

राजस्थान चिकित्सा सेवा निगम लिमिटेड

गाँधी ब्लॉक, स्वास्थ्य भवन, तिलक मार्ग, सी-स्कीम, जयपुर - 302005 (राज.)

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क्रमांक : एफ.2 (287) / आरएमएससी / प्रोक्यू. / विविध / 2024 / 676

दिनांक 6/6/24

कार्यालय आदेश

राजस्थान लोक उपापन में पारदर्शिता नियम-2013 में निविदाओं पर निर्णय लिये जाने के संबंध में निम्नानुसार समय सीमा का प्रावधान है:-

नियम: 40(2) A decision on acceptance or rejection of bids invited in a procurement process must be taken by the competent sanctioning authority within the period as given below, even if the period of validity may be more, from the date of opening of technical bids where two envelope system is followed, otherwise from the date of opening of financial bids. If the decision is not taken within the given time period by the concerned sanctioning authority, reasons of not taking decision within the given time period shall be specifically recorded by the competent sanctioning authority while taking its decision.

Time schedule for decision on the bids by the competent authority:-

S.No	Authority competent to take decision	Time allowed for decision
1.	Head of Office or Executive Engineer	Twenty days
2.	Regional Officer or Superintending Engineer	Thirty Days
3.	Head of the Department or Chief Engineer / Additional Chief Engineer	Forty days
4.	Administrative Department concerned Finance Committee/ Board/Empowered Committee/Empowered Board, etc.	Fifty days

Note: (1) The period specified above shall be inclusive of time taken in communication of acceptance of bid.

(2) If procuring entity is other than the departments of the State Government or its attached or subordinate offices, the concerned administrative department shall specify the equivalent authority competent to take decision on the bid."

उपरोक्त परिप्रेक्ष्य में RMSCL के लिए प्रबन्ध निदेशक, विभागाध्यक्ष है तथा उच्चतर अधिकार, बोर्ड ऑफ डायरेक्टर्स में निहित हैं। प्रबन्ध निदेशक को रु. 4.00 करोड़ तक की अनुबंध राशि तथा बोर्ड को राशि रु. 4.00 करोड़ से अधिक अनुबंध राशि की निविदाएं अनुमोदित करने की शक्तियाँ हैं।

निगम में तकनीकी बिड खोले जाने की दिनांक से निविदाओं के अन्तिमिकरण की कार्यवाही यथासंभव उपरोक्तानुसार अवधि में ही संपादित की जानी हैं। RMSCL में की जाने वाली निविदाओं में आईटम्स की संख्या, बिडर्स की संख्या, विलिफ्ट तकनीकी विशिष्टताएं आदि कठिनाइयों के कारण उपरोक्त समय सीमा से विलम्ब होना स्वाभाविक है परन्तु उक्त विलम्ब के लिए भी समय सीमा निर्धारित किया जाना आवश्यक है।

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7774611**Signature valid**Digitally signed by Neha Giri
Designation, Managing Director

इस क्रम में बिड प्रक्रिया प्रारम्भ करने से अन्तिमिकरण तक अधिकतम समय सीमा निम्नानुसार होगी।
RTPP नियम 40(2) में निर्धारित समय सीमा से अधिक समय लगने की स्थिति में प्रत्येक प्रकरण में विलम्ब के विस्तृत कारण अंकित करने हुए प्रकरणों में सक्षम स्वीकृति अधिकारी (MD/BOD) से अनुमोदन प्राप्त किया जाएगा:-

A. Timelines before floating of tender

a. For drugs, medicine, surgical & sutures

S.N.	Description	Timelines	Cumulative days	Action to be taken by
1	A&F Sanction along with demand, specifications, consignee details	0 days	0	EDL
2	Analysis of A&F sanction, specs and consignees	7 days	7	EDL
3	Preparation of tender document	7 days	14	EDP

b. For Equipment

S.N.	Description	Timelines	Cumulative days	Action to be taken by
1	A&F Sanction along with demand, specifications, consignee details	0 days	0 days	EDEPM
2	Analysis of A&F sanction, specs and consignees	7 days	7 days	EDEPM
3	Finalization of specifications	27 days	14 days	ED, EPM Technical committee
4	Preparation of tender document	7 days	34 days	EDEPM

B. Timelines after float of tender

1. Drugs, medicines, surgical & sutures

a. timelines before opening of technical bid

b. Timelines after opening of technical bids

S.N.	Activity	Time limit	Cumulative period in days
1	Issue of Notice Inviting Bids (NIB)	0 days	0
2	Pre-bid meeting.	5 days from the date of issue of NIB	5 days
3	Finalization / disposal of representations received in pre bid meeting; Purchase committee meeting and approval at appropriate level, issuance of clarifications, corrigendum etc.	9 days from the date of pre bid meeting.	14 days
4	Submission of bids.	30 days	44 days

S.N.	Activity	Time limit	Cumulative period in days
1	Complete Technical Evaluation of the bids, including clarifications etc.	30 days from the date of opening of technical bids.	30 days
2	Issuance of tentative list of bidders declared responsive/ non responsive.	10 days from the completion of technical evaluation;	40 days
3	Final list of bidders declared responsive/ non responsive.	05 days from issuance of tentative list.	45 days
4	Opening of financial bids.	Same day on which final list issued	45days
5	Evaluation of financial bids and agenda prepared for rate approval at appropriate level (Purchase committee)	10 days	55 days
6	Negotiation/counter offer, rate match issued and put up agenda before Purchase Committee meeting	15 days	70 days
7	Issuance of LOAs after rate match and approval at appropriate level	06 days	76 days

2. Equipment

b. Timelines before opening of technical bid

c.

S.N.	Activity	Time limit	Cumulative period in days
1	Issue of Notice Inviting Bids (NIB)	0 days	0
2	Pre-bid meeting.	7 days from the date of issue of NIB	7 days
3	Finalization / disposal of representations received in pre bid meeting; Purchase committee meeting and approval at appropriate level, issuance of clarifications, corrigendum etc.	20 days from the date of pre bid meeting.	27 days
4	Submission of bids.	20 days	47 days

Timelines after opening of technical bids

S.N.	Activity	Time limit	Cumulative period in days
1	Complete Technical Evaluation of the bids, including clarifications etc.	35 days from the date of opening of technical bids.	35 days
2	List of bidders declared responsive/ non responsive. On documents basis	05 days from issuance of tentative list	40 days
3	Demo evaluation by TC	20 days	60 days
4	Final list of responsive bidders	7 days	67 days
5	Opening of financial bids.	Next day on which final list issued	68 days
6	Evaluation of financial bids and agenda prepared for rate approval at appropriate level (Purchase committee)	10 days	78 days
7	Negotiation/counter offer, rate match issued and put up agenda before Purchase Committee meeting	15 days	93 days
8	Issuance of LOAs after rate match and approval at appropriate level	10 days	103 days

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C. Following other issues related to tender process should also be adhere to:-

1. Bidder may be allowed to submit representations regarding specifications and terms & conditions of bid within a period of One day after pre – bid meeting. No representations shall be entertained after that period.
2. Specifications proposed by the demanding organization may cross checked with the specs approved by the AIIMS/GEM portal/ Other State Medical Corporations.
3. A clear policy may be framed for clarifications to be sought in bid. Document should clearly speak about which documents clarifications would be sought.
4. No demo in private or non-government medical organizations/hospitals be held.
5. A monthly meeting be held with Director PH, Medical Education Department and RUHS for information/progress sharing about ongoing procurement of equipments so that by the time equipment reaches at the consignee site, other requirements like readiness of site, availability of technical staff can be ensured. Ideally such exercise may be done before float of tender and consignees be finalized only after ensuring feasibility of consignee site.

These directions have been approved by the Chairperson, RMSCL.

प्रबन्ध निदेशक
आरएमएससीएल

क्रमांक : एफ.2 (287)/आरएमएससी/प्रोक्यू./विविध/2024/ 670 दिनांक 6/6/24
प्रतिलिपि:- निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है:-

1. निजी सचिव, अतिरिक्त मुख्य सचिव, चिकित्सा एवं स्वास्थ्य, राज., जयपुर।
2. निजी सहायक, प्रबन्ध निदेशक, आर.एम.एस.सी.एल।
3. विशेषाधिकारी, आरएमएससीएल।
4. कार्यकारी निदेशक, (वित्त), आरएमएससीएल।
5. कार्यकारी निदेशक (क्यू सी.), आरएमएससीएल।
6. कार्यकारी निदेशक (EPM), आरएमएससीएल।
7. कार्यकारी निदेशक, (लॉजिस्टिक), आरएमएससीएल।
8. संयुक्त निदेशक, आई.टी., आरएमएससीएल।

प्रबन्ध निदेशक
आरएमएससीएल

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