

**Request for Proposal (RFP)**  
**for Procuring Equipments and Consumables for Clinical, Anthropometric**  
**and Biochemical (CAB) Tests in**  
**National Family Health Survey (NFHS)-4**  
**2014-2015**

**Bid Document**



(स्थापना / Established in 1956)  
बेहतर भविष्य के लिए क्षमता निर्माण  
Capacity Building for a Better Future

**International Institute for Population Sciences**  
(Deemed University)  
Govandi station road, Deonar, MUMBAI-400088  
Tel: 91-22-42372400; Fax: 91-22-25563257

## Key Events and Dates

1	Tender Inviting Authority	International Institute for Population Sciences, Govandi Station Road, Deonar, Mumbai-400 088
2	Job Requirement	Procuring Equipments and Consumables for Clinical, Anthropometric and Biochemical (CAB) Tests
3	Announcement of Bids for NFHS-4	Before 6 May 2014
4	Any query on bid document	Up to 9 May 2014, 5:00 pm
5	Last date for submission of bid	29 May 2014, 5:30 pm
6	Opening of bids, technical evaluation and financial evaluation	To be announced through IIPS website
7	Submission of Performance Security, Signing of Contract and submission of bank guarantee	To be announced through IIPS website

### Checklist of eligibility for opening of bid

SLN.	Items	Tick
1	Certificate of Registration/License	
2	Copy of PAN/TAN Card	
3	Processing fees* of Rs. 10,000/-	
4	For CAB Equipment(s) EMD* of Rs.1,00,000/- and for CAB Consumable(s) EMD* of Rs.30,000/-	

\*Should be paid through Demand Drafts drawn in favour of "Director, IIPS" payable at Mumbai.

# **Bid for Procuring Equipments and Consumables for Clinical, Anthropometric and Biochemical (CAB) Tests in National Family Health Survey (NFHS)-4**

## **INTRODUCTION**

The purpose of this Proposal is to procure the CAB equipments and consumables for conducting the fourth round of National Family Health Survey (NFHS)-4 in India during 2014-15.

### **A. Background**

The National Family Health Survey (NFHS) programme in India was initiated in the early 1990s with the first NFHS being conducted in 1992-93. Since then, India has successfully completed NFHS-2 in 1998-99 and NFHS-3 in 2005-06. All these three surveys were conducted under the stewardship of the Ministry of Health and Family Welfare (MoHFW), Government of India, with the International Institute for Population Sciences (IIPS) as the nodal agency and technical assistance being provided by United States Agency for International Development (USAID) through ICF Macro (now called ICF International). USAID has provided primary funding for the NFHS surveys, but the most recent survey (NFHS-3) also had funding from DFID, the Bill and Melinda Gates Foundation, UNICEF, UNFPA and the Government of India. The major objectives of the NFHS programme have been to strengthen India's demographic and health database by providing information that is both reliable and relied upon; to strengthen the survey research capabilities of Indian institutions to provide, analyse, and disseminate high quality data; and to anticipate and meet the country's needs for data on emerging health and family welfare issues.

In 2014-2015, India will implement the fourth National Family Health Survey (NFHS-4). Like its predecessors, NFHS-4 will be conducted under the stewardship of the Ministry of Health and Family Welfare, coordinated by the International Institute for Population Sciences, Mumbai, and implemented by a group of survey organizations and Population Research Centres, following a rigorous selection procedure. Technical assistance for NFHS-4 will again be provided by ICF International, USA with the financial support from the United States Agency for International Development.

The fourth National Family Health Survey (NFHS-4) is a nationally representative household survey that measures a wide range of indicators relating to fertility, family planning, and maternal and child health, as well as knowledge, attitudes and behaviour around HIV/AIDS and the prevalence of HIV infection among Indian adults. NFHS-4 will include for the first time random blood glucose and blood pressure measurements. NFHS-4 will produce population-based estimates of anaemia, HIV prevalence, random blood glucose, blood pressure, and height and weight measurements among women aged 15-49 years and men aged 15-54 years. Among young children aged 6-59 months, haemoglobin, height and weight will be measured.

### **B. Specific Objectives and Scope of NFHS-4**

Each successive round of the NFHS has had two specific goals:

- a) To provide essential data on health and family welfare needed by the Ministry of Health and Family Welfare (MoHFW) and other agencies for policy and programme purposes.
- b) To provide information on important emerging health and family welfare issues.

- The domain of clinical, anthropometric and biochemical (CAB) testing is being further expanded in NFHS-4 to include random blood glucose and blood pressure measurements with estimates to be reported at the district level.
- As with haemoglobin measurement, testing of these new CAB components in the field will be conducted using portable equipment. A recently developed, improved model of the HemoCue instrument will be used for haemoglobin measurement and the similar battery-operated portable Glucometers will be used for random blood glucose testing. Lancets and all blood-contaminated materials will be disposed of in a biohazard bag according to an established protocol. Only paramedical or other personnel with specific training on the procedures and on universal precautions regarding blood-borne pathogens will be used for conducting the haemoglobin and random blood glucose testing and preparing dried blood spot (DBS) for HIV testing.

### **C. Introduction of CAB**

CAB stands for Clinical, Anthropometric and Biochemical tests which are integrated in, NFHS-4, to collect information on nutrition and health. A biomarker may be thought of as a characteristic that can be independently measured and evaluated as an indicator of normal biologic processes, pathogenic processes, or pharmacologic response to a therapeutic intervention. Biomarker measurements can serve as diagnostic tools to identify diseases in their early stages and can be used as surveillance tools to track changes in disease patterns or to evaluate intervention programs. In population-based surveys, biomarkers help assess the prevalence or occurrence of diseases or health conditions and can also be used at a macro level to measure the long-term effect of policies and programs. In NFHS, biomarkers are measured in order to report levels of specific diseases and conditions at the population level. Specific to NFHS-4, the following biomarkers will be measured: Haemoglobin, random blood glucose, blood pressure, height & weight, and HIV along with test for iodization of salt.

### **D. Survey Organization**

NFHS-4 is being conducted at the request of the Ministry of Health and Family Welfare which has a primary role in the planning for the survey and in the analysis and dissemination of the survey results.

The International Institute for Population Sciences (IIPS) will serve as the implementing agency for NFHS-4. IIPS will take responsibility for operational matters including planning and conducting fieldwork, processing of collected data and organizing the writing and distribution of reports. IIPS will furnish the necessary central office space for survey personnel and will undertake to secure transport for the data collection activities. Staff from IIPS will be responsible for overseeing the day-to-day technical operations including recruitment and training of field and data processing staff and the supervision of the office and field operations.

Financial support for NFHS-4 will be provided by the Government of India, USAID, DFID, the Bill and Melinda Gates Foundation, the MacArthur Foundation, UNICEF and UNFPA. Staff of the Demographic and Health Surveys project of ICF International will provide technical assistance during all phases of the survey.

## **E. Details of Equipments and Consumables for CAB Measurements & Tests**

### **General Conditions**

1. The proposal, along with all the correspondence and documents exchanged by the bidder and IIPS, shall be written in the English language.
2. **Amendments to the tender:** IIPS reserves rights to amend any of the tender conditions or a part thereof before the last date for the receipt of the tender, if necessary. Amendments, if any, would be placed on the Institute's website ([www.iipsindia.org](http://www.iipsindia.org)). The decision of extending the due date and time for the submission of tender documents on the account of amendments will be at the sole discretion of IIPS.
3. IIPS reserves the right to cancel the RFP at any stage without citing any reason.
4. **Earnest Money Deposit:** The bidders should furnish an Earnest Money Deposit (EMD) of **Rs.1,00,000/- for CAB Equipment(s) and for CAB Consumable(s) EMD of Rs.30,000/-** each bid submitted by means of Demand Draft/Banker Cheque drawn on any Nationalized Bank / Scheduled Bank in favour of the “**Director IIPS**” payable at Mumbai. The Demand Draft/Banker Cheque for the earnest money shall be put in the envelope for the eligibility criteria as the Technical and Financial Bid would be opened only in respect of those bidders who qualify according to the prequalification criteria. The Tenders received without the Earnest Money Deposit will be summarily rejected. The Earnest Money Deposit will be refunded after the completion of the selection process as per the GFR 157. The amount remitted towards Earnest Money Deposit is liable to be forfeited in the case the bidder retracts its offer after submission of the tender or after the acceptance of the offer by IIPS or fails to sign the Contract or to remit the Security Deposit. No interest will be payable by the IIPS on the Earnest Money Deposited/remitted.
5. Each Bidder has to provide Processing Fees of **Rs.10,000/-** (Non-Refundable) for each bid by means of Demand Draft/Banker Cheque drawn on any Nationalized Bank / Scheduled Bank in favour of the “**Director IIPS**” payable at Mumbai. The Demand Draft/Banker Cheque for the earnest money shall be put in the envelope for the eligibility criteria as the Technical and Financial Bid would be opened only in respect of those bidders who qualify according to the prequalification criteria.
6. No proposal shall be accepted unless it is properly sealed. The documents should be sent by speed post/registered post/courier or hand delivered. IIPS will not be responsible for any postal delay.
7. If the envelope is found to be open, not sealed and not marked as instructed above, IIPS will not be responsible for misplacement or premature opening of the proposal submitted. Any proposal opened prematurely due to this cause shall be rejected.
8. The bidder is advised to attach any additional information that is considered necessary to establish its capabilities. No further information will be entertained after submission of application unless it is required by IIPS. The IIPS, however, reserves the right to call for additional information and clarification on information submitted by the bidders.
9. Proposals must be received by IIPS, at the address specified not later than the date and

time specified in the Invitation of RFP. In case the specified date for the submission of proposal is a declared holiday at the IIPS, the same will be received on next working day with the same specified time. Proposals received after the due date and time specified will automatically be rejected.

10. Submission of tender: Sealed tenders received up to 5:30 PM of 29<sup>th</sup> May, 2014 will be taken up for opening. Tenders received after specified date and time will not be accepted. IIPS reserves the right to disqualify any of the tenders in case it is not satisfied with the documents furnished or otherwise, without assigning any reasons thereof. Any efforts by an agency to influence the IIPS personnel or representative on matters relating to bids under consideration in the process of examination, clarification, evaluation and comparison of bids and in decision concerning award of Contract, shall result in the rejection of the bidder's bid and also lead to blacklisting of the organization.
11. Failing to execute the Contract within the prescribed period may result in termination of the Contract and award of the same to other agency/agencies at the risk and cost of the bidder.
12. The person to sign the Contract shall be duly authorised.
13. Arbitration: Arbitration proceeding shall be conducted in accordance with procedure of the Arbitration and Conciliation Act 1996, of India.  
The decision of the arbitrator shall be final and binding on both parties.  
The place of Arbitration shall be **Mumbai**.
14. Good Manufacturing Practices (GMP), WHO-GMP, or equivalent international quality certification for the product applied for is essential. Preference will be given to WHO-GMP certificate.
15. All bidders will have to submit at least one sample of each equipment and ten samples of each consumable applied, for verification and approval by the technical evaluation committee.
16. Failure to submit samples within the prescribed timeline will result in disqualification of the agency.
17. Along with the samples, each vendor will have to submit a declaration that if finally selected, they will supply the same quality of the product (model with same technical specifications) for the entire procurement. Failure to do so will lead to disqualification of the agency supplying the allocated items.
18. For all the supplies and equipments, those items which have been successfully used earlier in large scale surveys in India or outside will be given preference.
19. Cost of travel and stay of the officials for attending pre-bid meeting/technical or financial bid opening will be borne by the bidder.
20. Hard copy of the Prequalification, Technical and Financial proposals should be sent in three separate envelopes placed in one large envelope marked as-

**BID FOR CAB EQUIPMENTS AND CONSUMABLES FOR NFHS-4,**  
and addressed to  
The **Director,**  
International Institute for Population Sciences,  
POST BOX NO.-8307  
Govandi Station Road, Deonar, Mumbai-400 088  
Tel: 91+22+42372400  
Fax: 91+22+2556 3257

**The last date for submission of complete bid with all supporting documents (by hand, by post or by courier) is May 29, 2014 up to 5:30 PM. Any bid received after the prescribed time will not be entertained. IIPS will not be responsible for any loss or postal delay.**

## **F. Force Majeure and Termination**

### **1. Force Majeure**

- 1.1.** Where the performance by the bidders of their obligations under this Contract is delayed, hindered or prevented by an event or events beyond the reasonable control of the bidders and against which an experienced bidder could not reasonably have been expected to take precautions, the bidders shall promptly notify IIPS in writing, specifying the nature of the force majeure event and stating the anticipated delay in the performance of this Contract.
- 1.2.** From the date of receipt of notice given in accordance with Clause 1.1, IIPS may, at its sole discretion, either suspend this Contract for up to a period of 6 months (“the Suspension Period”) or terminate this Contract forthwith.
- 1.3.** If by the end of the Suspension Period the parties have not agreed on a further period of suspension or re-instatement of the Contract, this Contract shall terminate automatically.

### **2. Suspension or Termination without Default of the bidders**

- 2.1.** IIPS may, at its sole discretion, suspend or terminate this Contract at any time by so notifying the bidder and giving the reason(s) for such suspension or termination.
- 2.2.** Where this Contract has been suspended or terminated pursuant to Clause 2.1, the bidder shall:
  - a)** Take such steps as are necessary to terminate the provision of the Services, (including suspending or terminating any Sub-contracts) in a cost-effective, timely and orderly manner; and
  - b)** Provide to IIPS, not more than 30 days after IIPS notifies the bidder of the suspension or termination of this Contract an account in writing, stating:
    - i.** Any costs, if any, due before the date of suspension or termination;
    - ii.** Any costs to be expended after the date of suspension or termination which the bidder necessarily incurred in the proper performance of this Contract and which it cannot reasonably be expected to avoid or recover.
- 2.3.** Subject to IIPS approval, IIPS shall pay such amount to the bidder normally within 30 days after receipt from the bidder of an Invoice in respect of the amount due.

### **3. Termination with Default of the bidders**

- 3.1.** IIPS may notify the bidder of the suspension or termination of this Contract where the services or any part of them are not provided to the satisfaction of IIPS giving the reasons

for such dissatisfaction and, in the case of suspension, the action required by the bidder to remedy that dissatisfaction and the time within which it must be completed.

- 3.2.** Where this Contract is suspended under Clause 3.1 and the bidder subsequently fails to remedy the dissatisfaction, IIPS may terminate the Contract forthwith.
- 3.3.** IIPS may, without prejudice to its other rights, including but not limited to the right to claim for costs and losses incurred, terminate this Contract forthwith where:
- a) The bidder or any member of the bidder’s personnel, either directly or through their servants or agents, breaches any of their obligations under this Contract; or
  - b) The bidder or any member of the bidder’s personnel has committed an offence under any of the prevailing laws applicable to the project; or
  - c) The bidder is an individual or a partnership and at any time:
    - i. Becomes bankrupt; or
    - ii. Is the subject of a receiving order or administration order ; or
    - iii. Makes any composition or arrangement with or for the benefit of the bidder’s creditors; or
    - iv. Makes any conveyance or assignment for the benefit of the bidder’s creditors ; or
  - d) The bidder is a company and:
    - i. An order is made or a resolution is passed for the winding up of the bidder; or
    - ii. A receiver or administrator is applied in respect of the whole or any part of the understanding of the bidder.
  - e) The bidder is a partnership or a company and there is a Change in Control. “Change in Control” means that the person(s) (including corporate bodies) directly or indirectly in Control of the bidder at the time this Contract is entered into cease to be in Control. “Control” means the power of a person to secure that the affairs of the bidders are conducted in accordance with the wishes of that person.
- 3.4.** Where this Contract is terminated in accordance with this Clause 3.3, the bidder shall without prejudice to IIPS other remedies, take any steps necessary to terminate the provision of the Services in a timely and orderly manner but shall not be entitled to any further payment in relation to this Contract.
- 3.5.** Where this Contract is terminated pursuant to Clause 3.3 the bidder shall pay IIPS within 10 days of notification such amount, as IIPS shall have determined as the amount of any loss to IIPS resulting from such termination together with the amount or value of any gift, consideration or commission concerned.

#### A. LIST OF CAB EQUIPMENTS

S. No.	Supplies	Estimated qty.	Pack specs	Generic specifications
1	Stadiometer (Adult height measuring equipment)	900	unit equipment	Foldable height measuring device, should be easily carryable in the field, calibrated with graduation of 1mm, should be able to measure 20-205 cm, light weight, must have a measurement reading window, the entire system should not weigh more than 4kg, product with demonstrated accuracy and earlier use in large scale surveys with international comparability would be preferred. GMP WHO-GMP or equivalent International quality standard certification essential.
2	Mother/Infant scale weighing scale model	900	unit equipment	Battery operated electronic weighing scale with mother and child function, having clear digital display, with side mounted on/off switch, capacity of 200kg with graduation of at least 100grams, adjustable levelling feet, automatic switch-off function, device weighing no more than 4 kg, of



				documented accuracy use in large scale survey, with international comparability would be preferred, with guaranteed service support ( GMP/WHO-GMP or equivalent International quality standard certification essential.)
3	Infantometer	900	unit equipment	Light weight foldable infantometer, fit for mobile use, measures 10-100cm with graduation of 1mm,documented accuracy and large scale survey use, equipment with demonstrated international comparability of results would be preferred ( GMP/WHO-GMP or equivalent International quality standard certification essential.)
4	Combo carry case for stadiometer , Infantometer and mother and child weighing scale	900	unit carry case	Tailor made to carry stadiometer, infantometer and weighing scale, waterproof material,guaranteed strength to last for 2 years of field work. Guaranteed replacement in case of early wear and tear.
5	GPS receivers	719	unit equipment	Weatherproof (dust and water), ability to store at least 500 waypoints, records altitude, records date and time, allows for various coordinate systems and datum's, uses power supply that is readily available in the survey location, satellite augmentation enabled, able to transfer waypoints to a computer in a tabular format
6	Bar code scanners	405	unit scanners	USB connected, Quick contact scanning of bar codes up to 4 inches in length. Should be able to read low-quality or damaged bar codes as well as small or high-density bar codes. Should support most linear barcode symbologies. ISO 9001 certified

## B. LIST OF CONSUMABLES

S. No.	Supplies	Estimate d qty.	Pack specs (other suitable pack spacks acceptable)	Generic specifications
1	Backpack	1800	one piece	Sturdy backpacks, with a strong shoulder strap of adjustable length, carrying capacity 10 kg, volume of at least 30 liters (1800 cubic inches), number of main pockets-2, side pockets-2, front smaller pockets-2
2	Adhesive plaster strips, Sheer (3/4 in. x 3 in.)	13730	boxes of 100 each	Medicated adhesive plasters individually wrapped (for adults), used for dressing skin pierces and smaller wounds like needle pricks on fingers, 3/4in. X 3in. (GMP or WHO-GMP certificate essential)
3	Adhesive plaster strips for pediatric use, Sheer	2746	boxes of 100 each	Medicated adhesive plasters, individually wrapped (for children), used for dressing skin pierces and smaller wounds like needle pricks on fingers, 1/2in. X 2in. (GMP or WHO-GMP certificate essential)

	(1/2 in. x 2 in.)			
4	Gloves (latex, powder free) - SMALL	5100	boxes of 50 pairs each	Latex gloves of standard quality (GMP/ WHO GMP certificate)
5	Gloves (latex, powder free) - MEDIUM	18640	boxes of 50 pairs each	Latex gloves of standard quality (GMP/ WHO GMP certificate)
6	Gloves (latex, powder free) - LARGE	2600	boxes of 50 pairs each	Latex gloves of standard quality (GMP/ WHO GMP certificate)
7	Gloves ( LATEX FREE) Small	600	boxes of 50 pairs each	Latex FREE gloves of standard quality (GMP/ WHO GMP certificate)
8	Gloves ( LATEX FREE-)MEDIUM	2060	boxes of 50 pairs each	Latex FREE gloves of standard quality (GMP/ WHO GMP certificate)
9	Gloves ( LATEX FREE) - LARGE	320	boxes of 50 pairs each	Latex FREE gloves of standard quality (GMP/ WHO GMP certificate)
10	Upper Arm circumference measuring tapes	900	unit tapes	Flexible tapes with clear marking, graduated 1 mm
11	Cooler - Igloo box/cold box/ice carrier, 16 Qt	900	unit boxes	Insulated igloo box (cool box) with airtight lid and handle for carrying, dimensions-approximately 14inchesX 10 inchesX10 inches
12	Humidity indicator cards	2885	cans of 125 pieces each	Humidity indicator cards to indicate 3 levels of exposure to humidity (30, 40 and 50%) through colour changing circles (to be used for humidity monitoring in closed packaging). Conforming to international/national standards with proven history of use.
13	Plastic box, 3.3L	1200	boxes	Box which has internal dimension of atleast 10 inches X 5.5 inches X 4.5 inches , made of first grade transparent plastic, having completely removable lid on top (these boxes will be used for keeping filter paper cards in the drying racks)

14	Ziploc bag, 12"x15"	21	boxes of 500 each	Reclosable(ziploc) bags, transparent, dimensions 12 inchesX 15 inches
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