



GOVERNMENT OF ASSAM
ASSAM STATE DISASTER MANAGEMENT AUTHORITY
DISPUR::GUWAHATI



SHORT TENDER NOTICE

No. ASDMA.68/2016/44

Dated: 21st July, 2016

Technical & Financial bids are invited affixing Court Fee stamp of Rs.8.25/- from reputed, experienced & financially sound registered Firm/Agencies/Dealers for Design, Development and Maintenance of online MIS for Hospital Preparedness for Emergency Management including 2 years AMC for Assam State Disaster Management Authority.

The detailed Scope of the Work of the MIS - Hospital Emergency Management System are listed below:

Module 1: Home Page

- News and Update / Latest Announcement.
- About Us. (Mission/ Vision of Hospital MIS).
- Hospitals (List of Hospitals Registered).
- Bed - Availability Chart – Hospital Wise... (with Last Updated Date and Time)
- Staff - Availability Chart – Hospital Wise... (with Last Updated Date and Time)
- Blood - Availability Chart – Hospital Wise... (with Last Updated Date and Time)
- Hospital Registration.
 - ✓ OTP Verified (Mobile).
 - ✓ Confirmation SMS / Mail.

Module 2: Hospital Login Panel

- Hospital Login.
 - ✓ Create Department - View /Edit /Delete.
 - ✓ Create Designation - View /Edit /Delete.
 - ✓ Create Bed Type Category (Normal / Emergency) - View /Edit /Delete.
 - ✓ Create Lab - Category Wise.
 - ✓ Doctor (Department Wise) Entry –View /Edit / Delete.
 - ✓ Bed Entry - View / Edit / Delete.
 - ✓ Staff Entry - View / Edit / Delete.(Designation Wise)
 - ✓ Add Lab Specialist – Lab & Category wise.
 - ✓ Add Blood Availability - View /Edit /Delete.
 - ✓ Morgue Details Entry View /Edit /Delete.
 - ✓ Add - Available Vehicle Details - View / Edit / Delete.
 - ✓ Add - Security System Details - View / Edit / Delete.
 - ✓ Add - Parking System Details – View / Edit / Delete.
 - ✓ Add - DG Set Operator Detail – View / Edit / Details.
 - ✓ Enter - Care areas for patient overflow Details - View / Edit / Delete.
 - ✓ Experienced triage officers (List)– Entry / Edit / Delete

- ✓ Details of individual (focal point) to ensure the appropriate management and coordination of related response activities – Entry – View / Edit / Delete
 - ✓ Details Public information spokesperson to coordinate hospital communication with the public, the media and health authorities – Entry – View / Edit / Delete. (HOSPITAL CO-ORDINATOR)
 - ✓ Upload the systematic and deployable evacuation plan that seeks to safeguard the continuity of critical care.
- Daily Update – (6am, 12pm, and 6pm) Date time Recorded.
 - ✓ On Duty Doctors (Department Wise)
 - ✓ On Duty Staff (Designation Wise)
 - ✓ Bed Availability (Normal & Emergency)
 - ✓ Blood Availability (Group Wise)
 - ✓ Morgue.
 - ✓ Ambulance /Emergency Vehicle.

Module 3: ASDMA ADMIN Login Panel

- ASDMA Admin Login.
 - ✓ View List of Hospitals Registered - Edit /Delete.
 - ✓ Approve & Generate Hospital Id / Password.
 - ✓ Send Login Details – Email / Mobile.
 - ✓ Send Special Notification .(hospital wise)
 - ✓ Print / Generate MIS Report.

Module 4: Dashboard

- Bed - Availability Chart – Hospital Wise... (with Last Updated Date and Time)
- Staff - Availability Chart – Hospital Wise... (with Last Updated Date and Time)
- Blood - Availability Chart – Hospital Wise... (with Last Updated Date and Time)

Technical Bid

1. Agencies/Individuals/Firms (Bidders) shall submit the following primary information/documents, as applicable with their quotation.
 - (a) Firm's Trade Licence/Company Registration Number; (b) VAT/Service Tax Registration Number; (c) Income Tax PAN Number;
2. Bidders should have an experience in Design, Development & Maintenance of Websites.
3. Bidders should have an average turnover of at least Rs. 3, 00,000/- p.a. for the last two financial years.

Financial Bid:

1. Financial bids of those Tenderers will be opened which qualifies the technical Bids
2. For the Financial Bid the following points must be followed:-
 - The Rate quoted must be inclusive of VAT Charges and other applicable taxes.
 - The rates are to be quoted in figures as well as in words
3. The selection in the Financial Bid will be as per lowest quoted rate unless other decided by the Authority.

4. The Tender Document envelope containing quotation should be super scribed "**Quotation for Design, Development and Maintenance of online MIS for Hospital Preparedness for Emergency Management including 2 years AMC**". The bid must be submitted in two separate sealed envelopes
- Technical Bids
 - Financial bids

The two sealed envelopes should then be put in one Envelope. The Envelope should then be sealed and super scribed with the wordings "**Quotation for Design, Development and Maintenance of online MIS for Hospital Preparedness for Emergency Management including 2 years AMC** vide Tender No. ASDMA.68/2016/44, dated 21st July, 2016 and closing date 1st August, 2016" addressed to :-

**The Chief Executive Officer,
Assam State Disaster Management Authority,
Dispur, Guwahati-781006**

Quotation should be submitted with required documents within the closing date. Quotation received after the closing date will not be entertained

- ASDMA reserves the right to alter/modify or reject any order at any stage without assigning any reason thereof and is not bound to accept the lowest tender. Canvassing in any form, direct or indirect, or any part of bidders will render the tender liable for rejection/cancellation.
- Within 10 days of the Supplier's receipt of Letter of Intent (LOI)/P.O., the Supplier shall furnish a Performance Bank Guarantee amounting to 10% of the contract/P.O. value issued by a Nationalised Bank in the prescribed format given in this tender(Annexure-I).
- Any dispute unless resolved amicably shall be settled by a Court of Law having jurisdiction over Guwahati.
- Incomplete Tenders and Tenders received after the due date/ time of submission due to postal/courier delay will not be considered.

The quotation must submitted on or before 1st August, 2016 at 3:00 PM.



(Shri Dipak Kumar Sarma)
Chief Executive Officer,
Assam State Disaster Management Authority
Assam Sachivalaya, Dispur

No. ASDMA.68/2016/44-A

Dated: 21st July, 2016

Copy to:-

- Deputy Commissioner, Kamrup Metro with a request to cause display in D. C.'s office Notice Board
- Administrative Officer, Assam Administrative Staff College, for display in their Notice Board.
- System Expert, ASDMA for uploading it in the ASDMA official website
- ASDMA Notice Board.



(Shri Dipak Kumar Sarma)
Chief Executive Officer,
Assam State Disaster Management Authority