



बिहार सरकार

राज्य स्वास्थ्य समिति, बिहार



परिवार कल्याण भवण, शेखपुरा, पटना-800014

रुचि की अभिव्यक्ति

**इच्छुक कम्पनियों/फर्मों/एजेन्सियों से डाटा प्रविष्टि कार्य के लिए
डाटा सेंटर की स्थापना एवं संचालन हेतु रुचि की अभिव्यक्ति की आमंत्रण सूचना ।**

राष्ट्रीय स्वास्थ्य मिशन के तहत चलाये जा रहे विभिन्न स्वास्थ्य कार्यक्रमों के लिए विभिन्न स्तर पर ससमय डाटा प्रविष्टि कार्य संपादित कराने हेतु इच्छुक कम्पनियों/फर्मों/एजेन्सियों से डाटा सेंटर की स्थापना एवं संचालन के लिए रुचि की अभिव्यक्ति आमंत्रित की जाती है।

रुचि की अभिव्यक्ति हेतु **Pre-EOI** की बैठक :- Pre-EOI की बैठक दिनांक 15 मार्च 2016 को अपराह्न 3:00 बजे राज्य स्वास्थ्य समिति, बिहार के सभागार कक्ष में आयोजित की जायेगी ।

रुचि की अभिव्यक्ति जमा करने की अंतिम तिथि :- रुचि की अभिव्यक्ति पंजीकृत डाक/स्पीड पोस्ट के माध्यम से दिनांक 11 अप्रैल, 2016 अपराह्न 3:00 बजे तक या इससे पूर्व राज्य स्वास्थ्य समिति, बिहार को प्राप्त हो जानी चाहिए।

रुचि की अभिव्यक्ति खोलने की तिथि एवं समय : 11 अप्रैल, 2016, अपराह्न 4:00 बजे ।

विस्तृत जानकारी यथा रुचि की अभिव्यक्ति की नियम एवं शर्तें इत्यादि राज्य स्वास्थ्य समिति, बिहार के अधिकारिक वेबसाईट www.statehealthsocietybihar.org पर उपलब्ध है ।

मूल्यांकन के आधार पर राज्य स्वास्थ्य समिति, बिहार द्वारा कम्पनियों/फर्मों/एजेन्सियों को चयनित किया जायेगा। अंतिम निर्णय राज्य स्वास्थ्य समिति बिहार का होगा । राज्य स्वास्थ्य समिति, बिहार किसी भी समय किसी रुचि की अभिव्यक्ति/ सभी रुचि की अभिव्यक्ति को रद्द या अस्वीकार करने का अधिकार रखती है।

सचिव स्वास्थ्य सह
कार्यपालक निदेशक



EXPRESSION OF INTEREST (EOI)

Inviting Companies/ Firms/ Agencies for Establishing and Operating Data Centres for Data Entry Work.

Project Description –

State Health Society Bihar is implementing the National Health Mission (NHM) to carry out necessary architectural correction in the Basic Health Care Delivery System. The Goal of the mission is to improve the availability and access to quality health care for people, especially for those residing in rural areas.

To achieve the objective, “Sealed Expression of Interest (EOI) are invited from interested Companies / Firms/ Agencies for Establishing and Operating Data Centres for Data Entry Work”.

Project Objective –

To undertake regular and timely Data Entry related to various health programmes on prescribed formats at specified locations of State or District or facilities level under National Health Mission (NHM) .

Project Scope:

The Companies / Firms/ Agencies will establish and operationalise Data Centre for Data Entry Work. The Data Centre consists of following facilities: -

Sl.No	Particulars	Cost per month (in Rupees)
1	Laptop / Computer with UPS:- (With Web Camera)	1300/-
2	Laser Printer with Scanner	600/-
3	Telephone / Mobile	500/-
4	Internet Connection (with unlimited uploading & downloading facilities)	1000/-
5	Computer Operator Salary	6500/-
6	Misc. (Pen Drive, Paper, CD, Travelling, others)	1100/-
	Total for One Data Centre	11,000/-

(Rupees Eleven Thousand Only per month)

Eligibility Criteria:

Interested Companies / Firms/ Agencies must have the following minimum credentials to qualify for the proposed task:

- 1) The average annual turnover of the Companies / Firms/ Agencies for financial years 2012-13, 2013-14 and 2014-15 shall not be less than Rs.50 Lakhs.
- 2) Minimum 2 years of experience of working in Information Technology Sector.

Submission Requirements-

Interested Companies / Firms/ Agencies wishing to undertake the above task may submit EOI in envelope marked “EOI for Establishing and Operating Data Centres for Data Entry Work”.

The envelope containing the Expression of Interest (EOI) should include the following documents:

- 1) Photocopy of Registration Certificate (If company then under Indian Companies Act 1956, if NGO then under Societies Registration Act, 1860, if Partnership firm then under Partnership Act, 1932 or Proprietorship firm registered under Shop & Establishment Act)
- 2) Photocopy of PAN card with No.
- 3) Photocopy of Service Tax registration certificate with No.
- 4) Photocopy of Experience Certificates of working in the field of information technology sector (Documentary proof to be provided).
- 5) Photocopy of Income Tax Return of last three Assessment Years 2013-14, 2014-15 and 2015-16
- 6) Affidavit sworn before Executive Magistrate of not being blacklisted by any agency / authority / or any society of the state/central government.
- 7) Audited Financial Statement along with Audit report of last three Financial Years 2012-13, 2013-14 and 2014-15.
- 8) **Demand Draft of Rs. 50,000/-** (Rupees Fifty Thousand Only, refundable), as Earnest Money, in favour of State Health Society, Bihar payable at Patna.

**Note-1- the EOI will be used to shortlist the Companies /Firms/Agencies for assigning the work contract at the rate mentioned above.*

Terms & Conditions-

- 1) State Health Society, Bihar reserves the right to allocate district/districts among selected agencies. It may be equal distribution or on the basis of turnover and work experience of selected agencies which depends upon no. of agencies selected by EOI.
- 2) The word “Data Entry” in these terms and conditions include entries of text, tables, graphs & drawings etc on computers in English/ Hindi as per requirement.
- 3) The data entry is to be done on various application different packages / Software/ MS Office or similar packages in Hindi or English as per the requirement of State Health Society, Bihar/District Health Society, Bihar /any other supporting partners.
- 4) Establishment and operationalisation of Data Centres will be made by the Company / Firm/ Agency for data entry work as per the requirement of State Health Society, Bihar / District Health Society or any other supporting partners in any Health Institution of Bihar i.e. from State to Additional Primary Health Centre level.
- 5) The State Health Society, Bihar reserve the right to split the work among shortlisted Companies / Firms/ Agencies to accomplish the task in time.
- 6) Minimum qualification of Computer operator should be intermediate with at least six month certificate/diploma course in Computer/IT and one year experience in English & Hindi typing.
- 7) The Company / Firm/ Agency shall recruit Computer Operators for Data Entry Work. Such recruited staff of Company shall not be the staff/ or employee of the Society in anyway, nor claims any advantage of it.
- 8) If Computer Operator is not found fit for the work, decision of administration/concerned competent authority shall be final and the contractor shall change/replace the person immediately i.e. same day.
- 9) Data Entry work should be started and completed by concerned Company/Firm/Agency within specified time mention in the Work Order by competent authority. Data entered will be treated as satisfactory only after the verification by the concerned competent authority. Any correction needs to be done after the

- verification that also will be done by the contracting Company / Firm/ Agency with no any other extra charges for this task.
- 10) Validated data entry along with hard and soft copy is to be completed and handed over to designated officer per month.
 - 11) State Health Society, Bihar / District Health Society or any Health Institution will provide rent-free space and free electricity to the Company/Firm/Agency. Any other expenditure will be borne by Company / Firm/ Agency.
 - 12) All applicable taxes will be borne by Companies / Firms/ Agencies.
 - 13) Company will procure necessary equipment like computers, scanner, modem, telephone etc for data entry work and retain ownership of the same.
 - 14) Company / Firm/ Agency will ensure cleanliness and maintenance of premises given to them. Company / Firm/ Agency would be responsible for the security of the data.
 - 15) TDS admissible under the laws in force or enforceable by the Central or State Governments shall be deducted at prescribed norms on the payable amount.
The agreement will be initially for 1 year and likely to be extended on satisfactory performance by State Health Society, Bihar subject to any further terms if at all needed.
 - 16) The awarded Company / Firm/ Agency will be required to submit a performance security in form of bank guarantee of 10% of the contract value before signing the contract agreement.
 - 17) **Penalty-** State Health Society, Bihar / District Health Society or any Health Institution right to make deduction in following circumstances in addition to the term of termination of EOI / Contract agreement:
 - i. No. of days in which services not provided (assuming 26 working days in a month).
 - ii. Error in data entry (proportionate deduction uptill 10% error, 100% beyond that)
 - iii. Non completion of work in time (5% deduction per week for 4 weeks, 100% beyond that)
 - 18) **Termination-** Besides the terms/conditions to be mentioned and agreed in contract agreement-
 - i. State Health Society, Bihar reserves the right to terminate the contract any time if the performance of the Company / Firm/ Agency found not satisfactory for any branch of contract agreement.
 - ii. Company / Firm/ Agency may also terminate the contract giving one month notice.
 - iii. After issuing of work order, if the company/agency withdraw its acceptance / failed to sign the contract, earnest money will be forfeited.
 - iv. After signing the agreement, if company/agency failed to discharge its obligation, the company/agency shall be blacklisted or its performance security also be forfeited.

Submission of EOI

The pre-bid meeting has been organized on **15th March, 2016 At 3 PM** in office of SHSB. The EOI may reach the office of the undersigned by **11th April, 2016 by 3 PM** through Registered post/ /Speed Post in the office of Executive Director, State Health Society, Bihar, Pariwar Kalyan Bhawan, Sheikhpura, Patna-14. Tender received after this time, would not be entertained. The EOI will be opened on, **11th April, 2016 At 4 PM** at State Health Society, Bihar in the presence of the parties those who wish to participate. State Health Society, Bihar would not be responsible for any delay or loss of the Tender document.

The decision of the State Health Society Bihar shall be final, and no enquiries, or application for review, shall be entertained. The State Health Society Bihar reserves the right to cancel or reject any tender /all tender without assigning any reason at any point of time. For all enquiries the interested bidders may contact concerned Officer Mr. Kaushal Kumar, Data Officer –Cum- I/c Data Centre, State Health Society, Bihar Mobile no. 9470003008 during office hours (10:00 AM to 6 PM) on all working days.

Jitendra Srivastava, IAS
Secretary Health –Cum-
Executive Director