



EXPRESSION OF INTEREST

for

**Engagement of Individuals for Providing Services of Experts in
the fields of Medical/healthcare sector/Medical Equipment
Planning.**

EOI No. RITES/NERPO/AHSSP/Manpower/2023

July 2023

RITESLIMITED

**(Schedule 'A' Enterprise of Govt. of India)
NERPO, NEDFI HOUSE, 4th FLOOR, DISPUR, GUWAHATI-781006
ASSAM.**

**NOTICE INVITING
EXPRESSION OF INTEREST**

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1.1 General

RITES Limited is a Public Sector Enterprise under the Ministry of Railways. RITES was incorporated in India as a Public Limited Company under the Companies Act, 1956 and is governed by its Board of Directors which includes persons of eminence from various sectors of engineering and management.

RITES Limited, an ISO 9001:2015 certified company, is a multi-disciplinary consultancy organization in the fields of transport, infrastructure and related technologies. It provides a comprehensive array of services under a single roof and believes in transfer of technology to client organizations. In overseas projects, RITES actively pursues and develops cooperative links with local consultants, as means of maximum utilization of local resources and as an effective instrument of sharing its expertise.

RITES is internationally recognized as a leading consultant with operational experience of over 55 countries in Asia, Africa, Latin America, South America and Middle East regions. We are the only export arm of Indian Railways for providing rolling stock overseas (other than Thailand, Malaysia and Indonesia).

1.2 **Scope of work :**

"Expression of Interest (EOI)" is invited for Engagement of Individuals for providing services in the fields of:

- Medical/healthcare sector, experience in Medical Equipment Planning /or Procurement.

Experts: Engagement of individual / Firm shall be termed as "Experts" and the same should have citizenship of India. Registration / Incorporation in India. Experts should be having good working knowledge of English (speaking and writing).

1.3. **Applicable law, Dispute resolution & Court's jurisdiction**

1.3.1. This EOI shall be governed by Applicable Law which shall mean, all Indian Laws, Bye-Laws, Statutes, Rules, Regulations, Orders, Ordinances, guidelines, Codes, Notices, Directions, Judgments, Decrees or other Requirements or Official directives and /or any Statutory Authority, in the Republic of India.

1.3.2. For this EOI Notification, the 'Parties' shall mean Employer and the Expert (either prospective or engaged experts, as the case may be).

1.3.3. All the disputes, in connection with or arising out of this EOI Notification and related process shall be mutually & amicably settled using Alternate Dispute Resolution (ADR) techniques such as Negotiation/Mediation/Conciliation, failing which, the dispute shall, finally, be settled by Arbitration, under the procedural rules, chosen, as per the mutual agreement, by the Parties, and under Indian Arbitration & Conciliation Act 1996 (as subsequently amended during 2015, 2019 & 2021) as the Governing Law of Arbitration.

1.3.4. In the matter of all the litigious disputes, arising out of the entire EOI process, Parties agree to the exclusive jurisdiction of adequately competent [as per Applicable Law] Court

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of Delhi.

2. Invitation for Expression of Interest

2.1. RITES Limited invites eligible individuals / firms ("Experts") to express their interest in being engagement for the aforesaid 'Scope of Work'. Interested Experts should provide information demonstrating that they have the required qualifications and relevant professional experience to perform the Services. The short listing will be based on the experts meeting the Empanelment criteria, attached as Annexure-1 and their performance during the interaction meeting (including presentation) before engagement, in response to this EOI Notification, to prove their ability to perform the Scope of Work.

2.2. Each Expert shall have a valid PAN Number & GST Registration. Individuals not having GST number may be considered in case their total receipts in the previous financial year, is below the stipulated ceiling.

3. Confidentiality

Information relating to the evaluation of EOI application and recommendation of resultant engagement is confidential and shall not be disclosed to experts or any other persons not officially concerned with such process.

3.1. Any attempt by a Prospective Expert to influence the Employer in the evaluation of the EOI application and resultant decision there from may result in the rejection of its EOI application.

4. Preparation of EOI Application

4.1. Prospective experts are requested to, first, carefully peruse the contents of this EOI notification and prepare their EOI application in terms of the provisions/stipulations as made in this EOI notification. In Case of any Doubt, Experts are requested to seek clarifications.

4.2. Experts shall submit in their covering letter (as per attached format), along with their EOI Application, amongst other details as deemed fit.

5. Submission of EOI Application

5.1. Expert shall submit the EOI Application, scanned copy (digital copy), through mail on **ahssp.guwahati@rites.com** OR Hard Copy, Bearing Experts signatures, EOI Notification no-Details of EOI Object, Name of the EOI Submitting Expert and date of EOI Application submission. The last date of submission of EOI is 18.07.2023. Validity of document is 15.10.2023. The EOI received during the month will be evaluated at the end respective month.

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5.2. To assist in the examination, evaluation of the EOI Applications, the Employer reserves the right to and may, at its discretion, ask for a clarification on their EOI application. Expert shall provide Clarification within the time frame conveyed by the Employer in their correspondence.

5.3 The Employer shall examine the EOI applications to confirm that all requisite documents, as requested in or as required in terms of this EOI notification, have been provided, and to determine the completeness of each document submitted. The Employer shall treat the information and documentation supplied by the expert, in fulfilment of the engagement criteria, in their EOI application, as correct & complete, placing reliance on the Expert's averments, made in their covering Letter [as mentioned above] & on the EOI Forms, as to their correctness and completeness. The Employer shall not, during Evaluation of EOI applications, make any attempt at separate verification/ authentication [from the issuing source] of the aforesaid information and documentation supplied by the Expert. Any misrepresentation/deviation (from stated facts/Incorrect statements, if detected in the EOI application submitted by the Expert, shall result in rejection of The Expert's EOI application or cancellation /annulment of the Expert engagement with consequent blacklisting/banning of Business with that Expert for a period maximum up to three years from the EOI Application submission date, as the case may be.

5.4 Expert submitting application as Individual shall submit his / her details in Performa I and Annexure II; Expert submitting application as Firm shall submit details of at least 2 partners / 2 employees in Performa I and Annexure II. Qualification documents and Client Certificate or any other document showing evidence for qualification and experience should be submitted along with Performa I.

6. Evaluation of EOI Applications

6.1 Employer shall, during their evaluation of the EOI application use inputs provided with the EOI application (As per Annexure I) and its assessment of capabilities of Expert Individual/Firm(meeting qualification criteria) based on interaction (including presentation) before engagement. The date and time for interaction (including presentation) by experts qualifying in Criteria as per Annexure I shall be intimated in due course.

6.2 Notwithstanding anything stated above or anywhere else in this EOI Notification, the Employer reserves the right to assess the EOI applicants' eligibility i.e., their capability and capacity to perform, should the circumstances warrant such assessment in the overall interest of the Employer.

6.3. After Evaluation of Applications and interaction (including presentation), a list of individual /Firm Experts eligible for short listing shall be prepared. These shortlisted parties shall be offered experience-wise man-month rate for acceptance. The offered man-month rates shall be decided by the Employer based on indications received in various EOI applications and other market inputs available with the Employer.

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6.4 Individuals / Firm Experts who accept these offered rates shall be engagement for specific function(s) / subject matter(s). The engagement shall be valid for one year from the date of initial engagement against this EOI. The Accepted rates shall be exclusive of GST and shall be valid for a period of one year from the date of acceptance.

6.5 This EOI is valid up to 15.10.2023, meaning thereby, that initially a list of engaged Experts shall be prepared on the basis of EOI applications received during the month. Further, Experts' Applications will be admissible thereafter as well which will be evaluated once every month and thus newly empanelled Experts would be added to the aforesaid approved list of engaged Experts.

7. Miscellaneous

7.1 EOI should be as concise and focused as possible to give evidence of the requirements cited in the document, including the experience statements and organization profiles.

7.2 Complete EOI document can be downloaded from RITES website (<https://rites.com/>) prior to the deadline for submission of EOI. The EOI shall be submitted offline to the address mentioned below along with CVs in the format attached along with other documents.

RH/GM-NERPO
RITES Limited, NEDFI HOUSE
4TH FLOOR,GS ROAD,DISPUR
GUWAHATI- 781006.
Email:ahssp.guwahati@rites.com

Encl: -

1. Annexure-1-Qualification Criteria
2. Annexure-II-Qualification Relevant Professional Experience and Indicative Remuneration of Experts
3. Performa 1 - CV of Experts

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Annexure I

Qualification Criteria

S. No	Position	No of Post	Qualification	Experience	Engagement areas
			(A) Equipment Planning Expert		
1.	Equipment Planning expert	01	Graduate in Electronics/Instrumentation Engineering/Bio Medical Engineering from a recognized institution or equivalent.	Candidate should have experience in medical and/or healthcare sector, 5 years. Experience in Medical Equipment Planning and/or procurement	(i) Medical /healthcare (ii) Medical Equipment Planning.

Job Profile:

Supervise selection of the medical equipment, educational bio medical equipment, furniture and prepare the list of equipment for procurement. Review the basic design plan of medical equipment, educational bio medical equipment and furniture. Review the technical conditions for bio medical equipment and furniture manufacturing, procurement, shipment and installation, commissioning. Review Specification based on the reviewed the list of equipment. Supervise the equipment installation work and delivery and verify the progress of installation work. Supervise to ensure that the Supplier holds workshop / training for use of equipment to Medical College & Hospitals and other healthcare facilities staff. Prepare the reporting/deliverables submission works.

Note:

1. Minimum relevant professional experience for a Firm should be 5 years.
2. Qualification documents and Client Certificate or any other document showing evidence for above qualification and experience should be submitted along with CV/ proposal.
3. Individual should submit PAN card along with Income Tax Return
4. Firm should submit PAN card, Registration Certificate, Audited statement of last 3 years.

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Annexure II

QUALIFICATION, RELEVANT PROFESSIONAL EXPERIENCE ,JOB PROFILE AND INDICATIVE REMUNERATION OF EXPERTS

S. No	Position	Minimum Qualification & Experience Required	Proposed Indicative Remuneration Rs per Man-Months	Expected Indicative Remuneration Rs per Man-Months
1	Equipment Planning expert	Minimum Qualification: Graduate in Electronics/Instrumentation Engineering/Bio Medical Engineering from a recognized institution or equivalent. Experience: Candidate should have experience in medical and/or healthcare sector, 5 years. Experience in Medical Equipment Planning and/or procurement.	Rs.50,000/-to Rs.70,000/-	

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Performa 1

CURRICULUM VITAE(CV)OF THE EXPERT

1.	Name of Expert					
2.	Name of Staff (In case of Expert is a Firm and separate CV for Each Expert)					
3.	Profession					
4.	Date of Birth					
5.	Year of relevant experience					
6.	Nationality					
7.	Key Qualification					
8.	Memberships of Professional Bodies / Societies					
9.	Educational Qualifications					
	College/University		Year of Passing		Qualification	
10.	Experience Details					
	Durati on	Name of the Project	Name of Employer	Position Held	Location	Activities Performed
11.	Languages					
	Language		Speaking		Reading	
	English					
	Hindi					

Note:

1. Qualification documents and Client Certificate or any other document showing evidence for qualification and experience should be submitted along with CV.
2. Individual should submit PAN card along with Income Tax Return
3. Firm should submit PAN card, Registration Certificate, Audited statement of last 3 years

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12. Contact Details

13. Certification:

- (i) I, the undersigned Certify that, to the best of my knowledge and belief, this bio- data correctly describes my qualifications, my experience and myself. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged, in case Employer at any stage detects that misstatement have been made by me, it would be at liberty to take any appropriate action against me including debarment for up to Three Years.
- (ii) I have not been removed by Competent Authority of any Employer from any of the works without completing my assignment and shall be available to work with the Employer. In case I leave the assignment without approval of Employer or I am removed by Employer on account of some default, Employer would be at liberty to take any appropriate action against me including debarment for up to Three Years.
- (iii) I hereby undertake that I will not leave Employer assignment without giving a minimum notice of 30 days and handing over of all records. I understand that in case I do so then Employer would be at liberty to take any appropriate action against me including debarment for up to Three Years.
- (iv) I have no history of involvement in Vigilance/CBI/Police Case, resulting in major penalty punishment of removal/dismissal/compulsory retirement or conviction.
- (v) I have never been debarred from Consultancy Services by any Employer.

[Signature of Expert / Applicant]

Full name of Expert:

Date:

Full name of authorized representative:

Date:

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COVERING LETTER FOR EOI PROPOSAL

To,
RH/GM-NERPO
RITES Limited, NEDFI HOUSE
4TH FLOOR, DISPUR
GUWAHATI -781006.

Sub: Expression of Interest (EOI) for Engagement of Individuals Experts in the fields of
Medical/healthcare sector/Medical Equipment Planning.

Dear Sir/ Ma'am,

1. With reference to your EOI document RITES/NERPO/AHSSP/Manpower/2023 dated July 2023, I having examined the EOI document and understood its contents, hereby submit my proposal for Qualification for the aforesaid project. The EOI Proposal is unconditional and unqualified.

2. I acknowledge that RITES Limited will be relying on the information provided in the EOI Proposal and the documents accompanying such EOI Proposal for qualification of the Applicants for the aforesaid Engagement, and I certify that all information provided in the EOI Proposal is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying such EOI Proposal are true copies of their respective originals.

3. This statement is made for the express purpose of engagement against the referred EOI.

4. I shall make available to the RITES Limited any additional information it may find necessary or require to supplement or authenticate the EOI Proposal.

5. I acknowledge the right of the RITES Limited to reject our EOI Proposal without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.

6. I certify that in the last three years, I have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial pronouncement or arbitration award, nor been expelled from any project or contract by any public nor have had any contract terminated by any public for breach on our part.

7. I submit that I have not been declared insolvent, or put in receivership, bankrupt or being wound up, not have had our business activities suspended and not be the subject of legal proceedings for any of the foregoing.

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8. I have not been blacklisted/debarred/banned/restricted by any Dept of Central Govt./State Govt. /Central or State PSUs as on date of submission of the Bid.

9. I further declare that none of the Purchase Order(s) for any Project / work of RITES were cancelled on risk & cost basis for non-performance or non-submission of performance guarantee in last 3 years.

10. I declare that I have examined and have no reservations to the EOI document, including and addendum issue by RITES Limited.

11. I understand that you may cancel the prequalification process at any time and that you are neither bound to accept any EOI Proposal that you may receive nor to invite the Applicants to submit a detailed proposal for the Project, without incurring any liability to the Applicants.

12. I undertake that in case due to any change in facts or circumstances during the selection process, I am attracted by the provisions of disqualification in terms of the provisions of this EOI ; I shall intimate RITES Limited of the same immediately.

13. I hereby irrevocably waive any right or remedy which I may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by RITES Limited in connection with the engagement of Agency in respect of the above-mentioned Project and the terms and implementation thereof.

14. I agree and undertake to abide by all the terms and conditions of the EOI document.

15. In witness thereof, I submit this EOI Proposal under and in accordance with the terms of the EOI document.

Yours faithfully,

Date:

Place:

(Signature of the Applicant)

Name of the Applicant
