

### Event Details

Event No:SPMCIL/Currency Note Press Nashik/Finanace/1/22-23/ET/373[TPA MEDICAL CLAIMS]				Event Status
Trade:Services				Event Activated
Description of Event:TPA MEDICAL CLAIMS				Activities
Mode:E-Tender_HTML	Type Of Tender: Open	Bid Submission: Eventwise	Public Opening: YES	Published on: 27-01-2023 17:22:55.71
Tender Fee:Not Applicable		Document Upload:YES Coverwise Document Upload:YES		Activated on:28-01-2023 10:55:59.41 Tender Extended on: - Tender Opened on: - Price Opened on: - Event Cancelled on: -

Online Pre Bid Meeting	Bidding Period	Tender Opening Period	Price Bid Opening Date
Not Applicable	28.01.2023-11:01 AMTo28.02.2023-03:00 PM	28.02.2023-03:01 PMTo28.02.2024-03:01 PM	-

### List Of Tender Document

SL. No.	Document Details	Document Type
1	22-23-ET-373[TPA MEDICAL CLAIMS]-169951-NIT-1196854-tpa2023.pdf	NIT

### Vendor Document Upload Checklist For Technical COVER

SL. No.	Document Details
1	All the required documents as per section IX Eligibility Criteria as per Tender Document
2	Duly Sealed and Signed tender documents as per NIT uploded tender documents no.6000018029
3	Confirmation of Technical Specification as per section VII of Tender document

This report is downloaded from <https://www.mstcecommerce.com/eproc/>. User:KIRAN KUMAR VUPPALA. Time: 28-01-2023

4	Confirmation of Delivery Schdule as per clause no.01 Section VI of Tender document
5	Confirmation of price validity for 90 days from opening Technical Bid in the form of Tender form as per Section X of Tender document
6	Bid Security Declaration of bidder is MSME registered for tendered product and claming MSME relxation

### Vendor Document Upload Checklist For Price COVER

SL. No.	Document Details
1	Bidder has to submit duly filled price schdule in the format as per Section XI of the tender document

### Tender Committee Members

Name	Designation	Office	Department	Email	Mobile No.	Encryption public key expiry date
KIRAN KUMAR VUPPALA	Jt. General Manager	Currency Note Press Nashik	Purchase,HR,Tech nical,Finanace,IT, Marketing,R and D,Others	V.Kirankumar@s pmcil.com	9096000418	2024-03-03 00:00:00.0
TUSHARKUMAR PRAKASH MAHAJAN	DGM	Currency Note Press Nashik	IT	tushar.mahajan@s pmcil.com	8275022966	2024-03-03 00:00:00.0
RAJAPPA RAJASEKAR	Assistant Manager-TC	Currency Note Press Nashik	Technical	r.rajasekhar@spm cil.com	9890687389	2024-01-25 00:00:00.0

### Lot Details

Lot Name 1	Category	Lot Description	Quantity/UOM	Currency	Ceiling Price	Estimated Price
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TPA	Facility Management Services	TPA FOR PROCESSING MEDICAL CLAIMS	12.0Month	INR	-	-
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**Lot No: 1 Specific Terms**

**SECTION VII TECHNICAL SPECIFICATION**

Sl.No	Terms	Component
1	ACCEPTENCE OF SECTION VII i.e. technical specification TENDER NO.6000018029	Agree Only

**SECTION IX QUALIFICATIONELIGIBILITY CRITERIA**

Sl.No	Terms	Component
1	Experience Past performance:- The bidder must have experience of rendering similar services to any PSU State Central Govt. or Autonomous body with value of Work Order not less than Rs.764,000- in anyone year during the last 5 years ending March 2022.	Agree Only

2	<p>Capacity and Capability Criteria:</p> <p>The bidder must have professionally managed team of MBBS Doctor &amp; Paramedical Staff/Consultants. Documentary evidence of deployed MBBS doctor having experience in dealing &amp; assessment of medical claims as per CGHS in Govt /Autonomous body/ PSU for 2 years and documentary evidence for experience in dealing with medical claim for 3 years in case of full time assistants must be submitted along with bid.</p>	Agree Only
3	<p>Financial standing:-</p> <p>a) The average annual turnover of the bidder firm during the last three financial Years i.e. 2019-2020 , 2020-2021 &amp; 2021-2022 should be at least Rs. 764,000/-.</p> <p>b) The bidder should not have suffered financial loss for more than one year during the last three financial years i.e. 2019-2020 , 2020-2021 &amp; 2021-2022</p> <p>c) The net worth of the bidder should not be negative and should not have eroded by more than 30% in last 3 financial years, i.e. 2019-2020 , 2020-2021 &amp; 2021-2022</p>	Agree Only
4	<p>The bidder should give an undertaking that they have not been barred/ blacklisted from any Govt. body.</p>	Agree Only

5	The bidder shall submit declaration that they have read and understood all the terms and conditions of the tender document and give unconditional acceptance to all of them.	Agree Only
6	The bidders shall submit PAN card, certificate of incorporation,& GST Registration certificate (Reg-06).	Agree Only
7	The bidder shall submit power of attorney for signing the bid document and Contract, if awarded.	Agree Only
8	Note: i) Copies of PO s and Completion/ experience certificates issued by customers to be provided in support of above. ii) Bidder has to submit CA or CMA certified financial documents for financial years 2019-2020 , 2020-2021 & 2021-2022.in support of clause 3 above.	Agree Only

**Lot No: 1 Price Parameters/ Formula**

Variable Name	Name of Parameters	Sub Total (Example: a+b)	Type of Component	Places of decimal	Lumpsum
a	basic price	-	Numeric Text Only	1	No
b	GST	-	Numeric Text Only	2	No

Price formula: a+b (Up to 2 Decimal Place)





**CURRENCY NOTE PRESS**  
(A UNIT OF Security Printing and Minting Corporation of India Limited) Wholly owned by Government of India  
Nashik Road # 422101 (Maharashtra)  
(ISO : 9001 & ISO 14001 Certified Unit)  
Tel. No 00- 91-253-2463730-39, 2461471  
Fax No:00-91-2532464100 CIN: U22213DL2006GOI144763  
Web: www.cnpnashik.spmcil.com E-mail: gmcnp@spmCIL.com  
GSTIN : 27AAJCS6111J3Z6

PR Number	PR Date	Indenter	Department
11010270	26.12.2022	6860	1

Not Transferable

Security Classification:

**TENDER DOCUMENT FOR HIRING OF: TPA FOR PROCESSING  
MEDICAL CLAIMS**  
**Tender Number: 6000018029/, Dated: 27.01.2023**

This Tender Document Contains \_\_\_\_\_ Pages.

Details of Contact person in SPMCIL regarding this tender:

**Name:** V KIRAN KUMAR  
**Designation:** Jt. General Manager (M)  
**Address:** CNPN (Currency Note Press, Nashik)  
India

## Section 1: Notice Inviting Tender (NIT)

6000018029 /

27.01.2023

(SPMCIL's Tender SI No.)

(Date)

1. Sealed tenders are invited from eligible and qualified tenderers for supply of following goods & services:

Sch d. No.	Brief Description of Goods/services	Quantity (with unit)	Earnest Money (In Rupee)	Remarks
1	TPA FOR MEDICAL BILLS PROCESSING	1.000 AU	38000.00INR	Refer Annexure I Bidder has to submit 'Bid Security Declaration' Non Submission of declaration will result in disqualification
1	TPA for processing medical claims	12.000AU		
Type of Tender (Two Bid/ PQB/ EOI/ RC/ Development/ Indigenization/ Disposal of Scrap/ Security Item etc.)			TWO-BID National Competetive Bid	
Dates of sale of tender documents:			E-PROCUREMENT	
Place of sale of tender documents			E-PROCUREMENT	
Closing date and time for receipt of tenders			E-PROCUREMENT	
Place of receipt of tenders			E-PROCUREMENT	
Time and date of opening of tenders			E-PROCUREMENT	
Place of opening of tenders			purchase section currency note press nashik road-422101	
Nominated Person/ Designation to Receive Bulky Tenders (Clause 21.21.1 of GIT)			V KIRAN KUMAR Jt. General Manager (M)	

2. Eligibility to participate as per Government of India's Public Procurement (Preference to Make in India) Order 2017 (as amended/ revised) and Ministry of Finance, Department of Expenditure, Public Procurement Division's Orders (Public Procurement 1, 2 and 3) F.No.6/18/2019-PPD dated 23rd/ 24th July 2020 (or any further amendments thereof) regarding eligibility of bidders from neighboring countries shall apply to this tender.

3. Please note that SPMCIL reserves its right to grant Purchase preferences in accordance with Government of India's Public Procurement (Preference to Make in India) Order 2017 (as amended/ revised) and Public Procurement Policy for Micro and Small Enterprises (MSEs) Amendment Order, 2018 (as amended/ revised).

4. In case NIT/ SIT provide for uploading of bids to nominated E-Procurement portal, bidders must upload their bids along with scanned copies as required enclosures (including proofs of cost of Tender Documents and EMD as applicable - unless an online payment gateway is provided in the instruction) as per instructions given in this regard. Original copies of such scanned uploaded required enclosures must reach in physical form within the date and place as provided in such instructions.

5. The tender documents are not transferable.

6. The bidder, their affiliates, or subsidiaries # including subcontractors or suppliers for any part of the contract # should not stand declared ineligible/ blacklisted/banned/ debarred by any Government Agency anywhere in the world, for participating in its tenders, under that country's laws or official regulations. A declaration to this effect shall be submitted by the bidder in the Tender Form (Section X).

7. SUBMISSION OF TENDER: As per E-Procurement Portal. Bidders must upload their bids along with scanned copies as required enclosures (including proofs of cost of Tender Documents and EMD as applicable - unless an online payment gateway is provided in the instruction) as per instructions given in this regard.

8. In case of order material in your favour for Rs. 2,50,000/- or above, the supplier shall furnish the performance security amount/ Security Deposit(S.D) (03% of the ordered value) after issue of Purchase order by CNP, Nashik Road in favour of SPMCIL, Unit CNP, payable at Nashik. The performance security will be return back without any interest to successful bidder after the completion of all contractual obligations.

9. The bidders participating with MSME registration certificate (Registered for tendered services)has to submit Bid Security Declaration as per Annexure-1. Non submission of same will be treated as non responsive.

10. EMD of a bidder will be forfeited, if the bidder withdraws or amends its tender or impairs or derogates from the





Tender Number:6000018029

tender in any respect with in the period of validity of its tender. Further, if the successful bidder fails to furnish the required performance security within the specified period, its EMD will be forfeited

11. No exemption will be given for deposition of performance guarantee to any DIC/SSI/MSE/NSIC registered firm.
12. Any dispute in the matter will be under Nashik (Maharashtra) Jurisdiction only.
13. Right of acceptance: - The Chief General Manager, Currency Note Press reserves the right to reject any or all tenders without assigning any reason thereof.
14. Clarification of Tender Documents: A Bidder requiring any clarification or elucidation on any issue of the tender documents may take up the same with SPMCIL in writing or by fax / e-mail/ telex not later than twenty one days (unless otherwise specified in the SIT) prior to the prescribed date of submission of tender.
15. Any queries regarding the tender you may please contact at 0253-2454493 or 2461318. E-mail-purchase.cnpnashik@spmcil.com.

.....

.....  
(Name Designation, Adress telephone number etc  
of the officer signing the document)

For and on behalf of  
.....



Tender Number:6000018029

## **Section II: General Instructions to Tenderers (GIT)**

### **Part 1: General Instructions Applicable to all type of Tenderers**

Please CLICK the link for further details

<https://spmCIL.com/uploaddocument/GIT/new.pdf>

Bidders are requested to download 61 pages by clicking the above given link and submit the same duly stamped and signed along with tender document. Unsigned/stamped printouts of these pages are not acceptable.

### Section III: Specific Instructions to Tenderers (SIT)

The following Special Instructions to Tenderers will apply for this purchase. These special instructions will modify/ substitute/ supplement the corresponding General Instructions to Tenderers (GIT) incorporated in Section II. The corresponding GIT clause numbers have also been indicated in the text below:

In case of any conflict between the provision in the GIT and that in the SIT, the provision contained in the SIT shall prevail.

(Clauses of GIT listed below include a possibility for variation in their provisions through SIT. There could be other clauses in SIT as deemed fit.)

Sr No	GIT Clause No.	Topic	SIT Provision
01	3.	Eligible Tenders	Applicable
02	3.4	Eligible Goods and Services (Origin of Goods)	Not Applicable
03	6.1	The Tender Documents includes:	Applicable
04	8	Prebid Conference	Not Applicable
05	9	Time limit of receiving request for clarification of tender documents	Applicable
06	10.1	The Technical bid to be submitted by tenderer shall contain the.....	No Change
07	11.2	Tender Currency	Supplier is requested to quote price within 2 Decimal place.Quotation with price quote beyond 2 decimal place is ignored.
08	12.1	Tender Prices	Applicable
09	12.2,33,36.1	Schedule Wise Evaluation	Not Applicable
10	12.6	GST Details	No Change
11	14.1	PVC Clause & Formula	Not Applicable
12	14.4 to 14.7	Exchange Rate Variation (ERV)	Not Applicable
13	16.1 (a to c)	Documents Establishing Tenderer's Eligibility and Qualifications	Applicable
14	18.4,18.5	Earnest Money Deposit (EMD)	Applicable; Bid Security Declaration as per Annexure-I to be submitted
15	19	Tender Validity	90 Days from the date of tender opening
16	20.4	Number of copies of tenders to be submitted	Single Copy (Original)
17	20.8	Two Bid System	Applicable
18	20.9	E-Procurement	Not Applicable
19	34 and 35.1	Comparison on CIF Destination Basis	FOR CNP Nashik Road Basis
20	35.2 to 35.6	Additional Factors for Evaluation of Offers and preferential schemes	Applicable
21	43	Parallel Contracts	Not Applicable
22	44.1	Serious Misdemeanours	No Change
23	44.3	Integrity Pact	Not Applicable
24	45.1	Notification of Award	No Change
25	50	Applicability of additional GIT of rate	Not Applicable

<b>Sr No</b>	<b>GIT Clause No.</b>	<b>Topic</b>	<b>SIT Provision</b>
		contracts	
<b>26</b>	51	Applicability of additional GIT for PQB Tenders	Not Applicable
<b>27</b>	52	Applicability of additional GIT for tenders involving samples	Not Applicable
<b>28</b>	53	Applicability of additional GIT for EOI Tenders	Not Applicable
<b>29</b>	54	Applicability of additional GIT for tenders for Disposal of Scrap	Not Applicable
<b>30</b>	55	Applicability of additional GIT for Development/Indigenization Tenders	Not Applicable



Tender Number:6000018029

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## **Section IV: General Conditions of Contract (GCC)**

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Please CLICK the link for further details

<https://spmCIL.com/uploaddocument/GCC/new.pdf>

Bidders are requested to download 36 pages by clicking the above given link and submit the same duly stamped and signed along with tender document. Unsigned/stamped printouts of these pages are not acceptable.

## Section V: Special Conditions of Contract (SCC)

The following Special Conditions of Contract (SCC) will apply for this purchase. The corresponding clauses of General Conditions of Contract (GCC) relating to the SCC stipulations have also been incorporated below. These Special Conditions will modify/ substitute/ supplement the corresponding (GCC) clauses.

Whenever there is any conflict between the provision in the GCC and that in the SCC, the provision contained in the SCC shall prevail.

(Clauses of GCC listed below include a possibility for variation in their provisions through SCC. There could be other clauses in SCC as deemed fit)

Sl.No	GCC Clause No.	Topic	SCC Provision
01	6.1,6.3 & 6.5	Performance Bond / Security Deposit	03 % of the total contract price valid for 60 days beyond completion of contractual obligations including warranty period: if any.
02	8.2	Packing and Marking	Not Applicable
03	9	Inspection and Quality Control	Not Applicable
04	11.2	Transportation and Domestic Goods	No Change
05	12	Insurance	No Change
06	14.1	Incidental Services	Not Applicable
07	15	Distribution of Despatch Documents for clearance/Receipt of Goods	Not Applicable
08	16.2, 16.4	Warrantee Clause	Not Applicable
09	19.3	Option Clause	The buyer reserves the right to increase the supply order quantity by 25% at the same terms and conditions during the Currency of the contract and supplier is bound to accept it.
10	20.1	Price Adjustment Clause	Not Applicable
11	21	Taxes and Duties	If the tenderer fails to include taxes and duties in the tender, no claim thereof will be considered by purchaser afterwards.
12	22	Terms and Mode of Payments	Payment will be made on Monthly basis on within 30 days by NEFT / RTGS on receipt of suitability and acceptance of material.
13	24.1	Quantum of LD	Applicable (The Applicable GST if LD is levied will be collected from the firm's invoice).
14	25.1	Bank Guarantee and Insurance for Material Loaned to contractor	Not Applicable
15	33.1	Resolution of Disputes	No Change
16	36.3.2, 36.3.9	Disposal / Sale of Scrap by Tender	Not Applicable

## Section VI: List of Requirements

Schedule No.	Breif Description of goods and services (Related Specifications etc.are in Section-VII)	Accounting Unit	Quantity	Amount of Earnest Money	Remark
1	TPA FOR MEDICAL BILLS PROCESSING	AU	1.000	38000.00INR	Refer Annexure I Bidder has to submit "Bid SecurityDeclaration"Non Submission of declaration will result in disqualification.

1. Bidders to open the link provided in section II & IV take print out of all the documents available and then sign & stamp each and every paper and submit along with the technical tenders.
2. Required terms of Contract: The TPA Agreement shall be for a period of one year from the date of commencement of service in CNP.
3. Required Terms of Delivery:- FOR CNP, Nashik Road.  
Destination:- Currency Note Press,Jail Road,Nashik Road#422 101 Preferred Mode of Transportation: - By Road.
4. All the copies of tenders shall be complete in all respects with all their attachments/ enclosures duly numbered.
5. The total cost inclusive of all elements as cited above on FOR Currency Note Press,Nashik Road Maharashtra),India,basis should be indicated clearly both in words and figures in the price bid.
5. RISK PURCHASE:
  - (a) If the supplier after submission of tender and due acceptance of the same, i.e. after placement of contract fails to abide by the terms & conditions of these tender documents, or fails to supply the deliverables as per delivery schedule given or at any time repudiates the contract, the purchaser shall have the right to Invoke the Security-cum-Performance Guarantee if deposited by the supplier & procure stores from other agencies at the risk & consequence of the supplier. The cost difference between the alternative arrangement and supplier tendered value will be recovered from the supplier along with other incidental charges, including custom duty, excise duty, taxes, insurance, freight etc.,
  - (b) For all the purpose the award of contract will be considered acceptance of tender and formal contract pending signing of agreement. Supplier has to abide by all the terms and conditions of tender.
  - (c) In case of job work through alternative sources and if job work price is lower, no benefit on this account will be passed on to the supplier.

12. Bidders has to submit Bank details i.e.

- a] Account Number :
- b] Bank Name:
- c] Branch:
- d] IFSC Code:



## SECTION VII: TECHNICAL SPECIFICATIONS

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### Scope of work of

TPA (Third Party Administrator) / BCA (Bill processing Agency) for processing of Medical claims / bills in respect of CNP-On roll and retired employees & CISF personnel.

1) The firm BCA/TPA shall ensure assessment of medical claim (IPD as well as OPD) of all employees of CNP, Retired employees, CISF around 3500 employees & their dependents family members by empanelled hospitals (List of E/H Enclosed) as per CGHS Pune 2014 /CS(MA) prescribed rates for procedure / investigation amended from time to time by M.O.H & FW( FGHS).

2) Dependent / Family definition: as per SPMCIL policy.

A) Self, Husband/ Wife including more than one wife and also judicially separated wife.

B) Parents & stepmother in case of adoption, only the adoptive and not the real parents. If the, adoptive father has more than one wife, the first wife only.

C) Children including legally adopted children, step children and children taken wards subject to following conditions: -

(i) In case of unmarried son upto the age of 25 years or till he starts earning, whichever is earlier.

(ii) No age limit in case of son suffering from permanent disability of any kind (physical or mental).

(iii) In case of dependent daughter until she start earning or gets married whichever is earlier irrespective of age limit.

D) Widow daughters and dependent divorced / separated daughters - irrespective of age limit.

E) Dependent sisters including unmarried/ divorced/ abandoned or separated from husband/ widowed sister- irrespective of age limit.

F) Minor brothers up to the age of 18 years.

G) A female employees has a choice to include either her parents or her parents-in-law option exercised can be changed only once during service.

(Dependent means family member whose individual income from all sources including Pension/ Family Pension does not exceed Rs.9,000/- P.M. as per 7th CPC plus the amount of DA thereof). This limit will be reviewed as and when the Central Govt. revised the same.





- 3) The T.P.A. has to ensure that all medical facilities given to employees in empanelled hospital are undertaken after issue of proper referral letter from the ISP Hospital except in emergency cases. Immediate intimation should be given to the Competent Authority i.e. CMO ISP & CGM CNP for Ex post facto approval. The hospital will intimate to TPA & CGM CNP within 2 hours of admission & TPA will respond with due authorization in 04 hours.
- 4) BCA/TPA should maintain all records on daily basis in soft form.
- 5) The bills claimed by empanelled hospital are required to be processed by TPA within 15 days after receipt of claim. Bills that are already in custody of CNP are to be processed as well.
- 6) The Medical claim in hard copy will be received by TPA at CNP location. TPA will process the claim & after scrutiny they need to recommend admissible amount for each case with hard copy of the bill & statement in soft copy to the F & A Dept. for settlement of the claims. Submission of medical claims to Finance should be signed by TPA and doctor.
- 7) The BCA/TPA needs to ensure that the treatment given to employees is strictly as per the referral letter issued by ISP Hospital & if any deviation is noticed, it needs to bring to the notice of ISP Hospital / CNP Management from time to time.
- 8) After approval of competent authority of CNP, payment will be released to Empanelled Hospitals by CNP. The details of payment amount paid will be provided by CNP to TPA for information and onward transmission to respective Hospitals and also maintain MIS Data.
- 9) All medical bills details of disallowed amount along with deductions and reasons thereof, if any shall be provided by TPA to the respective empanelled Hospitals as well as to CNP Management. TPA should reconcile with respective hospitals on monthly basis or as per requirement.
- 10) MIS Reports & Investigation reports have to be provided to CNP as well as to the empanelled Hospitals on Monthly, Quarterly & Annually. (Hospital wise with details of Patient Name, Employee's Name, Designation, Relation with Employee, Ailment/disease etc...)
- 11) A special medical investigation team is to be arranged by TPA for verification & investigation of the cashless admissions.
- 12) In case of treatment availed from non-empanelled hospital in emergency, the claim submitted by employees will be forwarded to TPA for scrutiny of bills as per CGHS (Pune)2014/ CS(MA) rates amended time to time by MOH & FW and recommend the admissible amount to the employee.



- 13) The OPD bills claimed by employees for the charges of medicine purchased/ Lab investigations which are not available in ISP Hospital are also required to be processed by TPA as per CGHS (Pune)2014/CS (MA) Rules amended by MOH & FW from time to time
- 14) All representatives of BCA/TPA will follow and observe office timing of work and follow attendance system prevailing in CNP & security norms.
- 15) TPA should deploy one Qualified Medical Officer having minimum qualification of MBBS and experience of work in the same field at least for 2 year
- 16) In addition to the above, TPA/BCA should deploy three Assistants having minimum 03 years' of experience of medical claims on full time basis. & their salary payment and other Statutory Obligations will be borne by TPA only.
- 17) The BCA/TPA will be responsible for monitoring & sending replies to admission request within 24 hours and also cross check the quality of Medical care being made available to the patients during the course of treatment.
- 18) The TPA should be responsible to ensure that patients are not kept under Hospitalization beyond the prescribed period and are not administered unrelated tests and medication. The TPA should report any such instances, to the notice of the Management of CNP and ISP Hospital immediately.
- 19) In case of any wrong recommendation/excess amount, recommendation delay in settlement of bills beyond 15 days, TPA shall be liable for liquidated damages/ penalty @0.05% of medical claim & but will be restricted to 10% of bill value from their payments due to them and it will be decided by CNP Management on the basis of records. GST on LD will be collected from firm and CNP will issue a invoice for the same.
- 20) Treatment including Ayurveda, Siddha, Unani, Yoga & Naturopathy and Homeopathy medicines are also to be covered as per CGHS (Pune)/CS(MA) Rules amended from time to time by MOH & FW.
- 21) TPA shall follow the MOH & FW Office Orders regarding CGHS packages for investigations, treatment and other norms as amended/modified from time to time.
- 22) The required infrastructure for carrying the assigned job work shall be provided by CNP management i.e Computer with internet connectivity, printer with scanner & telephone with outgoing facility with office space etc.
- 23) It is the responsibility of TPA to provide/arrange of their network/software application access to the empanelled hospital as well as to the management of CNP & ISP Hospital.



- 24) The claims processed by TPA will be randomly verified by authorised representatives of CNP Management from time to time.
- 25) Any other activities related to claim settlement with mutual consent of both the parties will be done by TPA.
- 26) TPA will adjudicate and settle claims on behalf of CNP in case of dispute raised by Hospital subject to the jurisdiction of Nasik, Maharashtra only.
- 27) At the end of the contract TPA will hand over all the records, Data in soft as well as hard copies to CNP.
- 28) The required stationery for processing of files should be arranged by the BCA/TPA only.
- 29) The BCA/TPA shall not engage any sub-contractor or transfer the contract to any other person.
- (30) The TPA during the course of Auditing will restrict the claims as per CGHS Rules & Regulations. TPA will also examine in terms of:
- a) Appropriateness of treatment including screening of patient's records identify, unnecessary admissions and un-warranted treatments.
  - b) Whether the planned treatment is shown as emergency treatment.
  - c) Whether the diagnostic medical or surgical procedure that was not required were conducted by Hospital including unnecessary investigations.
  - d) Maintaining data base of such information of CGHS Beneficial for future use.
  - e) Whether the treatment procedure have been provided as per the approved rates and the packages
  - f) Whether treatment procedure performed were only those for which permissions has been granted. The BCA/TPA shall record their findings and intimate the same to the private hospital concerned with a copy endorsed to Authority.
- The TPA shall record their findings and intimate the same to the private hospital concerned with a copy with endorsed to Authority.
- 31) In case of empanelled and non-empanelled hospital's claim, the room rent, doctor's visit fees, investigations, operation package, etc. charged from general people by the CNP to be obtained by TPA for settlement of claim.



- 32) Payment will be made within 30 days on monthly basis after job compliance Certification from the user department and submission of monthly Invoice along with attendance register certified by their authorized person and other statutory Compliance if any.
- 33) Proportionate deduction will be made for non-deployment of manpower as prescribed in point no 15 and 16.
- 34) The Third Party Agreement shall be for a period of 1 year extendable for further period of 3 months on mutual consent of both parties. Further the firm shall ensure proper handover of system, data & files from the existing vendor.
- 35) TPA shall submit and collect the bills from DM (PMS),ISP Hospital.



**Section VIII : Quality Control Requirements**

Nil



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## Section IX: Qualification / Eligibility Criteria

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### MINIMUM ELIGIBILITY CRITERIA

**1. Experience & Past performance:-**

The bidder must have experience of rendering similar services to any PSU/State/Central Govt. or Autonomous body with value of Work Order not less than Rs.764,000- in anyone year during the last 5 years ending March 2022.

**2. Capacity and Capability Criteria:**

The bidder must have professionally managed team of MBBS Doctor & Paramedical Staff/Consultants. Documentary evidence of deployed MBBS doctor having experience in dealing & assessment of medical claims as per CGHS in Govt /Autonomous body/ PSU for 2 years and documentary evidence for experience in dealing with medical claim for 3 years in case of full time assistants must be submitted along with bid.

**3. Financial standing:-**

- a) The average annual turnover of the bidder firm during the last three financial Years i.e. 2019-2020 , 2020-2021 & 2021-2022 should be at least Rs. 764,000/-.
- b) The bidder should not have suffered financial loss for more than one year during the last three financial years i.e. 2019-2020 , 2020-2021 & 2021-2022
- c) The net worth of the bidder should not be negative and should not have eroded by more than 30% in last 3 financial years, i.e. 2019-2020 , 2020-2021 & 2021-2022
4. The bidder should give an undertaking that they have not been barred/ blacklisted from any Govt. body.
5. The bidder shall submit declaration that they have read and understood all the terms and conditions of the tender document and give unconditional acceptance to all of them.
6. The bidders shall submit PAN card, certificate of incorporation,& GST Registration certificate (Reg-06).
7. The bidder shall submit power of attorney for signing the bid document and Contract, if awarded.



**Note:**

- i) Copies of PO's and Completion/ experience certificates issued by customers to be provided in support of above.
- ii) Bidder has to submit CA or CMA certified financial documents for financial years 2019-2020 , 2020-2021 & 2021-2022.in support of clause 3 above.



## Section X: Tender Form

Date.....

To

.....  
.....  
.....

(complete address of SPMCIL)

Ref: Your Tender document No. .... dated .....

We, the undersigned have examined the above-mentioned tender enquiry document, including amendment No. -----, dated ----- (if any), the receipt of which is hereby confirmed. We now offer to supply and deliver..... (description of goods and services) in conformity with your above referred document for the sum shown in the price schedule(s), attached herewith and made part of this tender.

If our tender is accepted, we undertake to supply the goods and perform the services as mentioned above, in accordance with the delivery schedule specified in the List of Requirements.

We further confirm that, if our tender is accepted, we shall provide you with a performance security of required amount in an acceptable form in terms of GCC clause 6, read with modification, if any, in Section V – “Special Conditions of Contract”, for due performance of the contract.

We agree to keep our tender valid for acceptance for a period upto -----, as required in the GIT clause19, read with modification, if any in Section-III – “Special Instructions to Tenderers” or for subsequently extended period, if any, agreed to by us. We also accordingly confirm to abide by this tender upto the aforesaid period and this tender may be accepted any time before the expiry of the aforesaid period. We further confirm that, until a formal contract is executed, this tender read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us.

We confirm that in case of downloaded Tender Document, we have not changed/edited its contents. We realise that in case any such change is noticed at any stage its contents. We realise that in case such change is noticed at any stage including after the award of contract, we would be liable to action under clause 44 of the GIT.

We further understand that you are not bound to accept the lowest or any tender you may receive against your above-referred tender enquiry.

We also solemnly declare as under:

### 1. MSMEs Status:

Having read and understood the Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 (as amended and revised till date), and solemnly declare the following:

- (a) Company /Partnership Firm /Proprietary Concern / Society/Trust /NGO/Others (Please Specify):.....
- (b) Micro/ Small / Medium Enterprise/ SSI/ Govt. Deptt. / PSU/ Others:.....
- (c) Name of MSME Registering Body (NSIC/ DIC/ KVIC/KVIB etc.):.....
- (d) MSME Registration no. (with copy of registration):.....
- (e) Udyog Aadhaar Memorandum no.....



-----  
(f) Whether Proprietor/ Partner belongs to SC/ ST or Women category. (Please specify names and percentage of shares held by SC/ST Partners):.....

**2. Make in India Status:**

Having read and understood the Public Procurement (Preference to Make in India PPP\_MII) Order, 2017 (as amended and revised till date) and related notifications from the relevant Nodal Ministry/ Department, and solemnly declare the following:

(a) Self-Certification for category of supplier:

- Class-I Local Supplier/
- Class-II Local Supplier/
- Non-Local Supplier.

(b) We also declare that

- There is no country whose bidders have been notified as ineligible on reciprocal basis under this order for offered product,
- We do not belong to any Country whose bidders are notified as ineligible on reciprocal basis under this order

**3. Restrictions on procurement from bidders from a country or countries, or a class of countries under Rule 144 (xi) of the General Financial Rules 2017**

Having read and understood the Order (Public Procurement No. 1) issued vide F.No.6/18/2019-PPD dated 23<sup>rd</sup> July 2020 (and its amendments if any) by Department of Expenditure, Ministry of Finance under the above provision and solemnly declare the following:

- We do not belong to any Country whose bidders are notified as ineligible under this order

**4. Debarment Status:** Please state whether business dealings with you currently stand suspended/ banned by any Ministry/ Depts. of Government of India or by any State Govt:

- Yes (with period of Ban)
- No, We, solemnly declare that neither we nor any of our affiliates or subsidiaries – including subcontractors or suppliers for any part of the contract – do not stand declared ineligible/ blacklisted/ banned/ debarred by any Government Agency anywhere in the world, for participating in its tenders, under that country’s laws or official regulations.

**5. Penalties for false or misleading declarations:** I/we hereby confirm that the particulars given above are correct and complete and also undertake to advise any future changes to the above details. We understood that any wrong or misleading self-declaration by us would be violation of code of Ethics and would attract penalties as mentioned in this tender document, including debarment.

.....  
(Signature with date)

.....  
(Name and designation)  
Duly authorized to sign tender for and on behalf of

.....  
.....



SECTION XII: QUESTIONNAIRE  
 SECTION XIII: BANK GUARANTEE FORM OF EMD  
 SECTION XIV: MANUFACTURER'S AUTHORIZATION FORM  
 SECTION XV: BANK GUARANTEE FORM FOR PERFORMANCE SECURITY  
 SECTION XVI: CONTRACT FORM  
 SECTION XVII: LETTER OF AUTHORITY FOR ATTENDING A BID OPENING  
 SECTION XVIII: SHIPPING ARRANGEMENT FOR LINER CARGOES  
 SECTION XIX: PROFORMA OF BILLS FOR PAYMENTS  
 Please **CLICK** the link for further details <http://cnpnashik.spmcil.com/SPMCIL/UploadDocument/SBDTEMPLATE1.pdf>

**TWO BID, SINGLE STAGE (TWO PACKETS) TENDER BIDDER'S CHECK LIST BEFORE TENDER**

**SUBMISSION**

**Part I: - TECHNO-COMMERCIAL BID**

Sr. No.	Tender Submission Check Points	Check before submission Tick ( ✓ )
1	Bid Security Declaration (Annexure-I)	
2	Tender Document duly Seal & Signed	
3	Term of Delivery :- FOR, CNP Nashik road, duly unloaded	
4	Tender Validity 120 days as per the tender	
5	Technical Specification –Section VII as per tender	
6	Submit Manufacturer's Authorization form (As Applicable)	NA
7	Accept the Warranty clause as per tender (As Applicable)	
8	Submit the documents as per Qualification / Eligibility criteria – Section IX (As Applicable)	
9	Fill Tender Form – Section X duly seal & sign (Without mentioning price)	
10	Delivery Period: Acceptance of delivery period as per Section VI of tender Document.	
11	Blank price schedule format as per Section XI indicating 'XXXX'	
12	Power of Attorney for signing the bid document and contract, if awarded.	
13	Section II - General Instructions to Tenderer's (GIT)	
14	Section IV - General Conditions of Contract (GCC)	
15	Section XII to XIX of Tender Documents	

**Part II: - PRICE BID**

Sr. No.	Tender Submission Check Points	Check before submission Tick ( ✓ )
1	Price Bid as per Section XI (Price including all taxes & other charges )	

(Bidder's Seal & Sign)



**Section XI: Price Schedule**

**SUMMARY OF PRICE SCHEDULE (FOR INDIAN BIDDERS): PRICES SHOULD BE ON FOR, CNP, NASHIK ROAD BASIS.**

(Indigenous Offers)

To,

(Name and Address of Purchaser)

OFFER FORM for Tender No..... Date of opening  
.....Time.....Hours.....

We ..... here by certify that we are established firm of manufacturers / authorized agents of M/s.....  
.....with factories at ..... which are fitted with modern equipment and where the production methods, quality control and testing of all materials and parts manufactured or used by us are open to inspection by the representative of .....(Name of Purchaser). We hereby offer to supply the following items at the prices indicated below:



1. Scope of Supply: (Cost break-up of the quoted cost, showing inter-alia costs of all the concomitant Installation/ Commissioning/ Training/ Technical Support/ incidental services/ software/ accessories, considered necessary to make the proposal self-contained and complete must be indicated here.)

---

Tender No: 6000018029



2. Taxation Details:

- a) PAN number
- b) Type of GST Registration (Registered, Unregistered, Composition, SEZ, RCM etc.)
- c) GSTIN number
- d) Registered Address as per GST registration and Place of Delivery for GST Purpose
- e) Contact Names, Nos. & email IDs for GST matters (Please mention primary and secondary contacts)

.....

3. It is hereby certified that we have understood the General and Special Instructions to Tenderers (GIT and SIT), and also the General and Special Conditions of Contract (GCC and SCC) attached to the tender and have thoroughly examined specifications/ Quality Control Requirements and other stipulations in Section VII & VIII – Technical Specifications and Quality Control Requirements; and are thoroughly aware of the nature of stores required and our offer is to supply stores strictly in accordance with the requirements and according to the terms of the tender. We agree to abide solely by the General and Special Conditions of Contract and other conditions of the tender in accordance with the tender documents if the contract is awarded to us.

4. We hereby offer to supply the stores detailed above or such portion thereof, as you may specify in the acceptance of tender at the price quoted and agree to hold this offer open for acceptance for a period of ---- days from the date of opening of tender (i.e., upto ---- -), We shall be bound by the communication of acceptance dispatched within the prescribe time.

Dated.....

Signature and seal of Manufacturer/Bidder

Note:

- (i) The Bidder may prepare their own offer forms as per this proforma.
- (ii) No change in the proforma is permissible.
- (iii) No erasures or alternations in the text of the offer are permitted. Any correction made in the offer shall be initialed by the bidder.
- (iv) Figures in Columns 5 to 7 (both inclusive) and in Break-up of price in column 6, should be in both figures and words.
- (v) This Section should not bring in any new Technical Parameter that has not been mentioned in the Technical Bid.



## **Annexure-I**

### **Bid Security Declaration Format**

(To be printed on letter head of bidder)

Date:

To,  
The Chief General Manager  
Currency Note Press  
Nashik Road

Sub: Bid Security Declaration-Reg.

Ref: 1. Tender No. \_\_\_\_\_ Dtd: \_\_\_\_\_  
2. Bidder's offer no. \_\_\_\_\_ Dtd: \_\_\_\_\_

I, \_\_\_\_\_ (Name of authorized signatories),  
on behalf of M/s. \_\_\_\_\_  
(Bidder's name and address), duly authorized to sign the tender document and  
enter into contract, if awarded, herewith accept that if the bidder withdraw (or)  
modify our bid during period of validity (i.e. within 90 days of date of opening  
the tender) etc, the bidder will be suspended/debarred/blacklisted for a period  
of two years from the due date of the tender.

(Signature of Authorized Signatory)

Designation:

Name of Bidder:

Seal