

SCHEME

Operation and Management of High-end
Diagnostic Imaging Facilities and Dialysis
services at Government Hospitals under
Public Private Partnerships (PPP)

**Government of West Bengal
Health and Family Welfare Department,
April, 2012**

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1. Background

- a. Department of Health & Family Welfare (DoHFW) has identified several important needs and taken initiatives to strengthen the medical care services for greater benefit of the people in the State. Access to advance and state of the art diagnostic facility at affordable cost is one such important initiative that DoHFW has planned to undertake for the benefit of the population at large. Already, DoHFW has started implementing schemes under Public Private Partnership (PPP), which include establishment of CT Scan Facilities at the level of Medical Colleges as well as District Hospitals and operationalisation of MRI Scan Units in most of the Medical Colleges of the state. The purpose of these schemes under PPP is to use strengths and resources of both the partners to provide high-end diagnostic services at affordable cost.
- b. Based on the positive responses and benefits of the above stated schemes and in order to introduce proper and timely treatment protocol for the benefit of both the Doctors and Patients, DoHFW has now felt the need to utilize the grants that it receives from various quarters for augmenting the investigation facilities at the level of Secondary and Tertiary care health facilities. Accordingly, it has been decided by DoHFW to install the following State of the art Diagnostic Facilities considering the need and scope of utilization of each of the services in the above mentioned health facilities:
 - ❖ **CT Scan facilities**
 - ❖ **MRI Scan units**
 - ❖ **Digital X-Ray facilities**
- c. In addition, it has been decided to introduce **Dialysis Facilities** in Tertiary Hospitals where such services are not in operation at present within the hospital premises as well as at the selected secondary level of hospitals in the State.
- d. DoHFW has also felt the need to bring in operational efficiencies by engaging suitable Organizations as **Operation and Management (O&M) Partners** and utilizing their strengths for Operation and Management of these services under PPP.
- e. Salient features of the scheme and other relevant information for operation and management of these services are provided in the following sections

2. Salient Features of the Scheme

- a. Under this scheme, DoHFW shall utilize the financial grant available from various quarters (e.g. grants available under different development schemes as well as from peoples' representatives under Local Area Development Scheme) for procurement and installation of each the facilities as stated under 1b.
- b. The DoHFW shall procure state of the art equipments for each of the services under this scheme and the entire process of procurement including the specification of these equipments would be undertaken by the competent authority of the DoHFW.

- c. Considering the needs and scope of utilization, establishment of the specific services shall be made in Secondary and Tertiary care level hospitals as stated under Annexure V.
- d. None of the above mentioned facilities would be installed in any of the hospitals where such services are in operation at present in the existing hospital premises directly or under PPP
- e. In case of installation of Digital X-Ray services to be operated by the O&M partners under PPP, the existing services of general X-Ray operated by the personnel of the concerned hospital would continue.
- f. Organization/s selected based on eligibility and selection criteria as described under Section 9 will be engaged as O&M partner/s under PPP for operation and management of these services including maintenance of the equipments under a legal instrument incorporating therein all the terms and conditions signed by the selected organization with the MSVP/Superintendent of the concerned Medical College/ District Hospital/Sub Divisional Hospital as the case may be.
- g. The selected organizations will be responsible for the operation and management of the above mentioned services under the agreement for a period of four years renewable thereafter based on comprehensive performance appraisal and on mutual consent of both the partners. Regular review of performance will be undertaken on quarterly basis. The said agreement will also incorporate the causes for termination of the agreement.
- h. As per terms of the agreement, the DoHFW shall provide ready-to-use space, furniture and fixture, procurement and installation of necessary equipment for operation and management of each of the specific services to the selected O&M partner. Water supply will also be provided free of cost. The O&M partners will be required to install separate electric meter as described under Section '3 c' and pay consumption charges directly to the energy supplier as per prevailing rules of the energy supplier.
- i. The selected O&M partners will keep security deposit of 5% of the cost of equipment by way of Bank Guarantee in favour of DoHFW with any scheduled/nationalized bank acceptable to DoHFW.
- j. As part of the obligation of the agreement, the selected O&M partners will have to pay **concession fee** to the Rogi Kalyan Samiti (RKS) of the concerned hospital on quarterly basis. The concession fee will be a percentage of the gross revenue in each quarter as stated under Annexure III or a fixed amount on quarterly basis whichever is higher. The fixed quarterly amount offered by the applicants will be the final basis of selection of technically qualified organizations
- k. The DoHFW shall extend free services as described under Section 5b to the poor and vulnerable sections of population to cover safety net for this scheme for such patients. The free services will be extended up to 20% of the patients eligible for free services in each month out of the total number of patients who have undergone investigation/services in the previous month. **The RKS of the concerned hospital shall reimburse the cost of such free services to the O&M partner out of the concession fee received from the O&M partner on quarterly basis.** The policy on free services has been described more in detail under Section 5b.

- l. The O&M partners will charge, collect and retain user charges from patients of the Government Hospitals for the cost of specific services at rates fixed by DoHFW. The rates fixed by the DoHFW for providing high-end diagnostic and dialysis services to the patients of the government hospital under this scheme are much lower than the prevailing market rates. The O&M partner may also extend the services to patients referred from private practitioners/private hospitals and charge, collect and retain user charges at the market rate. However, it is to be noted that patients of the concerned hospital will get priority for use of these facilities.
- m. An Organization may apply for O&M partner under PPP for one or more of the services in one or more of the hospitals if they meet the eligibility criteria for each of the services for which the application has been submitted.

3. Role and Responsibilities of DoHFW and its various wings

- a. The DoHFW shall arrange for procurement and installation of the machine and related equipments along with furniture and fixture based on recommendations of the competent authority and through the process of tendering by utilizing the fund that it receives from various quarters as described under 2a in the space allotted for each of the services to be undertaken by the O&M partners.
- b. The required ready to use space as per applicable norms for each of the services and supply of water will be provided free of cost by the DoHFW to the O&M partners for running of these services
- c. Use of electricity will be allowed by the DoHFW for which the O&M partner will pay consumption charges directly to the energy supplier as per prevailing rules of the energy supplier. Necessary NOC from the competent authority of the concerned hospital will be provided to the O&M partner for procurement of separate electric meter for which the applicable security deposit and installation charges within the operating rooms under PPP will be borne by the O&M partner. However, it is to be noted that the DoHFW shall arrange at its cost installation of the electrical connection and augmentation if required up to the door step of the operating rooms for the facilities undertaken under PPP.
- d. The DoHFW shall incorporate the Standard Operating Procedures (SOPs) for each of the services to be followed by the concerned O&M partner.
- e. The DoHFW through RKS of the concerned hospital shall ensure utilization of the concession fee received from the O&M partner for safety net for this scheme for the poor and vulnerable population with free services

4. Role and Responsibilities of O&M partners

- a. The O&M partners will comply with the requirement of providing security deposit of 5% of the cost of equipment by way of Bank Guarantee in favour of DoHFW with any scheduled/nationalized bank acceptable to DoHFW.

- b. The selected O&M partner shall ensure that the concession fee is paid to the concerned RKS on quarterly basis within the time frame incorporated in the agreement.
- c. Installation of electricity meter in its own name will be undertaken by the O&M partner as described under Section 3c.
- d. The O&M partners will be responsible for maintenance of the machines and related equipments and comply with the norms for maintenance as laid down by DoHFW in the SOPs.
- e. Prescribed service standards will be followed by the O&M partners in accordance with the SOPs
- f. The O&M partners will comply with all statutory requirements as applicable under The West Bengal Clinical Establishment Act 1950 and The West Bengal Clinical Establishment Rules 2003 as amended hereafter and other applicable Acts and Laws.
- g. The O&M partners will also comply with the fire safety requirements as per West Bengal Fire Services Act, 1950 as amended up to date.
- h. Engagement of required medical, technical and other personnel for operation and management of the services will be ensured by the O&M partners in accordance with the relevant Clinical Establishment Acts and Norms.
- i. All the operational cost relating to functioning of each of the services including the cost of deployment of the personnel will be borne by the O&M partners.
- j. The O&M partners will ensure that the entire system operated by them are accessible for teaching and training purposes for undergraduates and postgraduates students at any point of time at pre-designed schedule. The O&M partners will ensure installation of multi station monitoring mode for training and teaching purpose in each of the Institutions.
- k. The O&M partner, with the help and support of the DoHFW, shall also work out installation of multi facility monitoring mode and establish connectivity with other health facilities for transmitting the digital images undertaken for each of the investigations for the purpose of review and reports as and when required.
- l. The O&M partners will ensure that the services would be operational for the duration of time as prescribed under Section 8.

5. Policy on user charges and free services

a. User charges

- i. The O&M partner will charge, collect and retain user charges from patients of the Government Hospitals for the cost of specific services at rates fixed by DoHFW and provided as Annexure VI. The rates fixed by the DoHFW for providing high-end diagnostic and dialysis services are much lower than the prevailing market rates for the patients of the hospitals.

ii. Rates should be prominently displayed by the O&M Partners in the facilities where these services are provided.

iii. The O&M partners may also extend the services to patients referred by private practitioners/private hospitals and charge, collect and retain user charges at the market rate. However, it is to be noted that patients of the concerned hospital will get priority for use of these facilities.

b. Free Services

i. The policy of free services shall be applicable to poor and vulnerable sections of the population. Free services will be provided to the BPL category of patients as well as patients eligible for free services as per guidelines of the DoHFW. These patients will be referred by the MSVP of the Medical College/Superintendent of the DH/SDH recommending for free services with the required hospital prescription of the concerned patients. The O&M partner shall undertake the specific test/s as prescribed by the concerned Doctor free of cost to those patients. Such free services will be provided by the O&M partner in each month to the eligible patients for up to **20%** of the total number of patients¹ who have undergone investigations/services in the previous month. For example, if the required investigations/services have been conducted for a total number of 500 patients in a month, the number of free services shall be extended to (20 % of 500) 100 eligible patients in the following month. The total number of patients for the purpose of calculation will include both the hospital patients as well as patients referred by private practitioners/private hospitals.

ii. The provision of patients entitled for free tests will be made on a monthly basis and unutilized provision, if any, will not be carried forward to the next month.

iii. The O&M partner shall keep relevant record for such free services (e.g photocopy of prescription). The monthly information system shall include necessary details of free services provided during the month and the number of patients entitled for free services in the following month.

iii. The RKS of the concerned hospital shall reimburse the cost for such free services to the O&M partner out of the concession fee received from the O&M partner on quarterly basis on submission of required documents

iv. Monitoring of implementation of the policy on free services shall be undertaken by the authorized personnel of RKS

6. Monitoring Mechanisms

- a) The competent authority of the Hospital on behalf of RKS shall monitor the day-to-day operational activities of the services undertaken by the O&M partner.
- b) Performance review will be undertaken by RKS on quarterly basis. Senior Official from DoHFW will be present during Performance Review..
- c) The O&M partner will be required to submit monthly reports in prescribed format to concerned officials

¹ The total number of patients includes patients both under the paying and free category of patients who have undergone the investigation/services in the centre under PPP.

- d) Appropriate soft ware packages will be installed by the O&M partners to disseminate information through LAN connectivity on daily basis on multiple parameters on operation, management and performance of the center under PPP and includes details of free services extended to eligible patients. The software so mentioned is to be developed by the DoHFW and all kinds of transactions have to be done by the O&M partners using that software only so that monitoring at any point of time can be done by the concerned authorities of the DoHFW

7. Causes for Termination of Agreement

Any of the following events shall constitute an event of default by the O&M partners entitling DoHFW to terminate this agreement:

- a. Failure to commence services in the Hospital within three months of signing the agreement
- b. Failure to comply with SOPs for operation and management of the services
- c. Collecting charges from the patients in violation of the Policy on User Charges
- d. Error detected in more than two occasions in six months in recording the correct entry of the number of patients referred from the concerned hospital as well as by the private practitioners/private hospitals in each month.
- e. Failure to comply with the statutory requirements, Clinical Establishment Acts, Rules and other applicable norms
- f. Criminal indictment of the promoters, member/s of the Board of Directors, chief functionaries, key personnel engaged by the O&M partner for operation and management of the services.
- g. Engagement of unqualified persons for running of the Services
- h. Use of the allocated space by the O&M partners for any other purpose other than the approved scheme.
- i. Failure to deposit concession fee for a given quarter by the due date as per terms of the agreement.

Upon occurrence of any of the defaults, DoHFW would follow the procedures of issuing Notice/Show Cause before deciding on termination of the agreement. The decision of DoHFW shall be final and binding on the PSP.

8. Duration of services

The O&M partner will ensure that the services would be provided round the clock through out the year for **at least 95%** of the time with maximum of 5% time to be spared for maintenance activities of the equipment. The services should not be interrupted for more than five days in a quarter.

9. Eligibility criteria of applicants and selection process

a. SELECTION COMMITTEE

DoHFW shall form a Selection Committee (SC) under the Chairmanship of the Special Secretary, DoHFW & Executive Director, State Health & Family Welfare Samiti to undertake selection of the applicant for operation and management of the services under PPP:

b. ELIGIBILITY CRITERIA OF THE ORGANIZATION FOR SUBMISSION OF APPLICATION

The eligibility criteria for application of intending organizations for consideration of selection of the Organization for operation and management of the Hospital under PPP are provided as under:

The Organization (Limited Company/Private Limited Company / Partnership or Proprietary Firm / NGO / Trust) must be registered under appropriate statutory authority of Government of West Bengal / Government of India or under Companies Act

The Organization may be located any where in India but has experience in health care activities for more than three years.

The Organization has been operating and managing a Hospital / Nursing Home for last three years and having facilities for Dialysis services (if the application is for operation and management of Dialysis Services) and/or having in-house investigation facilities for CT scan or MRI scan or Digital X-Ray (CR or DR) services at present (the applicant must be operating the relevant investigation facilities for which application will be submitted).

Or

The Organization has been operating and managing a Diagnostic and Investigation Centre for last three years and above and having investigation facilities for CT scan or MRI scan or Digital X-Ray (CR or DR) services at present (the applicant must be operating the relevant investigation facilities for which application will be submitted).

The annual turn over of the Organization (in Rupees) shall be considered for being eligible to apply are as under:

Rs Eight Crore in aggregate of last two financial years ending March 2011 in case the Organization has been running a Hospital or Nursing Home as mentioned under point 3 above

or

Rs Four Crore in aggregate of last two financial years ending March 2011 in case the Organization has been running a Diagnostic and Investigation Centre as mentioned under point 3 above

No litigation is pending on date and no penal measures were taken against the applicant under applicable Acts and laws

Applicant failing to fulfill any of the above-mentioned Eligibility Criteria will not be considered for selection. However, the SC may relax one or more of the eligibility criteria in case of deserving applicants

c. SELECTION PROCESS

1. Selection process would involve short-listing of applicants based on marks scored by the applicants on each of the criteria as under. Physical inspection at the facilities of the applicants with prior intimation may be undertaken by SC or members authorized by SC for gathering information relating to short listing of applicants for further processing for selection.

Criteria	Marks
1. The Organization has experience of running the existing Hospital/Nursing Home/Diagnostic Center for last three years and above.	a. > 03 – 05 years = 7 marks b. > 05 - 08 years = 9 marks c. > 08 years = 11 marks
2. Annual Turnover (in Rupees) of the Organization having hospital or Nursing Home in aggregate of last two financial years ending March 2011. Or Annual Turnover (in Rupees) of the Organization having hospital or Nursing Home in aggregate of last two financial years ending March 2011.	a. > 8 crore- - 10 crore = 12 marks b. > 10 crore - 12 crore = 17 marks c. > 12 crore = 22 mark Or a. > 4 crore - 6 crore = 12 marks b. > 6 crore - 8 crore = 17 marks c. > 8 crore = 22 mark
3. For Dialysis Services A. Number of Dialysis Machines in operation B. Number of patients on dialysis services average per day (inclusive of all types of Dialysis) C. Existing Medical Personnel for Dialysis unit	a. >03 - 05 = 8 marks b. > 05 - 10 = 10 marks c. > 10 = 12 marks a. > 10 - 25 = 7 marks b. > 25 - 40 = 11 marks c. > 40 = 14 marks a. Nephrologist = 8 marks b. Other Medical Personnel >1- 2 = 5 marks > 2 - 4 = 7 > 04 = 9 marks

Criteria	Marks
<p>D. Proposed medical personnel in the facility under PPP</p> <p>E. The Organization presently engaged as a referral center for Dialysis by the Department of Health & Family Welfare, Government of West Bengal</p>	<p>a. Nephrologist = 8 marks</p> <p>b. Other Medical Personnel</p> <p>>1- 2 = 4 marks</p> <p>> 2 - 4 = 6</p> <p>> 4 = 8</p> <p>a. If yes: 8 marks</p>
<p>3. For CT Scan / MRI scan / Digital X-Ray Services</p> <p>A. The Organization is having investigation facilities for CT scan / MRI scan / Digital X-ray in their existing centre</p> <p>B. Present deployment of Medical Personnel and Technician for CT Scan / MRI Scan / Digital X-Ray in the existing centre of the Organization</p> <p>C. Proposed deployment of Medical Personnel and Technician for the specific services in the health facility for which application has been submitted</p>	<p>a. Having one additional investigation facilities apart from the specific services for which application has been submitted</p> <p style="text-align: center;">= 10 marks</p> <p>b. Having all the three investigation facilities</p> <p style="text-align: center;">= 14 marks</p> <p>a. Number of Radiologists</p> <p>1 = 8 marks</p> <p>2 = 10 marks</p> <p>> 2 = 12</p> <p>b. Number of Technicians</p> <p>2 = 4 marks</p> <p>> 2 - 4 = 8</p> <p>> 4 = 10</p> <p>a. Number of Radiologists</p> <p>1 = 8 marks</p> <p>2 = 10</p> <p>> 2 = 12 marks</p> <p>b. Number of Technicians</p> <p>>1- 2 = 6 marks</p> <p>> 2 - 3 = 8</p> <p>> 3 = 10</p>

Criteria	Marks
E. The Organization is engaged at present in the operation of CT Scan or MRI Scan under PPP with Department of Health & Family Welfare, Government of West Bengal	a. If engaged for either of the two services under PPP = 5 marks b. If engaged for both the services under PPP = 9 marks

The maximum possible marks, which may be scored by an applicant, are 100. Minimum qualifying marks are 60 out of 100 (i.e. 60 % of the total possible marks). The Organizations scoring 60 and above would be short-listed for next round for selection

**2. After short-listing of applicants as mentioned under 'c1' above, final selection of the Organization from the short-listed applicants would be made on the basis of the highest offer made by an applicant for the fixed amount towards concession fee to be paid on quarterly basis for operation and management for each of the services under PPP.
*(Please note that the financial BID will be opened only for short-listed applicants as mentioned above. Please refer Instructions provided under Annexure I regarding submission of application and financial BID)***

3. The SC can call for any further clarifications or information or documents at any point of time. The applicant may also be called for explaining or clarifying issues, if there be any.

4. Decision of the SC on selection of the Organization is final.

ANNEXURES

Annexure I:

Instruction to Organizations regarding submission of application

Annexure II:

Application Format for the Organizations intending to apply for the scheme

Annexure III:

Draft of the letter regarding Concession Fee to be offered by the Organization for operation and management of the specific services under PPP

Annexure IV:

Draft of the covering letter to be submitted in the Letter Head of the Organization

Annexure V:

Name of health facilities for establishment of various Diagnostic Facilities and Dialysis Services

Annexure VI:

Rates for each of the tests/services to be charged by the O&M partner for patients treated in the government hospitals

Annexure I

Instruction to organizations regarding submission of application

- 1) Please read the Information Brochure carefully before submission of the application.
- 2) An Organization may submit application for more than one service. However, the applicant shall have to submit separate application for each of the services.
- 3) Applicant willing to submit applications in more than one hospital shall have to submit separate application for each of the hospitals for each of the services.
- 4) The application is to be submitted in the prescribed format containing general and technical information along with copy of documents to be submitted as per Annexure-II. This application is to be sealed and superscribed "General and Technical Information with copy of required documents submitted by _____"
- 5) Format for the concession fee offered by the applicant for operation and management of each of the services under PPP along with a offer letter is given in Annexure-III. This document is to be sealed and superscribed: "Offer for concession fee submitted by _____"
- 6) Draft of the covering letter is provided in Annexure III.
- 7) The sealed documents as mentioned above under 4, the sealed documents as mentioned above under 5 along with a covering letter as mentioned above under 6 should be put in one envelope superscribed:
 - a. *'Application for operation and management of Dialysis Services / CT Scan / MRI Scan / Digital X-Ray services under PPP' (PI cancel whichever is not applicable)*
 - b. *Name of the Hospital for which application is submitted:*
- 6). The application is to be submitted in the following address:

**OSD & EO Special Secretary
Health and Family Welfare Department,
Government of West Bengal,
MS Branch, PPP Cell
Swasthya Bhawan, 4th Floor, Wing-'B'
GN 29, Salt Lake, Sector-V
Kolkata-700091**
- 7). The last date for submission of application is May 28, 2012. Applications received after 5.00 pm on May 28, 2012 will not be opened / accepted.
- 8) If any of the documents as asked for are not submitted along with the application, the application form submitted by the applicant may be rejected.
- 9) Interested Organizations desiring to undertake physical inspection of the Hospital before submission of the EoI as well as for any clarification, if required, relating to filling of application may contact over Phone (033) 2357-0955 / 2333-0613.

Annexure II

Application Form for selection of the Organization as O&M Partner for Operation and Management of Diagnostic services / Dialysis Services under PPP

(Pl refer to Instructions provided under Annexure 1 before filling up the Application Form)

**A. Name of the services for which application has been submitted
(Please Tick):**

- Dialysis Facilities
- CT Scan facilities
- MRI Scan Units
- Digital X-Ray (CR/DR)

B. Name of the Hospital for which application has been submitted:

1. **Name of the Organization:**
2. **Status of the Organization:** Limited Co./Private Limited Co./ Partnership Firm/Proprietorship Firm /NGO /Trust/Others (specify):
3. **Nature of Business/Activities of the Applicant :**
 - a.
 - b.
 - c.
 - d.
4. **Complete address:**
5. **Phone & Fax number:**
6. **E-Mail ID:**
7. **Web site (if any):**
8. **Registration details of the Organization:**
(Registered under Company's act/ Society act etc.)

9. Number of years of experience in Health Care:
10. Name and Address of the Hospital/Nursing Home /Diagnostic center:
(If the name/address is different than that of the Organization as stated under 1 above)
11. Year of Incorporation of the Hospital /Nursing Home / Diagnostic Centre:
12. Services/Facilities provided in-house (Please Tick)
- Dialysis Facilities : Yes/No
 - CT Scan facilities: Yes/No
 - MRI Scan Units : Yes/No
 - Digital X-Ray (CR/DR) : Yes/No
13. Annual turn over of the Organization for the last two financial years
14. Information to be submitted only if the application is submitted for Dialysis services for the hospital as specified above :
- a. Year of introduction of the Dialysis Services
- b. Number of Dialysis Machines currently in use:
- c. Make and model of the machine last procured

d.

Services	2009 Year / month	2010 Year / month	2011 Year / month	Remarks, if any
Number of patients on dialysis services (inclusive of all types of Dialysis)				

e. Existing Man Power for Dialysis unit

Personnel	Numbers	Remarks, if any
Medical Personnel		
a. Nephrologists	a.	
b. Other Medical Personnel	b.	
Para Medical & Technicians		
Other Staff		

f. Is the Organization at present engaged as a referral center for Dialysis by the Department of Health & Family Welfare, Government of West Bengal: Yes/No

If yes, please provide information on number of patients referred from

Government Hospitals in last six months:

g. Projected utilization of services (number of patients) if the applicant is selected for operation and management of this hospital for Dialysis services under PPP:

Services	First year	Second Year	Third Year	Fourth Year	Remarks, if any
Number of patients					

h. Deployment of Personnel for undertaking Dialysis Services if the applicant is selected for operation and management of this hospital under PPP

Personnel	Numbers	Remarks, if any
Medical Personnel (Mention specialist and Medical officers separately)		
Para Medical & Technicians		
Other Staff		
Total		

15. Information to be submitted for applications for CT Scan or MRI Scan or Digital X-ray Services :

a. Name of the Services (please tick):

- CT Scan
- MRI Scan
- Digital X-Ray

b. Year of introduction of the services:

c. Make and model of the machine:

d.

Services	2009 Year / month	2010 Year / month	2011 Year / month	Remarks, if any
Number of patients on CT Scan / MRI Scan /				

Services	2009 Year / month	2010 Year / month	2011 Year / month	Remarks, if any
Digital X-Ray in the existing centre (strike out which are not required)				

e. Existing Man Power for CT Scan / MRI Scan / Digital X-Ray

Personnel	Numbers	Remarks, if any
Medical Personnel		
a. Radiologist	a.	
b. Other Medical Personnel	b.	
Para Medical & Technicians		
Other Staff		
Total		

f. Is the Organization at present engaged in operation of CT Scan or MRI Scan under PPP with Department of Health & Family Welfare, Government of West Bengal : Yes/No

If yes, please specify service provided under PPP: CT Scan / MRI Scan

Please inform the name of hospital where the services are provided under PPP:

Please provide information on total number of patients for whom investigations were done in the last six months:

g. Projected utilization of services (number of patients) if the applicant is selected for operation and management of this hospital for Diagnostic services under PPP:

Services (CT Scan / MRI Scan / Digital X-Ray) [strike out which are not required]	First year	Second Year	Third Year	Fourth Year	Remarks, if any
Number of patients					

- i. **Deployment of Personnel for undertaking CT Scan / MRI Scan / Digital X-Ray services if the applicant is selected for operation and management of the specific service under PPP**

Personnel	Numbers	Remarks, if any
Medical Personnel		
a. Radiologist	a.	
b. Other Medical Personnel	b.	
Para Medical & Technicians		
Other Staff		
Total		

16. Declaration: This is to confirm that no litigation is pending on date and no penal measures were taken against us under applicable Acts and laws

17. List of documents submitted with the application (please tick)

- **Copy of Registration Details of the Organization**
- **Memorandum & Article of Association (if applicable)**
- **Copy of the partnership deed if it is a a partnership firm**
- **Copy of Balance Sheet for the last two financial years**

Signature:

Name in full:

Designation:

Date:

Annexure III

Date:

To:
OSD & E.O Special Secretary
Health and Family Welfare Department,
Government of West Bengal,
MS Branch, PPP Cell
Swasthya Bhawan, 4th Floor, Wing-'B'
GN 29, Salt Lake, Sector-V
Kolkata-700091

**Sub: Concession Fee offered for operation and management of
Dialysis Serviced / CT scan / MRI Scan / Digital X-Ray**

Dear Sir,

With reference to your advertisement dated _____ for selection of O&M partner for operation and management of Dialysis Services / CT Scan / MRI Scan / Digital X-ray under PPP, given below are the details relating to our offer for concession fee for operation and management of the specific services in the hospital as mentioned below:

a. Name of the Hospital:

2. Name of the specific services to be provided:
(Dialysis Unit /CT scan / MRI Scan / Digital X-Ray)

c. Our offer for Concession Fee for operation and management of the service as mentioned under 'b' above:-

1. Percentage on Gross Quarterly Revenue*:
(Both in figures and words)

2. Fixed amount (in Rupees) to be paid in each Quarter:
(Both in figures and words)

The amount to be paid in each Quarter is either on percentage on gross quarterly revenue as mentioned under 'c 1' above or a fixed amount (in Rupees) in each Quarter as mentioned under 'c 2' above, which ever is higher

We the undersigned offer to undertake operation and management of the service as specified under 'b' above in the Hospital mentioned above under PPP at a fixed concession fee of Rs _____ (Rupees-----) per each Quarter or at the Percentage on Gross Quarterly Revenue as mentioned under 'c 1' above which ever is higher.

Signature of the applicant:
Name in full & designation:

Date:

**Gross Quarterly Revenue for calculation includes all revenues and income in each quarter connected to the operation and management of the specific services by the O&M partner under PPP in the hospital but excludes the service tax, sales tax and Value Added Tax (VAT).*

Annexure IV

Draft of the covering letter to be submitted in the Letter Head of the Organization along with application and other documents

Date:

To:

**OSD & E.O Special Secretary
Health and Family Welfare Department,
Government of West Bengal,
MS Branch, PPP Cell
Swasthya Bhawan, 4th Floor, Wing-‘B’
GN 29, Salt Lake, Sector-V
Kolkata-700091**

Subject: Application and BID in response to your Advertisement dated. -----

Dear Sir,

With reference to your advertisement dated _____ for selection of O&M partner for operation and management of Dialysis Services / CT Scan / MRI Scan / Digital X-ray under PPP, we beg to submit our Application and offer for Concession Fee for your consideration.

As required, we enclose the following documents in sealed cover along with this letter:

- 1. Application Form duly filled in and copy of documents as per Annexure II of the Information Brochure duly filled in.**
- 2. Concession Fee offered by us in the prescribed format as per Annexure III of the Information Brochure**

Yours faithfully,

**Signature with rubber stamp
(Name and Designation of the signatory)**

Encl: as state

Annexure V

Name of Health Facilities for establishment of Diagnostic Facilities and Dialysis Services

Name of the Hospital	Facilities / Services proposed for installation			
	CT Scan	MRI Scan	Digital X-Ray	Dialysis unit
1. New Medical Colleges and Hospitals				
Malda Medical College & Hospital, Malda	x (Facilities existing under PPP)	Yes	Yes (DR)	Yes (complete set up)
Murshidabad Medical College & Hospital, Berhampur	x (Facilities existing under PPP)	Yes	Yes (DR)	Yes (complete set up)
Sagar Datta Hospital, Kamarhati	Yes	Yes	Yes (DR)	Yes (complete set up)
JNM Hospital, Kalyani	x (Facilities started under PPP)	x (installation under process through PPP)	Yes (DR)	Yes (complete set up)
Total of 1	1	3	4	4 (complete set up)
2. Existing Medical Colleges and Hospitals				
Calcutta National Medical College	x	Yes	Yes (DR)	Yes (complete set up)
Medical College & Hospital, Kolkata	x	x	x (services under PPP)	Yes (complete set up)
NRS Medical College & Hospital	x	x	Yes (DR)	x
RGKar Medical College & Hospital	x	x	Yes (DR)	x
SSKM Hospital	x	x	Yes (DR)	x
Bardhaman Medical College & Hospital	x	x	Yes (DR)	x
Bankura Medical College & Hospital	x	x	Yes (DR)	x

Name of the Hospital	Facilities / Services proposed for installation			
	CT Scan	MRI Scan	Digital X-Ray	Dialysis unit
Midnapur Medical College & Hospital	x	x (installation under process through PPP)	Yes (DR)	x
North Bengal Medical College & Hospital	x	x	Yes (DR)	x
Total of 2	x	1	8	2 (Complete facilities)
3 a. District Hospitals (DH)				
Birbhum District Hospital	x (Facilities existing under PPP)	x	Yes (CR)	Yes (only Maintenance Dialysis)
Coochbehar District Hospital (MJN Hospital)	x (Facilities existing under PPP)	x	Yes (CR)	Yes (only Maintenance Dialysis)
Dakhin Dinajpur District Hospital	x (Facilities existing under PPP)	x	Yes (CR)	Yes (only Maintenance Dialysis)
Darjeeling District Hospital	x (installation already under process)	Yes	Yes (DR)	Yes (only Maintenance Dialysis)
Howrah District Hospital	x (Facilities existing under PPP)	x	Yes (CR)	Yes (complete set up)
Hooghly District Hospital	x (Facilities existing under PPP)	x	Yes (CR)	Yes (only Maintenance Dialysis)
Jalpaiguri District Hospital	x (installation under process through PPP)	x	Yes (CR)	Yes (only Maintenance Dialysis)
Nadia District Hospital	x (Facilities existing under PPP)	x	Yes (CR)	Yes (only Maintenance Dialysis)

Name of the Hospital	Facilities / Services proposed for installation			
	CT Scan	MRI Scan	Digital X-Ray	Dialysis unit
N 24 Parganas District Hospital	X (Facilities existing under PPP)	x	Yes (CR)	Yes (only Maintenance Dialysis)
Purba Medinipur District Hosp	X (Facilities existing under PPP)	x	Yes (CR)	Yes (only Maintenance Dialysis)
Purulia District Hospital	X (Facilities existing under PPP)	x	Yes (CR)	Yes (only Maintenance Dialysis)
S 24 Parganas District Hospital (M.R.Bangur Hospital)	x (installation under process through PPP)	x	Yes (CR)	Yes (only Maintenance Dialysis)
Uttar Dinajpur District Hospital	Yes	x	Yes (CR)	Yes (only Maintenance Dialysis)
3b. Sub Divisional (SD) hospitals upgraded/being upgraded to DHs/other SD hospitals/other government hospitals in the Districts				
Asansol SD Hospital (Burdwan)	x (under process through PPP)	x	Yes (CR)	Yes (only Maintenance Dialysis)
Bashirhat SD Hospital (24 Parganas [N])	x (under process through PPP)		Yes (CR)	Yes (only Maintenance Dialysis)
Bishnupur SD Hospital (Bankura)	Yes		Yes (CR)	Yes (only Maintenance Dialysis)
Nandigram Hospital (Purba Medinipur)	Yes		Yes (CR)	Yes (only Maintenance Dialysis)
Diamond Harbour SD Hospital (24 Parganas [S])	x (under process through PPP)		Yes (CR)	Yes (only Maintenance Dialysis)

Name of the Hospital	Facilities / Services proposed for installation			
	CT Scan	MRI Scan	Digital X-Ray	Dialysis unit
Rampurhat SD Hospital (Birbhum)	Yes		Yes (CR)	Yes (only Maintenance Dialysis)
Jhargram SD/Dist Hospital (Paschim Medinipur)	Yes		Yes (CR)	Yes (only Maintenance Dialysis)
Arambag SD Hospitals (Hooghly)	x (under process through PPP)		Yes (CR)	Yes (only Maintenance Dialysis)
Ghatal SD Hospital (Paschim Medinipur)	x (under process through PPP)		Yes (CR)	Yes (only Maintenance Dialysis)
Gangarampur SD Hospital (Dakhin Dinajpur)	Yes		Yes (CR)	Yes (only Maintenance Dialysis)
Alipurduar SD Hospital (Jalpaiguri)	Yes		Yes (CR)	Yes (only Maintenance Dialysis)
Siliguri Dist Hospital (Siliguri, Darjeeling)	Yes		Yes (CR)	Yes (only Maintenance Dialysis)
Kalimpong SD Hospital (Darjeeling)	Yes	Yes	Yes (CR)	Yes (only Maintenance Dialysis)
Vidyasagar SG Hospital, Behala	Yes		Yes (CR)	Yes (only Maintenance Dialysis)
Canning SD Hospital	Yes		Yes (CR)	

Name of the Hospital	Facilities / Services proposed for installation			
	CT Scan	MRI Scan	Digital X-Ray	Dialysis unit
Baruipur SD Hospital	Yes			
Total of 3a+3b+3c	12	2	1 (DR) 27 (CR)	1 (complete set up) 26 (Maintenance Dialysis)
4. Other government Hospitals at Kolkata				
Bangur Institute of Neurology	x	x	Yes (CR)	x
S.N.Pandit Hospital	x	x	Yes (CR)	x
School of Tropical Medicine	x	x	Yes (CR)	x
I.D & B.G Hospital	x	x	Yes (CR)	Yes (complete set up)
Total of 4	x	x	4 (CR)	1 (complete set up)
GRAND TOTAL	13	6	13 (DR) + 31 (CR)	8 (complete facilities) + 26 (maintenance facilities)

Annexure VI

**Rates of CT scan Facilities
(16 slices spiral CT scan)**

Investigations	Rates a.= Rates without contrast b = Rates of contrast materials, if required	Rates (in Rs)	
		Medical Colleges & Hospitals	District Hospitals and Sub Divisional Hospitals
Brain/Head	a.	525	500
	b	400	400
Orbit	a.	525	500
	b	400	400
Pituitary/Sella	a.	525	500
	b	400	400
PNS Nasopharynx	a.	750	725
	b	400	400
Neck	a.	750	725
	b	400	400
Face	a.	750	725
	b	400	400
Thorax/Chest	a.	750	725
	b	400	400
Upper/Lower Abdomen	a.	750	725
	b	400	400
Whole Abdomen	a.	1500	1450
	b	800	800
Cervical/Lumber Spine	a.	750	725
	b	400	400
Pelvis	a.	750	725
	b	400	400
L. Limb/Hip/Knee/Ankle Joint	a.	900	875
	b	400	400
Femur/Tibia/Thigh	a.	1125	1100
	b	400	400
CT Guided FNAC	a.	525	500
	b	400	400

Rates of other cases/special cases will be fixed on economy of scale

Annexure VI (continued)

Rates of Digital X-ray (CR) and Digital X-ray (DR)

Investigation	Rates of Digital X-Ray	
	CR (at District Hospitals and S.D Hospitals)	DR (at Medical College & Hospitals)
Plain X-Ray (Per plate)	70	100
Barium Meal Swallow	200	450
Barium Stomach/Duodenum	300	900
Barium Ileo-Cec region	300	900
Barium Enema	300	900
Retrograde Pyelogram	400	750
Myelography	700	1125
Intravenous Urography	700	1125
Urethrogram / Cystourothrogram	300	750
Sinogram	250	675
T-tube Colongiogram	250	675
HSG (without contrast)	300	750

Rates of other cases/special cases will be fixed on economy of scale.

Annexure VI (continued)

Rates of MRI scan Units (1.5 Tesla)

Investigations	Rates (in Rs)
Brain	2250
Brain & Angiography	4500
Brain & Orbit	3400
Brain & Pituitary	4500
Orbit	2250
Pituitary	2250
Cervical / LS Spine	2250
Dorsal/Thoracic Spine	2250
Neck	2250
Thorax	2250
KUB	2250
Upper Abdomen	2250
Lower Abdomen	2250
Whole Abdomen	4500
Any Joint	2250
M R ANGIO	
Brain	2250
Carotid Artery	2250
Renal Angio	4650
Contrast, if required	2000

Rates of other cases/special cases will be fixed on economy of scale

Annexure VI (continued)

Rates of Dialysis Services

Investigation	Rates (in Rs) of Dialysis Services	
	Medical College & Hospital (complete set up)	District Hospital / SD Hospital (only maintenance Dialysis)
Haemodialysis per sitting	700 in first sitting and 500 in subsequent sitting	300 per sitting
Peritoneal Dialysis	350 per sitting	250 per sitting
Single Lumen Access	1100	
Double Lumen Access	2100	

Rates of other services, if any, not covered above will be fixed on economy of scale