



**EOI for SETTING UP BONE MARROW TRANSPLANT UNIT AT  
CHENNAI (TN)**

**Document No. HLL/CMO/HCD/BMT/EQP/2015-16/01**  
Invitation for EOI

Revision No.: 00  
Date: 15<sup>th</sup> Jan 2016,



**HLL Lifecare Limited**  
(A Govt. of India Enterprise)

**Central Marketing Office**  
No. 185, Plot No.1, Lingavel Towers,  
100 ft. bye pass Road, Vijayanagar,  
Velachery, Chennai – 600 042  
Tamilnadu, India

**Tel: +91-44-22453478, 22441727, 22551868, 22551860.**  
**Email: hcdcmo@lifecarehll.com**

**Invitation for Expression of Interest (EOI)**  
**for**

**SETTING UP OF BONE MARROW TRANSPLANT UNIT  
AT CHENNAI (TN) ON TURNKEY BASIS**

**EOI No: HLL/CMO/HCD/BMT/EQP/2015-16/01 dated 15<sup>th</sup> Jan, 2016**

Last date and time for Receipt of EOI : 29<sup>th</sup> Jan, 2016 up to 15:30 Hrs.

Date and time of opening EOI: 29<sup>th</sup> Jan, 2016, 16:00 Hrs.



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HLL Lifecare Limited having its Registered & Corporate office at Thiruvananthapuram, Kerala, India is inviting “Expression of Interest (EOI) from eligible parties competent to **SETTING UP OF BONE MARROW TRANSPLANT UNIT AT CHENNAI (Tamil Nadu)**. Interested reputed experts experienced in similar jobs are invited to submit necessary documents in support of their technical and financial capabilities in order to get pre-qualified for the proposed job.

The completed Application form along with attachments in a sealed envelope super-scribed with “**Application for Pre-Qualification**” may be forwarded to the address mentioned below latest by 29<sup>th</sup> January 2016, 15:30 hrs. Application received after 29<sup>th</sup> January 2016, 15:30 hrs. will not be accepted.

Bidders applying against the EOI will be screened based on submitted Application Form along with attached documents. Shortlisted Bidders will be eligible to participate in the subsequent tendering process for carrying out the proposed job.

Brief Scope of work and Terms of engagement are indicated in the following sections. Detailed Scope of Work, Schedule of Rates, etc. will be intimated during the subsequent tendering process.

## **I. INTRODUCTION**

HLL Lifecare Limited (HLL) is a Public Sector Enterprise under the Ministry of Health and Family Welfare (MOHFW), Govt. of India. HLL is diversified into the manufacturing of healthcare products such as Condoms, Blood Collection Bags, Surgical Sutures, Contraceptive Pills, Intra Uterine Devices, Diagnostic Kits etc.



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## **II. GENERAL SCOPE**

HLL intends to collect EOI from the interested parties and shortlist the bidders based on Technical / Minimum Eligibility Criteria Evaluation.

The authorized signatory of the bidder must sign the tender duly stamped at appropriate places and initial all the remaining pages of the tender. The earnest money is required to protect the purchaser against the risk of the bidder's unwarranted conduct

### **The scope of work is as under:**

- a) To SET UP BONE MARROW TRANSPLANT UNIT AT CHENNAI (TN) ON TURNKEY BASIS as per the following:-
- (i) Providing AHU facility for the set up.
  - (ii) Providing Clean Room Facility in the required area.
  - (iii) Providing and laying of Oxygen lines.
  - (iv) Providing the scrub station in the facility.
  - (v) Providing necessary electrical wiring, switches, plug etc.

The above works are detailed in the Annexure. The bidder should have the capacity of setting up the all the above works on turnkey basis.

- b) To ensure strict compliance to the Quality Standards mentioned in the Technical Specifications

## **III. MINIMUM ELIGIBILITY CRITERIA**

- a) Only the Manufacturers of Filters, AHU & Terminal Plenum are eligible to participate.
- b) The bidder should have proven and demonstrable experience in manufacturing of Filters and AHU during the last 10 years.
- c) The bidder shall have attained a turnover of not less than Rs.5 crores in all the last 3 financial years.
- d) The bidder should have the installed capacity to manufacture atleast 10,000 units of HEPA Filter a per annum and 500 units of AHU per year for the last 3 financial years.
- e) The bidder should have the Clean Room Testing Equipments such as Photometer, HEPA Integrity Test, Particle count test, Velocity test, Air Change Test, Recovery Test, Aerosol Generator, Positive and Negative Pressure Test Rig. Automatic Mini Pleat Manufacturing Machine for HEPA Filter.
- f) The bidder should have atleast one service centre at Chennai and shall have capability of attending the complaint within 02 hours.



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**IV. FORMAT FOR SUBMITTING “MINIMUM ELIGIBILITY CRITERION”**


Sl. No.	Minimum Eligibility Criteria	Eligibility & bidders confirmation	Remarks
1	The bidder should have proven and demonstrable experience in manufacturing Filters and AHU during the last 10 years.	Copy of valid manufacturing license	
2	The bidder shall have attained a turnover of not less than as mentioned in point 3c on Pg.3, in all the last three financial years.	Audited annual reports for the last three financial years certified by Chartered Accountant	
3	The bidder should have the installed capacity to manufacture at least 10,000 units of HEPA Filters per annum and atleast 500 units of AHU per annum.	Copy of achieved annual production rate certified by a Chartered Accountant / Internal Auditor for the past 3 years atleast.	
4	The bidder should have experience in commissioning atleast 2 BMT facility in India per year in the last 3 years (totally 6 facilities in 3 years).	Copy of the purchase orders /satisfactory commissioning report proving the experience in last 3 years shall be submitted. (Self attested)	
5	Quality Certifications	Should have necessary valid Quality/System Certifications like EN1822/BS6540/EN779 for filters and ISO 14644 for Clean Room facility and ISO certificate for the manufacturer certified by the Chartered Accountant.	
6	Performance certificates	The bidder should submit the satisfactory performance certificate for setting up of BMT facility. Along with the performance certificate, copy of the purchase orders, invoices.	

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**V. DOCUMENTS TO BE SUBMITTED ALONG WITH THE “MINIMUM ELIGIBILITY CRITERION” FOR EVALUATION**

**a. Documents:**

- i. Statement of installed manufacturing capacity certified by a Chartered Accountant /Internal Auditor for the past 3 years.
- ii. Details of on-site quality control laboratory facilities and services and range of test conducted;
- iii. Copy of valid manufacturing license
- iv. Copy of major contracts undertaken / copy of major purchase orders for the supply of quoted items within the last 3 years
- v. Copy of achieved annual production rate certified by a Chartered Accountant /Internal Auditor for the past 3 years.
- vi. Profile of the Organization.
- vii. Organization Structure and Profile of Senior personnel.
- viii. Man power details of the company
- ix. Memorandum of Association/Articles of Association.
- x. Authenticated copy of the certificates of incorporation/ registration of the organization
- xi. Copy of Sales tax registration certificate
- xii. Authenticated copy of audited annual accounts (financial statements) for the last three financial years
- xiii. Technical Details and specification of the plant and major machinery involved.
- xiv. Details of Quality plan / protocol followed for the said work in this EOI.
- xv. Copy of PAN card
- xvi. EOI fee of **Rs.2000.00** to be submitted in form of Demand Draft drawn in favor of **HLL Lifecare LTD**, payable at **Chennai** (EOI fee is non-refundable).

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**VI. “Earnest Money Deposit” (EMD)** means Bid Security/ monetary or financial guarantee for **Rs. 5 Lakh** to be furnished by a bidder along with EOI. Earnest Money shall be in the form of a Demand Draft of a scheduled bank issued in favour of HLL Lifecare Limited, Chennai, or in the form of an irrevocable guarantee bond, minimum validity period of 06 months of any scheduled bank, which should be placed in a separate sealed cover marked “Earnest Money.” For the unsuccessful firms, EMD will be refunded within 30 days after finalization.

**VII. Technical/ Minimum Eligibility Criteria Evaluation**

The Technical Evaluation Committee (TEC) appointed by HLL will screen the agency based on the Minimum Eligibility Criteria and evaluation of the bidder’s facility. The firms that fulfill Minimum Eligibility Criteria will be technically evaluated.

**VIII. MODE OF SUBMISSION OF EXPRESSION OF INTEREST**

**Documents in electronic form will not be accepted.** The documents to prove the eligibility criteria should be submitted in a separate sealed envelope marked ‘**MINIMUM ELIGIBILITY CRITERIA**’ in the format provided for the purpose in **point - IV** with all relevant documents as mentioned in the **point - V**.

The envelopes should be sealed in another envelope super-scribed as ‘**Application for Pre-Qualification – EOI for Setting up of Bone Marrow Unit at Chennai**, and should be delivered at the following address before the stipulated closing time.

**VICE PRESIDENT (Marketing)**  
**HLL Lifecare Limited (Formerly Hindustan Latex Limited)**  
**Central Marketing Office**  
**No. 185, Plot No.1, Lingavel Towers,**  
**100 ft. bye pass Road, Vijayanagar,**  
**Velachery, Chennai – 600 042 Tamilnadu, India**  
**Tel: +91-44-22453478, 22441727, 22551868, 22551860.**  
**Email: hcdcmo@lifecarehll.com**

**IX. CLOSING TIME FOR RECEIPT OF EOI**

The closing time for submission of the EOI is **29<sup>th</sup> January 2016** up to **15:30 HRS**.

The “Eligibility Criteria” documents shall be opened on the same day (**29<sup>th</sup> January 2016**) at **16:00 HRS**. The date of Technical presentation would be intimated to the bidders who qualify the “Minimum Eligibility Criteria” and Technical Evaluation.



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## **X. RIGHTS OF HLL**

- (i) HLL reserves the right to accept / reject the offers received without assigning any reasons whatsoever, or may call for any additional information / clarification if required.
- (ii) HLL reserves the right to limit or delete any or part of the scope of work and extend the last date for submission of the EOI.
- (iii) The purchaser has right to waive the tender clauses at any time.

## **XI. COURT JURISDICTION**

This shall be subject to the exclusive jurisdiction of courts at Thiruvananthapuram, Kerala, India.

## **XII. AMENDMENTS**

Any amendment to this Expression of Interest & Bids shall be notified in the website [www.lifecarehll.com](http://www.lifecarehll.com) only. Parties are requested to visit the website frequently.

## **XIII. COMMUNICATION & CORRESPONDENCE**

All correspondence and documents related to the EOI & Bids shall be in English language. In case any further clarification or information is required, the following officer may be contacted:

**VICE PRESIDENT (Marketing)**  
**HLL Lifecare Limited (Formerly Hindustan Latex Limited)**  
**Central Marketing Office**  
**No. 185, Plot No.1, Lingavel Towers,**  
**100 ft. bye pass Road, Vijayanagar,**  
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### **SPECIAL TERMS AND CONDITIONS**

#### **1) TIME SCHEDULE FOR WORK COMPLETION:**


Time period for the project and the required man-days / man-hours shall be mutually agreed between HLL and empanelled bidder. HLL shall convey its approval for the time limit for each job for a particular assignment.

#### **2) TERMS OF PAYMENT:**

Payment shall be made subject to recoveries, if any, by way of liquidated damages or any other charges as per terms & conditions of contract in the following manner.

- a) 30% payment shall be released against supply of material at site and submission of the following documents.
  - Four copies of supplier's invoice showing contract number, goods description, quantity, unit price and total amount.
  - Consignee Receipt Certificate duly certified by HLL representative.
- b) 20% payment shall be released against completion of required civil and electrical related works and submission of following document.
  - Civil and Electrical satisfactory work completion report duly certified by the HLL representative.
- c) 40% payment shall be released against installation and commissioning and acceptance on prorata basis against certificate of inspection and submission of following documents.
  - Satisfactory work completion report duly certified by the HLL representative or Inspection certificate issued by the nominated Inspection agency, if any.
- d) For the balance 10% payment - A performance bank guarantee (as per HLL format) of 10% of the contract value (Including all taxes, duties, transportation etc.) and confirmation of bank guarantee from the respective bank. The validity should be 12 months from date of completion of project.
- e) The supplier shall not claim any interest on payments under the contract.
- f) Where there is a statutory requirement for tax deduction at source, such deduction towards income tax and other tax as applicable will be made from the bills payable to the Supplier at rates as notified from time to time.
- g) The payment shall be made in Indian Rupees and no advance payments.



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### **3) PAYMENT OF COMPREHENSIVE MAINTENANCE CONTRACT CHARGES:**

The cost of Comprehensive Maintenance Contract (CMC) which includes preventive maintenance including testing & calibration as per technical/ service / operational manual of the manufacturer, labour and spares, after satisfactory completion of Warranty period may be quoted for next 05 years on yearly basis for complete equipment and Turnkey (if any). The supplier shall visit each consignee site as recommended in the manufacturer's technical/ service / operational manual, but at least once in six months during the CMC period. All software updates should be provided free of cost during CMC

- a) The payment of CMC will be made on quarterly basis after satisfactory completion of said period, duly certified by the consignee or HLL and The supplier shall not claim any interest on payments under the contract.
- b) Where there is a statutory requirement for tax deduction at source, such deduction towards income tax and other tax as applicable will be made from the bills payable to the Supplier at rates as notified from time to time.
- c) The payment shall be made in Indian Rupees.
- d) The supplier shall send its claim for payment in writing, when contractually due, along with relevant documents etc., duly signed with date.
- e) While claiming payment, the supplier is also to certify in the bill that the payment being claimed is strictly in terms of the contract and all the obligations on the part of the supplier for claiming that payment has been fulfilled as required under the contract.

### **4) CONFIDENTIALITY OF INFORMATION AND DATA:**

All information obtained by bidder/consultant/expert during the interpretation work and the all information/data/maps etc. provided by the Company to the bidder/consultant/expert must be considered confidential and must not be divulged by the bidder/consultant/expert or its personnel to any-one other than the Company's personnel. This obligation of bidder/consultant/expert shall be in force even after the termination of the contract. For publishing scientific/technical papers based on the findings/results of the interpretation in scientific journals etc. the personnel engaged by the bidder/consultant/expert must take prior approval of the Company in this regard.

### **5) DEFECT LIABILITY PERIOD/WARRANTY:**

One year warranty from the date of satisfactory completion of work (For all works and equipments).



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**6) PRE QUALIFICATION REQUIREMENTS**

**a) Technical**

The bidder should have done atleast established 6 BMT units in last 3 years (i.e. 2 per year) prior to the application submission date for **EOI for SETTING UP BONE MARROW TRANSPLANT UNIT AT CHENNAI (Tamil Nadu)**. Self-attested documentary evidence in support of above is required to be attached along with Application Form.

Bidders proposed to be engaged are expected to possess a high level of expertise, experience and qualifications in the relevant domain. Detailed evaluation shall be carried out at the subsequent stage (Tendering) based on a Technical / Minimum Eligibility Criteria Evaluation with due consideration for the level of qualification, experience (number of years of practice in the relevant field), certifications etc. At this stage (EOI), bidder may indicate the above details with supporting documents wherever required, for screening purposes.

Applicants with qualification / experience / certifications not relevant to the current requirement of engagement shall be excluded in the screening process. Decision of HLL in this regard shall be final and binding and no representation or correspondences will be entertained.

Any canvassing on the part of the applicant will make the application liable for rejection.

**a) Financial**

Bidders desiring to participate in this EOI and the ensuing tender stage after prequalification shall be a registered tax payer in the respective country of normal residence and quote their Tax Payer Identification number accorded by the Revenue Agency of their respective country.

Self-certified photo copy of proof of tax payment in any of the previous 3 years will be required to be submitted during the subsequent tender stage.

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### **Details of Annexure:**

**Annexure I - Technical Specifications**

**Annexure II - Proposed BMT Unit Drawing (PLAN)**



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## ***Annexure –I***

### **1. INFRASTRUCTURE REQUIRED FOR BMT**

The design of BMT lab facility should provide a distraction and accident free environment in which concentrated attention can be comfortable and safely dedicated to each manipulation, with sensible and logical planning of work stations which are practical and easy to clean. Priority must be given to minimizing the potential for introducing the infection and contamination from any source. Therefore the lab area should allow for the highest standards of sterile techniques, with all the floors, surfaces and components easy to clean on a daily basis ideally the space should be designated as restricted access area.

Careful consideration should be given to physical maneuvers involved ensuring ease and safety of movements between areas in order to minimize the possibility of accidents. The location of storage area and equipments should be logically planned for efficiency and safety within each working area. When choosing these expensive equipments, ensure that not only is each easy to use and maintain, but the servicing and repair can be quickly and efficiently obtained.

#### **Some vital Considerations**

Following points should be considered during conversion of existing building for making a BMT OT & laboratory.

- Size of each room and its proposed use
- Service requirements, weight of instruments
- Floor conditions
- Electrical loads
- Air conditioning and water pressure
- Drainage pipes
- Furniture and fitting

#### **Layout of a MBT Laboratory**

When considering an organizational layout for a BMT laboratory, it must be kept in mind that the primary function of the facility is to provide an optional environment for retrieval and preparation of human BMT transplant (For Example BMT). The facility should be organized to allow efficient and bone marrow transplant can be performance or the procedures necessary for a success program. A BMT laboratory can be subdivided into several components depending on the activity of the program. The major components of a full service BMT facility are.

1. Two Main BMT Rooms
2. Four Intermediate rooms
3. BMT Lab
4. Operating room



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In addition, advance consideration must be given to the location storage of supplies and whether computer facilities will be located within the laboratory or in a separate office outside of the sterile area.

**Description:**

The space available in the hospital is approximately 2500 sq. feet. The entire area will be converted in to a modular sterile area. Provision for Nurses station and scrub areas will be provided in the facility. The BMT facility will have 8 rooms of which 2 rooms will be main BMT rooms, 4 rooms will be intermediate BMT rooms, 1 room is dedicated for AHU and the last will be a doctor's room. The existing 4 bath rooms will be renovated. All electrical and plumbing works will be done as per the BMT requirement and standards.

**1. FULL STAINLESS STEEL MODULAR CLEAN ROOMS FOR FULL BMT FACILITY WITH GLASS PASS WINDOW FOR TWO BMT ROOMS**

- Paneling will be full SS 304 modular partition
- 83mm or as per site requirement the thickness will be maintained with 20 gauge SS sheet  
Insulation : PUF
- Partition will have view panel with 4mm plain clear glass
- 3 To 4mm Glass will be flush on both sides and properly fixed with adhesive tape
- The Ceiling will be finished with Modular panel of suitable thickness according to the site condition
- Ordinary door or flush door will be of SS double skin of 45 To 80mm thickness Gauge sheet finished with powder coating with PUF insulation with door fittings
- We ensure the corners will be coved finishing
- Antistatic floor painting shall be provided for homogenous cleanliness level

**DOOR ACCESSORIES:**

- “B” or “D” type SS handle not less than 200mm
- Door lock (cylindrical door set)
- Door closer (Reputed make)
- All the Lights will be recess mounted IP 54 protocol
- Non hygroscopic protocol lights will have compact fluorescent lamp.



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**2. AIR HANDLING UNIT (AHU) WITH POSITIVE AIR PRESSURE WITH TEMPERATURE CONTROL FOR FULL BMT FACILITY**

- Our own (reputed) make eco friendly system / Air handling unit can perform ISO 7 class in the room condition with ISO 6 filtration level at the downstream side of HEPA filter. Such AHU perform Thermo hygrometric conditions (Temperature, Humidity and cleanliness level). Also it is designed to suit V.O.C & positive pressure. The system is DX type with 19 KW of cooling capacity having flow capacity of 2000 CFM or as required to pressurize the specified room with 125 / 150mm delta p blower.
- Unit is made out of 25 / 43mm double skin panels consisting of hot dip G.I casing of thickness of 0.8mm thick for both outside and inside layers encased polyurethane foam insulation having a density of 40 TO 42 Kg/cum injected by using injection molding machine. AHU should be equipped with EU 4 synthetic filter (washable type), bullet expanded inner grooved coil section with aluminum finned blower sections with DIDW blower with motor and drive assembly, belt driven package (V-Belt) with TEFC motor suitable for operations on 415 / 440, 50 Hz or as available, A.C supply with vibration isolator, fine filter section with EU 7 filter with 300mm thick, dampers will be of extruded aluminum low leakage aero file.
- Volume control dampers with extended shift suitable for Manual operation. Nozzle provision will be provided to install Magnehelic gauge.
- SS 304 Terminal HEPA plenum box with Minipleat HEPA Filter should be provided along with SS 304 grills to cover the bed area. Size should be as per the site requirement.
- HEPA Filter: Separator less H-13 grade, having efficiency – 99.977% down to 0.3 sub Micron penetration and grade of ISO 6 with 100mm depth.

**DUCTING – ECO PANEL AS REQUIRED FOR TOTAL BMT AREA**

- **Our Scope:** Supply of Eco pre insulated ducts for ducting.
- Supply, Fabrication and installation of eco pre insulated ducts in accordance with approved shop drawings with all accessories like flange, suspension rods, anchor bolts, G.I bolts and nuts etc as per ISI standards.



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**VOLUME CONTROL DUCT DAMPPERS:**

- Aero file extruded aluminum sections with collar dampers as per the site requirement.
- Return air grills with collar dampers
- Aero fie extruded aluminum sections with collar dampers as per the site requirement.
- Differential pressure gauges as required for BMT facility.
- Differential pressure gauges, magnehelic gauges with housing box and mounting accessories, as required of reputed make.
- Range : 0 TO 50mm H2O.
- Quantity : As required.
- Also 0 TO 30 Pascal or as required

**3. 0.2 MICRON FILTRATION IS REQUIRED FOR WATER FAUCETS FOR TWO MAIN  
BMT ROOMS**

- The 0.2 Micron filtration system with full set of the standard accessories and the best brand suggested by reputed as per the requirement of the end user.
- Manufacturer should be certified with ISO Quality systems – medical devices.
- User manual with trouble shooting.

**4. OXYGEN GAS SUPPLY LINES FOR ALL BMT ROOM WITH O2 FILTERATION**

- Extension of oxygen pipe line in bone marrow transplant for 6 rooms total area of rooms will be approx 2400sft.
- Distributions of copper pipe 15x0.9 (Units- meters) 100x1100.
- Bed panel with electrical sockets approx. 2feet requirements of beds is approximately 6beds.
- BPC flow meter with humidifier bottle and adopter (Unit –numbers).



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**5. SCRUB STATION FULL 304SS WITH AUTOMATIC TAB**

- The automated scrub station should be made full of 304SS with fully automated tap.
- It should be single bay with outlet drain system.
- Robust in construction and easy cleaning.
- Device is produced by ISO certified manufacturer.

**6. ELECTRICAL WORKS**

- Providing switches, plugs, light fittings, necessary wirings.

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