

HLL/CHO/HCS/ML/2017-18/01

15-04-2017

-NOTICE INVITING EXPRESSION OF INTEREST -

**EMPANELING THE BUSINESS
ASSOCIATES FOR CLINICAL DIAGNOSTIC
LABORATORY SERVICE**

APRIL 2017

About Us

HLL Lifecare Limited(HLL)is a public sector undertaking under the administrative control of the Ministry of Health & Family Welfare, Government of India. HLL's purpose of business is "to be a globally respected organization focusing on inclusiveness by providing affordable and quality healthcare solutions through continuous innovations". In its quest to become a comprehensive healthcare solutions provider, HLL had diversified into hospital products, healthcare and retail services, while nurturing its core business of providing quality contraceptives.

The Healthcare Services Division of HLL provides Medical Diagnostic Services (Laboratory and Imaging) and other facilities like Wellness Clinic/ Polyclinic to partner institutions in a PPP model. Our first center in association with CGHS started functioning since February 2008 in New Delhi. The Healthcare Services Division (HCS) of HLL is planning to setup Diagnostic Services in various states across India. For this expansion plan, HLL is in the lookout for business associates to establish and operating clinical diagnostic laboratories across India. This Expression of Interest (EOI) is invited for empanelling business associates for:

Establish & Operate clinical diagnostic laboratories as per the quality standards of HLL in "Hindlabs" brand name.

I. Empanelment of business associates

Option I : Existing lab with limited testing equipment

The business associate shall have an operating laboratory with limited testing equipment. The party shall operate the lab under Hindlabs brand name .HLL will supply the major testing equipment to the business associate under HLL's existing reagent rental scheme with the equipment supplier , enabling the lab to handle high volume samples and more number of tests per day.

Objective: Business associate

- Reagent purchase for the testing machine.
- Chemicals & consumables
- Rent for the lab space
- Man power for lab operation
- Electricity & water charges
- BMW (Bio Medical Waste) management & statutory approvals
- Any other operational and recurring expenses.

Objective: HLL

- Laboratory Information System (LIS) software installation & maintenance
- Supply of major testing equipment
- Sample collection & sample transportation to the lab
- Project management & business development

Option II: Existing lab having all the testing equipment

The business associate shall have a lab facility under operation with all the major testing equipment; the party shall operate the lab under “Hindlabs” brand name.

Objective: Business Associate

- All testing equipment
- Reagent, chemicals & consumables
- Advance and Rent for the space
- Man power
- Electricity & water
- BMW management charges
- Any other operational and recurring expenses.

Objective: HLL

- Laboratory Information System (LIS) software installation & maintenance
- Sample collection & sample transportation to the lab
- Project management & business development

OPTION III: Built Up space available with the business associate

The business associate shall have a built up space to setting up the lab and ready for lab furnishing, procurement of common lab equipment. HLL shall provide the technical consultancy in establishing the lab by the business associate. HLL shall supply all the major testing equipment under reagent rental scheme and the business associate will purchase the reagent, chemicals and consumables.

Objective: Business Associate

- Built up space for the lab
- Lab Furnishing & Procurement of common lab equipment
- Reagents (for the major testing equipment)
- Rent for the lab space
- Man power
- Electricity & Water
- BMW management & statutory requirement
- And any other operational and recurring expenses.

Objective: HLL

- Laboratory Information System (LIS) software installation & maintenance
- Technical consultancy for lab establishment
- Supply of major testing equipment under reagent rental scheme
- Sample collection & sample transportation to the lab
- Project management & business development

II. Eligibility Criteria

a.	Business associate shall have the laboratory with a minimum area of 200 sq. feet (option I and II)
b.	Average sample handling and testing/ day : 10 (Option II)
c.	<ul style="list-style-type: none"> The lab shall have common lab equipment like centrifuge, refrigerator, microscope, needle destroyer etc (Option I & II) The lab shall have major testing equipment including cell counter, biochemistry
d.	<ul style="list-style-type: none"> Lab shall have a minimum two technical manpower (lab technician) for Option I & II.
E	<ul style="list-style-type: none"> Business associate shall have or ready to occupy a built area space of minimum 300 sq. feet to establish the laboratory (Option III) Business associate shall be ready to invest for lab furnishing, procurement of common lab equipment & positioning the required technical manpower for

III. Format for Submitting Eligibility Criteria

1	1.1 Years of Experience	
	1.2 Experience in clinical lab operation by processing 10 samples/day as minimum sample load.	Details of tests conducted in the lab and number of samples handled per day shall be submitted with self-certification.
2	Manpower deployment	Self-certified copy of number of technical manpower available in the laboratory
3	List of equipment	Self-certified copy indicating the name, make and specification of common lab equipment (centrifuge, needle destroyer, refrigerator, microscope) and major testing equipment (cell counter, biochemistry analyzer, electrolyte analyzer, coagulation analyzer etc)
4	Lab built up area (Option III)	<ul style="list-style-type: none"> Details of built up area available for establishing the laboratory (location wise) Financial capability in establishing the clinical laboratory (audited balance sheet statement for the last three financial years)

The last date for submission of the EOI is 29th April 2017.

IV. EMPANELMENT PROCESS

- Business associate shall be shortlisted & selected based on the evaluation of EOI submitted. The EOI will be evaluated based on the eligibility criteria submitted the parties.
- HLL may initiate further discussion only with the empanelled parties based on the EOI evaluation.
- HLL may reject all proposals if they are found to be unresponsive or unsuitable if they represent major deficiencies in complying with the requirements.

V. DOCUMENTS TO BE SUBMITTED WITH EOI

- Profile of the Lab/ Organization
- Organization Structure (Option I, II & III)
- Authenticated copy of the certificates of incorporation/registration of the organization (Option I, II & III)
- Authenticated copy of annual accounts for the last three years for Option III
- Certificate from the Lab mentioning the availability of technical manpower deployed for the operation of the lab.
- Lab layout/area (Option I, II and III)
- List of Lab equipment (Option I & II)
- Profile of technical staff (Option I & II)
- List of tests conducted by the lab (Option I & II)

VI. MODE OF SUBMISSION OF EXPRESSION OF INTEREST/BID

Documents in electronic form will not be accepted.

Documents to prove the eligibility criteria should be submitted in a sealed envelope marked '**ELIGIBILITY CRITERIA**' in the format provided with all relevant documents to prove the eligibility.

The documents eligibility criteria and other relevant documents may be submitted in a sealed envelope marked **“Expression of Interest for empanelling Business Associate for establishment & operation of clinical diagnostic laboratories”**.

Note:

- 1) Conditional offers are liable for rejection.
- 2) The Bidders should give clause by clause compliance of EOI with references to supporting documents; otherwise the offers are liable for rejection.
- 3) The Bidder to indemnify HLL from any claims/penalties/statutory charges, liquidated damages, with legal expenses etc as charged by the customer.
- 4) While the Expression of Interest has been prepared in good faith, HLL does not make any commitment or warranty, express or implied, or accept any responsibility or liability, whatsoever, in respect of any statement or omission herein, or the accuracy, completeness or reliability of information contained herein, and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this request, even if any loss or damage is caused by any act or omission on its part.
- 5) Organizations are requested to keep the information and details strictly confidential. We are looking for your support and co-operation in getting fully responsive Expression of interest.
- 6) HLL shall not be responsible for any expense incurred by Parties in connection with the preparation and delivery of their EOI and other expenses.
- 7) HLL reserves the right to reject any or all the Expressions of Interest without assigning any reason thereof.
- 8) The process of inviting EOI is for ascertaining various options available to HLL.
- 9) After evaluation/examination of the offers, HLL may at its sole discretion decide further course of action.
- 10) HLL reserves the right to deal with the proposal in any manner without assigning any reasons for the same. The decision of HLL in this regard shall be final.
- 11) Any additions/amendments to this EOI shall be uploaded in HLL’s website www.lifecarehll.com

Interested parties qualifying the conditions may express their interest in writing with a brief on the proposed partnership to the following address along with relevant documents.

Associate Vice President (Marketing & HCS)
Registered & Corporate Head Office
HLL Lifecare Limited
HLL Bhavan, Poojappura
Thiruvananthapuram- 695012
Ph: 0471-2354949

Website: www.lifecarehll.com
