**HLL/Hindlabs/12-13/015 04/03/13**

**Tender for appointing External Reference Laboratory for outsourcing of Specialty Path lab tests for Hindlabs Diagnostic Centre, R.K.Puram, New Delhi**

Hindlabs, the Diagnostic Centre of HLL Lifecare Ltd., is operating at CGHS Wellness Centre, Sector -12, R.K.Puram. Hindlabs has been set up in a Public-Public partnership between CGHS and HLL in 2008. HLL is a Mini Ratna Government of India enterprise under the administrative control of Ministry of Health & Family Welfare.

Hindlabs is an NABL accredited facility offering a range of diagnostic services including Path Lab, X Ray, Ultrasound, Color Doppler, Echocardiography, ECG etc to CGHS beneficiaries in New Delhi. This facility has served more than three lakhs customers from 2008.

Currently a wide range of Path lab tests are done by Hindlabs and Specialty tests are outsourced to an NABL accredited external Laboratory. This tender is for finalizing the external reference laboratory for outsourcing of specialty tests for the period April 2013 to March 2015.

Tenderers have to submit their offers in a sealed envelope marked as **“Tender for appointing External Reference Laboratory for outsourcing of Specialty Path lab tests for Hindlabs Diagnostic Centre, R.K.Puram, New Delhi”**

The envelope should contain two separate sealed envelopes mentioned as given below.

**Envelope I- Technical Bid**

The following documents may be attached in this envelope.

a. Sales Tax Registration Certificate/TIN No.

b. Audited Balance Sheet for financial year 10-11, 11-12

c. Certificate of Annual turn over from Path Lab services from a Chartered Accountant.

d. Path Lab Infrastructure available with tenderer

e. Income Tax PAN number

f. Technical details, relevant literature or any other information about the Laboratory.

g. Experience & Track record of the bidder

h. Copy of Current NABL accreditation certificate

i. Address and location of the Testing Laboratory of the bidder which will service the requirement of Hindlabs.

j. Annexure I and Annexure II duly signed and sealed

**ELIGIBILITY CRITERIA FOR APPOINTING OF REFERENCE LABS FOR OUTSOURCING TESTS FROM HINDLABS**

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| **Sr. no.** | **ELIGIBILITY CRITERIA** | **REMARKS** |
| 1 | Annual revenue should be more than 4.00 crores for path lab testing | Mandatory |
| 2 | (a)-The testing facility/facilities should be NABL and/or CAP accredited for the past 2 years and the accreditation should be available for the next 2 years | Mandatory |
| 4 | The reference lab should have following in house capabilities   * Routine Biochemistry * Special Biochemistry * Hematology * Immunoassay * Serology * Microbiology- Bacteriology, Mycology * Flowcytometry * Cytology * Cytogenetics * Histopathology * Immuno histopathology & IF * Molecular Biology | Mandatory  Applicants should mention the machines in each department and the methods of each test in each scope. |
| 5 | Should be participating in proficiency testing as per NABL | Mandatory |
| 6 | Provide the list of tests under NABL scope department wise | Mandatory |
| 7 | Should have the facility of online /web reporting | Mandatory |
| 8 | Should have the sample transport system as per the NABL or defined in your own SOP | Mandatory |

**Other Terms and Conditions**

* Path labs may apply for only in house facilities and not for tests they are further outsourcing to another lab.
* Should be open to any number of visits by the HLL pathologists
* The test rates once agreed upon should not be revised during the period of the contract.
* Report should be available online and should meet the TAT as specified.
* Facility should be available to interface the lab’s LIS with Hindlabs to print reports in the letter head of Hindlabs.
* Lab shall provide all collection materials for samples sent to them. Collection material should be approved by Hindlabs.
* Bills for testing should be provided on a bi monthly basis and the payment will be made within 30 days of bill verification.

**Desirable Conditions**

* Primary pathology laboratory facility should be within 30-35 km from Hindlabs, R.K.Puram.
* Should provide dedicated personnel at Hindlabs for Phlebotomy, Sample and test coordination one person for every Rs. 1.00 Lakh business provided.
* Should have 24 hrs online or telephonic customer care facility dedicated to Hindlabs

**Envelope II- Financial Bid**

The rate quotes in Annexure III and Annexure IV are to be enclosed in Envelope II. In All pages should be signed with seal.

**EARNEST MONEY DEPOSIT**

EMD of Rs.1,00,000.00 by demand draft in favour of HLL LIFECARE LIMITED payable at THIRUVANANTHAPURAM may be enclosed with the Technical Bid Envelope .

**Due Date for Submission of Tender Documents**

The last date for submission of completed tender documents is 05.00 PM on 30th March 2013.

**Address for Submission of Tender:**

**Tender should be addressed and submitted to:**

GROUP HEAD (HS)

HLL LIFECARE LIMITED,

HINDLABS DIAGNOSTIC CENTRE,

GROUND FLOOR, CGHS WELLNESS CENTRE,

SECTOR-12, R.K.PURAM,

NEW DELHI- 110022

**Contact persons for any clarification**

Mr. Ajay Chaudhary, Manager, Hindlabs - 09310301750

Mr. Ritesh Srivastava, Dy. Manager, Hindlabs - 09999347232