

**Government of West Bengal**  
**Department of Health & Family Welfare**  
**PPP Cell**  
**Swathya Bhawan, Sector – V, Salt Lake**  
**Kolkata – 700 091**

Memo No: HFW/27011/290/2021/SPSRC/PPP/1851

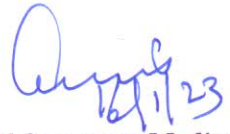
Dated: 16/01/2023

Subject: Limited Tender Enquiry - Request for Proposal (RFP) for selection of transaction advisor/ consultant for setting up of a Strategic PMU for resilient Healthcare System Development under Strategic Planning & Sector Reforms Cell (SPSRC) *2nd Call.*

RFP Ref: PPP/NIT/SPSRC/13/2022, dated 23/12/2022

**Corrigendum 1 – Date Extension**

S.N	Existing Clause	Modification
1	Clause 6.6 (a) serial no. 6 Closing date of submission of online proposal – 16/01/2023 at 5.00 PM	Closing date of submission of online proposal –24//01/2023 at 5.00 PM
2	Clause 6.6 (a) serial no. 7 Opening of Technical Proposal online – 18/01/2023 at 5.00 PM	Opening of Technical Proposal online – 27/01/2023 at 5.00 PM

  
**Special Secretary Medical Education**  
**Chairperson of State Level Tender**  
**Selection Committee**  
*SK* DoH&FW, Govt. of WB

**GOVERNMENT OF WEST BENGAL**  
**HEALTH & FAMILY WELFARE DEPARTMENT**  
**PPP Cell**  
**SWASTHYA BHAWAN, SALT LAKE, KOLKATA-700091**

Memo No HFW/27011/290/2021/513

Dated: 21/12/2022

**LIMITED TENDER ENQUIRY**  
**REQUEST FOR PROPOSAL (RFP) FOR SELECTION OF TRANSACTION ADVISOR/  
CONSULTANT**  
**FOR**  
**SETTING UP OF A**  
**STRATEGIC PMU FOR RESILIENT HEATHCARE SYSTEM DEVELOPEMENT**  
**UNDER**  
**STRATEGIC PLANNING & SECTOR REFORMS CELL (SPSRC)**  
**DEPARTMENT OF HEALTH & FAMILY WELFARE, GOWB ( 2<sup>nd</sup> call )**

SI No	Name of Assignment	Service	NIT no
1	REQUEST FOR PROPOSAL (RFP) FOR SELECTION OF TRANSACTION ADVISOR/ CONSULTANT FOR SETTING UP OF A STRATEGIC PMU FOR RESILIENT HEATHCARE SYSTEM DEVELOPEMENT UNDER STRATEGIC PLANNING & SECTOR REFORMS CELL (SPSRC) ( 2 <sup>nd</sup> call)	Consultancy services	PPP/NIT/SPSRC/13/2022 vide Memo No Memo No HFW/27011/290/2021/511 dated 21.12.2022

**Limited Tender Enquiry** from the panel under Physical & Social Infrastructure (Panel A) of Transaction Advisor (TA) of the Finance Department, Govt of West Bengal vide order on 190 – F(Y), dated 19<sup>th</sup> January 2022

The document containing the instructions to the bidder may be obtained from the web site [www.wbhealth.gov.in](http://www.wbhealth.gov.in) under the option 'TENDER' & <https://wbtenders.gov.in>

Interested bidders may attend a Pre-BID meeting to be held on 28<sup>th</sup> December, 2022, at 12.00 noon at Swasthya Bhawan, Green Room, 4<sup>th</sup> Floor, B wing Sec-V, Salt Lake, Kolkata- 91.

The last date of receipt of Bids in the prescribed format online provided in the document for the assignment is 16<sup>th</sup> January 2023. till 5.00 pm.



**Secretary PPP**

**Department of Health & Family Welfare**  
**Government of West Bengal**

**REQUEST FOR PROPOSAL (RFP) FOR SELECTION OF TRANSACTION ADVISOR/  
CONSULTANT  
FOR  
SETTING UP OF A  
STRATEGIC PMU FOR RESILIENT HEALTHCARE SYSTEM DEVELOPEMENT  
UNDER  
STRATEGIC PLANNING & SECTOR REFORMS CELL (SPSRC) ( 2<sup>nd</sup> Call)**

**RFP No PPP/NIT/SPSRC/13/2022**

**Date: 23/12/2022**

Government of West Bengal  
Department of Health & Family Welfare  
Strategic Planning & Sector Reform Cell  
Swasthya Bhawan, Salt Lake, Kolkata-700091

**GOVERNMENT OF WEST BENGAL  
HEALTH & FAMILY WELFARE DEPARTMENT  
SWASTHYA BHAWAN, SALT LAKE, KOLKATA-700091**

Memo No HFW/27011/290/2021/511

Dated: 21/12/2022

**REQUEST FOR PROPOSAL (RFP) FOR SELECTION OF TRANSACTION ADVISOR/  
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FOR  
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DEPARTMENT OF HEALTH & FAMILY WELFARE, GOWB ( 2<sup>nd</sup> call)**

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**Limited Tender Enquiry** from the panel under Physical & Social Infrastructure (Panel A) of Transaction Advisor (TA) of the Finance Department, Govt of West Bengal vide order on 190 – F(Y), dated 19<sup>th</sup> January 2022

The document containing the instructions to the bidder may be obtained from the web site [www.wbhealth.gov.in](http://www.wbhealth.gov.in) under the option 'TENDER' & <https://wbtenders.gov.in>

Interested bidders may attend a Pre-BID meeting to be held on 28<sup>th</sup> December,2022, at 12.00 noon at Swasthya Bhawan, Green Room, 4<sup>th</sup> Floor, B wing Sec-V, Salt Lake, Kolkata- 91.

The last date of receipt of Bids in the prescribed format online provided in the document for the assignment is 18<sup>th</sup> January 2023 till 5.00 pm.

**Sd/-  
Secretary PPP  
Department of Health & Family Welfare  
Government of West Bengal**

## 1. Introduction

The Government of West Bengal (GoWB) is committed to provide preventive, promotive, curative and quality health services to the people of the state. The various health programs and initiatives currently implemented in the state have resulted significant improvement in health indicators. The efforts have also been made to decrease catastrophic health expenditure by providing quality health care services through public institutions along with the facilities of free drugs and diagnostics. COVID-19 pandemic has led to an immense pressure on the public health system and has also created opportunities to further accelerate the strengthening of health systems by leveraging new technologies, strengthening supply chains, harnessing private sector expertise, and accelerating human capital augmentation and capacity building.

Department of Health and Family Welfare (DoH&FW), Government of West Bengal has been continuously focusing on improving the healthcare system from developing basic healthcare services at the rural level to providing tertiary care services at medical colleges and super-speciality hospitals. West Bengal is the only state in the country which has adopted universal free treatment in all state run hospitals. DoH&FW has taken various initiatives to make positive impact in the health sector in West Bengal. Apart from committed focus on providing best-in-class healthcare infrastructure, state-of-the-art equipment, specialized facilities, and quality service delivery through state government's budget.

Now DoH&FW plans to undertake several health systems strengthening initiatives including healthcare technology innovation, digital health and various new healthcare program which helps the H&FD to improve health indicator further in the next few years.

In the above context, DoH&FW intends to leverage expertise through selection of professional experts from a reputed organization (the "Consultant"). The selection of the Consultant will be through limited tender with QCBS selection method from the panel under Physical & Social Infrastructure (Panel A) of Transaction Advisor (TA) of the Finance Department, Govt of West Bengal vide order on 190 – F(Y), dated 19<sup>th</sup> January 2022

## 2. Scope of services

The services shall be provided by the TA through deploying a mix of on-site and off-site resource team of experienced professionals as mentioned under clause 7.1 (b). The TA shall deploy required expert fulltime at the office of the Health Department. The scope of the consultant is mentioned below:

The Consultant's scope of work shall comprise of the following –

### A. Rapid assessment of the current scenario and development of transformation roadmap

The objective is to develop a baseline and a transformation roadmap. The transformation is intended to be carried out by strengthening rural and urban health in the state through

development of new healthcare service delivery infrastructure, medical education infrastructure, augmenting healthcare workforce, strengthening health information systems, making the drugs supply chain more robust, exploring sources of financing for the identified projects, private sector participation, and strengthening governance mechanisms. Key areas of scope are as follows:

- **Assessing and developing a roadmap for comprehensive primary health care in the state** – Support in assessing the current gaps in the delivery of primary healthcare services and identify area of improvement through use of innovative technologies and partnerships.
- **Transforming service delivery at the secondary and tertiary care levels and improving performance of government hospitals and medical colleges** – Develop the tools and framework for and support in the assessment of infrastructure and process related gaps in the healthcare facilities. Based on the gaps identified develop a hospital service delivery transformation plan for improving service delivery through process improvements, infrastructure development and technology intervention focused on improving patient satisfaction and care quality.
- **Assessing Human resources availability and responsibilities** – Develop tools and assist SPSRC in assessing human resource availability across all levels of health care delivery system. The focus would be to list the various cadres of health care resources, evaluate the roles and responsibilities, identify key gaps, identify innovative solutions to address shortage through merging roles, removing redundancies, use of technology solutions, digital tools, communication channels etc.
- **Assessing the use of innovative technology for strengthening of health systems** – Evaluate use of latest technology and various digital interventions across the entire health system for integrated services delivery provision addressing gaps in service delivery, human resource capacity, training, simulation, monitoring, and surveillance
- Assessment of best practices in the area of health system strengthening, healthcare technology implementation, private sector participation in various states in India and other countries and identify model to be used for healthcare transformation in the state
- **Providing technical inputs for developing an internal dashboard** capturing the services areas, available infrastructure, equipment, human resource etc. based on the available data to prepare an analytical dashboard to be used for monitoring and decision making. The dashboard will be developed by the IT cell of the H&FWD
- **Developing detailed designs and roll out plan for each priority intervention** including capacity building, implementation of technological intervention, service delivery improvement, new intervention and pathway for evidence based decision making. This would include identifying whether roll out will be a pilot or a scaled version, detailing the roll out plan, identifying responsibilities of stakeholders and timelines, sequencing of the roll out and third-party support as & if required etc.

#### B. **Implementation support**

The objective of this phase is to support the Authority in implementing approved interventions of from time to time. Key activities would include

- Developing KPIs for monitoring the overall performance of healthcare facilities, human resources, defining the scope of work for non-clinical staff and medical technologists

- Strengthening the dashboard developed for monitoring of various health sector performance parameters- Identification of data sources and data collection process, data analytics and derive insights and inferences to support decision making and provision for dissemination of the inferences to the stakeholders
- Providing technical assistance and implementation support- Support the state government in implementing the intervention identified in the implementation roll out plan developed to support in design of the interventions, conduct feasibility, provide implementation support
- Developing capacity in the health department at all levels based on the capacity building plan to support in capacity building of human resources for health by holding periodic workshops, conducting training sessions, supporting in developing tie up with academic institution and twinning arrangements for various stakeholder groups and development of knowledge tools.

**C. Programme Monitoring support:-**

- Conduct analysis of the report generated from the state level dashboard and support department in identifying gaps and decision making for planning, course correction, design policies and undertaking new intervention
- Track and monitor the performance- based on information collected from dashboard, assist the department in monitoring the performance of the healthcare facilities, human resource and support in identifying course correction measures, if any required;
- Provide support for implementation of new intervention, developing and/or updating policies
- Supporting the department in developing health care research methodology and tools and conducting the healthcare research
- Finding out best practices in India and other internal best practices through secondary research and presented before higher authority

**3. Role of the Department**

- i. Nominate nodal officer for necessary guidance and single point of contact
- ii. Provide necessary information for undertaking the services and technical inputs required for the assignment
- iii. Support in coordinating with all stakeholders within the Health Department and hospitals during site visit
- iv. Provide necessary office space, computer, printer, and amenities.
- v. Pay the profession fees to the consultant as per the payment milestone

**4. Time schedule**

The appointment of TA will be initially appointed for two (2) years and renewable based on performance and on mutually agreeable basis for another two (2) year.

**5. Deliverables & Terms of Payment**

Sl. No.	Activities/milestones	% of total fees	Timeline
1	Mobilization advance with award of contract	10%	
2	Programme Monitoring support (to be paid equally on quarterly basis on submission of invoices and quarterly progress update)	90%	

Note: the above payment shall be for 1<sup>st</sup> year of the services only. For the 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> year the full yearly payment shall be paid on a quarterly basis.

**6. Information Memorandum****6.1 Proposal Submission**

Bidders are required to submit the bid online through [wbetenders.gov.in](http://wbetenders.gov.in) in the following comprising of -

- i. Technical proposal
  - ii. Financial proposal
- (a) The Technical submission shall contain:
- i. Details of the Bidder in format attached in Appendix - I
  - ii. The company background and capability statement supported by copy of certificate of company registration/ incorporation, copy of PAN, financial statements, and certified turnover certificates for last 3 years.
  - iii. Experience of similar assignments completed in last 7 years along with list of clientele supported by documentary testimonials/work order/completion certificate, etc.
  - iv. Organization chart, list of key professional staffs and CV of the key experts as Appendix-II.
  - v. All other documentary evidence to support the above credentials where applicable.
  - vi. EMD of Rs.50,000 (Rupees Fifty Thousand Only) should be submitted Online through e-tender portal of Govt. of West Bengal on [wbetenders.gov.in](http://wbetenders.gov.in).
- (b) Bidders are required to fill up financial proposal in format attached as Appendix –III.
- i. The financial quote shall include all professional fee, travel, and boarding and lodging, communication expenses, etc.
  - ii. The yearly financial quote shall be the lump sum quote for period of four years exclusive of all applicable taxes and duties as per statutory norms. Lowest amount of cumulative fees for four years shall be given highest marks.
  - iii. No conditional proposals will be accepted.
  - iv. In case of discrepancy in figures & words, financial quote in words will be accepted.

**6.2 General**

The Department includes its successors and permitted assignees as decided by the Government of West Bengal at any time.



6.3 Validity of Bids

The financial quote shall remain valid till 6 months from the date of submission.

6.4 Cost of Proposal Preparation

The Bidders are expected to carry out at own cost any survey, investigation, and other detailed examination of information for preparation and submission of their recommendation

6.5 Right of Rejection

- (a) The Department reserves the right to accept or reject any proposal and to annul the selection process and reject all proposals, at any time without notice and shall not have any liability or obligation for such acceptance, rejection, or annulment, and without assigning any reasons thereof.
- (b) At any time, if a material misrepresentation is made or discovered, or, the Bidder does not provide, within the time specified, the supplemental information sought for purposes of evaluation can lead to the rejection of the proposal.
- (c) A Bidder shall not have a conflict of interest that affects the selection process. Any Bidder found to have a conflict of interest shall be disqualified.

6.6 Proposal Submission Timeline

- (a) Proposal submission and opening timeline are given below:

1	Due date for Publishing of BID	23-12-2022
2	Submission of pre-bid queries	27-12-2022 till 5.00 PM
3	Pre-bid meeting	28-12-2022 at 12.00 noon at Swasthya Bhawan.
4	Issuance of Addendum in any	30-12-2022
5	Start date of submission of proposal	02-01-2023 from 10.00 AM
6	Closing date for submission of online proposal	16-01-2023 till 5.00 PM
7	Opening of Technical proposal online	18-01-2023 at 5.00 PM
8	Date of Technical presentation	To be intimated
9	Opening of Financial proposals of eligible bidders	To be intimated
10	Date on which Work Order will be issued	To be intimated

- (b) If due to any exigency, the due date for opening of the proposals is declared a closed holiday or any other reason, the proposals will be opened on the next working day at the same time or on any other day / time, as intimated by the Department. The Bidders may depute their representatives, duly authorized in writing, to attend the opening of proposals on the due date and time.

6.7 Amendment of RFP

- i. At any time prior to the proposal submission due date, the Department may, for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify the RFP by the issuance of Addenda/ Corrigenda.
- ii. The Department may, in its sole discretion, extend the proposal submission due date by issuing an addendum uniformly for all Bidders.

6.8 Proprietary data

All documents and other information provided by the Department or submitted by a Bidder shall remain or become the property of the Department. Bidders and the selected Consultant/ TA, as the case may be, are to treat all information as strictly confidential. The Department will not return any proposal or any information related thereto. All information collected, analysed, processed or in whatever manner provided by the selected Consultant/ TA to the Department in relation to the services shall be the property of the Department.

6.9 Fraud and Corrupt Practices

The Bidders and their respective officers, employees, agents, and advisors shall observe the highest standard of ethics during the bidding process and during the subsistence of the services. Notwithstanding anything to the contrary contained herein, the Department may reject a Bid, withdraw, or terminate the services, without being liable in any manner whatsoever to the Bidder, if it determines that the Bidder has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice, or restrictive practice in the bidding process.

6.10 Inspection

Time to time inspection shall be carried out by representative / authorized agency of the Department for quality assurance of the services, deliverables and performance of the key personnel assigned for the services according to the Terms of Reference of the RFP.

6.11 Substitution of Key Personnel

The Department expects the key professional staff/ Consultant to be available during tenure of the services. The Department shall not consider substitution of key professional staff except for extraordinary circumstances and such substitution shall be allowed with equally or better qualified and experienced personnel being provided to the satisfaction of the Health Department.

6.12 Remedial Measures

Should the services set out in the Terms of Reference are not delivered within the specified time schedule or not in accordance with the requirements of the RFP, the Department shall, after granting 30 days' time to cure the breach, be at liberty to cancel the services, wholly or to the extent of such default.

In the event the Authority takes help of any third party to rectify the breach on emergency basis, the cost incurred in such an event shall be recovered from any amount payable to the selected Consultant/ TA.

6.13 Termination

The Department shall be entitled to terminate the services with the selected Consultant with prior notice of thirty (30) days, in case of breach of any conditions, provisions or stipulations of the Terms of Reference for selection or non-performance that is not cured within 30 (thirty) days of issue of notice.

6.14 Arbitration

All disputes or differences arising out of or in connection with the services with the selected Consultant shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to the services or relating to performance, which cannot be settled amicably, may be resolved through arbitration under the Arbitration and Conciliation Act, 1996.

Agreement with selected Consultant/ TA shall be governed and construed in accordance with the laws of India. Courts of Kolkata shall have exclusive jurisdiction in all the matters.

6.15 Patents and other Intellectual and Industrial Property Rights

The financial quote shall be deemed to include all amounts payable for the use of patents, copyrights, registered charges, trademarks, and payments for any other intellectual and industrial property rights.

6.16 Indemnity

The selected Consultant/TA shall indemnify the Department, for an amount not exceeding the financial quote, against all claims from third party at any time on account of the infringement of any or all the rights, whether such claims arise in respect of service or use and for any direct loss or damage caused to the Department.

6.17 Confidentiality

- a) Selected Consultant shall treat all information provided to it or obtained otherwise in connection with the services as confidential and not use the same partially or totally for any purpose without the prior written approval of the Department.
- b) Deliverables of the selected Consultant shall be of exclusive ownership of the Department and / or its designated agencies, as applicable.

6.18 Force Majeure

Neither party shall bear responsibility for the complete or partial non-performance of any of its obligations (except for failure to pay any sum which has become due on account of receipt of goods under the provisions of the Terms of Reference), if the non-performance results from such Force Majeure circumstances as Flood, Fire, Earth Quake and other acts of God as well as War, Military operation, Blockade, Acts or Actions of State Authorities or any other circumstances beyond the parties control.

6.19 Penalty for delay

Failure to complete any of the services specified in the scope of services within timeline or within the extension period granted by the Department as mentioned above, shall constitute a breach, in which case the 1% of the monthly fees of such month stand forfeited or to be recovered from the selected Consultant/ TA without prejudice to any other rights or remedies.

6.20 Communication & Contact Information:

All communications and queries regarding this Request for Proposal (RFP) shall be

addressed to:

TO, SPSRC  
Government of West Bengal  
Department of Health & Family Welfare  
PPP Cell, Wing –B,  
Swasthya Bhawan, Salt Lake, Kolkata-700091  
Phone: +9133-233330609/11  
e-mail: [spsrc.ppp@gmail.com](mailto:spsrc.ppp@gmail.com) and [spsrc.tapp@gmail.com](mailto:spsrc.tapp@gmail.com)

**7. Technical Eligibility criteria****a) Technical Proposal Evaluation Criteria**

The technical proposal of those bidders who fulfil the minimum eligibility criteria shall be further evaluated based on following scoring criteria for technical proposal:

S No.	Criteria	Sub-criteria	Total Mark
<b>2</b>	<b>Approach &amp; Methodology**</b>		<b>30</b>
A	Understanding of the objectives		10
B	Approach & Methodology		15
C	Work Plan		5
<b>3</b>	<b>Key Personnel***</b>		<b>60</b>
A	Consultant - Health Policy and Integrated Planning and Human Resources	12	
B	Consultant –Public Health administration	12	
C	Consultant – Public Health Specialist and Programme expert	12	
D	Data Scientist	12	
E	Consultant – Healthcare Technology	12	
<b>4</b>	Interview with team members		<b>10</b>

\*\* Authority may call for technical presentation from the bidders

**b) Scoring Criteria for Key Personnel**

Sl. No.	Key experts	Education qualification & Experience	Job Responsibility	Scoring
1	<b>Consultant - Health Policy and Integrated Planning and Human Resources</b> (one position full time)	MBBS/BDS/AYUSH/BHMS Bachelor of Science/Bachelor of Engineering /BA- Economics/ Bachelor of Commerce with a full time 2 years post-graduation in any one of the following.  <b>Post-Graduation :</b> 1. Master's in Public Health (MPH) 2. Post Graduate Degree/Diploma	<ul style="list-style-type: none"> <li>Support states in strengthening their planning and health management practices.</li> <li>Develop guidance note and policy briefs on planning, programme management Human Resources for Health.</li> <li>Review various data shared by branches, analyze the data and</li> </ul>	<p><b><u>Work Experience ( 6 Marks)</u></b></p> <p>5 Years to 7 Years – 4 marks</p> <p>More than 7 years – 6 marks</p> <p><b><u>Project</u></b></p>

Sl. No.	Key experts	Education qualification & Experience	Job Responsibility	Scoring
		<p>Public Health Management</p> <p>3. Post Graduate Degree/ Diploma in Healthcare Administration</p> <p>4. Post Graduate Degree/ Diploma in Health and Hospital Administration</p> <p>5. Post Graduate Degree/ Diploma in Health Management</p> <p>6. Post Graduate Degree/ Diploma in Hospital Administration</p> <p>7. Post Graduate Degree/ Diploma/ MBA in Personal Management</p> <p>8. Post Graduate Degree/ Diploma/ MBA in HR Management</p> <p><b>Experience</b></p> <p>5 Years of experience in public healthcare policy development, research and healthcare planning</p> <p>Work experience/Competence in the area of planning particularly at National/State/district/block level for health or health systems strengthening would be an advantage.</p> <p><b>Expected Skills sets :</b></p> <p>Computer proficiency with high level of familiarity with commonly used packages like MS Word, Excel, Power Point, Internet savvy – i.e. good at web surfing to search relevant data and documents.</p> <p>Excellent writing and analytical skills.</p> <p>Understanding of research and knowledge of qualitative of quantitative research methodologies.</p> <p>Ability to work on different assignments simultaneously to meet</p>	<p>prepare reports. Conduct regular review of recruitment undertaken by states and monitor vacancy.</p> <ul style="list-style-type: none"> <li>• Facilitate implementation of IPHS and other related directives by department.</li> <li>• Conduct regular field visits for monitoring and provide supportive supervision on planning and programme management.</li> <li>• Appraise the Programme implementation Plan (PIP) of the states. Provide recommendations based on decisions taken during NPCC and as per NHM norms various departments as per requirement.</li> <li>• Prepare concept notes of studies as per the annual plan; conduct the study, collect data, analyse and prepare good quality study reports.</li> <li>• Provide Technical Assistance in areas related to health systems strengthening.</li> <li>• Maintain database of all relevant documents and data related to allocated work area.</li> <li>• Undertake other assignments, which may be assigned from time to time by the Reporting Officer.</li> </ul>	<p><b>Experience (6 Marks)</b></p> <ul style="list-style-type: none"> <li>• Must have experience of working in Health Policy and Integrated Planning and Human Resources in health sector– 1 mark for each project up to Maximum 3 marks</li> <li>• Experience in working with various state government/central government/donor agencies – 3 marks ( 1 marks for each project)</li> </ul>

Sl. No.	Key experts	Education qualification & Experience	Job Responsibility	Scoring
		the timelines for assignments.		
2	<b>Consultant – Public Health administration</b> (one position full time)	<p>MBBS/BDS/AYUSH/BHMS Bachelor of Science/Bachelor of Engineering /BA- Economics/ Bachelor of Commerce with a full time 2 years post-graduation in any one of the following.</p> <p><b>Post-Graduation :</b></p> <ol style="list-style-type: none"> <li>1. Post-graduation or higher qualification in public health, community health, preventive &amp; social medicine (MPH, MD Community Medicine).</li> <li>2. Post Graduate Degree/Diploma Public Health Management</li> <li>3. Post Graduate Degree/ Diploma in Healthcare Administration</li> <li>4. Post Graduate Degree/ Diploma in Health and Hospital</li> <li>5. Post Graduate Degree/ Diploma in Health Management</li> <li>6. Post Graduate Degree/ Diploma in Hospital</li> <li>7. Post Graduate Degree/ Diploma/ MBA in Personal Management</li> </ol> <p>Post Graduate Degree/ Diploma/ MBA in HR Management</p> <p><b>Experience</b></p> <p>5 Years of experience in public health administration, hospital management</p>	<ul style="list-style-type: none"> <li>• Provide technical and handholding support to department for various projects and programs Strengthening, Grievance Redressal &amp; Health Help line (GR&amp;HL), Supportive Supervision (SS) etc.</li> <li>• Undertake periodic monitoring visits to review implementation progress in all tiers of hospitals prepare reports and follow up on implementation of recommendations by the department.</li> <li>• Coordinate drafting of program documents and guidelines and other capacity building materials for various cadres and staff working in health.</li> <li>• Analyze and utilize data and observations from visits, HMIS and other data. Timely Progress Reports to address bottlenecks in implementation.</li> <li>• Support the Division in organization of national, regional and state level workshops and consultations for orienting States on specific technical areas.</li> <li>• Coordinating and collaborating with other divisions of health department including hospitals.</li> <li>• Undertake any other assignments of PHA division as and when</li> </ul>	<p><b><u>Work Experience ( 6 Marks)</u></b></p> <p>5 Years to 7 Years – 4 marks</p> <p>More than 7 years – 6 marks</p> <p><b><u>Project Experience ( 6 Marks)</u></b></p> <ul style="list-style-type: none"> <li>• Must have experience of working in Health Policy and Integrated Planning and Human Resources in health sector– 1 mark for each project up to Maximum 3 marks</li> <li>• Experience in working with various state government/central government/donor agencies – 3 marks ( 1 marks for each project)</li> </ul>

Sl. No.	Key experts	Education qualification & Experience	Job Responsibility	Scoring
			entrusted by Advisor.	
3	<p><b>Consultant – Public Health Specialist and Programme expert</b> (one position full time)</p>	<p>MPH /MBA/PGDM/MHA/Community Medicine with 5 years experience in community based Heathcare management, in health program implementation, evaluation and monitoring</p>	<ul style="list-style-type: none"> <li>Identify KPIs to monitor quality of state health systems and the Public Health programmes.</li> <li>Strategy formation for improvement of Public Health programmes and implementation of newly identified Public Health programmes.</li> <li>Undertake secondary research.</li> </ul>	<p><b><u>Work Experience ( 6 Marks)</u></b> 5 Years to 7 Years – 4 marks More than 7 years – 6 marks</p> <p><b><u>Project Experience ( 6 Marks)</u></b> • Must have experience of working Public Health programs / projects – 1 mark for each project up to Maximum 3 marks Experience in working with various state government/central government/donor agencies – 3 marks ( 1 marks for each project)</p>
4	<p><b>Data Scientist</b> (one position full time)</p>	<p><b>Essential qualifications</b> B.Tech/B.E/M.Sc/MCA/M.COM /MBA/M Tech with background of mathematics/ Statistics/Economics/Computer science/ Information technology.</p> <p><b>Plus any one of the following additional qualification</b> Certificate course in Data science/ data analysis/ Data engineering/ Business analysis/ Any machine learning program related to data analytics/ PG Degree/ Diploma program in Data science / analysis</p>	<ul style="list-style-type: none"> <li>Create data visualization to convert data into meaningful insights.</li> <li>Prepare report using data analysis and visualization to support evidence based policy decision.</li> <li>Analyzing and interpreting od data using qualitative and quantative tools like Tableau, SPSS,ORACLE,SQL,Pyt hon, R, STATA, etc.</li> <li>Development of mechanism to conduct data quality checks.</li> </ul>	<p><b><u>Work Experience ( 6 Marks)</u></b> 5 Years to 7 Years – 4 marks More than 7 years – 6 marks</p> <p><b><u>Project Experience ( 6 Marks)</u></b> • Must have experience of working in data management,</p>

Sl. No.	Key experts	Education qualification & Experience	Job Responsibility	Scoring
		<p><b>Experience and essential skill</b></p> <ul style="list-style-type: none"> <li>• 5 years of relevant experience in data management, defining data source, data collection strategy, data storing strategy designing for data analysis, data insight generation, BIG DATA management, data visualization using various data analysis tool in Central/ State/ UT/AB of which 2 yrs should be in Public Health programs.</li> <li>• Should have excellent communication skill, analytic and interpersonal abilities, and excellent oral and written communication skill in English.</li> <li>• Should have technical as well as leadership skills.</li> <li>• Demonstrated ability to work in a Multi-Disciplinary team environment.</li> <li>• Well versed with MS Office (Word, Excel, Power point and Access) and other statistical software packages like SPSS, STATA etc.</li> <li>• Knowledge in various data programming, processing, analyzing and visualization software.</li> <li>• Willingness to travel within the state to provide technical assistance and ability towards different assignments.</li> <li>• Experience in designing tools and strategies for data Collection, analysis and production of reports.</li> </ul>	<ul style="list-style-type: none"> <li>• Assist in analysis of various reports/ studies/MIS data/ Survey reports and based on output analysis suggest action.</li> <li>• Provide functional inputs for developing dashboard for overall administrative monitoring and evaluation of the functioning of the various branches of the department and projects undertaken.</li> <li>• Co-ordinate with respective branches of health department.</li> <li>• Analyze the various data from all tiers of hospitals related to hospital management and patient care and recommend department as specified under scope of services.</li> </ul>	<p>defining data source, data collection strategy, data designing for analysis, data storing strategy, working on dashboard program in healthcare – 1 mark for each project up to Maximum 3 marks</p> <ul style="list-style-type: none"> <li>• Additional marks for experience in government healthcare project/program in India – 1 mark for each project up to Maximum 3</li> </ul>
5	<p><b>Consultant – Healthcare Technology</b> (one position full time)</p>	<p><b>Essential Qualifications</b> M.Sc/B.Tech/BE or equivalent in Clinical/Biomedical engineering / Biological Sciences/Medicine/Clinical research.</p>	<ul style="list-style-type: none"> <li>• Assisting in Formulating technical specifications for devices</li> <li>• Technical assistance towards identification of</li> </ul>	<p><b><u>Work Experience ( 6 Marks)</u></b> 5 Years to 7 Years – 4 marks</p>



Sl. No.	Key experts	Education qualification & Experience	Job Responsibility	Scoring
		<p><b>Desirable Qualifications</b></p> <p>Post-graduation in Engineering/Management is desirable.</p> <p><b>Experience</b></p> <p>5 years of experience in working on or with innovative health technology</p>	<p>cost-effective medical devices &amp; diagnostics</p> <ul style="list-style-type: none"> <li>• Assessment of safety and efficacy of devices &amp; diagnostics including secondary data research</li> <li>• Analysis of data/market research on costs and pricing for devices &amp; diagnostics</li> <li>• Providing technical assistance on device &amp; diagnostics related quality assessments</li> <li>• Undertaking trade policy research &amp; analysis on medical devices products / segment</li> <li>• Undertaking literature review on healthcare technologies</li> <li>• Collecting information on efficacy of technologies based on published data trials, studies and product package inserts.</li> <li>• Review of legal, ethical and social impacts of healthcare technologies</li> <li>• Writing of Health Technology Assessment Reports</li> </ul>	<p>More than 7 years – 6 marks</p> <p><b><u>Project Experience (6 Marks)</u></b></p> <ul style="list-style-type: none"> <li>• Must have experience of working in Health Care Technology including implementation of new healthcare technology and innovations– 1 mark for each project up to Maximum 3 marks</li> </ul> <p>Experience in working with various state government/central government/donor agencies – 3 marks ( 1 marks for each project)</p>

*Note: The bidder should submit all the relevant document of the key experts (copy of educational certificate, experience certificate etc. ).*

The Bidder securing 70 marks and above in the technical proposal evaluation shall qualify for opening of financial proposal.

7.1 Short-listing of Applicants

Bidders whose technical score is equal to or more than 70 marks out of 100 shall be qualified and short-listed for financial evaluation in the second stage.

7.2 Evaluation of Financial Proposal

In the second stage, the financial evaluation will be carried out as per below. After opening of Financial proposals, the lowest financial proposal (FM) will be given a financial score (FS) of 100 points. The financial scores of other proposals will be computed as follows:

$$FS = 100 \times FM / F$$

(Where, F = Amount of financial proposal)

7.3 Combined and Final Evaluation

Proposals will finally be ranked according to their combined technical (Ts) and financial (Fs) scores as follows:

$$S = TS \times 0.7 + FS \times 0.3$$

Where 'S' is the combined score and weightages assigned to Technical Proposal and Financial Proposal shall be 0.70 and 0.30 respectively.

The qualified bidder who secures highest combined score would be declared as the successful bidder. In the event that two or more bidders secure same combined score, the work will be awarded to the lowest price bidder.

**8. Award of contract**

- i. The selected consultant shall be the one with highest combined score.
- ii. Letter of intent/ award letter would be issued within 15 days of declaration of result.
- iii. The selected consultant should submit Performance Bank Guarantee (PBG) @ 3% of the contract value within 14 days from the date of receipt of Award of Contract. The PBG should remain valid for a period of at least 9 months from the date of issuance of PBG.
- iv. A formal contract will be signed between the selected consultant and the Authority on receipt of PBG.

**Appendix – I: Details of Bidder**

1. General
  - a) Name:
  - b) Country of incorporation:
  - c) Address of the corporate headquarters and its branch office(s), if any, in India:
  - d) Date of incorporation and/ or commencement of business:
  
2. Brief description of the Bidder including details of its main lines of business
  
3. Details of individual(s) who will serve as the point of contact/ communication for the Bidder:
  - a) Name:
  - b) Designation:
  - c) Company:
  - d) Address:
  - e) Telephone Number:
  - f) E-Mail Address:
  - g) Fax Number:
  
4. Particulars of the Authorized Signatory of the Bidder:
  - a) Name:
  - b) Designation:
  - c) Address:
  - d) Phone Number:
  - e) Fax Number:
  - f) Other information:
  
5. Undertaking:

I/ we hereby declare that our organization has not been declared ineligible or not currently blacklisted by central/ state government or any entity controlled by it from participating in any project which continues as on date.

I/ we hereby also declare that there is no conviction against our organization in any Court of law.

Place:

Date:

(Signature and name of the authorized signatory of the applicant with seal)

**Appendix – II: Format of Curriculum Vitae (CV)**

1. Name of the Staff
2. Designation
3. Name and address of the firm presently employed if any
4. Years with the firm
5. Position in the proposed assignment (describe degree of responsibility also)
6. Qualifications (Technical and General)
7. Experience : (Relevant in the context of assignment)

Sl.	Name of the assignment	Name of the client	Roles of the experts in the assignment	Duration of assignment

8. Employment Record (starting with present position, all previous assignments may be covered)

Name of the Firm

Position Held

Years of Employment

9. Certification

I am willing to work on the assignment and I will be available for entire duration of the assignment as required.

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes my qualifications, my experience and me.

Date:

Place:

(Signature and name of the Key Personnel)

(Signature and name of the authorized signatory of the Bidder with seal)

**Appendix – III**  
**Format of Financial Bid**

To  
Secretary  
.....  
.....

**Subject: Financial quote for selection of .....**

**As per BOQ**

**Notes:**

- i. The financial quote shall include all professional fee, travel, and boarding and lodging, communication expenses, etc.
- ii. The financial quote shall be exclusive of applicable GST. Applicable GST will be payable extra.
- iii. No conditional proposals will be accepted.
- iv. In case of discrepancy in figures & words, financial quote in words will be accepted.
- v. All payment shall be made after deducting necessary Taxes

**Place:**

**Date:**

**Signature of the Bidder / Authorized Representative**

Seal / Stamp of the Firm