

OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, RAYAGADA

Tel No-06856-235603 E.Mail-cdmorayagada@gmail.com

ZILLA SWATHYA SAMITI, RAYAGADA

TENDER CALL NOTICE

Advt. No- 3986 /BMW, Rayagada-2019-20

Dated. 11/07/2019

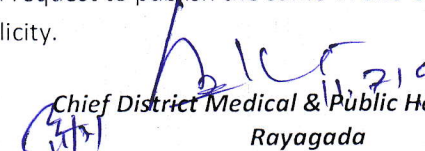
Sealed tender are invited from registered Firms / Agencies / Reputed Organizations for out sourcing of Bio Medical Waste Management work (BMW) of DHH, Rayagada, SDH, Gunupur, Area Hospitals & all CHCs of Rayagada district. Interested firms / Agencies / Reputed Organizations should submit their proposals in prescribed format (Technical as well as Financial bids) along with detailed Tender call Notice with all supportive documents in sealed envelopes separately through speed post/ Regd. Post only to the Chief District Medical & Public Health Officer, Rayagada on or before **30.07.2019** up to 5.30 PM. The detail tender call notice terms & conditions are available in the district website: [www.rayagada.nic.in](http://www.rayagada.nic.in). Incomplete application in any form will be summarily rejected. The sealed quotations shall be opened on **31.07.2019** at **11.00** AM in the Office Chamber of CDM & PHO, Rayagada. The authority reserve the right to reject any or all Tender without assigning any reason thereof. The authority will not be responsible for any postal delay.

Memo No. 3987 /2019, Dated 11/07/2019

  
Chief District Medical & Public Health Officer  
Rayagada

Copy along with the CD forwarded to the Joint Director (Advertisement), I & PR Department, Govt. Of Odisha, Bhubaneswar for information with a request to publish the same in one Oriya daily and one English daily newspapers (One day) for wide publicity.

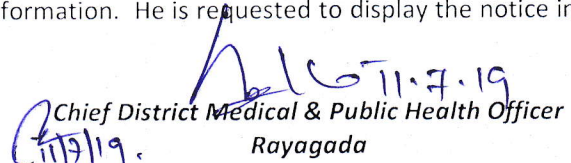
Memo No. 3988 /2019, Dated 11/07/2019

  
Chief District Medical & Public Health Officer  
Rayagada

Copy forwarded to the District Informatics Officer, NIC Rayagada along with PDF soft copy for information. He is requested to upload the above advertisement in the district website for wide publication.

Copy to PA to the Collector, Rayagada for information. He is requested to display the notice in his notice board.

Copy to Notice Board of this office.

  
Chief District Medical & Public Health Officer  
Rayagada

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

Tender No. 3986

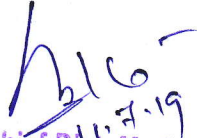
Date: 11-07-2019

Notice for Invitation of Tender for BMW Management in District Head Quarters  
Hospitals/ Sub Divisional Hospitals / CHCs of Rayagada District

Date for Availability of Tender	: 15/07/2019 to 30/07/2019
In the website of respective district	: <a href="http://www.rayagada.nic.in">http://www.rayagada.nic.in</a>
Pre Bid Conference	: Date-22/07/2019, Time-11.00 A.M. Venue- Office Chamber of CDM & PHO, Rayagada
Last Date for Submission of Tender	: Date-30/07/2019 & Time-05.30 P.M.
Place, time & venue of Opening Tender	: Date-31/07/2017, Time- 11.00 A.M. Venue- Office Chamber of CDM & PHO, Rayagada
Address for submission	: Office of the CDM & PHO, Rayagada
Earnest Money	: Rs.20, 000/- (Refundable without interest)

The Hospital also reserves the right to accept or reject summarily any or all the tenders without assigning any reason whatsoever.

The Bidders may download the Tender Documents directly from the Website available <http://www.rayagada.nic.in> from 15/07/2019 to 30/07/2019. The Tender cost fee of Rs.2,000/- (Rupees Two Thousand) only (Non-refundable) by way of separate Demand Draft drawn in favour of Chief District Medical & Public Health Officer, Rayagada, payable at Rayagada should be enclosed along with the Technical Bid.

  
11.7.19  
Chief Dist. Medical &  
Public Health Officer  
Rayagada

**Terms & Conditions for engagement of Outsourcing Agency for management of Biomedical Waste Management in District Head Quarters Hospital/ Sub Divisional Hospital/ CHCs with Sanctioned Bed Strength.**

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**Eligibility**

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

1. The firm/agency/company should have a valid Registration certificate.
2. The agency should have valid GST Registration No.
3. The agency should have valid EPF & ESI Registration Certificate.
4. It must have PAN Card in the name of the Firm/ Agency/ Company.
5. It must have valid labour license.
6. The agency should not have any previous record of contract termination or left out of the job/ black listed by any government organisation etc. Affidavit in this regard must be submitted.
7. The firm/agency/ company should have valid ISO 9001 certification.
8. The agency have to submit the valid license from the OSPCB or have to submit an undertaking to produce the same within two months after signing of the MOU with the undersigned.
9. The agency should have experience in the relevant field/ manpower supply.
10. The firm/agency/ company should have annual average turnover of Rs 1.00 crore or more during last three financial years (2016-17, 2017-18 & 2018-19). The certificate duly certified by a chartered accountant along with seal.
11. The agency should submit audited financial statement for the last three financial years (2016-17, 2017-18 & 2018-19). In case of Balance sheet is not finalised for the year 2018-19. Provisional financial statement may be produced.

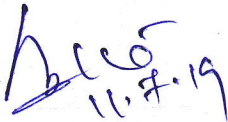
**General Terms & Conditions**

1. The Tender documents should be properly sealed & superscripted on the envelope "Tender for Engagement of Outsourcing Agency under BMW Activities for **CDM&PHO Rayagada District**". The outer envelope should contain 2 nos of envelope i.e. **cover- A (Technical Bid) and cover B- ( Financial Bid)**
2. **Documents to be furnished in cover A (Technical Bid)**

The following documents should be furnished in a sealed cover (cover A i.e. **Technical Bid** with Index & Page No-

- a. The tender document should be accompanied with Bank Draft of Rs **2,000/- (Cost of Tender Document)** as **non-refundable** from any Nationalised Bank in favour of **Chief District Medical & Public Health Officer, Rayagada**, payable at **Rayagada**.
- b. Detail Name & Address along with the contact number & email address of the Director, Managing Partner/ Proprietor of the Firm are to be clearly mentioned in capital letter.
- c. Registration certificate of the firm/agency/company.
- d. Self Attested Copy of the IT Return for last three Financial Years. i.e 2016-17;2017-18; and 2018-19
- e. Self Attested Copy of the PAN Card of the firm.
- f. Self Attested Copy of the GST.
- g. Self Attested Copy of the ISO 9001 certification.
- h. Valid EPF & ESI registration certificate.

- i. Valid license from the OSPCB or have to submit an undertaking to produce the same within two months after signing of the MOU.
  - j. Work order /MOU if any regarding activities of BMW activity in the relevant field in support of experience (year wise) to be submitted.
  - k. **EMD Rs. 20,000/-** in Shape of DD drawn in any Nationalised Bank in Favour of **the Chief District Medical & Public Health Officer, Rayagada**, Payable at Rayagada.
  - l. Average annual turnover certificate certified by a chartered accountant along with Audited financial statement of last three financial year to be submitted.
3. The EMD of the unsuccessful bidder will be returned after finalisation of the tender process.
  4. The EMD of successful bidder will be returned after signing of MOU & submission of performance security of Rs. 1,00,000 /- (one Lakh only) in shape of bank guarantee without any interest.
  5. The EMD will be forfeited if the bidder fails/ refuse to execute the work order after finalisation.
  6. Tender should be type write/computerised without any correction & overwriting.
  7. All the workers engaged by the outsourcing agency shall have uniform with the logo of the Agency.
  8. The agency will supply adequate man power to be required at different institutions for collection, segregation & disposal of bio medical wastage.
  9. The agency will provide adequate training & orientation to the staff engaged from time to time.
  10. Reimbursement of remuneration of man power engaged will be based on the following
    - a. Remuneration will be as per the minimum wages prescribed by the Labour Dept. from time to time.
    - b. No additional service charge will be entertained to the agency.
    - c. Reimbursement will be made to the agency on submission of Challan & receipt of EPF & ESI for the subsequent month.
    - d. Only GST will be charged by the agency as applicable.
  11. All staffs of the OS agency shall bear photo identity cards during the period of work, which shall be duly signed by the Head of the concerned Hospital (DMO-MS-cum-Superintendent) for DHH, Superintendent of SDHs & CHCs.
  12. The Outsourcing Agency shall furnish the List of Staff (above 18 years of age only) with Proof of Identity and address to the concerned Authority after finalization of the contract for Outsourcing of BMW services.
  13. 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.
  14. The concerned authority of Govt. Health institution of Rayagada District may request the firm/Agency to withdraw any of their workers from the Hospital without assigning any reasons, with 24 hours prior intimation.
  15. 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 concerned authority of any Govt. health institution of Rayagada will not be a party at any stage to any kind of dispute arises relating to the above.
  16. Any damage/pilferage to the Hospital property due to mishandling, carelessness of the contractor/agency or his workmen will be recoverable form 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.

  
 11.7.19  
**Chief Dist. Medical & Public Health Officer**

17. 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 man should be provided with mobile number (24 X7 functional) for emergency need at any time by the Agency.
18. All the employees of Agency/Organisation will have to be covered under insurance against any personal accidents/health hazards and the Hospital authority will not liable for payment of any compensation on that account.
19. 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 performance to this clause suitable fine/penalty as decided by the Authority will be imposed.
20. All the generation points of BMW at Health care Units (DHH/SDH/CHC) must have colour coded container/bins with cover. The designated bio-degradable colour coded poly bags with bio hazard symbol 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 the Schedule III & IV of the BMW (H&M) Rules 1998. The coloured 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 the Schedule III of the rules. Sharps must be collected in Puncture Proof Container containing disinfectant after their mutilation with needle syringe terminator/Hub cutter. Mutilated infected plastics must be collected and properly disinfected/autoclaved by the OS 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 authorized person (I/C sister of the ward), day and time of collection, etc. A similar register is to be maintained by Matron for BMWM.
21. Agency has to give attention that no Untreated Biomedical Waste should be kept in the hospital premises beyond 48 hours. In case it is beyond 48 hrs, it must obtain the permission of OSPCB for the purpose.
22. 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 Polybags/ containers shall be collected from generation points of HCEs (DHH/SDH/CHC) and transported to the nearest BMW Management unit located at DHH/SDHs 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 OS Agency/Organization.
  - b. The Agency/Organization must collect the Bio-Medical Waste from the DHH/SDH/CHC & other peripheral Govt. Hospitals in a specified container. For this purpose the respective Hospitals In Charge to sign a MOU with OS Agency and CDM & PHO of Rayagada District

- 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 to be paid by the concerned CDM & PHO or Superintendent of SDHs/ CHCs as per district BMWM Committee decision.
  - d. For collection of Bio- Medical Wastes from DHH/SDH/CHC, 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 for BMW.
23. Agency will be responsible for collection, transportation, temporary storage, treatment & disposal of general waste by coordination with Municipality/NAC/local authorities of the district.
  24. 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.
  25. It is the responsibility of agency to provide the bio degradable poly bags & other consumables. However the Health Institutions has to ensure placing of coloured coded container/bins with bio hazard symbol at the generation points in the hospitals.
  26. Agency/Organisation will have to provide all personnel protective gears & immunise its workman for handling of BMW such as -Apron, Gun Boot, Mask, Cap, and goggles, Rubber Utility Gloves and Hepatitis B, TT Injection as per requirement.
  27. The BMW equipment such as Autoclave & Shredder located at DHH, Rayagada and SDH; Gunupur will be utilised by the OS agency for treatment of wastes of nearby CHCs. Minor repairs & regular maintenance will be made in consultation with the supply firm while the electric charges will be borne by the agency. A separate register for registering the complaints regarding the BMW Equipment may maintained by the OS agency.
  28. The Agency will 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.
      - 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.

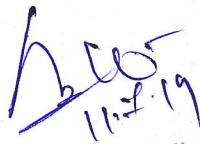
- vi. Daily, monthly and annual summery records of all the above shall be maintained and made available at the site for inspection whenever required by regulating Officer on Inspection.
29. Manpower engaged by the Service Provider should not claim any type of compensation/ absorption/ regularisation/ benefit (Health Related also) of service from this office under Industrial Dispute act, 1947 & Contract Labour Act 1970.
30. 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.
31. This office (DHH/SDH/CHC) will maintain attendance register of the staff engaged by the OS Agency/Organisation. The agency will have to prepare duty list & submit to the office as mentioned above by date 25<sup>th</sup> for next calendar month. Absent from duty not allowed at any cost. However the agency should have to make alternative arrangements with due approval by the concerned Authority.
32. 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.
33. The said contract will work initially for a period of one year from the date of agreement that will be renewed for further if found satisfactory by the concerned CDM & PHO of Rayagada District. During this period if at any stage of time, the Hospital Authority finds noncompliance of the assigned work, the said OS agency/Organization for BMW will be served with a notice period of one month and if still non compliance is there, the said contract will be cancelled.
34. After allotment of the order, the Outsourcing agent shall execute the service within 15 days of the issue of letter.
35. The Outsourcing agency/Organization has to sign a Memorandum of Understanding (MOU) with the concerned Authority (CDM & PHO/Superintendent of SDHs/CHCs) on the day of execution of the work orders.
36. The final monthly bill in triplicate to be submitted along with the consolidated monthly report to CDM & PHO/DMO(MS)-cum-Superintendent, DHH/Superintendent of SDHs/CHCs (who ever have signed MOU with the OS agency/Organisation) on 1<sup>st</sup> week of each month.
37. Besides, the Outsourcing agent 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 Superintendent of CHCs, SDHs, DMO(MS)-cum-Superintendent, CDM & PHO, Rayagada as the case may be without fail. Three consecutive Adverse Remarks may be treated towards cancellation of the Contract.
38. The Outsourcing Agency shall be under the Administrative Control of the CDM & PHO/ DMO(MS)-cum-Superintendent, DHH/Superintendent of SDHs/CHCs and the work will be supervised by the Hospital Managers/ JHM/BPM/ Matron & SN.
39. The number of workers to be engaged by the Outsourcing Agency is \_\_\_\_\_ (To be mentioned by the Agency).
40. All the legal disputes are subject to the jurisdiction of the Rayagada District Court only.

**PENALTY**

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

**FINANCIAL**

42. The Technical Bid should be accompanied with an Earnest Money deposit (EMD), refundable without interest, of Rs.20,000/- only in the form of Demand Draft/ Pay Order drawn in favour of **Chief District Medical & Public Health Officer, Rayagada**, Payable at Rayagada failing which the tender shall be rejected out rightly .
43. The Earnest Money Deposit in respect of the agencies which do not qualify the Technical Bid (First Stage) / Financial Bid (Second competitive stage) shall be returned to them without any interest. In case of successful tenderer 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.
44. The successful tenderer will have to deposit a Security amount of Rs.1,00,000/- (Rupees one lakh) only in the form of Bank Guarantee in favour of **Chief District Medical & Public Health Officer, Rayagada** (concerned District) that will be refunded without interest in case of completion /cancellation of the contract.

  
11.2.19  
Chief Dist. Medical &  
Public Health Officer  
Rayagada

**APPLICATION FORM FOR UNDERTAKING BMW OUT SOURCING SERVICES  
RAYAGADA DISTRICT**

NAME OF THE Agency/Organisation	
Address With Phone Number Along With E-Mail Id	
Status Of The Agency Attached Supporting Documents	
Number Of Employees On Roll	
Working Experience In The Related Field (If Any Specify)	
Implementation Plan (Documents To Be Enclosed)	
INDICATORS OF ACHIEVEMENT	

Date-

Authorised Signatory

Place-

**FORMAT FOR TECHNICAL BID FOR OUTSOURCING OF BIOMEDICAL WASTE SERVICES**

NAME & ADDRESS OF THE ORGANISATION/ AGENCY		
SL NO	CRITERIA	PARTICULARS
1	Organisational Constitution- Proof Of Registration	
2	Years Of Experience	
3	Staffs Skilled Semi Skilled Unskilled	
4	Authorization from State Pollution Control Board & Validity/ Undertaking for providing to produce the same within two months after signing of the MOU with the undersigned	
5	Valid Labour License	
6	Certificate of EPF/ESI Registration	
7	Valid GST Registration No. & Date of Registration	
8	Average Annual turnover certificate along with Audit Report of last three Financial years	
9	Valid Pan Card of Organization	
10	Work Order/MOU relevant to experience in the relevant field/Manpower supply.	
11	Tender cost of Rs. 2000/- (Non Refundable) in shape of DD drawn in any Nationalized Bank in favour of ZSS Miscellaneous Rayagada payable at Rayagada	
12	EMD of Rs. 20,000/- in shape of DD drawn in any Nationalized Bank in favour of ZSS Miscellaneous Rayagada payable at Rayagada (EMD exemption will be allowed to the agencies having NSIC registration and those services must included in schedule of services)	
13	Valid ISO 9001 certification	
14	Affidavit in Judicial Bond Paper with appropriate Value (Rs. 20/-) that the organisation/agency has been blacklisted/ barred by any Govt. Organization	

Date:

Place:

Authorised Signatory

**FORMAT FOR FINANCIAL BID FOR OUTSOURCING OF  
BIO MEDICAL WASTE MANAGEMENT SERVICE**

Name & Address of the Organisation/ Agency/NGO		
SI No	Particulars	Rate in Rs
01	Charges per Bed per Day including Poly bags	
02	Charges per bed per day including Bar-coded poly bags	
03	Transportation Charges (Rupees per K.M/Trip)	
<b>Total</b>		

(GST Applicable as per Govt. Norms)

Date:

Authorised Signatory

Place:

Seal