



PUBLIC HEALTH FOUNDATION OF INDIA (PHFI)

LIMITED TENDER

Tender No: PHFI/Project/Manikin/001

REQUEST FOR PROPOSAL (RFP)

FOR SELECTION OF AGENCY FOR

Procurement of manikins

25th April 2024

Call for Tender Opening: 25th April by 5 P.M.

Revised Call for Tender Opening: 03rd May by 5 P.M.

Cut off Date for downloading RFP: 7th May by 5 P.M.

Last date of submission of Bid: 8th May by 5 P.M.

Public Health Foundation of India
Property No. Khasra no 293,294,295 Saidulajab Village
4th Floor, House No.60, part of Saidulajab Extn
New Delhi -110030

Tel +91 11 40175500 | **Web** www.phfi.org

Table of Contents

1. INTRODUCTION	4
1.1. Purpose of call for Proposal.....	4
1.2. Background of the Study/Project	4
1.3. Key Dates	4
2. QUALIFICATION/ELIGIBILITY CRITERIA.....	5
3. Terms of References (TORs)	7
4. IMPLEMENTATION SCHEDULE/TIME LINES	15
5. PERFORMANCE BANK GUARANTEE (PBG)	16
6. PAYMENT SCHEDULE	16
7. GUIDELINES FOR SUBMITTING PROPOSAL.....	16
7.1. Preparing the Technical Proposal	16
7.1.1. Technical Proposal Submission Format:	16
7.1.2. Institution/ Organization/ Consulting Agency profile	17
7.1.4. Financial Status of the Organization	17
7.1.5. Income Tax Details.....	17
7.2. Preparing the Financial Proposal.....	18
7.3. Submission of Bids.....	18
7.4. General Instructions and Terms and Conditions	18
8. EVALUTION OF PROPOSAL	21
8.1. Evaluation Committee	21
8.2. Selection of Institution/ Organization/ Consulting Agency.....	22
8.3. Technical Evaluation (60)	22
8.4. Interview (20)	23
8.5. Financial Evaluation (20).....	23
9. CONTACT FOR MORE INFORMATION	23
Annexure-1.....	24
Declaration for Goods and Services Tax Acts, 2017 (GST).....	24
Annexure -2	25
Financial Cost Details	25
END OF RFP	26
DISCLAIMER:	26

1. INTRODUCTION

1.1. Purpose of call for Proposal

(a) The purpose/intent for this proposal is to hire the services of the Agency to procure manikins for establishment of MNH skill lab at 9 Medical colleges in Bihar for doctors mentoring program of Public Health Foundation of India (PHFI).

(b) This Request for Proposals (RFP) must be in the format as mentioned in this RFP. Agencies are required to submit a detailed Proposal (20 pages max) clearly indicating Deliverables, Timelines and Budget. The Proposal submitted by Agencies will be reviewed by Tender Evaluation Committee at PHFI to be formed for this purpose. The initial contract will be for 12 months.

1.2. Background of the Study/Project

In order to accelerate improvement in the mortality indicators such as, MMR, NMR and IMR in Bihar, it is imperative to strengthen maternal, newborn and child emergency services at district hospitals and which will also help in reducing catastrophic expenditure of the patients. In this regard, the Govt of Bihar, Department of health and state health society in collaboration with Public Health Foundation of India (PHFI), has undertaken an initiative to provide continued medical education, clinical mentoring and regular supportive supervision by medical college faculty. Under this initiative, training of gynaecologists, pediatricians and medical officers working at district hospitals, will be undertaken by the medical college faculty. The skills training using appropriate manikins shall be undertaken at medical college and district hospitals. For this, skills lab will be established at 9 medical colleges in the state. This include 4 medical colleges at Patna and 1 each at Muzaffarpur, Darbhanga, Bhagalpur, Gaya and Pawapuri in Bihar. Besides trainings at medical colleges, the faculty will carry the manikins to district hospitals during mentoring visits for skills assessment and training of doctors.

1.3. Key Dates

Schedule of Tender Processing (Key Dates)

	Tender Inviting Authority	Public Health Foundation of India Property No. Khasra no 293, 294, 95 Saidulajab Village, 4th Floor, House No.60, part of Saidulajab Extn, Saket, New Delhi -110030	
Sl. No	Description	Date	Time
1.	RFP released on PHFI Web Site	25 April 2024	By 5.00 pm
2.	Last date for receiving Queries from Agencies, if any	6 May 2024	By 1.00 pm
3.	Last date for submission of Bids	7 May 2024	By 5.00 PM

			(may be dropped in Tender Box/ By Courier/ Speed Post)
4.	Opening of Tender Box and Technical Bids (Authorized representatives of Agencies may be present for opening of Tender Box)	9 May 2024	By 11.00 am
5.	Intimation to the Agencies who qualify in the Technical Bids	10 May 2024	By 4. P.M.
6.	Interview of Qualifying Agencies (Format will be intimated through PHFI Tender email to concerned Agencies)	13 May 2024	At 11.00 A.M. (At PHFI Saket Office)
7.	Opening of Financial Bids (Authorized representatives of Agencies may be present for opening of Financial Bids)	15 May 2024	By 11.00 A.M.
8.	Interview cum Financial Negotiation with the short-listed Agency(s)	20 May 2024	At 11.00 A.M.
9.	Issue of Letter of Intent/Award/Agreement	As per the decision of PHFI Management	

2. QUALIFICATION/ELIGIBILITY CRITERIA

The Qualification/Eligibility criteria for the Agency are given below:

Sl. No	Qualification Criteria	Proof Required
1	I. Name and address of the Institution/ Organization/ Consulting Agency II. Year of Establishment III. Whether the Institution/ Organization/ Consulting Agency is registered under Society Registration ACT or is an autonomous body or a Limited company or partnership firm,	Copy of Certificate of Incorporation/ Registration/MoU as applicable

	etc. and details thereof (e.g.-name (s) of partners, Managing Directors, Chief Executive Officers, Key Authorized Persons)	
2	The Institution/ Organization/ Consulting Agency should have a valid PAN and GST Registration in India	Copy of PAN card and GST Registration
3	The Institution/ Organization/ Consulting Agency should have a minimum average annual turnover of Rs 2 Crore (Rupees Two Crore) from assignments made during the last three fiscal years	Copy of Audited Profit and Loss Statement and Balance Sheet
4	The Agency should have a previous experience of supplying manikins and user training, with time and delivery commitment.	Necessary documents as evidence.
5	The Institution/ Organization/ Consulting Agency should not have been blacklisted by Central/State Government departments/Undertakings	No conviction certificate duly signed by the Authorized Signatory of the organization.
6.	Previous experience of work with PHFI*	<ol style="list-style-type: none"> 1. Name of the Project & Department of PHFI sponsoring the RFP (Tender No & Date) 2. Reference & Date of Service Agreement 3. Date of Commencement & Date of Completion (Whether completed as per Time Line) 4. Value of the Project 5. Any comments on the conduct of the Project

*** Any Agency which does not have a previous working experience with PHFI shall also be eligible for the Tender Process.**

3. Terms of References (TORs)

3.1. During the assignment, the Agency would be responsible for completion of the below mentioned ToRs:

Supply of manikins for establishment of MNH Skills Lab at 9 Medical Colleges in Bihar (with user Training- Training of Trainers) as per the following list:

S.N	Item	Qty
1	AMTSL, PPH training	9
2	Essential new born care and resuscitation mannequin	9
3	Maternal and neonatal Birthing Simulators (child birth simulator along with Attachment for cervical dilatation (closed os, 4cm, 6cm, 8cm, fully dilated cervix)	9
4	Perineal Repair (Midline & Mediolateral)	9
5	Newborn Advanced Care Simulator	9
6	Pediatric IV Arm	9
7	Training of Trainers (ToT) for 2 batches of 30 participants each	9

General requirements:

- No refurbished product should be supplied
- The bidder should have a service center in India
- The original equipment manufacturer (OEM) should have direct presence in India
- Warranty for 3 years is required

Specifications for Manikins

1. AMTSL PPH training manikin

Technical Characteristics:

- It should be a birthing simulator designed for training both normal delivery and postpartum complications, including severe bleeding, uterine atony, and retained placenta.
- It should be simple, non-electrical & highly realistic for training control of postpartum hemorrhage.
- The system should be wearable for instructor to strap onto her/himself and shall manually control the amount of bleeding and the conditions of uterus
- It should be a birthing simulator used for practicing realistic and interactive scenario for normal and complicated births.
- Together with Birthing model and a new born simulator can demonstrate:
 - Birth of single and multiple fetuses
 - Complications of normal delivery
 - Prevention, recognition, and management of postpartum hemorrhage, early postpartum management incl. uterine massage
 - Progress of labor, including fetal descent, rotation, and cervical effacement and dilatation
- Abdominal palpation (Leopold's manoeuvre) for fetal position
- Fetal malpresentation, breech (complete, frank, footling) birth
- Prolonged second stage of labor, shoulder dystocia and cephalopelvic disproportion
- Ritgen's manoeuvre
- Umbilical cord prolapses and umbilical cord wrapped around the fetus' neck
- Placenta Previa, partial and complete placenta and retention of parts of placenta
- Active management of the third stage of labor, including controlled cord traction and inspection of placenta
- Immediate or delayed postpartum hemorrhage (1.5 L bleeding capacity in varying intensities)
- Bimanual compression of the uterus
 - ✓ Atonic uterus
 - ✓ Catherisation and rectal delivery of medication
 - ✓ Cutting and clamping of umbilical cord
 - ✓ Palpation of fetal fontanelles, suction of nose and mouth, bag-mask ventilation of newborn, newborn chest compressions, newborn vital signs, auscultation of newborn heart, and palpation of umbilical

cord The Instructor shall control dilation of the placenta and fetal heart sounds.

Simulator should consist the following **components/spare parts/accessories and consumables-**

<ul style="list-style-type: none"> • Birthing simulator • Placenta w/umbilical cord • Blood concentrate • Newborn Suction • Fetal stethoscope • Fluid collection tray • Fluid drain • Urine catheter • 20 ml syringe 	<ul style="list-style-type: none"> • Newborn skull w/fontanellas • Newborn Simulator • Backpack • simulation of birth cries, spontaneous breathing, palpable umbilical pulse and auscultation of heart sounds • External umbilical cord and 2 umbilical tie • Sheets to simulate towel Head cap • Storage/carrying pouch/bag
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Certification/quality requirement:

- Company should produce quality certification of the products
- Environmental requirements - Operating temperature: +15°C to +40°C, operating humidity: 5 to 100% RH

Warranty and maintenance

- Warranty - 3 years against functionality including aesthetics
- Any manufacturing defects

2. Essential Newborn Care & Neonatal Resuscitation Advanced Manikin

Technical Characteristics:

- The newborn simulator should be realistic in size and appearance and also natural weight, feel and touch.
- It should be designed for the training of after birth care and standard resuscitation measures.
- It should facilitate practice in effective bag mask ventilation. Chest rise should be seen only with correct technique.
- It should be able to measure bag-mask ventilation performance and connected to a mobile app which provides objective feedback immediately after a session, offering learners concrete tips on how to improve their ventilation skills.
- It should have short and self-directed sessions encouraging low-dose, high-frequency training.

- It should include four different patient cases with varying initial heart rate and lung compliance.
- It should include patient cases based on over 1,200 actual newborn resuscitations, providing realistic ventilation training.
- It should provide objective feedback on ventilation quality in terms of pressure, rate, continuity and airway patency.
- It should allow detection of head tilt for open or closed airways.
- There should be visible chest rise.
- It should have realistic heart rate affected by ventilation performance.
- It should be compatible with NeoBeat (a newborn heart rate monitor that is used for measuring newborn heart rate).
- It should have varying lung compliance — can simulate water-filled lungs.
- It should simulate the sound of a newborn baby crying after successful resuscitation.
- It should come with umbilical cord with connector to simulate cord cutting.
- Materials: TPU, ABS, LDPE, PVC
- Material Free: Latex, Lead
- Battery - Lithium battery Rechargeable, embedded in product
- Simulator should consist the following **components/spare parts/accessories and consumables-**
 - ✓ Newborn simulator
 - ✓ User guide
 - ✓ Baby cap
 - ✓ Baby blanket
 - ✓ USB charger and cable
 - ✓ Storage/carrying pouch/bag

Certification/quality requirement:

- Company should produce quality certification of the products
- Environmental requirements - Operating temperature: +15°C to +40°C, operating humidity: 5 to 100% RH

Warranty and maintenance

- Warranty - 3 years against functionality including aesthetics, any manufacturing defects

3. Birthing Simulator

Technical Characteristics:

- The birthing simulator should be ideal for demonstrating the mechanics of various birthing positions and train skills including abdominal
- It can be used both as a hybrid instructor wearable model and as well as a tabletop model for demonstration and skills training.
- It should be ideal for in-situ team simulation and training respectful care with anatomically correct landmarks
- It should offer unique training features significantly more durable and easy to use and teach.
- It should also have parts made of durable water repellent fabrics, should requires no lubrication during use, and should have passed durability test for 3000 deliveries.
- It should have realistically modelled pelvis bone structure to make it possible to identify the important land marks in breech and shoulder presentations.
- It should be able to teach management of malpresentations including breech and shoulder dystocia.
- It should have realistic fetal head, birth canal and pelvic floor facilitating natural rotation of the head as it descends.
- It should be supplied with cervix inserts of 4, 6, and 8cm dilatation and effacement for skill training on vaginal examination.
- Birthing simulator should have the facilities to train the following types of delivery
 - Fetal heart rate Monitoring
 - Vaginal delivery
 - Breech delivery
 - Vacuum delivery
 - Incomplete placenta
- The newborn baby should be realistic and articulated manikin with fontanelles and anatomical landmarks.
- It should have a soft head allows for realistic attachment of vacuum for vaginal assisted delivery and creating a chignon effect.
- The Injection Trainer should have multiple tissue layers representing the epidermis, dermis, fat and muscle layer, and can easily attach to an arm or thigh to help teach professional- to-patient communication
- The epidermis layer peels back to quickly release subcuticular liquid.
- It should be latex free
- It should also have straps for hybrid simulation on standardized patient to reach communication, hygiene and assessment skills.

- It should cover the nursing curriculum clinical procedures for subcutaneous and intramuscular injection Maintains aseptic technique, the proper angle and depth of needle insertion.
- Simulator should consist the following **components/spare parts/accessories and consumables-**
 - Placenta w/umbilical cord and membranes
 - 2 Ties for umbilical cord
 - 2 pairs of gloves
 - Fetoscope
 - Urine catheter
 - 20 ml syringe
 - Fetal skull with fontanelles
 - Cervix opening (4, 6 & 8 cm dilations)
 - Newborn Baby
 - Baby hat
 - Two sheets to simulate towels
 - Table clamp
 - Carrying bag

Certification/quality requirement:

- Company should produce quality certification of the products
- Environmental requirements - Operating temperature: +15°C to +40°C, operating humidity: 5 to 100% RH

Warranty and maintenance

- Warranty - 3 years against functionality including aesthetics and any manufacturing defects

4. Perineal Repair Trainer

Technical Characteristics:

- It should be a simplified model for teaching safe methods of episiotomy, Perineal Repair Procedures: for the practice of episiotomy and second-degree tear repair.
- It should allow suturing techniques to be practiced on 2 planes, should have representation of anus for orientation and the hymenal remnant to assist in assessment of suturing techniques
- It should have episiotomy & perineal repair block with 3 repair sites left lateral is pre-
- incised, with both midline and right lateral uncut
- It should have clamps to secure trainer to edge of bench top

- The baby head should have realistic look and feel, providing landmarks and appropriate
- tactile response when inserting fingers to guard the baby's head
- The skin should feel soft with a similar drag and strength to human skin and made of epidermis, dermal and subdermal layer
- Should help train and practice the following skills and procedures

Stage 1 Episiotomy:

- Identification of fontanelles
- Handling of a stretched perineum
- Reducing the risk of damaging the baby or mother
- Infiltration of perineum prior to episiotomy
- Performance of medio-lateral (or midline) episiotomy
- Use of instruments

Stage 2 Perineal Repair Techniques:

- Suturing in two planes (inside vagina and on the perineum)
- Suturing techniques (continuous, subcuticular and knot tying)

Stage 3 Perineal Repair Procedures:

- Tissue layer recognition and handling
- Vaginal mucosal suturing
- Deep muscle suturing
- Subcuticular suturing
- Identification and management of perineal tears
- Enables digital rectal examination before and after repair
- Skin surface is washable using soap and water

- Simulator should consist the following **components/spare parts/accessories and consumables-**
 - Perineal Repair Stand with Clamps
 - Perineal Repair Block loading frame
 - Perineal Repair Illustration Pack
 - Water Based Lubricant
 - Storage/carrying pouch/bag

Certification/quality requirement:

- Company should produce quality certification of the products
- Environmental requirements - Operating temperature: +15°C to +40°C, operating humidity: 5 to 100% RH

Warranty and maintenance

- Warranty - 3 years against functionality including aesthetics, any manufacturing defects

5. Newborn Advanced Care Simulator

Technical Characteristics:

1. The manikin should have four different patient cases with varying initial heart rate and lung compliance
 2. Patient cases based on over 1,200 actual newborn resuscitations, providing realistic ventilation training.
 3. Objective feedback on ventilation quality in terms of pressure, rate, continuity and airway patency.
 4. Detection of head tilt for open or closed airways.
 5. Visible chest rise.
 6. Realistic heart rate affected by ventilation performance.
 7. Varying lung compliance
 8. Crying sound for successful resuscitation
 9. Umbilical cord with connector to simulate cord-cutting.
 10. Measures bag-mask ventilation performance.
 11. It should include the following manikin, User guide, Baby cap, Baby blanket, USB charger and cable.
- Simulator should consist the following **components/spare parts/accessories and consumables**-
 - CPR monitor
 - Carrying bag
 - Instruction manual
 - Storage/carrying pouch/bag

Certification/quality requirement:

- Company should produce quality certification of the products
- Environmental requirements - Operating temperature: +15°C to +40°C, operating humidity: 5 to 100% RH

Warranty and maintenance

- Warranty - 3 years against functionality including aesthetics, any manufacturing defects

6. Pediatric Multi-venous IV Arm

Technical Characteristics:

1. life-like arm, simulating intravenous injection at antecubital vein & dorsum of hand, latex free with replaceable skin. Accessible veins should include median, basilic and cephalic.
2. Designed for simulating injection, peripheral intravenous therapy with feeling of vein penetration & blood flush back. It shall allow for repeated puncture without causing leak.

3. Pediatric IV Arm should be accessorized with 1 Replacement skin and multi-vein system, 1 Blood concentrate, 1 Blood Bag with Tubing and Connector, 1 Clamp and Hook in the carry case, 5 Syringes, 1 Manikin Lubricant, 1 Carry Case, user manual
- Simulator should consist the following **components/spare parts/accessories and consumables**-
 - 1 Arm Reproduction,
 - 1 Replacement Skin & Multi-Vein System,
 - 1 Bottle of Red Simulated Blood,
 - 1 Can of Manikin Lubricant,
 - 1 Blood Bag with Tubing and Connector,
 - 1 Clamp and Hook,
 - 1 Set Shoulder Attachment Hardware,
 - 1 Carry Case and Directions for Use

Certification/quality requirement:

- Company should produce quality certification of the products
- Environmental requirements - Operating temperature: +15°C to +40°C, operating humidity: 5 to 100% RH

Warranty and maintenance

- Warranty - 3 years against functionality including aesthetics, any manufacturing defects

7. Training of Trainers (ToT) for 2 batches of 30 participants each

- The supplier will conduct 2-day user training for OBGY and Paeditric faculty in 2 batches of 30 participants each at Patna. Training venue, and participant's expenses will be borne by PHFI.

4. IMPLEMENTATION SCHEDULE/TIME LINES

The engagement would be for the period of 12 months. The details of Deliverables along with Time Line are given in the table below:

Deliverables Table	Timeline
Delivery of manikins at PHFI project office at Patna	Within 60 days of release of work order/ agreement
User training/ToT	Within 30 days of delivery of procured items at Patna
Warranty	3 years from date of supply

5. PERFORMANCE BANK GUARANTEE (PBG)

5.1. The successful final selected Organization shall have to submit a Performance Bank Guarantee within 30 (thirty) days from the date of issue of Service Agreement. Extension of time for submission of PBG beyond 30(thirty) days and up to 60 days from the date of issue of Service Agreement may be given by the Authority who is competent at PHFI. However, a penal interest of 24% per annum shall be charged for the delay beyond 30 (thirty) days i.e. from 31st day after the date of issue of Service Agreement. In case the organization fails to submit the requisite PBG even after 60 days from the date of issue of Service Agreement, the contract shall be terminated.

5.2. The successful Organization shall submit the PBG matching with the First Advance payment.

5.3. The PBG will be valid till completion of the Project period and shall be released only after 60 days of physical completion of the work based on Satisfactory Completion Certificate issued by the PI stating that the Organization has completed the work in all respects satisfactorily.

6. PAYMENT SCHEDULE

Payment schedule is given below:

Sl No.	Key milestones in terms of Deliverables	Payment (as a % of the total Fee)
1	Delivery of all manikins (9 sets) as given in pt 3.1 at PHFI Patna office	80 %
2	Completion of 2 batches of user training	20%

7. GUIDELINES FOR SUBMITTING PROPOSAL

7.1. Preparing the Technical Proposal

The Agency is required to submit a technical proposal and a separate Financial Proposal.

7.1.1. Technical Proposal Submission Format:

The Proposal should follow the format given below (but not necessarily limited to the following) and should be in English and formatted on standard A4 paper with single space, 12 point font Times New Roman and each page numbered consecutively. The proposal should capture the following information, with a maximum of 20 pages including references. The Technical Proposal should include all the details as required under the ToR.

7.1.2. Institution/ Organization/ Consulting Agency profile

- a. Name and address of the Institution/ Organization/ Consulting Agency.
- b. Year of Establishment.
- c. Legal status of the Institution/ Organization/ Consulting Agency – Whether Institution/ Organization/ Consulting Agency is registered under the Societies Registration Act or is an autonomous body or a Limited Company or Partnership Firm, etc. and details there of (e.g. – name(s) of Partners, Managing Directors, Chief Executive Officers, key Authorized Persons)
- d. Principal nature of activities undertaken.
- e. Organizational structure and names of personnel, their titles, and *curriculum vitae* including nature of appointment and duration with the Organization of the key personnel proposed to be involved in the assignment, roles and responsibilities of the persons to be engaged for the assignment , where they propose to undertake the work. Please mention each key person’s specific role and time allocation for undertaking activities in the assignment.
- f. Details of manpower as prescribed above.
- g. Communication details of the Institution/ Organization/ Consulting Agency: mailing address, telephone and fax numbers, email address, etc.
- h. Signed consent of the Institution/ Organization/ Consulting Agency’s head and the identified Project Coordinator (State Level) to sign a MoU and agree to abide the Terms & Conditions set out in the Project of conducting the study/survey.

7.1.4. Financial Status of the Organization

- a. Total revenue and expenditure of the Organization for the past three fiscal years.
- b. Copies of the certified Audited Annual Accounts in support of the Financial Status.

7.1.5. Income Tax Details

Whether the Institution/ Organization/ Consulting Agency are exempted from Income Tax? If yes, please furnish the exemption certificate number and date up to which exempted. A copy of exemption certificate is to be attached.

If no, furnish PAN/TAN/GST number, the copy of the latest Income Tax returns and assessment order.

7.2. Preparing the Financial Proposal

- a. The Financial Quotes should cover the following:
 - (i) Item wise cost for the supplying mannequins at PHFI Project Office at Patna.
 - (ii) Cost of user training
- b. Filled GST Declaration form (attached as Annexure-1 to this RFP)
- c. The total cost quoted should be inclusive of all taxes. Please use the format given in Annexure-2.
- d. The Financial Proposal will be evaluated only if an Agency qualifies based on the assessment of the Technical Proposal.

7.3. Submission of Bids

- a. The Bidder shall submit a sealed cover consisting of these two sealed envelopes with a clear label for each:
 - i. Technical Proposal, super scribing on the right hand side top of the cover as Technical Bid (2 copies).
 - ii. Financial Proposal super scribing on the right hand side top of the cover as Financial Bid (2 copies).
- b. All the pages of the Financial Proposal shall be duly signed by the Authorized Signatory of the Bidder before submission. Corrections, if any shall be counter signed.

7.4. General Instructions and Terms and Conditions

- a. The Proposal along with all the correspondence and documents exchanged by the Institution/ Organization/ Consulting Agency and PHFI shall be written in English language.
- b. **Amendments to the Tender:** Tender Committee at PHFI reserves every right to amend any of the Tender conditions or a part thereof, before the last date for the receipt of the Tender, if necessary. Amendments, if any, would be put on the website. The decision of extending the due date and time for the submission of Tender documents on account of amendments will be the sole discretion of PHFI.

- c. **Reserved Rights:** PHFI reserves the following rights with regard to this call for proposal:
- (i) to cancel this call for proposal at any stage without assigning any reason.
 - (ii) to disqualify any Applicant(s) based on Applicant(s) failure to follow solicitation instructions
 - (iii) PHFI reserves the right to waive any deviations by Applicants from the requirements of this solicitation that in PHFI 's opinion are considered not to be material defects requiring rejection or disqualification; or where such a waiver will promote increased competition;
 - (iv) Extend the time for submission of all RFP responses after notification to all Applicants;
 - (v) Terminate or modify the RFP process at any time and re-issue the RFP to whomever PHFI deems appropriate;
 - (vi) PHFI reserve the right to select and negotiate with those applicants it determines, in its sole discretion, to be qualified for competitive proposals and to terminate negotiations without incurring any liability;
 - (vii) PHFI reserves the right to negotiate the fee or issue an award based on the initial evaluation of Applicants without discussion;
 - (viii) Award only part of the activities in the solicitation or issue multiple awards based on solicitation activities.
- d. No proposal shall be accepted unless it is properly sealed. Institution/ Organization/ Consulting Agency shall not be allowed to fill in or seal their proposal at the PHFI office. The documents should be sent by speed post/registered post/courier or hand delivered.
- e. If the envelope is found to be open, not sealed and not marked as instructed above, PHFI will not be responsible for misplacement or premature opening of the proposal submitted. Any proposal opened prematurely due to this cause shall be rejected.
- f. The Bidder is advised to attach any additional information that is considered necessary in regard to establish the capabilities. No further information will be entertained after submission of application unless it is required by PHFI. PHFI, however, reserves the right to call for additional information and clarification on information submitted by the Bidders.
- g. Proposals must be received by PHFI at the address specified not later than the date and time specified in the Invitation of RFP. In case the specified date for the submission of proposal being declared holiday by the PHFI, the same will be received on next working day with the same specified time. Proposals received after the due date and time specified will automatically be rejected.

- h. **Withdrawal of Proposals:** Applicants may withdraw proposal by written notice via email received at any time before contract. Proposals may be withdrawn in person by an offer or his/her authorized representative, if the representative's identity is made known and the representative signs a receipt for the proposal before award.
- i. **Opening of Tenders:** Sealed Tenders received up to 7th May 2024, by 5 P.M. will be taken up for opening. Tenders received after specified date and time will not be accepted. PHFI reserves the right to disqualify any of the Tender in case it is not satisfied with the documents furnished or otherwise without assigning any reasons thereof. The Technical Proposals will be opened on 8th May, 2024, at 11 A.M. at PHFI, address as mentioned. A representative from each Bidder is invited to be present. The Financial proposals of those Agencies qualifying on the basis of the assessment of Technical Proposals will be opened on 15th May 2024 at 11 A.M. at PHFI, address mentioned below. A representative from each Qualifying Bidder may be present.
- j. Any efforts by Agency to influence the PHFI personnel or representatives on matters relating to proposals under study in the process of examination, clarification, evaluation and comparison of proposal and in decision concerning award of Contract, shall result in the rejection of the Agency's proposal. Failing to execute the Contract Agreement within the said period may result in termination of Contract and award of the same to other Agency/ Agencies at the risk and cost of the Institution/ Organization/ Consulting Agency.
- k. The person to sign the Contract Agreement shall be duly authorized.
- l. The data, questionnaires, reports and other materials used by the Agency during the conduction of the survey shall remain the property of PHFI. The Institution/ Organization/ Consulting Agency will not be allowed to use this information in any forum, national or international, without the explicit permission given in writing by PHFI.
- m. The RFP shall not bind PHFI in any way whatsoever to offer any job to the applicant if it is decided to abandon the study.
- n. PHFI assures that the documents and presentations by the applicants will be kept strictly confidential and will not be used for any purpose other than the process of selection of the final applicant. All documents created/prepared during the assignment by the selected application shall be the property of PHFI and they will have the rights associated with such documents.
- o. **Offer Verification:** PHFI may contact Applicant to confirm contact person, address, bid amount and to confirm that the Bid was submitted for this solicitation.

- p. **Conflict of Interest:** Applicants must provide disclosure of any past, present or future relationships with any parties associated with the issuance, review or management of this solicitation and anticipated award. Failure to provide full and open disclosure may result in PHFI having to re-evaluate selection of potential Applicants.
- q. **Arbitration:** Should any dispute arise, it may be referred to an Arbitrator appointed by mutual consent. The place of Arbitration shall be New Delhi.
- r. The cost of travel and stay of the officials from Institution/ Organization/ Consulting Agency for attending meetings with PHFI will be met by the respective Institution/ Organization/ Consulting Agency.
- s. **All queries/correspondences pertaining to this RFP will be done through PHFI Tender email i.e. tenders@phfi.org**

Hard copies of the Proposals should be addressed to:

**The Chairman
Tender Committee
RFP: FOR SELECTION OF AGENCY FOR PROCUREMENT OF MANIKINS**

At

PUBLIC HEALTH FOUNDATION OF INDIA

Property No. Khasra no 293,294,295 Saidulajab Village
4th Floor, House No.60, part of Saidulajab Extn
New Delhi -110030

The last date for submission of complete Proposal with all supporting documents (by hand or by post) is 7th May by 5 pm. Any Proposal received after this prescribed time will not be entertained. PHFI will not be responsible for any loss in transit or postal delay.

8. EVALUTION OF PROPOSAL

8.1. Evaluation Committee

An Evaluation committee formed by PHFI would first examine the Technical bids based on the details provided in the Invitation for proposal for those Institution/ Organization/ Consulting Agency who are short listed as per the qualification criteria. The Financial bids would be assessed only for those agencies whose technical bids are considered to be adequate and secure minimum Technical qualifying marks as mentioned in paras below.

8.2. Selection of Institution/ Organization/ Consulting Agency

- a. An Institution/ Organization/ Consulting Agency is required to score a minimum qualifying marks of 70 points out of 100 which will be recalibrated out of 60 in the Technical Proposal in order to qualify for Interview and Financial Bid opening.
- b. Financial Bids of Institution/ Organization/ Consulting Agency will be opened only if the Institution/ Organization/ Consulting Agency qualifies in the Technical Evaluation (score of a minimum of 70 percentage). Financial Bids will be opened on 15th May at 11 A.M.at PHFI.
- c. For the Final evaluation, the weightage for the Technical proposal, Interview and Financial proposal, would be 60%, 20% and 20%, respectively.
- d. PHFI shall reserve the right to negotiate with the Bidder whose proposal has been ranked first by the Committee on the basis of Technical and Financial Evaluations and the Interview.
- e. The submitted proposals will be valid for 60 days from the date of submission. PHFI will make its best effort to select the Institution/ Organization/ Consulting Agency within this period.

8.3. Technical Evaluation (60)

Technical evaluation shall be carried out based on the following:

Criteria	Points
Specification should be match for each item (attached as annexure)	60
All the supplies should be made within 60 days of confirmed order	10
No refurbished product should be given	10
The bidder should have a service center in India	5
The original equipment manufacturer (OEM) should have direct presence in India	5
Warranty for 3 years is required	10
Total	100 points (will be recalibrated out of 60)

8.4. Interview (20)

Those agencies who will qualify in the Technical Evaluation will be invited for a personal Interview, wherein, the Agencies will be given time slot to give a presentation. Format of Presentation will be shared with the selected Agencies via tender email after opening and scrutiny of Technical Bids.

8.5. Financial Evaluation (20)

Financial evaluation shall be carried out based on the following:

Cost will primarily be evaluated for reasonableness, realism, allowability and the Applicant's understanding of the work to be performed. Effective cost saving measures to improve cost efficiency of the project will also be considered. Applications that demonstrate realistic scenario to accomplish the job in a time-bound manner with minimal resources would be considered.

Full marks will be awarded to the lowest qualifying bidder. For subsequent bidders the marks will be a ratio of the lowest bidder. If the lowest bid is "X" and bid for "Y" needs to be evaluated then its marks will be "highest mark x (X/Y)" Once the Institution/ Organization/ Consulting Agency is finalized, additional information and discussion will occur between the Applicant and PHFI during development of detailed Technical Proposal.

9. CONTACT FOR MORE INFORMATION

For all correspondence please refer to PHFI general Tender Email: tenders@phfi.org with subject line marked as "RFP for **PHFI/Project/Manikin/001**"

Annexure-1

Declaration for Goods and Services Tax Acts, 2017 (GST)

I (*Name of Contractor/vendor*) hereby undertake and confirm that I would take all necessary and required actions to prepare for ensuring compliances under Goods and Service Tax Acts (GST). I (*Name of Contractor/vendor*) further undertake to comply with any of the applicable provisions of such law including but not limited to:

- timely issuance of GST compliant invoices;
- making the invoices available to PHFI;
- depositing applicable taxes on a periodic basis; and
- correctly reporting them to the government

under the said new indirect tax law. Any action or omission on part of the (*Name of the Contractor/vendor*) as a result of which PHFI incurs any direct or indirect cost, expense, loss, levy, penalty, interest, additional burden of tax etc., the same shall be recovered, by way of deduction and/or recovery from any amount payable to (*Name of the Contractor/vendor*) by Public Health Foundation of India.

Declarant

Name of the Vendor/Agency

(Authorised Signatory)

Annexure -2

Financial Cost Details

S.N	Particular	Qty	Amount (INR)
A	Manikins		
1	AMTSL, PPH training	9	-
2	Essential new born care and resuscitation mannequin	9	-
3	Maternal and neonatal Birthing Simulators (child birth simulator along with Attachment for cervical dilatation (closed os, 4cm, 6cm, 8cm, fully dilated cervix)	9	-
4	Perineal Repair (Midline & Mediolateral)	9	-
5	Newborn Advanced Care Simulator	9	-
6	Pediatric IV Arm	9	-
7	Training of Trainers (ToT) for 2 batches of 30 participants each	1	-
	Sub Total (A)		-
B	Other Cost detail		
1			-
2			-
3			-
4			-
	Sub Total (B)		-
C	GST on Maikins item		-
D	GST on other Cost (If Applicable)		-
	Total Proposal Cost		-

END OF RFP

DISCLAIMER:

This RFP represents only a definition of requirements. It is merely an invitation for submission of concept paper and does not legally obligate PHFI to accept any of the submitted RFP in whole or in part, nor is PHFI obligated to select the lowest priced proposal. PHFI reserves the right to negotiate with any or all applicants, both with respect to price, cost and/or scope of services. PHFI has no contractual obligations with any offer or based upon issuance of this RFP. It is not an offer to contract. Only the execution of a written contract shall obligate PHFI in accordance with the terms and conditions contained in such contract.