necessary infrastructure to monitor the movement and maintain records of the MMV Services. Necessary access to online monitoring system shall be provided to HLWB and DD/AD (IH), Labour Department, Haryana at district level also. Camp will be

attested / verified by Industry / Factory representatives in the format to be proposed by the bidder and reviewed by HLWB.

- viii. Service provider shall communicate the names and addresses of the team manning a particular MMV during the currency of the agreement and any change in the composition of the team must be intimated to the authority nominated by HLWB / DD/AD (IH) – Labour Dpt. Haryana for the respective district and to the Head Quarters, Haryana Labour and Welfare Board (HLWB). The names and designation of men at work at the MMV at any point of time, must also be displayed prominently on the MMV.
- ix. The responsibility of protecting MMV staff against any contagious diseases shall be the responsibility of Service Provider and the Service Provider shall in no way hold HLWB or DD/AD (IH) - Labour Dpt. responsible if its staff is exposed to such diseases during the operation of MMV. Further, the responsibility of providing proper medical clothing (like lab coat, mask, head gear etc.) to paramedic staff, dress to driver-cum-support staff will be of the service provider.
- x. It must be ensured that the MMV is neat and clean all the time.
- xi. Requirements of any Act promulgated by the Central/ State Law will have to be met by the service provider.
- xii. All records maintained by the Service provider regarding operations of MMVs will be made available to any government authority including audit on demand.
- xiii. After completion of camp at a designated site, the Service Provider shall ensure cleanliness of the premises where the camp was organized before vacating the camp site. No waste of any kind including Biomedical waste shall be disposed at the camp site. The service provider will make proper arrangement of disposing off the bio-medical waste.
- xiv. The service provider must refer to the latest operational guidelines for Mobile Medical Units as provided by National Health Mission.

C. Proposed list of Equipment in MMV

| Sr. No. | Equipment Name | Numbers |
|---------|--|---------|
| 1 | 4.2Kw High Frequency X-Ray Machine* with Digital Radiography (DR) System i.e. Flat Panel Detector (FBD with TFT technology), Image Processing Console cum workstation, Inkjet printer, LED screen etc. | 1 |
| 2 | Generator with proper capacity to operate apparatus including x-ray machine | 1 |
| 3 | Pulse Oximeter | 1 |
| 4 | PC/Laptop Based Spirometer | 1 |
| 5 | BMI Machine | 1 |

| | | |
|----|---|---|
| 6 | BP apparatus | 1 |
| 7 | Stethoscope | 1 |
| 8 | Audiometer | 1 |
| 9 | Snellen Chart | 1 |
| 10 | Ishihara Chart | 1 |
| 11 | Near Vision Drum | 1 |
| 12 | Laptop / PC with printer | 1 |
| 13 | Software | 1 |
| 14 | Other necessary equipment like, fire extinguisher, water storage provision, hand was soap and towel, generator, A/C, first aid box, x-ray films, gloves, masks, head cover etc. required in MMV | |

*** It must be ensured by the bidder / service provider, that the quality of digital X-ray done by the machine is of good quality. If the quality of digital x-ray is not upto the mark or not clear, the service provider (concerned MMV) will re-do the digital x-ray and a fine of Rs. 300/- per x-ray will be deducted. Details of penalties may be seen at clause no. 26.**

Note:

- i. Apart from suggested list the Service provider can have additional equipment if so desired.
- ii. The specifications for the equipment's are mentioned at Annexure-II.

D. Other Terms and Conditions

1. MMV should have required quantity of fuel on day-to-day basis and other necessities/maintenance of MMV is done to carry out operations on regular basis.
2. In case of emergency the MMV can be sent to other districts to provide services at the discretion of HLWB / DD/AD (IH), Labour Dpt. Haryana. The additional travel cost of distance by an MMV for a month will be adjusted on the basis of last six-month distance travelled.
3. The MMVs will follow the latest BMW (Bio Medical Waste Management Guidelines).
4. The service provider must have their own centre / tie-up centre for reporting of tests from qualified doctors and submitting these reports on the online portal. In case the successful bidder does not currently have its own centre / tie-up centre, they will give an undertaking to the board that they will setup the same within 30 days.
5. The audiometry cabin must be soundproof.
6. The bidder / service provider will be required to put some coordinator (s) (employee of Service Provider) who will be point of contact for Head Office of HLWB / DD/AD (IH), Labour Dpt. Haryana. Further he / she will look after work like aligning the MMV

operations with the rest of service delivery systems, including capturing performance data and bio-metric attendance of staff of MMV, ensuring supplies to MMVs and joint route planning and real time monitoring of the movement of MMVs, will act as coordinator with HLWB / DD/AD (IH), Labour Dpt. Haryana to ensure that prompt services are provided by MMVs, generating and providing consolidated monthly reports about workers being checked by MMV etc. or any other report desired by HLWB from time to time.

7. Providing insurance cover to the vehicles and MMV staff etc. will be the responsibility of the bidder / service provider. The vehicles deputed will have comprehensive insurance cover inclusive of the driver and other staff and the Board shall not be responsible for any damage, whatsoever, to the vehicle or its driver/staff or third party. As such the adequate insurance of appropriate value should be arranged to cover the risk of injuries/death of the driver/staff.
8. The bidder / service provider would procure/get all necessary road and goods permits for the MMV from the Authorized Departments and maintain the same throughout the period.
9. The bidder / Service provider will also comply with confidentiality and privacy laws including patient details.
10. The bidder / service provider will have to develop a system for daily on-line reporting of the work done, workers checked up etc.
11. Board shall without prejudice to its other remedies under the contract, deduct from the monthly contract price, as liquidated damages a sum equivalent to 3% of the monthly contract price of the contract for each non-working days of the vehicle (except Sundays) and 2% of monthly contract on delay of each day until actual delivery or performance, up to a maximum deduction of 10% of the monthly contract price (i.e. 5 days). Once the maximum limit is reached the Board may terminate the contract and any additional costs incurred will be borne by the defaulting bidder. Any delay in delivery shall render the bidder liable for liquidated damages and the Board may also have an option for cancellation of the contract for pending activities and getting it completed from next bidder at the expense of defaulting bidder. The Board may deduct such sum from any money due or that may become due to the defaulting bidder. The payment or deduction of such sums shall not relieve the bidder from his

obligations and liabilities under the contract. Please refer to point number 26 of RFP Terms and Conditions for Penalty and other charges.

12. The Board carries the right to accept or reject any quotation and to cancel the bidding process and reject all quotation at any time prior to the award of contract.
13. The desired timeline for completion of the fabrication of the vehicle is within 60 days from the award of contract. The bidder must strictly adhere to the timeline of completion of fabrication and deliver the services otherwise the penalty clause will be applicable as per clause no. 26 mentioned in the following pages.
14. Board / competent Authority carries the right to negotiate with the party while awarding the contract.
15. The bidder / service provider will ensure safe parking and maintenance to ensure safe running of vehicle as per the decided route plan of van. The bidder / service provider shall be responsible for submitting a weekly approved route plan well in advance to the concerned district nodal official deputed by HLWB / DD/AD (IH), Labour Dpt. Haryana. The route plan should detail the scheduled locations and timings for the operation of medical vans during the specified period. Any changes or deviations from the approved route plan must be communicated and approved in advance. Failure to adhere to the approved route plan may result in penalties as outlined in the penalty clause no. 26 as mentioned in the following pages.
16. The bidder / service provider will ensure the availability of the vehicle, driver and staff on all the 6 working days. Minimum number of working hours for MMVs would be 8 hours.
17. The bidder / service provider is expected to provide services in accordance with the evolving demands and should demonstrate flexibility in the deployment and movement of MMVs.
 - a. The allocation of MMVs may be modified to align with the specific needs of different districts within the State.
 - b. The bidder / service provider is required to adapt its services based on the altered allocation, ensuring that MMVs are strategically positioned to address emerging health priorities.
 - c. The bidder / service provider should demonstrate flexibility in the mobility of MMVs. This flexibility is crucial for effectively reaching diverse locations as per the requirement.
 - d. The bidder / service provider will have to get the vehicles fitted with GPS / NAVIC based location tracking system to enable real time tracking.

18. Initially, it is planned that 22 vans will be hired, with the possibility of further extending up to 25% of the van. The bidders may suggest timeline wherein the MMVs can be made operational by service provider in different phases (eg. 5 MMVs in first phase, 5 in second and so on). The number of Vans will be allocated as per the Zone /Cluster, based on the data of industries, stone crushers and mining workers in the State as per the table below:

| Zone/Cluster | District 1 | District 2 | District 3 | Total Vans per Zone |
|---------------------|-------------------|-------------------|-------------------|----------------------------|
| 1 | Ambala | Panchkula | Kurukshetra | 1 |
| 2 | Bhiwani | | | 1 |
| 3 | Charkhi Dadri | | | 1 |
| 4 | Faridabad | | | 3 |
| 5 | Fatehabad | Sirsa | | 1 |
| 6 | Gurugram | | | 4 |
| 7 | Hisar | | | 1 |
| 8 | Kaithal | Jind | | 1 |
| 9 | Karnal | | | 1 |
| 10 | Mahendargarh | | | 1 |
| 11 | Nuh | | | 1 |
| 12 | Palwal | | | 1 |
| 13 | Panipat | Karnal | | 2 |
| 14 | Rewari | | | 1 |
| 15 | Rohtak | Jhajjar | | 1 |
| 16 | Sonipat | | | 1 |
| 17 | Yamunanagar | | | 1 |
| Total | | | | 22 |

Note: The above allocation is tentative, and the actual allocation will be finalized at later stage based on data of workers.

19. In case of emergency, the MMV can be sent to other districts to provide services at the discretion of Haryana Labour Welfare Board.
20. The service provider shall procure all necessary road and goods permits for the MMV from the authorities concerned and maintain the same throughout the period of contract.
21. All the maintenance cost / warranties etc. of equipment as well as vehicles will be borne by the bidder / service provider since vehicles and equipment are to be provided by the bidder.

22. The bidder / service provider will ensure periodic maintenance as per maintenance manual of MMV / requirement and shall always keep the vehicle in perfect running condition.
23. All records maintained by the bidder / service provider regarding operations of MMVs will be made available to the HLWB / DD/AD (IH).
24. Under no circumstance, the MMVs will be used to advertise the operations of the bidder / service provider. It should be clearly mentioned on the outer body of the MMV that the service is provided as per the agreement with HLWB.

25. PAYMENT TERMS

- i. It is estimated that every MMV vehicle will travel 2500 km in a month to deliver services at least for 24 days in a month (i.e. 6 days a week).
- ii. The payment will start from the actual start day of operation of each MMV.
- iii. The Service provider / bidder must submit written requests for payment to Welfare Commissioner, HLWB together with an invoice that appropriately describes the services delivered / performed. The proforma of the invoice with a clear proforma of services delivered will be proposed by the service provider for approval by HLWB / DD (IH), Labour Department during the SLA.
- iv. All payments will be made to the Bidder / service provider through the Office of Haryana Labour and Welfare Board. The bills must be submitted in duplicate by the 10th of every month. The client reserves the right for performance evaluation by the office of Welfare Commissioner, HLWB for payment as necessary. Payment of services offered will be approved and released on monthly basis. 80% of the payment will be made upon bill submission and any penalties will be deducted from the remaining 20%. The final 20% payment will be released after receipt of performance report after verification by concerned Deputy Labour Commissioner (Welfare) HLWB / DD (IH), Labour Department of the concerned district through web portal.
- v. The Service provider must include their bank account and IFSC code on their bills for electronic transfer of funds at the Welfare Commissioner, Haryana Labour Welfare Board office in Panchkula for completed work.
- vi. The Service provider should be aware of the applicable taxes. The taxes and penalties will be deducted from the bill. The Authority Officer will issue a certificate detailing tax deduction. Final Bill settlement and refund / adjustment will be made after completion of all contractual obligations.
- vii. The Bidder / service provider will have to make investment on its own, to procure the vehicles and medical equipments and get them fabricated as per the requirement. The Board will NOT make any advance payment towards procurement and /or fabrication.

- viii. Payment Mechanism: The payment for services shall be made in Indian Rupees on monthly basis.
- ix. HLWB shall not be responsible for damages of any kind or for any mishap/injury/ accident caused to any personnel/property of the Bidder / Service provider while performing duties. All liabilities, legal or monetary, arising in that eventuality shall be borne by Bidder / Service provider.

26. PENALTIES

Authorized representative of the Board will invoke the following penalties in case of contravention / default by the successful bidder:

| S. No. | Description | Penalty |
|--------|--|--|
| 1 | Delay in starting the services of MMVs after 60 days of signing of agreement / MoU | 2% of monthly quoted cost MMV per day (i.e. actual days of months excluding Sundays), maximum deduction of 10 % (i.e. 5 days) after which the contract shall be cancelled and Performance Bank Guarantee shall be forfeited |
| 2 | Default on route chart without approval | 50% of cost per day (i.e. actual days of months without Sundays), |
| 3 | Default on not fulfilling minimum run of 6 days a week for complete month | No amount will be paid to the Service Provider for non-working days. Further, 3% penalty of monthly contract price per day for non-working days (except Sundays) of the MMV will be penalized, up to a maximum deduction of 9% of the monthly contract price (i.e. 3 days). Once the maximum limit is reached the Board may terminate the contract and any additional costs incurred will be borne by the defaulting bidder. |
| 4 | Non-compliance to staff available at MMV. | Penalty of Rs. 1000/- per absentee staff/ MMV per day shall be deducted from the bills |
| 5 | Error in diagnosis reports | In case of the diagnosis reports are found to be wrong by DD/AD (IH), Labour Department above 2% of the reports, then penalty of 3% of monthly bill of the MMV will be charged. Further 3% penalty on every 2% percent increase in error will be applicable, subject to maximum of 9%, after which action will be taken against the MMV / service provider. |
| 6 | X-ray quality penalty | <ul style="list-style-type: none"> i. If the quality of digital x-ray is not upto the mark or not clear, the service provider (concerned MMV) will re-do the digital x-ray and a penalty of Rs. 300/- per x-ray will be imposed ii. If the digital x-rays are not clear for more than 2% of total X-rays done by an MMV in a month, then penalty of Rs. 600/- per x-ray will be imposed iii. If the quality issues in x-rays stays more than 2% for more than 3 months then the department may consider cancelling the contract |

| | | |
|----|--|---|
| 7 | Penalty for non-functional of GPS / NAVIC | Rs. 500 per day per MMV in which the GPS is non-functional. |
| 8 | Logbook is not maintained | Rs. 1000 per day per MMV of which the logbook is not maintained |
| 9 | Non-functional equipment in MMV | Rs 500 per non-functional equipment per day. |
| 10 | Issues in software | <ul style="list-style-type: none"> The maintenance of the software must be in planned manner and carried out during the non-working hours / days or on the weekly off i.e. Sundays. All the maintenance related downtime of the software must be under advance intimation to the Board / staff of van etc. Provision of updating the data / reports must be available so that once the software is online, the data is updated automatically. In case of non-working of software, penalty will be imposed as per the discretion of Welfare Commissioner, Haryana |
| 11 | Difference in submitted report and physical verification | In case of difference / complaint of non-compliance to services as per agreement, notice will be issued to the service provider and penalty of 2% of monthly charges (for the MMV) will be imposed. If the conditions do not improve or the service provider does not comply with instructions after 3 notices, contract shall be terminated and the PBG shall be forfeited |
| 12 | Data Breach or Privacy Violations | Case of violation of patient confidentiality or data security, may lead to initiation of legal action along with termination of the agreement and forfeiture of PBG. |

* If any staff is penalized for more than 3 times for misbehaviour or non-compliance, that staff shall be immediately replaced by the Service Provider.

* Surprise check / visit may be made by officers / officials / doctors of Labour Dpt. at any time to examine the staff, cleanliness, working of equipment etc. of MMVs

* A worker or establishment person where the MMV has set-up their camp, may be asked about the cleanliness, staff position, working of equipment etc. of MMVs

* The service provider must have a reserve team of staff so that in case of sudden absence of staff or replacement of staff, necessary arrangements can be made.

* The Service provider shall be allowed maximum three days downtime in case of untoward incidents like accident of MMV, under immediate proper written intimation along with photographs to HLWB. No amount will be paid to the Service Provider for the number of days of downtime (max. 3 days). The Service provider shall arrange a replacement MMV for a period extending more than 3 days of downtime. After that deduction shall be made as per the penalty clause.

27. In the event of unsatisfactory performance or failure to meet the specified service standards, penalty clauses will be invoked. If persistent unsatisfactory responses are observed, Board reserves the right to terminate the contract and forfeiture of PBG. In such cases, the contract may be awarded to the next successful bidder, and any additional costs incurred will be borne by the defaulting bidder.

Section III- Technical Proposal Submission forms

Tech 1: Covering Letter

To

The Welfare Commissioner,
Haryana Labour Welfare Board,
Bays No: 29-30, Sector 4, Panchkula.

Subject: Operationalization of Mobile Medical Vans (MMVs) in Haryana (TECHNICAL PROPOSAL).

Dear Sir,

I, the undersigned, offer to provide the services for the proposed assignment in respect to your Request for Proposal No.: _____, Dated: _____. I hereby submit the proposal on the eProcurement System of Haryana - <https://etenders.hry.nic.in>. Our proposal will be valid for acceptance up to **180 Days from the date of opening of technical proposal** and I confirm that this proposal will remain binding upon us and may be accepted by you at any time before this expiry date.

All the information and statements made in this technical proposal are true and correct and I accept that any misinterpretation on my behalf may lead to disqualification of our proposal. If negotiations are held during the period of validity of the proposal, I undertake to negotiate on the basis of the proposal submitted by us. Our proposal is binding upon us and subject to the modifications resulting from negotiations which will take place in accordance to the RFP document.

I have examined all the information as provided in your Request for Proposal (RFP) and offer to undertake the service in accordance with the conditions and requirements of the selection process. I agree to bear all costs to be incurred by us in connection with the preparation and submission of this proposal and to bear any further pre-contract cost. In case, any provisions of this RFP / ToR including our technical & financial proposal is found to be deviated, then Haryana Labour Welfare Board shall have right to reject our proposal. I confirm that, I have the authority to submit the proposal and to clarify the details on its behalf.

I understand that you are not bound to accept any proposal you receive.

Yours Sincerely,

Authorized Signatory with :

Date and Seal

Name : _____

Designation : _____

Address of Bidder : _____

Contact Number of Bidder : _____

Email id of Bidder : _____

Tech 2: Bidder's Organization (General Details)

| S.No. | Description | Full Details |
|-------|--|--------------|
| 1 | Name of the Bidder | |
| 2 | Address for communication: Tel: Email id: | |
| 3 | Name of the authorized person Signing & submitting the bid on Behalf of the Bidder: Mobile No: Email id: | |
| 4 | Registration / Incorporation Details Registration No: Date & Year: | |
| 5 | Local office in Haryana If Yes, please furnish contact details | Yes/No |
| 6 | RFP document and bid processing Fee submitted through the online process: Amount: Bank name: Account holder name: Through: RTGS / NEFT / any other Date: | |
| 7 | EMD submitted through the online process: Amount: Bank name: Account holder name: Through: RTGS / NEFT / any other Date: | |
| 8 | PAN Number | |
| 9 | Goods and Services Tax Identification Number (GSTIN) | |
| 10 | Willing to carry out assignments as per the Term of Reference and Scope of Work of the RFP | YES |
| 11 | Willing to accept all the terms and conditions as specified in the RFP | YES |

Authorized Signatory with :

Date and Seal

Name : _____

Designation : _____

Address of Bidder : _____

Contact Number of Bidder : _____

Email id of Bidder : _____

Bidders should upload / submit the required supporting documents as mentioned above and in the RFP. Non-submission of any required documents will lead to rejection of the bid.

Tech 3: Bidders Financial Details

Annual Average Turnover Statement

(To be furnished in the letter head of the Chartered Accountant)

| | | | | |
|--|-----------------------------|-----------------------------|-----------------------------|--------------------------------------|
| Name of the Agency: | | | | |
| Financial Information (INR) | | | | |
| Details | FY 2021-22* | FY 2022-23* | FY 2023-24* | Average of FY 21-22, 22-23 and 23-24 |
| Turnover (in Crores) | | | | |
| | Page no in the bid proposal | Page no in the bid proposal | Page no in the bid proposal | |
| *Provisional audited statement shall not be considered. | | | | |
| Supporting Documents: | | | | |
| Audited Certified financial statements for the last three FYs (Submission of copies of Income & Expenditure Statement, P/L and Balance Sheet for the respective financial years is mandatory along with this form). | | | | |
| Filled in information in this format must have to be jointly certified and sealed by the CA and the authorized representative of the bidder and to be furnished along with the technical proposal, failing which the proposal will be out rightly rejected. | | | | |

Signature and Seal of the Company Auditor / Chartered Accountant with Date in original

Name of Chartered Accountant / Authorized Signatory of Company Auditor

[In full initials with Date and Seal]: _____

Membership No. Chartered Accountant / Authorized Signatory of Company Auditor

Authorized Signatory with :

Date and Seal

Name : _____

Designation : _____

Address of Bidder : _____

Contact Number of Bidder : _____

Email id of Bidder : _____

[NB: No Scanned Signature will be entertained]

Bidders should submit the required supporting documents as mentioned above and in the RFP. Non - submission of any required documents will lead to rejection of the bid.

Tech 4: Format for Power of Attorney

(Notarized on INR 100.00 Stamp Paper)

I, _____, the _____ (Designation) of (Name of the Organization) in witness where of certify that **<Name of Person>** is authorized representative of **<Name of Organization>**, **<Designation of the Person>** of the company under the authority conferred by the **<Notification/ Authority order no.>** Dated **<date of reference>** and he has been authorized by the **<Name of Organization>** to enter into agreements / contracts and execute various sorts of documents on behalf of **<Name of Organization>**, Has signed this Power of Attorney at **<Place>** on this day of **<Day><month><year>**.

The signatures of **<Name of Person>** in whose favour authority is being made under the attorney given below are hereby certified.

Name of the Authorized Representative:

(Signature of the Authorized Representative with Date:

CERTIFIED:

Signature, Name & Designation of person executing attorney:

Address of the Bidder:

Tech 5: Bidders Past Experience Details

1. Experience of Number of operational/ completed cumulative units of Mobile Medical Van (MMV)/ Mobile Medical Unit (MMU) / Mobile Health Unit (MHU) / Mobile Clinics in the past in the past 3 Years (i.e. 2021-22, 2022-23 and 2023-24):

| S. No. | Name of the Project* | Number of MMV /MMU/ MHU / Mobile Clinics operationalized | Board Name, Org. Name Contact Details & Address | Name of funding agency (if different from Board) | Fees in INR (In Crores) | Project Start Date in DD/MM/YYYY | Project End Date in DD/MM/YYYY | Major Task carried Out | Page no of the Attached Work Order**/ Experience Certificate *** and Payment document proof |
|--------|----------------------|--|---|--|-------------------------|----------------------------------|--------------------------------|------------------------|---|
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |

* Kindly mention the Work-order, Payment document proof and project year-wise starting from most recent Work-order / project undertaken.

**Photocopies of Work Orders/ Sanction Orders/ MOUs/ Engagement Letters/ Completion Certificates / Experience Certificate from Boards for completion of work [s] of equivalent projects to be attached. More lines can be added for enumerating the relevant experiences. Mention the Page no (s) in your bid application where the copies of the relevant work order / contract is (are) placed.

***For the projects which are already closed, submission of completion certificate is mandatory.

Authorized Signatory with:

Date and Seal

Name : _____

Designation : _____

Address of Bidder : _____

Contact Number of Bidder : _____

Email id of Bidder : _____

Tech 6: Declaration of Conflict of Interest and Activities

Are there any activities carried out by your Agency which are of conflicting nature as mentioned in the RFP. If yes, please furnish details of any such activities.

If no, please certify,

On Bidders Letter Head

I hereby declare that our Agency is not indulged in any such activities which can be termed as activities conflicting in interest of Haryana Labour Welfare Borad as mentioned in the RFP.

I also acknowledge that in case of misrepresentation of any of the information on the part of bidder or its associates / subsidiary firms, our proposal / contract shall be rejected / terminated by the Board which shall be binding on us.

Authorized Signatory with:

Date and Seal

Name : _____

Designation : _____

Address of Bidder : _____

Contact Number of Bidder : _____

Email id of Bidder : _____

Tech 7: Proposed Plan to Carry out the Assignment.

| Month | 1 → | 2 | 3 | 4 |
|---|-----|---|---|---|
| Sequence of Activities / Sub Activities | | | | |
| | | | | |
| | | | | |
| | | | | |

Indicate all main activities / sub activities of the proposed assignment and other associate sub-periodic activities

The bidders may suggest timeline wherein the MMVs can be made operational by service provider in different phases (eg. 5 MMVs in first phase, 5 in second and so on)

| Information of own centre / tie-up centre for reporting of tests |
|--|
| <ol style="list-style-type: none"> Centre: Own / tie-up / Not available at present If available: Location / address: Current services provided by the centre: Information about staff: Like doctors, paramedic staff etc: Action plan for this RFP: Any other information <p>If no centre available: Action Plan of staff to be hired, proposed location etc</p> |

Authorized Signatory with :

Date and Seal

Name : _____

Designation : _____

Address of Bidder : _____

Contact Number of Bidder : _____

Email id of Bidder : _____

Tech 8: Non-Consortium Declaration

(On Bidder's Letterhead)

We, _____<Name of the Organization>, having our registered office at _____, <HQ address of the Organization> hereby certify and confirm that in the preparation and submission of our Proposal for _____ (Name of the Project) under this RFP Reference No. _____, 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 declare that we are submitting this proposal as an independent Agency, and not as a part of any consortium/Joint Venture/Associations.

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 instant proposal.

We also acknowledge that in case of misrepresentation of the information, our proposal / contract shall be rejected / terminated at any stage by the Board, which shall be binding on us. The cost of any loss or damage to the Board shall be borne by us. Any loss or damage to the Board, on this count will be compensated by us.

Dated this _____ day of _____, 2024

Authorized Signatory with :

Date and Seal

Name : _____

Designation : _____

Address of Bidder : _____

Contact Number of Bidder : _____

Email id of Bidder : _____

TECH 9: Affidavit Format for Not Blacklisting

(Notarized on INR.100/- Non-Judicial Stamp Paper)

Affidavit

I, M/s. _____ (the name of the Organization) having registered office at _____, < HQ address of the Organization > do hereby certify and confirm that we or any of our promoter(s) / Director(s) are not barred by Govt. of Haryana / or any other entity of Government of Haryana or blacklisted by any State Government or Central Government / Department / District Administration / Organization in India from participating in Tenders as on the _____ (Date of Signing of this proposal).

In case the agency has been blacklisted previously, the details of the same shall be furnished in below format.

| Sr. No. | Name of the Govt. Dept./Organization/that blacklisted the Agency | Duration from which the blacklisting started to when it ended | Reasons for being Blacklisted | Issues that led to blacklisting was resolved/ Not resolved | Remarks |
|---------|--|---|-------------------------------|--|---------|
| 1 | | | | | |
| 2 | | | | | |

We further confirm that we are aware that, our proposal 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 agreement period.

Dated this _____ Day of _____, 2024

Authorized Signatory with :

Date and Seal

Name : _____

Designation : _____

Address of Bidder : _____

Contact Number of Bidder : _____

Email id of Bidder : _____

Section IV: Financial Proposal

FIN 1: Financial Bid

(Vehicle and equipment owned by Bidder / Service Provider)

| S. No. | Cost Head per MMV | Cost per MMV per Month (INR) (including GST and all taxes, duties etc.) |
|--------|---|--|
| 1 | Shall include all capital expenditure and operational expenditure cost including Human resources per MMV; Procurement, Maintenance and repair of MMV; POL (petroleum, oil and lubricants); Equipment Procurement and Maintenance, application software, consumables and any other items required for successful operations of MMV like providing duly signed and stamped reports etc. | |

NOTE:

1. The above FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and not to be submitted manually along with Technical Bid or as such in a separate envelope.
2. The FINANCIAL PROPOSAL for only the technically qualified bidders will be opened online after completion of technical eligibility.

Section V: Annexures

Annexure I: Bid Submission Checklist

Bidders shall ensure the upload of the required supporting documents in the appropriate envelopes (w.r.t. Technical Proposal and Financial Proposals). Bidders should submit the required supporting documents as mentioned below by arranging the documents serially in the following order, indexing it appropriately, page s of all the bids documents being numbered, mentioning the same page numbers in the column "Page No" against the particulars in the check list as mentioned below for ease of scrutiny. Each page should be numbered and signed (in full) by authorized representative (as per TECH 4). The proposal must be complete in all respect and spiral bound. Bids not conforming to the eligibility criteria and non-submission of the required documents as listed below will lead to rejection of the bid. Submission of forged documents will also result in rejection of the bid. Bidders are advised to study all instructions, forms, terms & conditions, and other important information as mentioned in the RFP Document.

| S.No. | Description | Submitted (Yes/No) | Page No. |
|-------|--|---|----------|
| | Technical Proposal (Original) | | |
| 1 | Filled in Bid Submission Check List (ANNEXURE I) | | |
| 2 | Covering Letter (TECH 1) | | |
| 3 | RFP document and Processing Fee of INR. 11,800/- (10000 plus GST@18%) E-service charges INR 1180/- (1000 plus GST @ 18%) | | |
| 4 | EMD of INR. 2,00,000/- | | |
| 5 | Copy of Certificate of Incorporation / Registration of the Bidder | | |
| 6 | Copy of PAN | | |
| 7 | Copy of Goods and Services Tax Identification Number (GSTIN) | | |
| 8 | Copy of IT Returns for last 3 FYs (21-22 & 2022-23, 2023-24) | | |
| 9 | General Details of the Bidder (TECH 2) | | |
| 10 | Financial details of the Bidder (TECH 3) along with all the supportive documents such as copies of Profit-Loss Statement and Balance Sheet for the concerned period | | |
| 11 | Power of Attorney (TECH 4) in favour of the person signing the bid on behalf of the bidder | | |
| 12 | List of completed assignments of the similar nature (Past Experience details) (TECH 5) along with photocopies of work orders / experience certificates for the respective assignments etc. | | |
| 13 | Self -Declaration on Potential Conflict of Interest (TECH 6) | | |
| 14 | Proposed Plan to carry out the Assignment (Tech 7) | | |
| 15 | Specifications of proposed MMVs and equipments | | |
| 16 | Non-Consortium Declaration (TECH 8) | | |
| 17 | Affidavit Format for Not Blacklisting (TECH 9) | | |
| 18 | Signed and stamped copy of complete RFP as an agreement to all the terms and specifications mentioned in the RFP | | |
| 19 | Financial Proposal / Bid | <u>Only to be submitted online</u> - YES | NA |

Undertaking:

- All the information has been submitted as per the prescribed format and procedure.
- Each part has been separately bound with no loose sheets and each page of all the two parts are page numbered along the Index Page.
- All pages of the proposal have been sealed and signed (in full) by authorized representative and have been uploaded online.

Authorized Signatory with:**Date and Seal****Name**

: _____

Designation

: _____

Address of Bidder

: _____

Contact Number of Bidder

: _____

Email id of Bidder

: _____

Annexure II: Specifications for MMV and Equipment

NOTE: (The specifications of the MMVs and medical equipments to be provided by bidder must be same or better than the specifications mentioned in the RFP. A duly signed and stamped copy of complete RFP by the authorized signatory must be submitted along with the technical bid as a token of agreement about the specifications to be provided to HLWB)

SPECIFICATION FOR THE MOBILE MEDICAL VANS

| S. No. | Description |
|---------------|---|
| 1. | Interior Panelling, Painting & Insulation <ul style="list-style-type: none">• Interior paneling fabrication with FRP minimum 2mm.• Thermal insulation will be provided for better atmosphere temperature inside rear cabin. |
| 2. | Partitions <ul style="list-style-type: none">• Between driver and X-Ray cabin (lead partitions).• Between X-Ray cabin and eye testing cabin |
| 3. | X- Ray cabin <ul style="list-style-type: none">• X-ray cabin should be design in such away so that X-Ray can be done while lay-down and in standing position.• One bed with under storage.• X-ray Unit.• All the panels of X-ray room should be Lead Paneled.• Should have Sanitizer holder.• Should have one UV Light with timer.• Should have one door for exit &entry.• Should have one tubelight and 12V fan. |
| 4. | Eye testing cabin <ul style="list-style-type: none">• Should have one LED vision chart.• Should have one set of Try lens set and space to accommodate the same.• Should have one doctor working platform.• Should have one doctor chair.• Should have one patient stool.• Should have a water dispenser minimum 5 Liters.• Should have sitting space for minimum 3 patients.• Should have extra sliding transparent doors at rear side besides the doors from the OEM provided in base vehicle, so that when MMV is stationary, internal temperature can be maintained and can protect from dust. |
| 5. | Floor <ul style="list-style-type: none">• Homogeneous non-static, mark resistant, scratch proof, Anti-Skid vinyl. |
| 6. | Electricals & Backups <ul style="list-style-type: none">• Fans – 4 nos. 8”• Generator 7.5 KVA.• One split AC - 2 ton.• Light bar with PA system. |

| | |
|-----|---|
| | <ul style="list-style-type: none"> • LED Tube lights 220 v ac – 4nos. • 220 v ac / 12 v dc outlet plug point. • Electric protection circuit with heavy duty 12 v dc cut off switch located near driver seat for easy accessibility. • Rear door open warning alarm in driver cabin. • Charging socket for inverter from 220 v ac. with 3 meters of charging lead. • 10 meters extended board for AC supply inside the van. • Facility for charging from both 220v ac & vehicle alternator. |
| 7. | Air – Conditioning System Automobile grade. <ul style="list-style-type: none"> • Centralized ducted Air-Conditioning System coupled with vehicle engine in Rear & driver cabin. • One 2-ton Split AC. |
| 8. | Accessories <ul style="list-style-type: none"> • Should have separate cabin for Generator & Split AC outdoor unit. Cabin should be designed in such a way so that equipment's can be easily slide out for servicing. • Should have foldable owning on LHS side. • Should have one 40 inch LED Screen on LHS of the vehicle to run health awareness programmes. |
| 9. | External Artwork Graphics as specified in tender. |
| 10. | Others– Part of Fabrication <ul style="list-style-type: none"> • Separate Stainless Steel waste bins for biomedical & other waste. • Fire extinguisher (small) 2nos. • Full length aluminum foot step at rear entry door footstep light. |

SPECIFICATIONS OF 4.2KW HIGH FREQUENCY X-RAY MACHINE

A. Generator & Tube:

- X-Ray Generator should have high frequency microprocessor controlled with Power Output of at least 4 KW or more. The Generator Frequency should be 110 Khz and KV range should be 40 to 120 KV OR more in 1 KV/step.
- Maximum mA should be 100 mA and mAs Range should be 1-300 mAs.
- Dual action hand switch and Infrared remote control for ready & exposure should be provided.
- It should have an emergency foot switch.

B. X-Ray Tube Head:

Mono-block version x-ray tube head should be provided. The mono-block should consist of X-Ray tube, H.V. transformer, filament transformer, H.V. rectifiers and capacitors, all immersed in high grade oil with high dielectric strength. Mono-block Tube Head should be protected for thermal overload.

Anode type should be Stationary Anode with Focal Spot of 1.8mm or better and Heat Storage Capacity of 42KHU or more. Tube head should have tilt-o-meter for tube angulations.

C. Tube Stand:

Mobile stand designed keeping in view the stringent requirements of mobility, light in weight & easy maneuverability and ease of operation. The mobile stand should be made to withstand all jerks while in use offering unparalleled reliability. Stand should be easily moved on floor and lock should be provided to lock the movement on floor with following details:

- Vertical Travel:>1200mm
- Tube Head rotation of $\pm 90^\circ$ along horizontal axis & $+90^\circ$ to -30° along tube axis.
- Weight of the machine should be 150kgs or less.
- Minimum height should be 150 cm or less.
- Single foot operating lock control for braking system.

D. Other Requirements:

- The company should be ISO-13485 AND EN-ISO-13485 and ICMED Certified.
- Unit should be European CE Certified from Notified Body No.
- The unit should be approved by Automatic Energy Regulatory Board (AERB).
- The company should have a local Service center.
- The company should have proven track record in Govt. sector.
- Chest Stands
- The bucky tray should accept Cassettes of 8×10, 10×12, and 14×17 inches size.
- One BARC Approved Lead Aprons and one no. each Lead Goggle, Gonard Shield and Thyroid Shield as per AERB Guidelines

SPECIFICATIONS OF DIGITAL RADIOGRAPHY (DR) SYSTEM

Flat Panel Detector (FPD) system for General Radiography System should be capable of taking the complete range of radiographic examinations with the following Specifications & Configuration.

A. Flat Panel Detector (FPD with TFT technology):

- Wireless Flat Panel Detector system (FPD) of Size 14"x17" or more should be offered.
- The Scintillator material of the detectors should be made up of Cesium Iodide and sensor with Thin Film Transistor (TFT) and Amorphous Silicon technology.
- The detectors should be capable of doing out of bucky radiography and Lateral supine Radiography must be possible.
- The detectors offered should have on board memory capable of storing up to 150 images.
- The detectors should have a minimum spatial resolution of 3lp /mm or more.
- Detector array Size should be minimum of 2.3K x 2.8K pixels or higher.
- Pixel Pitch: 150 microns or less.
- A to D conversion: 16 bits.
- The detector offered should be light in weight with less than 4 kgs, enabling ease of use for operations and easy positioning at the time of out of bucky exposures.
- Images pre-viewing should be available within 5 secs after exposure and the cycle

time should be less than 12 seconds.

- The battery must be of latest Lithium Ion/Polymer type. 2 Nos. Batteries along with battery charger should be provided.
- Detector offered should be capable of handling 150 or more exposures or 5 hours of operation in single full charge.
- The detectors should have Automatic Exposure Detection as standard feature.
- The detector should be able to work at normal room temperature and humidity. The detector system should not require frequent calibrations on daily start-up.
- Offered detector should have load bearing capacity of 150kgs or more.

B. Image Processing Console cum workstation:

- The DR Console should be offered with Desktop of 17" or more.
- Windows and Level Adjustments.
- Annotations must be possible.
- Previews of images should be available in about 5 Sec or less.
- Zooming, ROI, Image Cropping and grid removal function should be available.
- Soft tissue processing must be possible.
- System should be offered with orthopedics measurement tools.
- Should offer capability of local image storage.
- Should be capable of connecting minimum of 2 Flat panels simultaneously.
- Should be capable of connecting directly to the printer.
- Should have capability to push images to location(s) of choice such as:
 - Workstations
 - PACS
 - External Storage Devices
 - DICOM Printer(s)

C. Inkjet Printer:

- Any compatible printer from Epson/Brother/HP etc.
- The system should be supplied with suitable UPS with a backup of 15 mins.

D. Other Requirements:

- Detector and Console Software should be from the same manufacturer.
- The offered detector (FPD) should be ISO/CE/USFDA Approved.
- Trained engineers to maintain and support the system.

LED SCREEN

- 40 inch branded LED Display Screen.

PULSE OXIMETER

- Display SPO2. PR. PI. SPO2 waveform (Piece or Line).
- Display Signal Strength.
- Four Display, Modes Convenient to overview the data.
- Low voltage indicator, Low power Consumption.
- 2 AAA Alkaline Battery.
- Light, Attractive, Compact.

- Warranty for 1 years.
- Relevant quality assurance certification issued by the concerned authorities.

PC/LAPTOP BASED SPIROMETER

- Ergonomic handset design for precise air flow.
- USB power, Bacterial Filter, Detachable and easy to disinfect digital turbine transducer.
- Best maneuver selection (Auto / Manual).
- Measured Parameters: FVC, SVC and MVV tests.
- Indian Predicted equations.
- ERS 93, ITS Black, ITS White, Knudson 83, BARCELONA, LAM and Indian Predicted equations.
- Ethnic corrections.
- Lungs age calculation, Flow - Volume / Volume - Time graphs.
- Flow - Volume / Volume - Time graphs.
- Pre-Post bronchodilation test, Trends, Doctor's Notes, Auto-Interpretation.
- Pediatric incentives in the Software motivates the children to perform better maneuver.
- Customized printing options (single and all curves).

Technical Specifications

Spirometer

- Flow Range -10 to +16 litres/sec.
- Max Volume 8 litres
- Accuracy $\pm 1\%$ (using a standard 3L calibration syringe)
- Transducer Bi-directional Turbine Cartridge
- Turbine sensor Infrared interruption
- Flow detection Volume differential

B. PC/Laptop Configuration

OS: Windows, Processor: i5, RAM: 8GB, 500GB harddisk, CD/DVD Optical Drive, Screen Resolution 1024x768 or higher, Printer: Laser (Black/White).

BMI MACHINE

- Automatically measures weight, height & body mass index accurately.
- Displays weight, height & Body Mass Index.
- It also displays, simultaneously, how much over / under weight you are.

BP apparatus:

- Should be able to measure blood pressure in adult as well as paediatric patients.
- Should be based on aneroid measurement technology.
- Should have a dial type display, with a hook which can be attached to the blood pressure cuff.

- Pressure measurement range should be 0 to 300mm Hg systolic and 40 to 200mm diastolic.
- Pressure measurement accuracy of ± 3 to 5mm Hg.
- Manual inflation of blood pressure cuff.
- Should be supplied with standard Adult size cuff (22 to 32 cm size).

STETHOSCOPE

- Dual head chest piece.
- A high quality 48mm diameter chest piece with a floating diaphragm for excellent acoustics.
- Contains internal binaural springs.
- Plastic non-chill sleeves for patient comfort.
- Supplied with a spare diaphragm and spare ear tips.
- Supplied in a foam lined box.

AUDIOMETER

Technical Specification

Description/Features

Required a real time diagnostic Digital High Frequency audiometer with the following features for industrial work force and general-purpose hearing testing.

1. Technical Details

- PTA (Pure Tone Audiometry), Speech-Live Voice, Aux, Pre-Installed Speech Words
- AC (Air Conduction), BC (Bone Conduction), Masking, Live voice, TDT (Tone Decay Test), SISI (Short Increment Sensitivity Index), ABLB (Alternate Binaural Loudness Balance), Stanger, Lombard
- AC: 125-8000 Hz
- BC: 250-8000 Hz
- HF (High Frequency): 125- 20000 Hz
- AC Intensity Range (1000Hz)-10 to +120 dBHL
- BC Intensity Range (2000Hz)-10 to +75 dBHL
- Masking Noise: Wide Band, Narrow Band, Speech Band
- Signal Mode: Normal ON-Normal OFF
- Tone: Continuous, Pulsed, Warble, Invert

Accuracy-

- Resolution 16Bit
- Precision ± 50 ppm
- Stability ± 100 ppm
- Distortion $< 1\%$
- Ratio signal/noise > 100 dB
- Environmental Storage Temperature: -20°C to $+50^{\circ}\text{C}$

- Operating Temperature: 5 °C to +40°C
- Operating Relative Humidity: 10-90%
- Weight: 1.45Kg
- Dimensions: (31.5x19.5x6.5) cm
- Power Supply-Medical Grade: 12VDC
- Audio soft – PC Software

2. Salient Features:

- List of the words Pre-installed into flash memory.
- Customized and auto generation of report through PC.
- Unlimited test memory to ensure that all the data / tests are saved.
- SMT technology resulting in no Frequent Calibrations.
- 2-Tier Calibration facility: one for factory settings and second for user level calibration access without disturbing factory settings.
- Auto diagnosis/repair feature with creation of restore point facility in case there is a problem with the device.

3. Standard Accessories

- Headphone: circularly headphone with TDH 39/49 Inside and HDA 300/DD450.
- Bone Conductor: Radio EAR B71W.
- Patient response button.
- USB cable.
- CD with software.

Manufacturing must have ISO 13485:2016 from International Accredited Notified Body/CDSCO approved Notified Body.

Product must be tested for its electrical safety and a test report IEC 60601 from an NABL Accredited Laboratory is must.

SNELLEN CHART

- MultiCare Surgical Products Corporation is manufacturer of Snellen Chart.
- Regular 20' distance eye chart is made on non-reflecting, matte finish card eyelet for wall mounting. This classic visual acuity chart measures 22X11 inches. The snellen's letters are designed to be read at a standard testing distance 20 feet.
- Plates required- Hindi, English, C-chart and dots chart.

ISHIHARA CHART

- Ishihara Chart book for Colour Blindness.
- Simple and accurate method to determine if a patient is colour blind.
- Album-style book with multiple testing plates.
- Lettered and Unlettered (illiterate) versions.
- Helps determine the severity of colour differentiation inabilities.
- 38 plates in complete book.

NEAR VISION DRUM

- Near vision drum with light.
- Supreme quality raw material in compliance with the set industry standards.
- Language Hindi and English, picture and dots.

Proper certification criteria for equipments must be as under:

- i. X-ray machine:
 - Proposed model should be AERB (Atomic Energy Regulatory Board) approved.
 - Equipments should be CE certified from Notified Body or USFDA approved / ISO-13485 / BIS Approved.
 - ii. Digital Radiography Machine:

The proposed model should be USFDA approved or CE certified from Notified Body.
 - iii. For Audiometer, Spirometer and Pulse Oximeter:

The proposed model should be USFDA approved or CE certified from Notified Body. Calibration Certificate for Audiometer and Spirometer will be provided by the service provider.
- a) The MMVs must follow AERB (Atomic Energy Regulatory Board) norms / AERB certified for the x-ray cabin.

SOFTWARE

Software provided must be web based solution for patient details HIMS Module/Inventory Module/ Dashboard. Software must incorporate following specifications:

- 1) All the process must be digitalized, i.e. all test reports, x-rays etc.
- 2) The software must be Ayushman Bharat Digital Mission, Milestone-3 i.e. ABDM (M-3) integrated.
- 3) The information of the worker such as name, Factory ID, establishment details (i.e. establishment name, establishment ID, HLWB number of the worker etc.), Aadhar or PPP, latest Mobile number etc. must be captured at the MMV. The SOP in this regard will be approved by HLWB.
- 4) All the test reports along with proper information of worker details must be uploaded on the online software and the database must be visible / accessible to the HLWB and doctors of Labour Department.
- 5) All the test reports will be sent to the worker on their given mobile number and these reports will also be updated on the HLWB portal (<https://hrylabour.gov.in/>) i.e. under each worker's HLWB number. This task will be under the scope of the service provider and will be undertaken as per the decision / approval of HLWB.

- 6) All the infrastructure for the software will be provided by service provider.
- 7) Proper SOP must be in place to ensure that the work of the MMVs does not suffer in case of software downtime and once the software starts its normal working, all the functions may continue, and reports may be uploaded.
- 8) The software must have provision of API (application programming interface) for interfacing with the website / database of HLWB.
- 9) The software must have provision to be modified as per the requirement of HLWB from time to time.
- 10) The service provider shall conduct periodic security audits of the portal in compliance with Government regulations. The Information Technology Act, 2000 guidelines issued by the Ministry of Electronics and Information Technology (MeitY), Govt. of India must be followed by the Service Provider.
- 11) The bidder / Service provider shall maintain confidentiality of medical records, strictly adhering to relevant data privacy, data protection, data security and confidentiality laws etc. and shall make adequate arrangement for cyber security.
- 12) All and any data of workers, establishments, medical records etc. used or captured by the service provider during the operations of the project belongs to HLWB. The ownership of the data will be of HLWB. The data will not be used by the service provider for any purpose, except for the intended purpose of the RFP, nor the data will be shared with any other party. After the completion of the project, the service provider will migrate / submit all the data will with HLWB.

Annexure III: Performance Bank Guarantee Format

[Location, Date]

To,

**The Welfare Commissioner,
Haryana Labour Welfare Board,
Panchkula.**

WHEREAS.....(Name and address of the Bidder/Agency) (hereinafter called "the bidder/Agency") has undertaken, in pursuance of RFP no., dated.....to carry out / provide the service.....(description of services)(herein after called "the contract").

AND WHEREAS it has been stipulated by(Name of the Board) in the said contract that the Bidder/Agency shall furnish you with the bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract.

AND WHEREAS we have agreed to give the supplier such a bank guarantee.

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the Bidder/Agency, up to a total of(amount of the guarantee in words and figures), and we undertake to pay you, upon first written demand declaring the Bidder/ Agency to be in default under the contract and without cavil or agreement, any sum, or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Bidder/Agency before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the Bidder/Agency shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition, or modification.

This performance guarantee shall be valid until theday of(month and year),

Our Branch at.....(Name & address of the Bank) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this Bank Guarantee only and only if you serve upon us at our.....branch a written claim or demand and received by us at our.....branch on or before Dt.....otherwise bank shall be discharged of all liabilities under this guarantee thereafter.

.....
(Signature of the authorized officer of the Bank)

.....
Name and designation of the officer

.....
Seal, Name & address of the Bank & Branch