



ZILLA SWASTHYA SAMITI, KEONJHAR
CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER :
KEONJHAR



Advt. No. **2857.**

TENDER CALL NOTICE

Date. **27.08.2019**

Sealed tenders are invited from registered Firms / Agencies / Reputed Organizations for **Outsourcing of Bio Medical Waste Management work (BMWM)** of DHH, SDHs ,CHCs & PHCs of Keonjhar district. Interested Firms / Agencies / Reputed Organizations should submit their proposals in prescribed format (Technical as well as financial bids) along with detailed Tender Call Notice with all supporting documents in sealed envelopes separately through Speed Post / Regd Post / Courier to the Office of Chief District Medical & Public Health Officer, District Headquarter Hospital, Keonjhar, Odisha, PIN-758001 on or before **28.08.2019** up to 5 PM. The detail Tender Call Notice, terms & conditions are available in the district website: www.kendujhar.nic.in. Incomplete application in any form will be summarily rejected. The sealed tenders shall be opened on **29.08.2018** at 11 AM in the O/O-ADPHO(FW), Keonjhar. The authority will not be responsible for any postal delay. The undersigned has reserves the right to reject or cancel any or all the Tender without assigning any reason thereof.

Sd/- Chief District Medical & Public Health Officer, Keonjhar

Chief District Medical & Public Health Officer,
Keonjhar

OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER
KEONJHAR, ODISHA

Tender No. 3857

Date: 07/08/2019

**Notice for Invitation of Tender for BMW Management
in District Head Quarters Hospital/ Sub Divisional Hospital /
CHCs/PHC with bed of Keonjhar District**

Period of Availability of Tender	: 08.08.2019 to 28.08.2019
In the official website of the district	: http://www.kendujhar.nic.in
Pre Bid Conference	: 14.08.2019 at 11.00 am
Last Date for Submission of Tender	: 28-08-2019 till 05.00 PM
Place, time & venue of Opening Tender	: O/o – ADPHO (FW), Keonjhar, 29-08-2019 at 11.00 AM
Address for submission	: Office of the CDM & PHO Dist. Head Quarter Hospital Keonjhar - 758001
Tender paper cost	: Rs. 1,500/- (Non-refundable)
Earnest Money Deposit	: Rs. 70,000/- (Refundable without interest)

The authority reserves the right to accept or reject summarily any or all the tenders without assigning any reasons thereof.

The Bidders may download the Tender Document directly from the Website available <http://www.kendujhar.nic.in> from 08-08-2019 to 28-08-2019 till 05.00 PM. The Tender Paper cost of Rs. 1,500/- (Rupees One Thousand Five Hundred only, Non-refundable) and EMD of Rs. 70,000/- (Rupees Seventy Thousand only, refundable) to be submitted by way of Demand Draft drawn in favour of ZSS (BMW) Keonjhar, payable at Keonjhar. The Paper Cost and EMD amount should be enclosed along with the Technical Bid.


Chief District Medical & Public Health Officer
Keonjhar

Eligibility Criteria and Terms & Conditions for Outsourcing Agency for BMW Management in District Head Quarters Hospital/ Sub Divisional Hospital/ CHCs/PHCs of Keonjhar District.

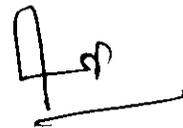
Eligibility

Following points should be fulfilled by the Bidder to be eligible for participation in the bidding process:

1. The firm/agency/company/society should have a **valid registration certificate**.
2. It shall have valid **EPF, ESI & GST** Registration Certificate.
3. Tender paper cost of Rs. 1,500/- (non refundable)
4. EMD of Rs. 70,000/- (refundable)
5. It must have **PAN Card** in the name of the Firm/ Agency/ Company.
6. It must have **valid labour license**.
7. It must **not** have any previous record of contract termination or left out of the job etc which should be produced in the form of Court Affidavit.
8. The Bidder have to submit the **valid license from the OSPCB** (Odisha State Pollution Control Board), or have to submit undertaking for submission of the licence within 90 days after awarding the tender or else the offer letter may be given to L2 bidder.
9. The Bidder have to submit the audited financial statements (Balance Sheet and Profit & Loss Account) for **FY of 2015-16, 2016-17 & 2017-18** . **The turnover certificate must be obtained from the chartered Accountant for the said three financial years.**
10. The firm or agency should have experience in Bio Medical Waste Management of **Government Hospital/PSU/private organisations** at least for a **period of 1 Years**. The bidder have to submit the experience certificate in specified format only as below:

Working experience in the field of Bio-Medical Waste Management services at Government Hospitals/PSU						
Sl No	Name of the Institution	Bed Strength	Date of engagement	Date of Completion	Years of Experience	

N.B – All the documents (All supported document i.e. Work order/Agreement and Completion certificate by the organization) relating to the experience needs to be submitted separately.



Chief District Medical & Public Health Officer
Keonjhar

1. General Information

Last date and time for submission of Tenders: On or before 28-08-2019 BY 5.00 PM

- 1.1. The tenders received by the office within the deadline for submission of tenders will be opened at the office address.
- 1.2. The Technical bids shall be opened in the presence of the BIDDER/ their authorized representatives (who choose to attend the tender opening) at 11 AM on 29-08-2019.

2. Amendment of Invitation

In case of any discrepancy between the Press Advertisement, other detailed provisions of the tender document and the updated version on the web (up to 19-08-2019 till 5:00 PM), the web-version will prevail. At any time prior to 19-08-2019, the authority reserves the right to add / modify / delete any portion of this document by issuance of an addendum/corrigendum, which would be published only in the web site: www.keonjhar.nic.in and will be binding on the Bidders.

3. Period of Validity of Bid

For the purpose of placing the work order, the bid shall remain valid for a period of one year.

4. Formats and Signing of Tenders.

- 4.1 All documents submitted shall be consecutively numbered (As per Index) having signature with official seal of the authorized signatory on each page and **total number of pages shall be mentioned on the top sheet duly authenticated by the authorized signatory.**
- 4.2 In case the tender document is signed by the any other signatory, a copy of the Power of Attorney/Authorization must be enclosed along with the tender for consideration. Otherwise any lapses in number of pages enclosed, the authority will not be held responsible.
- 4.3 Tender documents should be computerised without any correction & overwriting.

5. Sealing and Marking of Tenders

The Bidder shall seal & mark various parts of the tender as follows

- 5.1 Technical bid in one envelope super-scribed with words "Technical bid for Selection of outsourcing agency for BMW management in District Head Quarters Hospital/ Sub Divisional Hospital/ CHCs/PHCs"
- 5.2 Price bid in one envelope super-scribed with words "Price Bid Selection of outsourcing agency for BMW management in District Head Quarters Hospital/ Sub Divisional Hospital/ CHCs/PHCs "


Health Officer
Keonjhar

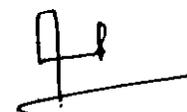
5.3 All two envelopes (Technical and Price Bids) shall be sealed in a covering envelope superscribed with words "Tender for Selection of outsourcing agency for BMW management in District Head Quarters Hospital/ Sub Divisional Hospital/ CHCs/PHCs"

5.4 Every envelope and forwarding letter of various parts of the tender shall be addressed to:

The
Chief District Medical officer,
Dist. Head Quarter Hospital,
Keonjhar- 758001
Odisha.

The name of the firm/company should be mentioned in the bottom left portion of each envelop.

5.5 Tenders may be submitted through Speed post / Registered post only. Tenders sent through Telex / Telegrams / Fax / Courier services/ Email shall not be acceptable.



District Public Health Officer
Keonjhar

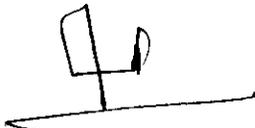
Terms of Reference (TOR) for Outsourcing of Biomedical Waste Management Services in
ZSS Keonjhar

1. All the workers engaged by the Outsourcing Agency (OA) shall have uniform with the logo of the Agency.
2. All staff of the agency shall bear photo identity cards during the period of work, which shall be duly signed by the Head of the concerned Hospital (ADMO (Med) for DHH, Superintendent for SDHs/CHC and PHCs) and representative of the organization.
3. The Outsourcing Agency shall furnish the list of workers & supervisors (above 18 years of age only) with Proof of Identity and address to the head of the concerned Hospital after finalization of the contract for Outsourcing of services.
4. All the personnel to be engaged by the Organization/Agency should be covered under the statutory Government regulations (Labour laws & regulations) framed from time to time.
5. The concerned authority of the Hospital may request the Bidder/Agency to withdraw any of their workers from the Hospital with 24 hours prior intimation.
6. The Bidder/Agency will abide by all the rules and regulation relating to labour laws, accident, workmen compensation act, Workmen Insurance, ESI, PF, fire safety etc. This will be the sole responsibility of the Bidder/Agency. The authority will not be a party at any stage to any kind of dispute arises relating to the above.
7. Any damage/pilferage to the Hospital property due to mishandling, carelessness of the contractor/agency or his workmen will be recoverable from the Agency's bill and all materials issued to the contractor/Agency shall be his/her sole responsibility for its safety during the entire period of the contract.
8. The selected Agency/Organisation should depute qualified and dedicated staff (trained in the field of Bio Medical Waste Management or having experience in handling the biomedical wastes) to manage the Bio-Medical Waste Management activity such as collection, transportation, storage, treatment & disposal in the Hospital premises (offsite/onsite). It will also coordinate with the Bio-Medical Waste Management Committee of the Hospital and be responsible for supervision of the said work. The work men should be provided with mobile number (24 X7 functional) for emergency need at any time by the Agency.
9. All the workmen engaged by the Agency/Organisation will have to be covered under insurance against any personal accidents/health hazards and the Hospital authority will not be liable for payment of any compensation on that account.
10. During execution of work, the Agency/Organization should follow all standard norms of safety measures/precautions to avoid accidents/damages to men, machine and infrastructure etc. On non adherence to this clause, suitable fine/penalty as decided by the Authority will be imposed.
11. All the generation points of BMW at Health care Units (DHH/SDH/CHC/PHC) must have colour coded container/bins with cover. The designated bio-degradable colour coded poly bags with bio hazard symbol and bar code will be put in respective coloured coded container/ bins and lifted by the OS agency/organization when they become two third full. Bags are to be closed by tying a string, weighed and recorded and then transported to the temporary storage area (onsite/offsite) for treatment and disposal utilizing the BMW equipment (Onsite/Offsite). Each bag shall be labelled as per BMW Rules. The colour coded bags or containers/ Bins shall be strong enough to withstand any possible damage

that may occur during loading, transportation or unloading of such bags/containers. These containers shall also be labelled as per BMWM rules. Segregated sharps shall be collected from all generation points of the Health care Units. Mutilated infected plastics must be collected and properly disinfected/autoclaved by the OA agency. The person identified for collection of Bio-Medical Waste must carry a register with him to maintain the record such as name of the generation point, type and quantity of waste received, signature of the responsible person (Pharmacist/LT/I/C sister of the ward), date and time of collection etc. A similar register is to be maintained by Matron/Superintendent CHC & SDH for BMWM.

12. Agency has to give attention that no Untreated Biomedical Waste should be kept in the hospital premises beyond 24 hours. In case it is beyond 24 hrs, it must obtain the permission of OSPCB for the purpose.
13. The collection and transportation of Bio-Medical Waste shall be carried out in a manner so as to avoid any possible hazard to human health and environment. The timing of collection of the waste will be preferably before 8.00 AM daily.
 - a. The Bio-Medical Waste collected in biodegradable Poly bags (having bar code)/ containers shall be collected from generation points of HCEs (DHH/SDH/CHC/PHC) and transported to the nearest BMW Management unit located at DHH/SDH or offsite BMW treatment plant in a fully covered vehicle. Such vehicle must be labelled with bio hazard Symbol and dedicated for transportation of Bio Medical Waste only and to be provided by the Agency/ Organization.
 - b. The Agency/Organization must collect the Bio-Medical Waste from the DHH/SDH/CHC/PHC & other peripheral Govt. Hospitals in a specified container. For this purpose the respective Agency need to sign a MOU with the CDM&PHO regarding the requisite fee as finalised in the above tender process. (For the transportation charges per KM and service charges per bed per day).
 - c. The requisite out sourcing charges as per finalisation of rate contract will be paid by the concerned DMO cum MS, Superintendent SDH & CHC as per district BMWM Committee decision.
 - d. For collection of Bio- Medical Wastes from DHH/SDH/CHC/PHC, it should be kept in mind to minimise the k.m. i.e. the route map should be justified in such a way that it covers maximum to maximum health institutions in one route during travel of the collecting vehicle of Bio- Medical Wastes.
 - e. Penalty may be imposed for any deviation found and as decided by the BMW committee.
14. The outsourcing agency will be taken over the Plastic materials @ Rs. 1.00/- (Re. One only) per K.g. at after treatment from the Shedder point i.e. DHH, SDH of the district.
15. As per the provision of Biomedical Waste Management & Handling Rule-1998, It is mandatory to segregate, collect, transport, store, treat & dispose BMWs generated from the HCEs.
16. It is the responsibility of agency to provide the bio degradable poly bags with bar code & other consumables. However the Health Institutions has to ensure placing of colour coded container/bins with bio hazard symbol at the generation points in the hospitals. The stock position to be maintained for 15 days in advance.

17. Agency/Organisation will have to provide all personal protective gears & immunise its workmen for handling of BMW such as - Apron, Gumboot, Mask, Cap, Goggles, Rubber Utility Gloves and Hepatitis B, TT Injection as per requirement.
18. The BMW equipment such as Autoclave & Shredder located at DHH/SDH will be utilised by the agency for treatment of wastes of nearby CHCs and PHCs. A regular log book has to be maintained by the service provider and report shall be submitted to the authority on weekly basis. Service providers to be use autoclave in every cycle to ensure proper disinfection. Minor repairs & regular maintenance will be made in consultation with the supplier firm while the electric charges will be borne by the agency. A separate register for registering the complains regarding the BMW Equipment shall be maintained by the OS agency.
19. The Outsourcing Agency/ Organization shall maintain all the records related to Bio-Medical Waste Management of all the units. Daily records shall be maintained for the waste accepted and treated waste removed from the site. This record shall include the following minimum details.
 - a. Waste accepted:- waste collection date, name of the generation point, waste category as per the rules, quantity of the waste, vehicle number and receiving date (at site).
 - b. Treated waste removed: - Date, treated waste type, quantity, vehicle number and location of disposal.
 - c. Log Book: A log book shall be maintained for each BMW equipment installed at the site and shall include the following:
 - i. The weight of each batch of waste treated.
 - ii. The categories of waste as per the rules.
 - iii. The time, date and duration of each treatment cycle and total hours of operation.
 - iv. The complete details of all operational parameters during each cycle.
 - v. Accident reporting Register is to be developed and maintained.
 - d. Site Records: Site records shall include the following:
 - i. Details of construction or engineering works of the pits.
 - ii. Maintenance schedule, breakdowns/trouble shootings and remedial action.
 - iii. Emergencies.
 - iv. Incidents of unacceptable waste received and the action taken thereof.
 - v. Details of site inspections by the officials of the regulatory agency and necessary action on the observations.
 - vi. Daily, monthly and annual summery records of all the above shall be maintained and made available at the site for inspection whenever required by regulating Officer on Inspection.
20. Manpower engaged by the Service Provider should not claim any type of compensation/ absorption/ regularisation/ benefit (Health Related also) of service from the office of the CDM&PHO, Keonjhar under Industrial Dispute act, 1947 & Contract Labour Act 1970.
21. The Manpower of the outsourcing agency should not consume alcohol, betel, smoking during the duty hour nor be involved in any type of criminal activities.
22. The office of the concerned Health Institution (DHH/SDH/CHC/PHC) will maintain attendance register in shape muster roll of the staff engaged by the Agency/Organisation.


Chief District Medical & Public Health Officer
Keonjhar

The agency will have to prepare duty list & submit to the office as mentioned above by date 25th for the next calendar month. Absence from duty is not allowed at any cost. However under unavoidable circumstances, the agency should have to make alternative arrangements with due approval by the concerned Authority.

23. After the allotment of the work, the said Agency/Organisation shall have to sign an MOU with the concerned authority regarding the detail scope of services to be executed.
24. The said contract will work initially for a period of One year from the date of agreement that will be renewed/extended on yearly basis up to maximum Three years, if found satisfactory by the Competent Authority and Bio Medical Waste Management Committee, Keonjhar. During this period if at any stage of time, the Hospital Authority found non compliance of the assigned work, the said agency/Organization for BMWWM will be served with a notice for a period of one month and if still non compliance is there, the said contract will be cancelled and new party will be assigned with the said service as decided by the Competent Authority and Bio Medical Waste Management Committee, Keonjhar.
25. After allotment of the order, the Outsourcing agency shall execute the service within 30 days of the issue of letter.
26. The Outsourcing agency/Organization has to sign a Memorandum of Understanding (MOU) with the CDM & PHO on the day of execution of the work orders.
27. The final monthly bill in triplicate to be submitted along with the consolidated monthly report concern DMO cum MS and Superintendent SDH/CHC on 1st week of each month.
28. Besides, the Outsourcing agency has to submit Monthly Progress Report/Status report duly signed by the Hospital Manager / Junior Hospital manager/ Block Programme Manager / Matron/Staff Nurse with remarks to the DMO cum MS, Superintendent SDH & CHC as the case may be without fail. Three consecutive Adverse Remarks may be treated towards cancellation of the Contract.
29. The Outsourcing Agency shall be under the Administrative Control of the CDM&PHO/DMO cum MS, Superintendent SDH & CHC and the work will be supervised by the Hospital Managers/ Junior Hospital Manager/BPM/ Matron/ SN.
30. All the legal disputes are subject to the jurisdiction of the District Court, Keonjhar only.
31. The number of workers to be engaged by the Outsourcing Agency will be specified institution wise.

6. Price:

The price quoted should be in Rupees including all taxes and in the price schedule format(Cover-B) mentioned in the tender document.

7. Evaluation and comparison of tenders:

- 7.1 The tenders will be evaluated as per the eligibility criteria, terms & condition and technical specification of the tender.
- 7.2 The price bid of those bidders shall be opened whose technical bid are found to be responsive as per technical specification.
- 7.3 The eligible and technically qualified firm quoting the lowest price will be selected on the basis of the rates offered.

8. PENALTY

In case of deficiencies in providing quality service, the authority i.e. CDM&PHO, Keonjhar will have the right to impose penalty as per decision of the BMWM Committee which shall be deducted from the monthly bill.

9. Work Order

The work order shall be issued to the lowest evaluated responsive bidder by the office as per the requirement and term and condition.

10. Payment Terms.

Agency should provide the bills to the concern institution on monthly basis within 1st week of every month.

11. FINANCIAL

11.1 The Technical Bid should be accompanied with tender paper cost along with EMD, failing which the tender shall be rejected out rightly.

11.2 The Earnest Money Deposit in respect of the agencies which do not qualify the Technical Bid (First competitive Stage) / Financial Bid (Second competitive stage) shall be returned to them without any interest from the Office of the Undersigned within 7 days. In case of successful Bidder if the agency fails to deploy the required manpower against the initial requirement within 30 days from date of placing the order the EMD shall stand forfeited without giving any further notice.

11.3 The successful Bidder will have to deposit a Security amount of Rs. 2,00,000/- (Rupees Two Lakh only) in the form of Fixed Deposit Receipt/Bank Guarantee made in the name of the Agency but hypothecated to **ZSS (BMW) Keonjhar** covering the period of contract, which will be refunded without interest in case of completion /cancellation of the contract. In case the contract is further extended beyond the initial period the FDR/bank guarantee have to be accordingly renewed by the successful Bidder.


Chief District Medical & Public Health Officer
Keonjhar

TECHNICAL BID FOR OUTSOURCING OF BIOMEDICAL WASTE MANAGEMENT SERVICES & SUPPLY OF WORKMEN FOR BMWM (Cover-A)

Sl. No	List of tender documents submitted	Yes	No	Page No	Clearly mention data here
1	Cover "A" – Technical bid and Cover – "B" – Price Bid attached Separately			NA	NA
	Whether all pages are serially numbered			NA	NA
	Whether all pages are self attested with seal			NA	NA
2	Name of the organization			NA	
	Address of the Organization			NA	
	Telephone No/Mobile no of the Organization with E-Mail ID			NA	
3	Tender Paper Cost @ Rs. 1,500/- in shape of DD (Non- Refundable)				DD no _____ Dated _____ Bank Name _____
4	EMD @ Rs. 70,000/- in shape of DD (Refundable)				DD no _____ Dated _____ Bank Name _____
5	WORKING EXPERIENCE IN THE RELATED FIELD for 1 YEAR IN THE GOVERNMENT HOSPITAL/PSU ONLY, (Supporting documents need to be attached).				
6	Firm/Agency/Company/Organization/Trust have to submitted non blacklist affidavit				A Non judicial Stamp paper of Rs. 20/- will be attached.
7	Photo copy of Registration certificate				
8	Photo copy of PAN				
9	Photo copy of EPF & ESI Certificate				
10	Valid GSTN Certificate				
11	Valid authorisation from State Pollution Control Board, Odisha or Undertaking submitted for submission of certificate.				
12	Photo copy of Valid Labour License				
13	Self attested Photocopy of organization Income Tax Acknowledgement Report				

	(Financial Year 2017-18) and copy of the audited financial statement for the last three financial Years i.e. 2015-16, 2016-17, 2017-18.				
14	Documents in support of Experience (Valid work order/Agreement with the institution and Completion certificate				
15	Documents in support of Handling the BMW equipments.				

All the supporting documents should be enclosed for above requirements and must be self attested by the authorized person with organization Seal.

DECLARATION

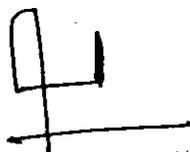
I/We hereby declare that, the terms and condition etc. Given with the tender notice have been read carefully and it is acceptable to me/us and that the information furnished above is full and correct to the best of my/our knowledge. I/we understand that in case of any deviation in the above statement at any state my tender documents will be rejected.

Place:

Date:

Seal & Signature of authorized Signatory.

Seal



Chief District Medical & Public Health Officer
Keonjhar

**FORMAT FOR FINANCIAL BID FOR OUTSOURCING OF
BIO MEDICAL WASTE MANAGEMENT SERVICES (Cover-B)**
The rate quoted by 'L1' will be accepted subject to quality & feasibility.

Name & Address of the Organisation/ Agency/NGO		
SI No	Particulars	Rate in Rs
01	Charges per Bed per Day including Bio Degradable Colour Coded Poly bags having Bar code with bio hazard symbol.	
02	Transportation Charges (Per KM)	
Total		

❖ Rate quoted should be exclusive of all taxes. The taxes will be paid extra as per Govt norms.

Place:

(Signature and seal of the authorized signatory)

Date:

Seal


Public Health Officer
Keonjhar