

Section I: NOTICE INVITING EOI

NIT No. *CMOH/ Mortuary/09*

Dated- *20.12.16*

Government of West Bengal
Office of the Chief Medical Officer Of Health, Alipurduar
ALIPURDUAR DISTRICT

NOTICE

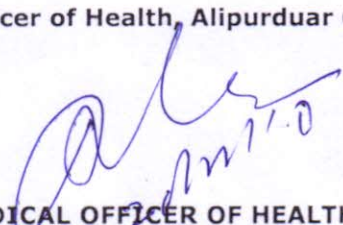
Expression of Interest is invited from registered credible NGOs/CBOs of the local area with office in Alipurduar Municipality with requisite credentials for the operationalization of the 24 hours Mortuary van services in Alipurduar district.

The details of the project/work, including the pre-requisites, procedure of application/selection, deliverables, will be displayed in the office of notice board of the District Magistrate, the CMOH, AEO (Zilla Parishad) and district website: www.mgnregaalipurduar.org / www.alipurduar.org on working days from 22-12-16 to 02-01-17.

Contact email id: cmohapd@gmail.com

TIMELINE ACTIVITY	TIMELINE
DATE OF AVAILABILITY OF EOI DOCUMENT AT WEBSITE	<i>22-12-16</i>
PRE-BID PROGRAM BRIEFING MEETING	OFFICE OF THE CHIEF MEDICAL OFFICER OF HEALTH, ALIPURDUAR Matrisadan Building, 1 st Floor, New Alipurduar, Ward No. XVI, Dist: Alipurduar, Pin: 736121
LAST DATE OF SUBMISSION OF BIDS	03-01-17 till 2 PM
OPENING OF BIDS	03-01-17 at 3 PM
PRESENTATION BY BIDDERS BEFORE TECHNICAL COMMITTEE	OFFICE OF THE CHIEF MEDICAL OFFICER OF HEALTH, ALIPURDUAR ON

The Bids are to be submitted at the **Office of the Chief Medical Officer of Health, Alipurduar** on all working days before the last date of submission.


THE CHIEF MEDICAL OFFICER OF HEALTH,
ALIPURDUAR

NIT No CMOH/Quarterly/09

MEMO NO- DH2FWS/APD no - 693

Dated- 20.12.16

Copy forwarded for information and necessary action for wide circulation:

1. The Hon'ble Sabhadipati, Alipurduar Zilla Parishad, Alipurduar
2. The District Magistrate, Alipurduar.
3. The Superintendent of Police, Alipurduar
4. The ADM (G), Alipurduar District
5. The ADM (Health), Alipurduar District
6. The Sub-Divisional Officer, Alipurduar.
7. The Regional Transport Officer, Alipurduar
8. The Chairman, Alipurduar Municipality, Alipurduar.
9. to 10. The Dy. Chief Medical Officer of Health, I /II, Alipurduar
11. to 12. The Superintendent, DH, Alipurduar & SGH, Birpara
13. The Asstt. Chief Medical of Health, Alipurduar
14. The BMOH's, All Blocks Alipurduar
15. The BDO's All Blocks Alipurduar
16. The Accounts Officer, CMOH Office, Alipurduar.

CHIEF MEDICAL OFFICER OF HEALTH

ALIPURDUAR

**NOTICE INVITING EXPRESSION OF INTEREST FOR OPERATIONALISE OF
THE 24 HOURS MORTUARY VAN SERVICES IN ALIPURDUAR DISTRICT**

Expression of Interest is invited from registered and credible **NGO/CBO** with requisite credentials by calling Expression of Interest (EOI) for operationalization of the 24 hours mortuary van services in Alipurduar district.

Preamble:

1. The Operationalization of the vehicle is proposed to be outsourced to any credible **NGO/CBO** with requisite credentials by calling Expression of Interest (EOI)
2. The Outsourced agency is proposed to hire a driver
3. The vehicle would be placed **24 X 7 X 365** days
4. The onus of payment of salary to the driver and support staff and maintenance of the vehicle and the medical gadgets/equipments would be that of the outsourced agency.
5. **The NGOs/CBO/Trust/etc will be entitled to collect and retain user charges @Rs.500/- (Rupees Five Hundred only) as base hire price within Alipurduar Municipality area up to 10 kilometers and Rs.5.00 (Rupees Five only) per additional kilometer in excess of 10 kilometers. These charges can be used to meet expenditures related to operation, maintenance and management of the dead body carriage van and the gadgets/equipments fitted on it. Money Receipt (Annexure/SOP-4) must be issued against receipt of user charges.**
6. Display of the rates will be done at the **NGO/CBO** premises
7. The agency will have to maintain a log book, which has to be authenticated by the appropriate authority of the agency
8. The vehicle is to be used only for deceased transport and would be available within 1 (one) hour of requisition
9. The proceeds of the revenue earned shall be that of the agency concerned, which is to be utilized for the salary of the staff, maintenance of the vehicle and the gadgets/equipments
10. **Printed money receipts** will have to be provided to the beneficiaries/clients and a counterfoil kept for record and maintenance of the accounts, which will be subject to verification by the DH&FWS, Alipurduar from time to time.
11. **Registration:**
 - a) **NGO/CBO** should be registered under the Societies Registration Act/Indian Trust Act/ Indian Religious and Charitable Act/Companies Act or the State counterparts of such acts for more than three years.


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- b) **NGO/CBO** applying for projects in a State other than that of its registration should State specific chapters registered. Alternately, branches affiliated to a national federation / organization can be registered with the parent body.
- c) **NGO/CBO should** preferably have office premises in Alipurduar town.

12. Financial:

- a) Annual turnover of at least Rs.2.00 lakhs for district level projects is preferable
- b) The **NGO/CBO** should preferably have good financial stability, having infrastructure in shape of land, building or corpus fund amounting to Rs.2.00 lakhs for **NGO/CBOs** applying for projects at the district level respectively in the name of the organization.
- c) **Criteria for selection of the NGO/CBO:**
- Registered under the West Bengal Society's Act
 - Bank guarantee of at least Rs. 1 lakh
 - Experience in the field of Health Care Delivery/Social Sector
 - Hired/Rented Office Premises

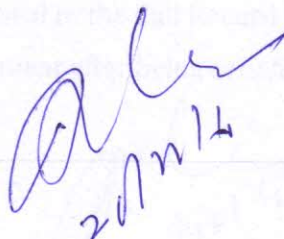
d) Procedure for selection:

The committee under guidance of the Chief Medical Officer of Health, Alipurduar shall be the authority, which would select and appoint **NGO/CBOs** at the district level.

Committee constituted under the Chief Medical Officer of Health, Alipurduar would be responsible for selection of **NGO/CBO** in the district.

The members of the committee would include:

- Representative of Member of Parliament, Alipurduar
- Representative of District Magistrate.
- Chief Medical Officer of Health of the district
- Representative of Superintendent of Police
- Additional District Magistrate, Health
- Regional Transport Officer, Alipurduar


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