



ಕಾರ್ಮಿಕರ ರಾಜ್ಯವಿಮಾನಿಗಮ  
ಕಾರ್ಮಿಕ ಮತ್ತು ಉದ್ಯೋಗ ಸಚಿವಾಲಯ,  
ಭಾರತ ಸರ್ಕಾರ  
ಕರ್ಮಚಾರಿ ರಾಜ್ಯವಿಮಾನಿಗಮ  
ಶ್ರಮ ಉದ್ಯೋಗ ಇಲಾಖೆ,  
ಭಾರತ ಸರ್ಕಾರ  
EMPLOYEES' STATE  
INSURANCE CORPORATION  
Ministry of Labour & Employment,  
Govt. of India



ವೈದ್ಯಕೀಯ ಕಾಲೇಜು, ಪಿ.ಜಿ.ಎಂ.ಎಸ್. ಆರೋಗ್ಯ ಮತ್ತು ಅಸ್ಪತ್ರೆ  
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## **NOTICE**

### **Tender for Hiring of Agency for ISO Consultancy & Certificate**

Opening Date:	17.12.2025
Closing Date:	27.12.2025
Contact Email Id:	<a href="mailto:deanmc-gb.kar@esic.nic.in"><b><u>deanmc-gb.kar@esic.nic.in</u></b></a>

**Sd/  
Dean**

### **Limited Tender**

#### **Inviting for limited tender enquiry under Two stage bid system (Technical Bid and Financial Bid) for the work of Providing ISO 9001:2015 (QMS) Certification for ESIC Medical College and Hospital, Kalaburagi.**

The Competent Authority, ESIC Medical College and Hospital, Kalaburagi invites limited tender for the work of providing ISO 9001:2015 (QMS) Certification through empaneled agencies at different sites of ESIC Medical college and Hospital, Kalaburagi, as per specifications and terms and conditions mentioned in the Tender document. The details of which are as follows:

<b>Title of the tender</b>	Tender under Two stage bid system for providing of ISO 9001:2015 (QMS) Certification through empaneled agencies at ESIC Medical college and Hospital, Kalaburagi.
<b>Category</b>	Open Limited tender
<b>Zone</b>	ESIC, Karnataka Region
<b>Name of the work</b>	Tender under Two Stage bid system for providing of ISO 9001:2015 (QMS) Certification through Limited tender enquiry
<b>Estimated Bid Value</b>	<b>Rs. 2,50,000/-</b>
<b>Average Annual Turnover</b>	<b>Rs. 5,00,000/</b>
<b>Period of Work</b>	36 months (Extended upto 01 year with annual review of performance)

#### **DETAILS OF ANNEXURES**

- A. ANNEXURES - I (SCOPE OF WORK)
- B. ANNEXURES – II (INSTRUCTION TO BIDDERS)
- C. ANNEXURES – III (GENERAL TERMS AND CONDITIONS)
- D. ANNEXURES - IV (TENDER DECLARATION)
- E. ANNEXURES – V (UNDERTAKING)
- F. ANNEXURES – VI (TECHNICAL BID)
- G. ANNEXURES – VII (FINANCIAL BID)
- H. ANNEXURES – VIII (CHECKLIST)

**SCOPE OF WORK:-**

The ESIC Medical College and Hospital, Kalaburagi plans to obtain consultancy & certification services for ISO Certification (ISO 9001:2015)(QMS) from authorized consultancy and certification Agencies. This tender is to select Agencies who can guide and advise this office to complete successfully the preliminary work for obtaining ISO certification of ISO 9001:2015.

**The work includes:-**

- a). Type of service required: consulting, Initial Audit, Surveillance Audit & Re-certification Audit.
- b). Reviewing the existing documents, records, existing management system, conduct gap analysis and suggestions for changes for overall improvement in the existing working of the ESIC Medical College and Hospital, Kalaburagi. Guidance for documentation and implementation of relevant management system.
- c). Decentralization of existing documents to make the ESIC Medical College and Hospital, Kalaburagi Activities specifics and to prepare ESIC Medical College and Hospital, Kalaburagi throughout the project till completion of certification for ISO 9001:2015 (QMS).
- d). Conduct training/awareness programme on ISO for employees of ESIC Medical College and Hospital, Kalaburagi on "Quality Management System documentation and awareness over implementation of ISO 9001:2015 (QMS) certification "and on conducting internal quality auditing as per latest standard.
- e). Forming relevant Policies and objective for relevant quality management system.

**Type of Professional Resources required:** The professional assigned should be ISO Certification expert in implementing Medical/Medical certification.

**Qualification & certification of Professional Resources Required:**

Knowledge Expertise with Project Management Certificate with minimum 3 years' experience in relevant field will be preferred.

**INSTRUCTIONS TO THE BIDDERS:-**

**TERMS AND CONDITIONS: -**

1. An agreement between successful bidders and The Competent Authority, The ESIC Medical College and Hospital, Kalaburagi will be entered into agreement on a non-judicial stamps paper worth Rs. 500/- stamp *value will be borne by the successful bidder*.
2. The Successful bidder shall furnish a performance security deposit of 5% of the Bid value in the form of a Demand Draft/Bankers Cheque of any nationalized bank drawn in favor of 'ESI FUND A/C NO.1' payable at Kalaburagi within a period of seven days from the date of award of contract failing which the ESI corporation reserves the right to cancel the acceptance of the Tender. The performance security Deposit will be forfeited in the event of violation of any of the above mentioned terms and conditions. The performance security deposit will be released after successful and satisfactory completion of the contract and no interest shall be paid on this performance security deposit.
3. ESIC reserves the rights to amend/withdraw any terms and conditions in the Tender document or to reject any or all Tender without giving any notice or assigning any reason. The decision of the Competent Authority, ESIC Medical College and Hospital, Kalaburagi in this regard shall be final and binding on all.
4. The bidder should have valid PAN, GST certificates and a valid QCI certificate. Copy of the same should be uploaded during the technical bid.
5. Sales tax, Purchase tax, services tax or any other tax, in respect of the contract, shall be payable by the contractor. ESIC will not entertain any claim whatsoever in respect of the same.
6. Contractor should strictly adhere to the instructions/order from the Competent Authority, ESIC Medical College and Hospital, Kalaburagi.
7. The prices quoted shall remain valid for 60 days from the date of opening of the Financial Bid the prices quoted shall remain **valid till the certification process is over**.
8. Rates quoted shall be deemed to be inclusive of cost of manpower, traveling, lodging, food expenses, software/hardware, stationery, prints and presentation material. Tender should clearly specify whether prices quoted are inclusive of GST/duties/statutory charges. Where no specific mention is made to GST/or other duties, prices quotes shall be deemed to be payable in future due to any revision/amendment in any act/stature governing this contract.
9. Any Difference and disputes arising out of or in connection with this agreement shall be settled by mutual discussion and negotiation, if such disputes and difference cannot be settled and resolved by discussions and negotiations then the same shall be referred to the Sole Arbitrator appointed by the Competent Authority, ESIC Medical College and Hospital, Kalaburagi whose decision shall be final and binding on both the parties. Any disputes will be subject to Karnataka Jurisdiction only.

10. Tender found "deficient on account of registrations, documents or required information are liable to be rejected summarily. Even after contract signed, if it is found that the contract be terminated and amount of all penalty interest and damages will be recovered from contractor.
11. Tender containing false, misleading information will be rejected and may also for consequences for submitting false information.
12. Any attempt to negotiate directly on the part of the bidder with authority competent to finally accept the Tender, or influence the acceptance of the Tender by any means will result his Tender debarred from consideration.
13. These terms and conditions shall form a part of the contract document.

**GENERAL TERMS AND CONDITION**

1. **PREPARATION OF TENDER:** The Bidder shall give full assistance and information as may be required in connection with the contract to the Competent Authority, or any other officer nominated by him at all reasonable times.

2. **PRICES:** Prices quoted must be meaningful and measurable in the context. Price must be clearly shown in figures and words in Indian currency. Bidders should clearly specify whether prices quoted are inclusive of GST/duties/statutory charges. Where no specific mention is made to GST/ or other duties, prices quoted shall be deemed to be inclusive of such taxes/charges.

3. **DELIVERY TERMS:**

- (i) The delivery of the stores/execution of work/ providing the services etc. are required as specified and at the place mentioned therein.
- (ii) The bidder shall execute the work at the destination / space defined to the authority in good order (of which the Competent Authority, ESIC Medical College and Hospital, Kalaburagi Shall be the sole judge) within the limits of the time as deemed reasonable.

4. **INSPECTION OF WORK:** Work shall be certified as completed by the Competent Authority, ESIC Medical College and Hospital, Kalaburagi or his assigned representative when the Consultancy Services for ISO Certification and the ISO 9001:2015 (QMS) certificate is received by the ESIC Medical College and Hospital, Kalaburagi. The incomplete work if any may be executed through others, at the risks and costs of contractor.

5. **EXECUTION OF CONTRACT:**

- a. Responsibility for executing contract: The contractor is to be entirely responsible for the execution of the contract in all respects in accordance with the terms and conditions as specified in the acceptance of Tender.
- b. The Contractor shall not sublet/Transfer or assign the contract or any part thereof. In the event of the contractor contravening this condition, the Competent Authority, will be entitled to place the contract elsewhere on the contractor's account at his risk and the contractor shall be liable for any loss or damage, which the Competent Authority, ESIC Medical College and Hospital Kalaburagi, may sustain in consequence or arising out of such replacing of the contract.

**Recovery of dues:** Whenever any claim for the payment of a sum of money arises out of or under this contract against the contractor the purchaser shall be entitled to recovery of such sum by appropriating, part or whole the security/earnest money deposited by the contractor. Should this sum not be sufficient to cover the full amount recoverable, the contractor shall pay to the purchaser on demand the remaining balance due.

**Insolvency and breach of contract:** The Competent Authority may at any time by notice in writing summarily terminate the contract without compensation to the contractor in any of the following events, that is to say: -

If the contractor being an individual or if firm, any partner in the contractor's firm, shall at any time be adjudged insolvent or shall have a receiving order or order for administration of his state made against him or shall take any proceedings for liquidation or composition under any insolvency not for the time being in force or shall make any convenience or assignment of his efforts or enter into any arrangements or composition with his creditors or suspend of payment if the firm be dissolved under partnership act.

If the contractor being a company shall pass a resolution or the court shall make an order for the Liquidation of the affairs or a receiver or Manager on behalf of the debenture holder shall be appointed or circumstances shall have arisen which entitle the court or debenture holders to appoint a receiver or manager. If the contract commits any breach of this contract not herein specifically proved for: Provided such determination shall not prejudice any right of action or remedy which shall have accrued or shall accrue thereafter to the purchaser and also provided that the contractor shall be liable to pay the purchaser for any extra expenditure, he is thereby shall not be entitled to any gain on repurchased.

**Statutory requirements:** The bidder should have a valid GST, PAN and produce self-attested copies of such certificates along with the tender papers, failing which the tender is liable to be rejected. The bidder should have valid QCI **certificate and** must produce attested copies of such certificates along with the tender papers, failing which the tender is liable to be rejected.

**Right to accept/reject:** The Competent Authority reserves the right to reject any or all tender without assigning any reason whatsoever. Also, the ESIC Medical College and Hospital, Kalaburagi authority reserves the right to award any or part or full contract to any successful agency at its discretion and this will be binding on the tenderer.

#### **OTHERS TERMS AND CONDITIONS:**

Technical bids of tender pertaining to ISO consultancy & Certification Services will be opened after evaluation of the financial bids.

Successful bidders for ISO consultancy & Certification shall be communicated immediately after opening of the award of the bid in due course and they should start offering the service immediately viz. from the date of commencement of contract period.

Each page of the whole tender document shall be stamped by the bidder/authorized representative before uploading



**TENDER DECLARATION**

1	Name of the Firm	
2	Full Postal Address Contract Number and Mail Address	
3	Bank Details	
4	Whether Blacklisted by Central/Govt./PSU or Other Organization	

I, \_\_\_\_\_ son/daughter of Shri \_\_\_\_\_ Proprietor /Partner/Director/Authorized signatory of \_\_\_\_\_ (Name of firm/agency) sign this declaration and execute this tender document.

I have carefully read and understand all the terms and conditions of the tender and hereby convey my acceptance of the same.

This information /documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I am well aware of the fact that furnishing of any false information /fabricates document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Place:

Date:

Signature of the bidder  
Full Name and Designation  
Office Seal

**UNDERTAKING**

1. I /we, the undersigned hereby declare and affirm that I have gone through the terms and conditions mentioned in the tender documents and undertake to comply with all terms and conditions.
2. The rates quoted by me are valid and binding upon me for the entire period of contract.
3. I/We, undertake to abide by all statutory liabilities and laws framed by Government.
4. That I /We authorize Competent Authority, ESIC Medical College and Hospital, Kalaburagi to forfeit the security money /EMD deposited by me / us if any delay or failure to supply the QMS Consultancy & Services to the satisfaction of the ESIC Medical College and Hospital, Kalaburagi authority, within the stipulated time or the items of desired quality.
5. That I / We will be in the position to provide contract as per the work explained to me to the satisfaction of the ESIC Medical College and Hospital, Kalaburagi authority.
6. That there is no vigilance /CBI case or court case pending against me /my firm debarring me /my firm it undertakes contract work/ supply of items quoted. Further, the Firm is not black listed.
7. I hereby undertake to carry out the work as has been explained to me to the satisfaction of Competent Authority within stipulated period.
8. I /We have been informed that The Competent Authority, ESIC Medical College and Hospital, Kalaburagi has the right to accept or reject any or all the tenders without assigning any reason thereof.
9. I am ready to sign the agreement with the ESIC.

Place:

Date:

Signature of the bidder  
Full Name and Designation  
Office Seal

**Annexure-VI**

**Technical Bid of the Tender**

1	Name of tendering Company/ Firm (In Block Letter)	
2	Name of owner/ Partners /Director (In Block Letter)	
3	Address of the office with telephone and e mail	
4	Registration Certificate of the Firm/ Company	
5	GST No	
6	PAN / TAN no	
7	QCI Certificate No.	
8	UAF/IAF Certificate No.	
9	Work Experience	

SN	Name and address of the Organization	Value of contract	Duration of contract	
			From	To

Date:

Signature of the bidder Full  
Name and Designation  
Office Seal

**FINANCIAL BID**

**Name of work:** Providing IAF ISO 9001: 2015 QMS Consultancy and Certification services for ESIC Medical College and Hospital, Kalaburagi, Karnataka.

S.No	WORK	% of total contract value inclusive of all rates and taxes and miscellaneous and allied changes		Amount (Rs.)	
		IN Figures	IN Words	IN Figures	IN Words
1	Consultancy & Certification Charges(will be released after providing the certificates 9001:2015QMS For three years duration	50%	Fifty percent		
2	Charges for 1 st surveillance Audit after one year	25%	Twenty five percent		
3	Charges for 2nd surveillance Audit after two years	25%	Twenty five percent		
4	TOTAL	100%	Hundred percent		

GRAND TOTAL for the whole contract: Rs \_\_\_\_\_(in figures) \_\_\_\_\_(in words).

Date:

Signature of the bidder  
Full Name and Designation  
Office Seal

**Annexure-VIII**

**CHECKLIST OF DOCUMENTS TO BE SUBMITTED FOR TECHNICAL BID**

<b>S.No</b>	<b>Documents to be submitted</b>	<b>YES/NO</b>
1	Copy of tender document with duly signed and stamped in all the pages	
2	GST Certificate	
3	PAN Certificate	
4	QCI Certificate	
5	Annexure – IV, Declaration	
6	Annexure – V, Undertaking	
7	Annexure – VI, Technical Bid	
8	Company Registration certificate	
9	01 Year of similar experience during any one of FY 2022-23, 2023-24 & 2024-25 in Central /State Govt./PSU	
10	Average Annual Turnover during the last 3 F.Y 2022-23, 2023-24 & 2024-25 is Rs. 5,00,000	
11	Non-Black list certificate	
12	Income Tax Return during the last 3 FY during FY 2022-23, 2023-24 & 2024-25	