

**UNIVERSITY COLLEGE OF MEDICAL SCIENCES
(University of Delhi)
GURU TEG BAHADUR HOSPITAL
DILSHAD GARDEN, DELHI-110 095.**

EXPRESSION OF INTEREST

“Expression of Interest (EOI) invited from reputed companies to set up a State- of-the-Art studio on turnkey basis, supply, installation, testing and commissioning (SITC) including civil works at UCMS”.

In order to fulfil the needs of the medical education and patient care, University College of Medical Sciences proposes to set up a State – of- the-Art studio in its campus to develop audio-visual educational contents of highest quality, live transmission of teaching sessions and telemedicine facility. The competent authority of the college invites Expression of Interest from reputed companies for supply, installation, testing and commissioning (SITC) including civil works as a turnkey project. The details for online submission of EoI in the prescribed format is available at: www.ucms.ac.in/misc/eoi.

The last date for submission of EoI is **22nd August, 2023(1400 Hrs)**

PRINCIPAL,
University College of Medical Sciences,
Delhi-110095
Tel.:011-22582105.
Email: principal@ucms.ac.in

UNIVERSITY COLLEGE OF MEDICAL SCIENCES
(University of Delhi)
GURU TEG BAHADUR HOSPITAL
DILSHAD GARDEN, DELHI-110 095

About UCMS

The University College of Medical Sciences (UCMS) was established in 1971 as a Constituent College of University of Delhi. It imparts various medical and paramedical courses. Guru Teg Bahadur Hospital is the associated teaching hospital with 1700 beds.

UCMS is known for its quality research and has a National ranking of 7th based on the number of publications in PubMed indexed journals.

- Runs various medical and paramedical courses.
- Annual admission MBBS: 170, MD/MS: 200 besides PhD courses in Medical Faculty.
- Paramedical courses: BSc(Medical Technology), Radiography. Diploma course in Nursing (GTB Hospital), and Medical Laboratory In-service Training.
- Meritorious/Eminent Faculty on expert groups of UNICEF, WHO, UNAIDS, World Bank, ICMR, NACO, DST and CSIR.
- Caters to the health care needs of east Delhi and neighboring states
- College has excellent track record in academic as well as extracurricular activities.

The University College of Medical Sciences (UCMS) and its policymakers are doing their best to make the institution as a premier organization in the field of medical education, research and health care in the country.

Our vision in the next five years is as follows:

The foundation of University College of Medical Sciences (UCMS) was laid on the very basis principles of our culture and civilization **‘Tomso ma jyotirgamaya’; leading from darkness to light and from ignorance to wisdom.**

Vision

The vision of University College of Medical Sciences (UCMS) is to serve the community through producing not only “Indian Medical Graduate” (IMG) possessing requisite knowledge, skills, attitudes, values and responsiveness, so that he or she may function appropriately and effectively as a doctor of first contact of the community while being globally relevant”; but also responsible citizens of tomorrow. UCMS envisions an atmosphere for young minds to blossom into leaders who drive the health care system in all spheres through nurturing talent and creativity

Mission

1. To provide excellence in education and research in medical, dental and allied health sciences, patient care and research. The institute aims at providing programs that facilitate the development of competent professionals who are both locally and globally responsive in areas of education, healthcare delivery and research.
2. To provide access to highest quality of affordable education in medical, dental and allied health sciences to all students and ensure a safe and healthy environment for research and patient care and facilitate their professional development.
3. To provide excellent health services to the community.
4. To promote and nurture our faculty to achieve heights of their potential and through individual growth and collaboration, lead to the growth of the institution.

Values

The institute values and respects team work, integrity, creativity and dexterity and aims at providing all the administrative support for staff to work and to be productive & responsible in an amiable atmosphere. We, constantly endeavor to serve those seeking our expertise with altruism, excellence, integrity and respect.

UCMS works completely on the lines of the National Medical Commission and National Health Goals of the country to produce Indian Medical Graduates who are not only competent in terms of knowledge, skills, and attitudes but also ethical and responsive to society. Our constant endeavor is to produce young doctors who are not only effective as a physician/healer of first contact of the community but also globally relevant.

Our logo is displayed very prominently in the institute and in all the official communications; with the idea that the ethos may be imbibed by one and all every time they see it. '*Tamso ma jyotirgamaya*'; leading from darkness to light and from ignorance to wisdom.

The outcome of this several years of constant effort and commitment is that the graduates of UCMS are placed in several government institutes that are involved in policy making and implementation. Several of our students are also making a global impact by serving prestigious positions abroad too.

Our dynamic and committed faculty also collaborate with other institutes as scientific experts like in Govt. of India, AIIMS, NBE, ICMR, DBT, Unicef, WHO and other educational institutes, contributing not only to the growth of their own institution but also sharing their expertise with other institutes for the societal beneficence. Hence, UCMS Vision is the mission of all its staff (teaching as well as non-teaching) to strive from darkness to light, wisdom and excellence.

Goal of Expression of Interest (EOI)

University College of Medical Sciences is a reputed medical college in the country, that excels in providing highest quality of medical education, research and patient care. Its academic faculty has excellent teaching skills not restricted to didactic lectures but also goes to clinical, laboratory and community based teaching & training. The education system world over is undergoing transformation with advancement of information technology. One of the key developments is application of internet and multimedia, to improve access, reach and content of education. It not only will increase the flexibility in learning but will also make the educational material available at remote locations and to the students in newly opened medical colleges where there is a paucity of faculty, especially in the initial years. Similarly, telemedicine is advancing rapidly to make quality healthcare accessible and affordable in remote and difficult to reach areas as well for patients with restricted mobility in the confines of their homes.

Objectives of EoI

The objective of this EoI is to solicit proposals from the interested bidders for participation in a bid process for selection of a company to create the state-of-the-art studio.

In order to fulfil the needs of the medical education, research and patient care, University College of Medical Sciences proposes to set up a State - of- the-Art studio in its campus to develop audio-visual educational contents of highest quality, live transmission of teaching sessions and telemedicine facility. The competent authority of the college invites Expression of Interest from reputed companies for supply, installation, testing and commissioning (SITC) including civil works as a turnkey project.

1. Invitation

a) EoI are invited from eligible, reputed, qualified firms with sound technical and financial capabilities for Creation of State-of-the-Art Studio at UCMS, Delhi-95 on supply, installation, testing and commissioning basis (SITC) of the equipment and allied accessories as detailed out in the Scope of Work. This invitation is open to all bidders meeting the minimum eligibility criteria as mentioned in the EoI document.

b) As per Rule 161 (v) of GFR, no cost of tender document is payable for the tender documents downloaded by the bidders.

2. Scope of Work:

Bidders are required to download EOI document from website of the UCMS at www.ucms.ac.in/misc./eoi and go through the EOI document carefully and seek details and clarification from the tenderers in case of any doubt.

The selected bidder shall have to supply turn-key comprehensive and optimum solution i.e. supply, installation, testing, commissioning including civil work and training of all the staff handling the equipment(s) and provide services at its own cost. It shall also include Twenty-Four months of warranty followed by AMC of Thirty-Six months and technical support from the date of installation and commissioning.

The bidder shall be responsible to cover continuing technological development so as to enable video to be accessible more easily, faster, and across multiple platforms and devices. It can be viewed on multiple (student owned) devices, in multiple formats (before, during, and after class). The increasing prevalence of technology is driving the viability and availability of online teaching and the open academic resources and video is playing a role in facilitating these developments.

The bidder shall also be responsible for loading and installing any applications or data provided by UCMS on the hardware before offering the same for Pre-Dispatch Inspection.

3. Pre EoI conference

UCMS will hold a pre-EoI conference on the date, time and venue mentioned therein.

Delegates participating in the Pre-EOI conference must provide a photo identity and an authorisation letter as per Format 1: "Authorisation for Attending Pre-EOI Conference" from their Company; else, they shall not be allowed to participate. The Pre-EOI conference may also be held online at the discretion of the Procuring Entity. After the Pre-EOI conference, minutes of the Pre-EOI conference shall be published on the Procuring Entity's Portal within seven days from the Pre-EOI conference. If required, a clarification letter and corrigendum to EOI Document shall be issued, containing amendments, if any, of various provisions of the EOI Document, which shall be deemed part of the EOI Document. Reasonable time will be given to the prospective consultants to take such clarifications into account in preparing their EOIs, the Procuring Entity may suitably extend, as necessary, the deadline for the EOI submission.

4. Eligibility & Evaluation Criteria

The following eligibility criteria and documentary evidence must be submitted:

S.No.	Criteria	Supporting Documents
a)	The vendor should be a registered company under the Companies Act 2013.	Copy of certificate of incorporation
b)	The vendor should have valid Registration Certificate, Service Tax Registration Certificate or PAN.	Copy of Certificate/PAN
c)	The Vendor should have a minimum average annual turnover of Rs. 10.00 Crores in last 3 financial years i.e. from 2020- 21, 2021-22 & 2022-23.	CA certified document with name of CA registration no., signature & stamp.
d)	The Vendor should have existed in India for more than 3 years.	Certificate of incorporation/ partnership deed.
e)	The vendor shall have their branch office in Delhi/NCR.	Details of branch office/Shop&establishment certificate.
f)	The vendor must not have been declared insolvent/ bankrupt or should not have filed for insolvency/ bankruptcy or in the process of being declared bankrupt before any designated authority.	Certificate signed by the authorized signature.
g)	The vendor should not have been blacklisted by any of the State/Central Government or organizations of the State/Central Government in India in the past three years.	Certificate signed by the authorized signature
h)	A power of attorney / Board/ partnership resolution in the name of the person signing the EoI on behalf of the Vendor(s).	Copy of documents.

5. Conditions under which this EoI is issued

- i. This EoI is not an offer and is issued with no commitment. UCMS reserves the right to withdraw the EoI and change or vary any part thereof at any stage. UCMS also reserves the right to disqualify any bidder, should it be so necessary at any stage.
- ii. Short-listed bidders would be issued formal tender enquiry/Request For Proposal (RFP) inviting their technical and commercial bids at a later date.
- iii. Timing and sequence of events resulting from this EoI shall ultimately be determined by UCMS.
- iv. No oral conversations or agreements with any official, agent, or employee of UCMS shall affect or modify any terms of this EoI and any alleged oral agreement or arrangement made by a bidder with any department, agency, official or employee of UCMS shall be superseded by the definitive agreement that results from this EoI process. Oral communications by UCMS to bidders shall not be considered binding on UCMS, nor shall any written materials provided by any person other than UCMS.
- v. Neither the bidder nor any of the bidder's representatives shall have any claims whatsoever against UCMS or any of their respective officials, or employees arising out of, or relating to this EoI or these procedures (other than those arising under a definitive service agreement with the bidder in accordance with the terms thereof).
- vi. Applicants who are found to canvass, influence or attempt to influence in any manner the qualification or selection process, including without limitation, by offering bribes or other illegal gratification, shall be disqualified from the process at any stage.
- vii. Each applicant shall submit only one Pre-qualification requirements proposal
- viii. The proposal and all correspondence and documents shall be written in English

6. Documents/Details to be submitted

The EOI shall be submitted as per format enclosed at Annexure I to Annexure IV along with the necessary documents/certificates in support of the eligibility criteria specified therein. The documents are to be signed by authorized signatory.

7.Submission of EOI

Interested entities will also be required to submit hard copy of proposal documents as a spiral bound book (Indexed, page numbered, signed and stamped on all pages) and would send it to the below mentioned address on or before 22nd August, 2023.

To,
The Principal
University College of Medical Sciences
Guru Teg Bahadur Hospital,
Delhi-110095

The Envelope should contain the heading as: **Expression of Interest (EOI) to set up a State-of-the-Art studio on turnkey basis including civil works at UCMS.**

8.Evaluation Process

The proposals so received will be evaluated by the Technical Committee constituted by UCMS. The shortlisted vendors will be called for presentation.

The final shortlisted vendors shall only be issued RFP for further participation. Any further details or clarifications needed will be given by the Contact Person specified herein.

9. Right to reject any or all Eols

The issue of the EOI Document does not imply that the Procuring Entity is bound to shortlist EOIs. The Procuring Entity reserves its right to accept or reject any or all EOIs, abandon/ bypass/ cancel the EOI process, and issue another EOI for the same or similar Services before shortlisting an agency.

10.Other Relevant Information

- i. There is no fee for participating in this Eol.
- ii. Note that this is not a Request for Proposal (RFP). The evaluation of the proposals will be done by a Committee constituted by UCMS, whose decision shall be final.
- iii. UCMS reserves the right to accept or reject the Eolany applicant without assigning any reason whatsoever.
- iv. The Eolsubmitted by the proposer shall be valid for a minimum period of 30 days.
- v. UCMS may ask for any other information from the proposers during the process of screening.
- vi. Any amendments/addition/correction to the Eol will be published through the website which will be binding as if it is contained in this Eol.
- vii. For the new ventures and innovative proposals, the eligibility criteria may be relaxed by the Committee depending on the quality of the proposal. The decision of the Committee in this regard will be final.

11.Contact Person

For any further details or clarifications, please contact:

Prof. Arun Sharma
University College of Medical Sciences,
Delhi-110095
Tel.:011-22582105.
Email: principal@ucms.ac.in

12.Last date of submission of EOI:

The last date for submission of EOI is 22/08/2023 (1400 Hrs.)
Bid opening date & time is 23/08/2023 (1415 Hrs.)

Covering letter
Format for Expression of Interest

(To be submitted in the letter head of the entity by a person authorized by the Board of Director or equivalent appropriate authority)

Date: _____

To,
The Principal
UCMS & GTB Hospital,
Delhi-110095

Dear Sir,

Ref. :Expression of Interest (EOI) invited from reputed companies to set up a State- of-the-Art studio on turnkey basis, supply, installation, testing and commissioning (SITC) including civil works at UCMS.

Sir,

Having examined the Expression of Interest (EoI), the receipt of which is hereby duly acknowledged, we, the undersigned, intend to submit a Pre-qualification requirements in response to the Expression of Interest (EoI) for Selection of Service Provider to set up a State-of-Art studio on turnkey basis, supply, installation, testing and commissioning (SITC) including civil works at UCMS. We attach hereto the response as required by the EoI. Primary and Secondary contacts for our company are:

S.No.	Information Sought	Details to be furnished (Attach self attested copy)
1	Name, Designation/Title Address, email, Phone nos. and Mobile Numbers of Contact Person(s)	

I/We hereby declare that all the information and statements made in this application are true and accept that any of our misrepresentations contained in it may lead to our disqualification.

I/We hereby declare that our company has not been debarred / black listed by any Government / Semi Government organizations. I further certify that I am the competent authority in my company authorized to make this declaration.

I/We hereby acknowledge the right of the UCMS to reject our Application 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.

Yours sincerely,

Authorized Signatory [In full and initials]:

Name and Title of Signatory: Company Seal

P.S.: Along with covering letter, the Annexure-II, III and IV must be submitted duly signed and stamped by the Competent Authority.

General details of the company

1	Name	
2	Full address of the Company	
3	Date of incorporation (Copy of Certificate of incorporation)	
5	Nature of the legal status in India (Copy of Article of Association)	
6	PAN and TAN details	

**(Authorized Signatory)
Name & Title of Signatory
(Company Seal)**

Financial Details:

	FY 2022-23	FY2021-22	FY 2020-21
Turnover			
Turnover from core business			
Profit before Tax			
Other relevant information			
Mandatory Supporting Documents:			
<p>a. Auditor Certified financial statements for the Last three financial years; 2022-23, 2021-22, and 2020-21 (Please include only the sections on P&L, turnover and the assets, not the entire balance sheet.)</p> <p>b. Unaudited financial statements certified by the Company auditor/CA for the latest year (2022-23) (in case the audited statement for 2022-23 is not available).</p> <p>c. Certification by the company auditors supporting the turnover break-up for IT Services and System Integration Services</p>			

**(Authorized Signatory)
Name & Title of Signatory
(Company Seal)**

Experience of commissioning state of the art studio

General information	
Name of the project (Copy of work order/contract)	
Client for which the project was executed	
Name and contact details of the client	
Current Status	
Description of the project	
Technologies used	
Total Duration of the project (no. of months, start date, completion date) (Completion certificate)	
Total cost of the project	
Other Relevant Information	

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**(Authorized Signatory)
Name & Title of Signatory
(Company Seal)**