यूरेनियम कॉर्पोरेशन ऑफ इंडिया लि. **URANIUM CORPORATION OF INDIA LTD**
(भारत सरकार का संस्थान) (A Govt. of India Enterprise)

An ISO 9001 : 2008, ISO 14001 : 2004, IS 18001 : 2007 Company

Ref. no.: UCIL/EDP/HOS/SOFTWARE/2014/1   July 1, 2014

N.I.T. No.: UCIL/EDP/JAD/HOS-1

To,

  Limited Tender

Dear Sir,

  Please submit your sealed offer for the following work along with duly signed the tender doucment as per our following terms and conditions.

1.	Name of the work	Hospital Management Software
2.	Estimated value of the work	Rs. 1.55 Lakhs(Rupees One Lakh fifty five thousand) approx.
3.	Period of work	6 months **(Tentative)**
4.	EMD	Rs. 5000.00
5.	Last Date for submission of offer	July 30, 2014 at 3:00 PM
6.	Date of opening of Tender	July 30, 2014 at 3.30 PM

Terms & Conditions:

1. **Pre-qualifying criteria (PQC):** Party should be well conversant with ORACLE and have experience of ORACLE based software with following criteria:
   a. ORACLE & D2K based software developed of minimum value of Rs. 1.5 Lakh. or above. A relevant document as proof should be attached along with tender.
   b. Party should have experience in ORACLE for minimum period of 1.5 years**.** A relevant document as proof should be attached along with tender.
2. **Scope of work:** As per Annexure-A.
3. **Software Source Code:** Application software source code will be UCIL property.
4. **Required Software Platform:**
   a. *Database:* ORACLE9i
   b. *Front end:* D2K 6i.
5. **Warranty period:** On-site warranty will start after successful Installation date of software for Three years.
6. **EMD:** Bidder shall be required to deposit an amount of Rs. 5,000/-(Rs. Five thousand only) as an earnest money in the form of a demand draft drawn in favour of URANIUM CORPORATION OF INDIA LIMITED payable at Jaduguda.
7. **Payment terms**:
   a. 20% payment of total bill value after Installation of software as per defined in Annexure-A in working position. *(Invoice value should be 20% of total value) within 30 days.*
   b. 30% payment of total bill value after successful completion & implementation of software. *(Invoice value should be 30% of total value) within 30 days.*
   c. 10% balance payment in 5 installments on every interval of 6 month of last payment. The first 10% payment will start after the 6 month from the date of payment as mentioned in clause no. 6(b) *(Invoice should be10% of total value) within 30 days.*

8. **Rate** : The rate should be quoted as per Annexure-I. The quoted rate should be excluding of all taxes.

9. **Validity** : Offer should be valid for 90 days.

10. **Taxes** : Extra as applicable.

11. **Installation & Implementation:** Responsibility of bidder.

12. **Delivery** : The above final module of software should be delivered on two sets of DVD.

13. **Location** : Jaduguda, Narwapahar, Turamdih & Tummalapalle etc.

14. **Last date of submission:** 11.04.2014 at 3:00 PM.

15. Conditional offer is not acceptable. In case of non acceptance of single terms & conditions the offer will be rejected.

16. Late submission of tenders will not be accepted. Tenders by Telex/Telegram/Fax/E-mail" will not be accepted. Tenders may be submitted by Registered Post, by Hand in Person or by Courier. However any delay on this account shall not be accepted as a reason for exception.

17. The rates quoted should be net after discount if any, No free services/offers quoted will be considered for evaluation of lowest status. Arithmetical errors will be rectified on the following basis that if there is a discrepancy between words and figures, the amount in words will prevail.

18. This tender is not transferable.

19. Mere quoting lowest rates will not amount to commitment on the part of UCIL for award of contract. UCIL, India reserves the right to accept or reject any or all tenders without assigning any reasons. UCIL also reserve rights to award contract or cancel.

20. No boarding, lodging and travelling will be paid by UCIL.

21. If any dispute(s) arises between the UCIL and the firm with reference to any provision of the contract, the decision of the Director (Technical), UCIL shall be final and binding on both the parties.

22. *Source code Handover:* The successful bidder will hand over the full source code along with all software patches in two sets of the each implemented solution and impart necessary training for maintaining the same, after the successful implementation. The methodology of source code transfer should be clearly stated in the offer. UCIL guarantees that the source code will be used exclusively for the purposes of UCIL and not for commercial use

23. *Training Requirements* - Training for using and software should be given for the identified set of users by UCIL. Training to users should include basic debugging mechanisms detailed transaction flows and backup mechanisms. The end users should be trained in proper usage of the software.

24. **Jurisdiction/Dispute/Arbitration**: Any or all disputes arising out of the work order/contract shall be settled by mutual discussion and in the event of not arriving at a settlement, the disputes shall be referred to a sole arbitrator chosen by UCIL and the provisions of the Arbitration and Conciliation Act, 1996 any amendment thereto shall apply to the arbitration proceedings under this clause and it shall take place in Jamshedpur only. Further dispute/disputes if any, arising from arbitration shall be subject to the jurisdiction of courts in Jamshedpur only.

25. **Confidentiality**: The Party/Bidder shall treat all documents/data/software or part of them which may be provided by UCIL as strictly maintenance of Secrecy & confidentiality of Data/System/Process of the same. A bidder has to follow any other instructions of UCIL in this regard from time to time.

26. The above scope of work may be decrease or increase while ordering.

27. **Price Escalation:** No escalation on any account shall be payable and price quoted shall be firm till completion of the work under this contract. Offers with price variation clause will be out rightly rejected.

28. **Contract Agreement: -**
Contract Agreement should be executed in prescribed format on a non-judicial stamped paper of value Rs. 20.00 before commencement of work within one week from the date of issue of work order / L.O.I. However, no payment will be made without execution of contract agreement.

29. **Submission & Opening of Tender: -**
Tender / quotation / bid shall be submitted in a manner asked strictly in accordance with the above tender terms & conditions giving full details. Contractor shall sign and stamp on each pages of this tender document. Canvassing in any form is strictly prohibited and disqualifies the tenderer for the tender submitted for. Tenders will be rejected, if sealed tender envelopes are not super scribed on the top as per instructions given. Tenders will not be received after due date and time. Tenders will not be accepted by Telex/Telegram/Fax/E-mail. If any of the date under this contract is declared holiday, the event scheduled on that day will be automatically shifted on the next working days.

30. **Visit of Site and Locality prior to quote rate (s): -**
Before submission of tender, the tenderer are advised to make them fully conversant with the SCHEDULE OF ITEMS, SCOPE OF WORK, GENERAL CONDITION OF CONTRACT. They may contact the UCIL EDP Department for conducting a brief requirement study and clarification of their queries, prior to submitting the bid for the solution, if they so desire.

They are also advised to physically visit the site to understand the site working conditions, nature of jobs prior to quote for the same. The pre-bid discussions would only be to answer technical queries and clarifications and no commercial aspects would be discussed.

31. **Rate (s) in figures and words: -**
The tenderer should mention their price item-rates in figures as well as in words in Annexure-I. In case of any dispute / ambiguity, the price I rate mentioned in words shall be considered as final. Insertions, postscript, additions and alterations shall not be recognized unless confirmed by the tenderer signature. Tenderer shall be submitted schedule of items(s) and rate(s) in triplicate duly signed and stamped on each page.

32. **Minimum feature requirements:-**
The minimum features with limitations of present working are attached herewith the tender document as ANNEXURE-A. However, these details are not fulfilling our total requirement hence these shall not be treated as the final requirements of UCIL. The successful bidder should conduct a detailed study of each existing modules of software as well as additional module and arrive at the final software requirement specifications (SRS), which will be after acceptance of UCIL finally considered as the basis and road map for the preparation of Software.

33. **Tender submission terms & conditions**

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Two Bid System (Technical & Financial):

The two bid system will be followed for this tender. Bidder is advised to carefully read this tender document before submitting his bid. In this system bidder must submit his offer in two separate sealed envelopes as explained below.

Interested bidder may submit their documents satisfying the technical bid requirements in a sealed cover as per clause no. 2.1 super scribed with "*Offer for HR Software for technical bidding*". The other sealed envelope containing the **"Financial Bid"** and documents relating to acceptance of all the terms and conditions, etc. may be submitted with " *Offer for HR Software for financial bidding*".

Thereafter, both the envelops may be placed in a third sealed cover super scribed with "*Offer for HR Software for technical & financial bidding*" addressed to

<div align="center">

Dy. Gen. Manager (Pers)IRs,
URANIUM CORPORATION OF INDIA LIMITED
Turamidh Mines
PO. Jaduguda
Dist. East Singhbhum
Pin 832102, Jharkhand

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The above sealed offer should reach within dated 30/07/2014 at 3:00PM at above address. At first the technical offer will be opened on dated 30/07/2014 & time 3:30PM at the office of Dy. Gen. Manager (Pers)IRs.

The **"Financial bid"** will be open after short listing the eligible offers by scrutiny of technical offers.

31.1   **Envelope No.1 "Technical Bid" shall contain document in following.**

a) **Enclosed document** as a proof regarding the clause no. 1(a) & 1(b).
b) An acceptance certificate regard clause no. 22 i.e. "Source code handover" should be attached alongwith Technical Bid.
c) **EMD**: Bidder shall be required to deposit an amount of Rs. 10,000/-(Rs. Ten thousand only) as an earnest money in the form of a demand draft drawn in favour of URANIUM CORPORATION OF INDIA LIMITED payable at Jaduguda.
d) Enclose a certificate as **on party letter head** to the effect that firm /Company has agreed to all the terms & conditions of the tender document and accepts the same without any departure/deviation. In case, firm either do not accept all the terms & conditions of the subject NIT

<div align="center">OR</div>

Depart from the stipulated terms & conditions, their offer shall not be considered and same shall be rejected summarily.

e) **Enclose Un-priced price bid proforma** – This is required to check and confirm that bidder has not stipulated any other terms & conditions in their price bid. In case, any bidder mention any other terms & conditions in envelope meant for price bid which have any financial implication, same shall not be considered and ignored either while evaluation of tender or award of contract.

Please Note: *Bids not accompanied by any of the document in compliance from (a) to (d) above of clause no. 31.1* **Envelope No.1 "Technical Bid"** *shall be liable for summarily rejection.*

31.2   Envelope No.2 "Financial Bid" shall contain:

The rate may be quoted as per the Performa at **Annexure-I** in a separate sealed cover with proper seal and signature of authorized person.

If the office of UCIL, Jaduguda happens to be closed on the last date and time for submission of Price bit/tender then the same will take place on the next working day at the same time and venue.

Sealed Quotations will be received in quotation box kept at the office of Dy. Gen. Manager(Pers)IRs, Jaduguda till Last date and time and will be opened at the same venue at above opening date and time.

For Chairman & Managing Director
Uranium Corporation of India Limited
Jaduguda

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Annexure-A

TENTATIVE SOFTWARE REQUIREMENT DETAILS
for N.I.T. No.: TMD/MIN-

1. *EXISTING MANUAL PROCESS AT UCIL HOSPITAL JADUGUDA*

UCIL provides medical book to each employee and their family members along with the other UCIL attached employees i.e. CISF, School etc. There are 3 categories of medical books-

(i) Yellow book for employee,
(ii) Red book for employee dependent and
(iii) Green book for central government employee

Medical book contain the information of individual patient like patient photo, blood group, age, relation with employee, date of birth etc. Medical book also contain the medical treatment history of patients. Patients bring his/her medial book when they consult to doctors in hospital.

2. *Main three processes in hospital need computerization are as given below.*

2.1 *Out Patient treatment*

- Patient comes to OPD in hospital with their medical book and consults to related available doctors.
- Doctors after checkup of patients, write prescription in medical book of patient as well as green slip. Green slip mainly contain list of medicines prescribing the doctor.
- Then patient come to registration counter and show their green slip.
- The person in registration counter maintains the patient information in separate register and writes their serial number in green slip which is provided by doctor.
- Now patient come to pharmacy counter and show the green slip for getting medicines.
- Pharmacy counter person give the medicines if it is available if medicines is not available then they write NA in green slip. It means NOT AVAILBALE
- Then patient again come to doctor and doctor write their green slip to LP mean LOCAL PURCHASE of these medicines.
- Then patient submit this green slip to local purchase counter.
- Local purchase department person collect all slip and give to vendor for purchasing medicines.
- Vendor gives all medicines on next day to local purchase dept.
- Then patient collect the medicines on next day from local purchase counter.

2.2 REFERRAL

- Doctor may refer to other higher centre for better medical treatment on medical case history book. In this case patient goes to Hospital administration office and shows their medical book where doctor write the referral note. Hospital administration office prepare refer letter and identity card for refered hospital (wherever it is required).

2.3 STORES MANAGEMENT

- The hospital has store for supply of medicines and other materials to pharmacy/Indore department and other UCIL unit's hospital. The store inside hospital collects medicines from center store of UCIL. They maintains medicines inventory manually in register.
- The pharmacy department is also maintaining medicine wise consumption on register.
- Other units also maintain medicine wise consumption on register.
- Medicine expiry is checked manually.

3. DRAWBACK OF MANUAL PROCESS

In manual process all the information maintained in register by the different departments. There is no relation between different departments. so following are different drawback.

- Doctors are not aware of current medicines stock at pharmacy, hence they prescribe those medicines also which are out of stock.
- The medicine expiry date management is also manual.
- The medicine inventory management is also manual.
- The referral analysis is not possible by expenditure wise, employee wise, hospital wise.
- The Inpatient bill preparation is also manual.
- The pathology reports are manual and not available on line for doctor's.

4. TO BE PROCESS IN APPLICATION SOFTWARE

There will be SIX modules for the proposed application software.

4.1 Medical Inventory Management

Proper **medical inventory management** within hospitals and the doctor's office is crucial to successful patient care. **Medical inventory management software** system will be used to handle

    a. Medicines suppliers details
    b. Medicines supply detials
    c. Medicines procurement and record keeping for hospital.
    d. Expiry date management.
    e. Re-order level indicator.
    f. High consumption medicines.
    g. Low consumption medicines.

This medical inventory management system aims to save time and money by eliminating/minimizing the need for manual activities such as manual entry and local purchase of medicines.

Proposed Plan: There will be three storage locations in the system

       i)   One for Central store as main store.
       ii)   Second is sub store for Hospital keeping all the medical items and medicines.
       iii)   Third is pharmacy store stock.
       iv)   Forth is Indore store stock.

Whenever the materials and medicines are received in central store, the stock will be uploaded in the Main Stores in hospital system. When these stock will be transferred from central store to hospital, in HMS system also stock will be transferred to sub store. When the sub store issues the materials to pharmacy, then the stock will be transferred to third store i.e. pharmacy. The issue can take place from pharmacy or sub store depending on the nature of material.

4.1.1 Key Benefits

- Increased Accountability and Control
- Immediate Access to Current Inventory Levels
- Elimination of High Error Incidence in Book-Based Inventory Levels
- Reduce Unexpected Inventory Shortages
- Upto date medicine expiry system.

4.2 *Patient Registration System*

Patient Registration System (OPD & Indoor). Every patient, who visits the hospital, has to get registered after to getting any doctors consultation. Registration of patients involves accepting certain employee id, general and demographic information about the patient. The patient is allocated a unique registration number and a patient identification number. Patient will be allocated a new registration number on every visit.

4.2.1 The following information is required for the registration of OPD Patient.

- Patient demographic details like name, age, sex, address, contact number, nationality, employee id
- Department & Doctor to be visited

4.2.2 For indoor patients the additional information requirements are:

- Room / bed requirement
- Treatment required

4.3 *Referral Management*

The administrative office can maintain the details of referral cases.

- After referral by doctors the administrative office has to issue a refer letter of the patient in the name of higher centre for the patient according to the prescribed format of the concerned hospital.
- The refer letter has to be clearly indicate the eligibility of the patient regarding accommodation, treatment etc.
- Some time the undertaking referral need cost involvement after treatment for recovery from the concerned employee.

4.3.1 Key Benefits

- Increased Accountability and Control
- Immediate Access to Current Referral cases
- Immediate access to referral cases hospital wise
- Immediate access to referral cases type of disease

4.4 *Occupational Health*

Total workers of MILL, Mines are periodical medical examination done

4.4.1 Periodical medical examination

This examination done of three categories of employees as follows:

4.4.1.1 Yearly examination
4.4.1.2 Two Yearly examination
4.4.1.3 Five Yearly examination

4.4.2 New appointee initial medical examination

4.4.3 Form O filling through periodical medical examination for submission to DGMS.

Different returns as per the format of DGMS for submitting monthly, quarterly, half yearly and yearly.

4.5 *Laboratory records*

Recording of Laboratory reports data into system for to make it available to the individual doctors.

4.6 Reports

Reports will be provided on all the above three modules for each level of requirement as will be finalized during the SRS report for the information maintained as above.

5. *Software User Password Security:-*
The software should be enabled with multi-level password security system, to maintain the confidentiality of each level of section.

6. *Audit Trail:*
The software should be enabled with Audit trail of each level of data.

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FINANCIAL OFFER for for N.I.T. No.: TMD/MIN-

1. **Name of the Company** :

2. **Address** :

3. **Tel. No. & FAX No.** :

4. **Contact Person** :

5. **E-mail address** :

6. **Mobile No. of Contact Person** :

Sl. NO.	ITEM/DESCRIPTION	Total Period of completion of Hospital Management Software (Give in Number)	TOTAL(in Rupees)	
			in Figure	in Words
			A	B
1	Hospital Management Software			
2	Rebate if any			
2	Tax Details(If any)			
Total				

NOTE:

1. The above quoted rates should be excluding of all taxes etc.

2. Above rates should be inclusive of all transportation & other incidental charges etc.

3. Rebate if any should be mentioned clearly in words.

Seal & Signature
of
Tenderer/Authorized Signatory