

**Indira Gandhi Institute of Medical Sciences  
Sheikhpura, Patna  
( Autonomous Body under Department of Health,  
Government of Bihar)**

**EXPRSSION OF INTEREST  
FOR  
Setting up of IVF-ICSI Center in Department of  
Reproductive Biology Unit  
IGIMS, Sheikhpura, Patna  
(EOI No.\_\_\_\_\_)**

*Date and time of Pre-offer meeting:* 03.00 PM ; 16/08/2017  
*Last date and time for the receipt of EOI:* 04.00 PM: 25/08/2017



*For details;*  
[www.igims.org](http://www.igims.org)  
*Email:- [director@igims.org](mailto:director@igims.org)*

# Introduction

IGIMS was established on 19th November 1983, as an autonomous organisation on the pattern of All India Institute of Medical Sciences, New Delhi. The objective was to provide super specialty medical facilities in Bihar. On 27th January 1983 Cabinet approved the completion of this massive project in 4 phases within a span of six (6) years. According to the decision of State Government, 130.20 Acres of land was transferred to IGIMS.

## Reproductive Biology Unit

**Introduction** -The department was started on 29th October 1995 with the aims of providing highly specialized and quality care to women of Bihar and Eastern India. It is also built with the aim of providing facilities for treatment of infertility and research in the field of reproduction. Infertility is an important medical problem with significant social consequences. About 10-15% of married couples are sub-fertile. This department is first of its kind in north eastern India.

This branch of medicine known as “Reproductive Medicine” is highly developed in the developed countries. In India it is practiced mostly in private sector which is not affordable to the most of the couples. In future the department plans to develop the state of art and first IVF centre in eastern India in government sector. With centre of development of science and technology, IVF programme can be expanded to ICSI, PGD, stem cell research and cloning.

Giving birth to a child can be one of life’s most rewarding experiences – but also a fairly complicated one. Infertility is a major gynaecological disorder affecting almost 10% of couples. Lifestyle changes have been contributing to the increase in infertility rate in Bihar. This high prevalence shows the depth of this problem in our society. Unfortunately government hospitals providing infertility care are very rare. Treatment for infertility includes repeated ultrasound scanning, medications, Lab procedures and laparoscopic surgeries which are quite expensive. Hence , IGIMS has decided to upgrade the existing infertility clinic, as an IVF/ICSI centre on PPP mode.

The hospital is providing the following facilities :

- Registration
- History
- Investigations
- Semen analysis
- Hysteroscopy

- Ultrasound scanning
- Diagnosis
- Decision making regarding treatment
- Treatment with drugs and follicular study
- Intra Uterine Insemination (IUI) & Diagnostic Laparoscopy.

Presently the hospital is unable to provide adequate care for patients with complicated diseases needing laparoscopic surgeries and IVF/ICSI. These treatments are quite expensive for low economic background people and so the IGIMS plans to upgrade the existing infertility clinic with advanced facilities.

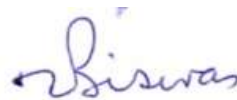
Expression of interest is invited from the firms who are willing to set up IVF/ICSI centre at the first floor of existing infertility clinic of Indira Gandhi Institute of Medical Sciences, Sheikhpura, Patna . Equipments and civil works required for setting up of IVF/ICSI Centre has to be provided by the successful bidder. Based on the proposal submitted eligible firms will be short listed. Only short listed firms will be provided Request for Proposal Document and shall be requested to submit final proposal. The request for proposal document will have the detailed terms of reference. The evaluation adapted will be Quality and Cost Based Selection (QCBS).

It is also essential while dealing with public – partnership mode that utmost transparency has to be maintained in the procurements of the corporation. All decisions will be published from time to time on our website [www.igims.org](http://www.igims.org). The IGIMS will not wait for the mandatory 30 days period to provide any information under Right to Information Act and will provide the information within the minimum possible time. The IGIMS will uphold the fundamental “right to be heard’ enshrined under the Constitution of India and will take harsh decisions only after providing opportunity for hearing/submission of facts. Bidders could prefer appeal to the IGIMS authority against all decisions.

Looking forward for a long standing relation with you.

Best wishes,

Date. \_\_\_\_\_



Director  
IGIMS, Patna

## **BRIEF SCOPE & DESCRIPTION OF CONTRACT**

### **BRIEF SCOPE**

The Agency / Consortium will be required to procure and install the equipments and carry out the necessary civil works for setting up of IVF/ICSI centre at the first floor of existing infertility clinic of IGIMS, Patna as per the details provided in subsequent paragraphs.

This Expression of Interest (EOI) is invited for setting up of IVF/ICSI centre at IGIMS, Sheikhpura, Patna.

Bidders are expected to submit EOI documents and based on the proposal submitted eligible firms will be short listed. Only short listed firms will be provided Request for Proposal Document and shall be requested to submit final proposal. The request for proposal document will have the detailed terms of reference. The evaluation adapted will be Quality and Cost Based Selection (QCBS). The criteria for evaluation will be mentioned in the RFP document.

### **Brief Description of the EOI process**

The bids shall be submitted in a single sealed envelope and super scribed as “EOI No..... “Setting up of IVF/ICSI centre at IGIMS, Sheikhpura, Patna”.

Bidder shall submit all the required documents as mentioned in the Annexure I.

The EOI documents could be downloaded from the website of the IGIMS at [www.igims.org](http://www.igims.org) and also available at the head office of the Tender Inviting Authority.

The EOIs should be prepared and submitted as per the EOI formats only prescribed in the EOI document and should be addressed to:

The Director  
Indira Gandhi Institute of Medical Science  
Sheikhpura, Bailey Road, Patna  
Bihar-800014  
Fax: 0612 – 2297225;Phone: 0612 – 2297631, 2297099  
Email: [director@igims.org](mailto:director@igims.org)

## EOI SCHEDULE

### Expression of Interest Details.

1	<i>EOI Number</i>	
2	<i>Name of Assignment</i>	Setting up of IVF/ICSI centre at IGIMS, Patna
3	<i>Method of Selection</i>	Pre-Qualification Criteria and Evaluation of Technical Proposal
4	<i>Validity of the Proposal</i>	Six Months from the date of Submission

### Important dates:

Sl. No.	Particulars	Date and time	Venue
1	Date of release of EOI	31.07.2017	Director's Office, IGIMS, Patna
2	Date of Pre-Offer Meeting	16.08.2017	
3	Last date for submission of filled up EOI	25.08.2017	
4	Opening of Prequalification Bids	25.08.2017	
5	Presentation of technical bid by short listed bidders, If required	To be intimated after evaluation of prequalification bids	

# SCOPE OF WORK

## **Objective of EOI:**

Overall Objective of this EOI is to engage agencies having expertise and experience in setting up of infertility centre to upgrade the existing infertility clinic at IGIMS, Sheikhpura, Patna.

## **Scope of Work**

The successful bidder shall modify the first floor of the existing building to IVF/ICSI centre as per the guidelines of ICMR. This includes converting the existing rooms to Operation Theatre, IVF- ICSI laboratory with facility of Vitrification, Cryopreservation, Frozen Embryo transfer, Embryos with blastocyst , IVF with Donor oocyte & donor semen. The upgraded ART center should comprise of OPD Room with waiting Lounge, Semen Collection area, Recovery room, Andrology laboratory, USG room, Rest room/store room, counseling room, consultation room, changing room with toilet, and other required facilities. The proposed centre has to be set considering the load of patients expected in the future also.

The successful bidder has to invest, procure and install the equipments and shall do the required partition, electrical, plumbing and other required civil works. All the equipments procured have to be provided with 3 years comprehensive warranty and AMC/CMC rates shall be fixed for 7 years after the completion of warranty period.

The Bidder should attach the procurement of the list of equipments mentioned in Annexure-I. The successful bidder has to confirm these equipments necessity and inform any other additional equipment requirement.

The agency will be required to design and implement the modification works proposed in the first floor of the existing hospital building.

The firm shall provide the service of the embryologist for a period of one year from the date of commissioning of clinic and the hospital shall arrange the payment for the embryologist. The qualification and experience of the embryologist has to be mentioned in the proposal. The entire activities of the embryologist have to be transferred to a doctor in the hospital within the first year of commissioning.

The successful bidder has to provide hands on training for a period of 2 weeks on IVF/ICSI procedures to one doctor from the hospital at an established IVF centre anywhere in India and the details about the training centre has to be mentioned in the proposal.

The successful bidder has to provide training on all the aspects of infertility centre to doctors, staff nurse, lab technician and other staffs free of cost for IVF/ICSI procedures.

The entire process for setting up of IVF/ICSI centre including infrastructure, equipment procurement & installation and training has to be completed within a period of four months.

## **Pre Qualification Criteria:**

The bidder shall be a legal entity or a consortium that has set up at least 2 IVF/ICSI centre as a turnkey project in any part of the country and a copy of the work order, satisfactory performance report has to be submitted.

Bidder should have a minimum average turnover of Rs 2 Crores in the last three completed financial years.

Bidders who submit all the necessary documents as prescribed for inclusion in the technical proposal without any ambiguity, errors etc.

Bidders who have been blacklisted/ debarred by Tender Inviting Authority or blacklisted / debarred by any State Government or Central Government department/Organization should not participate in the EOI during the period of blacklisting.

Firm / company who have withdrawn after participating in any of the previous tenders of IGIMS are not eligible to participate in this EOI.

In case of consortium the lead member of the consortium shall meet all the above pre-qualification criteria. The bidder shall submit a copy of agreement indicating roles and responsibilities of the partners in managing the assignment must be included in this part.

## **Selection Criteria:**

Only those bidders who meet the pre-qualification criteria are eligible to participate in the EOI process.

Bidders failing to meet pre-qualification criteria or not submitting requisite supporting documents / documentary evidence for supporting prequalification criteria are liable to be rejected summarily.

The short-listed bidders shall be invited to make a presentation at a date, time and location notified by the Tender Inviting Authority. The purpose of such presentations would be to allow the bidders to present their technical solution, approach & Methodology & quality of the professionals proposed to the committee and other key points in the proposals.

Final proposal shall be invited from only the short-listed bidders.

Request for proposal (RFP) document will be provided only to the short listed bidders.

RFP document will be provided within a week of opening the technical proposal.

## **Technical Proposal:**

- The detailed plan of the existing building first floor.
- The detailed sketch of the proposed modification work at the first floor.
- BOQ of the entire modification works including partition, flooring, ceiling, electrical etc.
- List and specification of the equipments offered.
- Mode of procurement of equipments, consumables and furniture's.
- List and specification of the consumables required.



- List and specification of the furniture's offered.
- Detailed calculation about the operating expense of IVF/ICSI centre including consumables and medicines price
- Details of requirements expenditure to be incurred for one IVF/ICSI procedure.
- The qualification and experience of the embryologist offered.
- The details about the training centre providing hand on training to the doctor
- It should also include all the documents mentioned in clause 5.7

## **GENERAL CONDITIONS OF EOI**

### **Contents of the EOI Document:**

- Introduction
- Scope and Description of Contract
- EOI Schedule
- Scope of Work
- General Conditions of Contract
- Appendix & Annexure—supporting documents for submission with EOI.

### **EOI Document**

The EOI document can be downloaded from website [www.igims.org](http://www.igims.org) . There is no cost for the EOI document.

### **Guidelines for preparation of EOI**

The Bidder shall bear all costs associated with the preparation and submission of its EOI and IGIMS, will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding.

It is compulsory to provide a check list as per Annexure I as facing sheet for the EOI submitted so as to enable the IGIMS to prima facie verify the compliance of submission of requisite documents at the time of opening of EOI.

Language of EOI: - The EOI prepared by the Bidder and all correspondence and documents relating to the EOI exchanged by the Bidder and the IGIMS, shall be in English language. Supporting documents and printed literature furnished by the Bidder may be written in another language provided they are accompanied by an authenticated accurate translation of the relevant passages in the English language in which case, for purposes of interpretation of the EOI, the English translation shall govern.

A copy of the complete EOI document duly signed on every page by the Bidder or the authorized representative shall be enclosed as part of the EOI as a proof of having read and accepted the terms and conditions of the EOI document.

### **Pre-offer Meeting**

Date of pre-offer meeting is mentioned in Section III.

Pre-Offer meeting is called by the Tender Inviting Authority to explain briefly about the scope of the contract of the EOI document and to get the views of the prospective bidders, as part of ensuing transparency in the tender process.

It is an opportunity for the prospective bidder to obtain all the details about the EOI, conditions governing the EOIs and also to get the explanation of any ambiguous condition that may be present in the EOI document.

All prospective bidders can attend. The venue, date and time indicated in Section III.

Failure to attend the Pre-Offer meeting will not be a disqualification, but a loss of opportunity for the prospective bidders to understand about the Expression of Interest and scope of contract.

Filled up technical proposal will be accepted only after the date of pre offer meeting.

### **Amendment of EOI**

At any time prior to the dead line for submission of EOI, the Corporation may, for any reason, modify the EOI document by amendment.

There will not be any individual communication in respect of general notices, amendments, etc. The prospective offers are advised to check for updates in our website [www.igims.org](http://www.igims.org) on a day to day basis. Individual communications will only be issued in exceptional cases, at the discretion of the Corporation. All notices/information will also be disseminated through the Corporation's website and it will be binding on the Bidders. The prospective Bidders are advised to browse the website of the Corporation on a day-today basis till the EOI is concluded.

## **Method of Submission of EOI**

EOI shall contain the complete technical specifications and details on the competency of the Bidder and also the EOI package with terms and conditions of implementation of the proposed service. Apart from the documents and signed copy of the EOI, the necessary enclosures shall be submitted with EOI. In short, the EOI shall contain all the necessary documents to prove the technical competency and capability of the Bidder for implementing project and the ability of the Bidder for providing efficient service and support to the satisfaction of the Institute.

Minor infirmities in the submission of documents will be allowed to be rectified so as to ensure qualification of maximum number of competitive Bidders to the next level.

The EOI offers, duly filled, shall be submitted in a sealed cover super scribed as “EOI NO: \_\_\_\_\_ “EOI for setting up of IVF/ICSI centre”.

Cover shall also indicate the name and address of the Bidder, last date & time of receiving the EOIs; shall be sealed and marked properly and shall be addressed to;

The Director  
Indira Gandhi Institute of Medical Science  
Sheikhpura, Bailey Road, Patna  
Bihar-800014  
Fax: 0612 – 2297225; Phone: 0612 – 2297631, 2297099  
Email: [director@igims.org](mailto:director@igims.org)

If the bids are not submitted as per the requirement of the above clauses, the IGIMS shall assume no responsibility for the offer's misplacement or premature opening and consequential rejection.

The EOI shall be sent by registered post or by courier to the above address or dropped in a box specifically kept at the Head Office of IGIMS, Patna.

EOI sent by telex or fax or email is void.

### **Contents of the EOI**

Bidder should submit the profile of the agency in brief writing on the Organization including structure, man power strength, statutory compliance etc.

Curriculum vitae of the key personnel proposed to be assigned for the project. In case of consortium the profile and curriculum vitae of all the agencies in the consortium has to be submitted along with the role of each agency in the contract mshall be specified.

Brief note on the previous experience in similar line of activity with photographs shall be submitted. A copy of the work order, satisfactory performance report that the bidder has set up 2 IVF/ICSI centre as a turn key project anywhere in India.

Bidder should submit comments and opinion on the Time Line, Output, Outcome on the manner in which the agency proposes to carry out the assignment.

Proposed roles and responsibilities of the staffs to be posted.

Notarized audited copies of the P& L Accounts, Balance Sheet, annual Report for the last three completed years certified by the auditors.

Annual turnover statement for last three years certified by the auditor.

Notary attested copy of IT returns filed for the last three completed years.

### **Deadline for submission of EOI**

EOIs must be received in the office of the IGIMS at the above address at Director, IGIMS, Patna not later than the time and date specified in the EOI Schedule (Section III).

In the event of the specified date for submission of EOI being declared holiday, the EOI shall be received up to the appointed time on the next working day.

If the EOI is sent by Registered post or by Courier, it shall reach the above office on or before the time and date stipulated for the receipt of EOI. The IGIMS shall not be held liable for the delay in transit where the EOI is sent by post or courier.

The IGIMS may, at its discretion, extend the deadline for submission of EOI by amending the EOI Document, in which case, all rights and obligations of the Corporation and the Bidders previously subjected to the deadline shall thereafter be subjected to the same deadline so extended.

### **Clarification of EOI**

During evaluation of EOI, the IGIMS may, at its discretion, give opportunity to the Bidder(s) for clarification of points raised by the EOI evaluation committee on its EOI submitted.

The request for clarification and the response shall be in writing, either through email or fax or by post.

### **Notices**

The IGIMS shall publish the following information on its website at the appropriate time as part of ensuring transparency in the EOI process;

The EOI notices, documents, etc if any.

Amendments to the EOI conditions, if any, especially after the pre-offer meeting.

Results of the responsiveness of the EOI and minor infirmities/clarifications sought.

Results of the evaluation of bid, reasons for rejections and provisional list of Bidders qualified.

Final List of short listed bidders

## CHECK LIST

Sl No	Item	Whether included Yes / No	Page No.
1	Check list as per Annexure I.		
2	General information about the bidder as per Annexure II.		
3	Power of Attorney as per format in Annexure III		
4	The profile of the agency in brief writing on the Organization including structure, man power strength, statutory compliance etc.		
5	Curriculum vitae of the key personnel proposed to be assigned for the project		
6	In case of consortium the profile and curriculum vitae of all the agencies in the consortium has to be submitted along with the role of each agency in the contract shall be specified.		
7	Brief note on the previous experience in similar line of activity with photographs shall be submitted. A copy of the work order, satisfactory performance report that the bidder has set up 2 IVF/ICSI centre as a turnkey project anywhere in India.		
8	The detailed plan of the existing building first floor.		
9	The detailed sketch of the proposed modification work at the first floor		
10	BOQ of the entire modification works including partition, flooring, ceiling, electrical etc.		
11	List and specification of the equipments offered and comments on the necessity of equipments mentioned in Annexure IV.		
12	List and specification of the consumables offered		
13	List and specification of the furniture's offered		
14	Bidder should submit comments and opinion on the Objective, Scope, Time Line, Output, Outcome on the manner in which the agency proposes to carry out the assignment.		
15	Detailed calculation about the operating		

	expense of IVF/ICSI centre including consumables and medicines price		
16	Details of requirements and expenditure incurred for one IVF/ICSI procedure		
17	The qualification and experience of the embryologist offered		
18	The details about the training centre providing hand on training to the doctor		
19	Proposed roles and responsibilities of the teams.		
20	Mode of procurement of equipments, consumables and furnitures.		
21	Notary attested documents such as articles of association/partnership deed etc, proof of incorporation, proving the registration of place of business and showing the details of partners/promoters/board of directors etc.		
22	Notarized audited copies of the P& L Accounts, Balance Sheet, annual report for the last three completed years certified by the auditors. (in case of consortium documents has to be submitted for all the firms in the consortium)		
23	Annual turnover statement for last three years certified by the auditor. (in case of consortium documents has to be submitted for all the firms in the consortium)		
24	Notary attested copy of IT returns filed for the last three completed years. (in case of consortium documents has to be submitted for all the firms in the consortium)		
25	Copy of the complete EOI document duly signed in all pages by the Bidder or the authorized signatory.		

## Indira Gandhi Institute of Medical Sciences Sheikhpura, Patna

### GENERAL INFORMATION ABOUT THE BIDDER

1	Name of the Bidder	
2	Registered Address of the company: (Address, tel, fax, e-mail, website)	
3	Office Address E-mail Website	
4	Contact Person Designation Mobile Phone No Telephone No Fax No e-mail	
5	Key Personnel : (Chairman / Managing Director/Managing Partner etc)	
6	Whether the bidder Original Equipment Manufacturer or the authorised dealer/representative? If authorised dealer/representative, then name of the Principals/OEM	
7	Registration No. & Date of Incorporation of Company	
8	Principal Place of Business	
9	Act/Rule under which the firm was registered	
10	Type of Company (Limited, Pvt. Ltd, Partnership, Proprietary, PSU, etc.)	
11	Turn Over of the company 2014-15 2015-16 2016-17	



12	Number of offices/North India.	
13	Whether any criminal case was registered against the company or any of its promoters in the past	Yes/No
14	Other relevant Information provided *	

\* here enclose the details such as presentation on the details of the bidder in a CD preferably (please avoid submission of detailed leaflets/brochures etc, if possible)

## **LIST OF EQUIPMENTS**

## **Annexure-I**

<b>Sl No</b>	<b>Description</b>
<b>1</b>	CO2 Incubator(151 litres)
<b>2</b>	CO2 Incubator( 240 litres)
<b>3</b>	Stereo Zoom Microscope(Binocular)
<b>4</b>	Integrated laminar flow hood(4 x 2x 2)
<b>5</b>	Aspiration Pump
<b>6</b>	Test tube warmer
<b>7</b>	Petri Dish warmer
<b>8</b>	Stage warmer
<b>9</b>	CO2 Regulator
<b>10</b>	CO2 cylinder
<b>11</b>	Air cleaning module 300 cfm (2 pcs)
<b>12</b>	Micromanipulator(ICSI)
<b>13</b>	Disposable media & Equipments for IVF
<b>14</b>	Gynaec examination table with electrically operated variable height
<b>15</b>	Modular monitor trolley
<b>16</b>	USG Machine to perform IVF related procedures.
<b>17</b>	OT Table with boyle's Machine and other accessories for OPU.
<b>18</b>	Other Miscellaneous equipments.

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