

PROVISION OF PRIMARY MEDICAL COVER / ENGAGEMENT OF MEDICAL OFFICER(S)

(Ref Notification published in Telegraph & Times of India, Kolkata on 01 May 2021)

1. Army Institute of Management, Kolkata is re-locating to its new campus at New Town, Rajarhat, Kolkata shortly.
2. The Institute offers a full time regular MBA degree programme approved by AICTE. The Institute is affiliated to MAKAUT.
3. The Institute has an annual intake of 120 students and all the students are required to stay in the campus. 80 per cent of the intake is from wards of serving and retired army personnel who are entitled to medical cover under the army / ECHS.
4. Part time primary (Level – I) general medical cover is required to be provided to the following students / staff :-
 - (a) Students - 240 (Age bracket : 20 to 25 yrs, 35% are girls).
 - (b) Faculty & Staff - 60 (Age bracket – 30 to 60 yrs), 17% are women).
5. The Institute has a fully equipped Medical Centre comprising of four AC rooms [consultation room, isolation room, detention room (men), detention room (women)].
6. The Girls Warden of the Institute has retired from Military Nursing Service.
7. Medical Cover would encompass consultation, diagnosis and advice / prescription (and not include provision of medicines).
8. Medical Cover would be provided on a bi-weekly basis for one hour per day either tentatively from 8 AM to 9 AM or 6 PM to 7 PM (to be decided later) on tentatively Mon & Fri. Preferably, a male and female doctor alternatively be available on successive consultation days. The periodicity of medical cover may be reviewed.
9. The aspiring candidates should be a registered medical practitioner with MBBS degree in allopathy. In case of a medical service provider the CV of professionals providing medical cover would have to be furnished.
10. Interested candidates / companies may apply in two parts with CV of medical practitioner and charges per hour of consultation as per details given below :-
 - (a) Technical Bid. Appendix A.
 - (b) Commercial Bid. Appendix B.
11. The approved candidate / firm would be appointed on contract for a period of one year which is extendable to three years. The management reserves the right to terminate the contract for deficiency of service, negligence, misconduct, violation of terms of contract or any other reasonable grounds considered by the management after serving a notice by 30 calendar days / one month.
12. The contract would take effect from the date of return of students to the hostels / campus.

13. For any query contact Colonel MKR Varma (Retd), Registrar & Head of Adm at his e-mail 'registrar@aim.ac.in' and Mobile No. 9536173033.
14. A Pre-Bid Meeting will be held on 13 May 2021 at 11 AM at the following address :-

Army Institute of Management, Kolkata
Plot No III-B/11, Action Area III
Major Arterial Road, New Town, Rajarhat
Kolkata-700160
15. Significant timelines are as under :-
 - (a) Last Date for Submission of Bids : 24 May 2021 (1000 hours)
 - (b) Date for opening of Technical Bids : 24 May 2021 (1100 hours)
16. Both Technical and Commercial bids will be put in on sealed small envelope which will further be enclosed in a separate envelope. 'Engagement of Medical Officer' will be endorsed on top of the outer envelope. Caption ' Technical / Commercial Bid' as applicable will also be endorsed in smaller envelopes.
17. Bids shall be deposited in Tender Box kept in the Registrar Office by 24 May 2021, 1000 hours.

TECHNICAL BIDFORPROVISION OF PRIMARY MEDICAL COVER / ENGAGEMENT OF MEDICAL OFFICER(S)
(To be Typed on Letter Head if Applicable)

1.	Nature / Type of Applicant (Individual / Firm)	:	
2.	Name of Applicant	:	In case of firm attach relevant supporting documents – Trade License, GST / TIN, PAN etc (Self Attested by Authorised Signatory) (Attach Business Card)
3.	Profile of Applicant(s) / Medical Officer(s) (a) Name (b) Age (c) Relevant Qualifications (d) Relevant Work Experience (e) Particulars of Two Testifying Reference (i) Name (ii) Appointment / Designation (iii) E-mail (iv) Mobile No	-	<u>Medical Officer – I</u> <u>Medical Officer – II</u> Attach relevant certificate in support (self attested) Attach testimonials / proof <u>Reference – I</u> <u>Reference – II</u>
4.	Any Other Relevant Information	:	
5.	Contact Particulars (a) E-mail (b) Mobile No	:	

Date :

(Signature)

COMMERCIAL BID

FOR

PROVISION OF PRIMARY MEDICAL COVER / ENGAGEMENT OF MEDICAL OFFICER(S)
(To be Typed on Letter Head if Applicable)

1. Rate per hour of Medical Consultation :

2. Rate for Special / Emergency Visit :

Date :

(Signature)