

**AYURVEDIC & UNANI TIBBIA COLLEG & HOSPITAL
KAROL BAGH, NEW DELHI, 110005
(GOVERNMENT OF NCT OF DELHI)
principal-autc@delhi.gov.in**

(Ref- F.No14(63)/AUTCH/2022

Tender no-

Date-

**NOTICE INVITING TENDER FOR OUTSOURCING OF
HEALTHCARE MANPOWER
AT
AYURVEDIC & UNANI TIBBIA COLLEG & HOSPITAL
KAROL BAGH, NEW DELHI, 110005**

Director (AYUSH)/HOD(TC) invites Tender under **two packet system (Technical bid and financial bid) from Central/State PSUs only** for hiring of manpower (07 Panchakarma masseurs and 01 Pharmacist (Ayurveda) on outsourced basis for a period of 02 years at A & U Tibbia College & Hospital, New Delhi (AUTCH). Interested Central/State PSUs meeting out the eligibility criteria may submit their bids as per the following schedule.

Important dates

1	Date of issue or publishing	30/04/2026
2	Pre-Bid meeting	06/05/2026 at 2:30 PM at AUTCH
3	Start date and time for bid submission	11/05/2026 from 10:00 AM
4	Last date and time for bid submission	10/06/2026 till 04:00 PM
5	Date and time for opening of Technical bid	11/06/2026 at 11:00 A.M.

Bid specification

1	Bid type	Two packet system (Technical and Financial)
2	Estimated value of works	Approx-57.00/- Lacs
3	Amount of performance security	5% of Bid value
4	Bid validity	180 days

NOTE-

1. **Only Central/State PSUs can participate in this tender.**
2. **The financial bid evaluation for this tender will be done through the Least Cost Method for both the services collectively. Therefore only those bidders will be consider eligible who provide both the services.**
3. Bidders are requested to read the tender document carefully and apply in compliance with the instructions only. Non-compliance or deviation from the specified procedure may cause disqualification to participate in tender process.
4. Information and instructions for bidders available in tender document shall form the part of agreement.
5. **In any case, manual bids will not be accepted.** Bidders are advised to upload all the requisite documents (as mentioned in para 'i' of Eligibility criteria). In lack of any of the requisite documents, bid will not be considered further and no communication will be made in this regard.
6. There shall be no tempering in the uploaded documents. Any kind of tempering or modification may invite rejection of bid.
7. Bidders are encouraged to make a site visit (i.e. A & U Tibbia College & Hospital, Karol Bagh, New Delhi) before submitting the bid to satisfy themselves regarding the prevailing rules, work place, scope of work etc.
8. A pre-bid meeting will be organized as per the mentioned date to clarify queries of intending bidders for submission of bid. No other separate communication through any mode will be made regarding any type of query.
9. Any modification in the terms and conditions based on the pre-bid meeting shall also be part of tender after due approval of the competent authority. Any such modification shall be published on the websites as mentioned below.
10. Bidders are advised to check the website regularly for any corrigendum or addendum regarding this tender.
11. In case, the last day of receipt of tender or opening of tender is declared as a holiday, the next working day shall be treated as last date for that specific purpose. No separate intimation will be given in this regard.
12. AUTCH reserves the right to cancel the whole tender or any part of it without assigning any reason and in any of such case, no bidder shall have any claim of any kind.
13. Bidders are advised to regularly check the following websites for any corrigendum, addendum, or amendment to the tender document.
 - a) **<https://autch.delhi.gov.in/>**
 - b) **<https://govtprocurement.delhi.gov.in/nicgep/app>**
14. **Bid Submission Process**
 - I. Bids shall be submitted online only at
<https://govtprocurement.delhi.gov.in/nicgep/app>
 - II. This tender process will be proceeded in double packet bid system i.e. Technical Bid and Financial Bid.

- III. The intending eligible bidders are required to upload the technical bid and financial bid separately.
- IV. All the desired documents duly signed by the authorized person of the bidding firms shall be uploaded. **It shall be ensured that the document stating the Status of Bidder as Central/ State PSU shall be placed first in technical bid.**
- V. Bidder are advised to upload the documents on the portal only and no physical copy will be entertained for the tender. Only the successful bidder will be required to present all the original documents and their certified copies before the award of contract.

15. Evaluation of Bids

- Bid evaluation will be conducted in two stages.
 - In first stage, technical evaluation will be made on the basis of only those documents which have been uploaded by the bidder.
 - In the second step, Financial bids for only those bidders will be opened, who qualify the technical criteria in first stage. The willing bidders may attend the opening of financial bid. The time and schedule will be intimated to all the technically qualified bidders.
16. Bidders are advised to go through the various conditions while making / preparing their proposal & submitting the Bid. In case, any misrepresentation/ falsification is noticed in copies of documents submitted, then the submitted bid shall become invalid.
17. **Bid Opening-** The date and time mentioned in the Time line will be followed for bid process. The successful bidder will be notified on the scheduled date after approval of the competent authority.
18. The award of work, its execution etc. shall be governed by documents consisting of (but not limited to) Letter of Award/ Work Order, Bid, MoU and Bid Document.
19. **Address for correspondence –**
Head of Office, A & U Tibbia College & Hospital, Ajmal Khan Road
Karol Bagh, New Delhi-110005

Dr. Kiran R Nimbalkar
Head of Office (AUTCH)

BACKGROUND

Ayurvedic and Unani Tibbia College and Hospital is one of the oldest Medical institution under Govt. of Delhi imparting education in the field of Ayurveda and Unani. A 200 bedded hospital is also attached with this institution providing the OPD and IPD treatment through these two ancient system of medicine.

Panchakarma is one of the most sought treatment modalities of Ayurveda for wellness as well as chronic illnesses. Under the Panchakarma treatment various type of bio-purification measures (like Vamana, Virechana, Basti, Nasya, Raktamokshana etc.) are practiced. Apart from these measures various external therapies in the form of massage, fomentation, shirodhara, katibasti, janubasti, upanaha, lepa, pindasweda etc. are practiced. With the growing popularity of Ayurveda and inclination of general public towards wellness, the footfall of patients for Panchakarma treatment has significantly increased in past years.

To provide the best possible medical care, AUTCH wishes to hire Panchakarma masseur and pharmacist (Ayurveda) to cater the seamless services. The manpower outsourced through this tender shall be deployed at Ayurveda and Unani Tibbia College & Hospital, Karol Bagh, New Delhi.

Scope of work

Panchakarma masseur-

The primary responsibility of Panchakarma masseurs is to work under the department of Panchakarma. Their role supports both clinical care and smooth functioning of Panchakarma services within the department.

The job profile includes to prepare the therapy environment, arrange required materials, and ensure hygiene, safety, and patient comfort before initiating any procedure, strictly under the supervision of a physician. He/she will be required to perform the various Panchakarma procedures such as Abhyanga, Swedana, Udvartana, Shirodhara, and other classical therapies as prescribed. Apart from performing these therapies, he/she will be responsible for preparation of medicine related to the procedure, preparation of therapy room, its hygiene etc. After the procedure, upkeep of instruments (like their cleaning, sterilization, and storage etc.) the disposal of biomedical waste as per the guidelines and infection control is also part of duty of Panchakarma masseur.

Scope of work for Pharmacist (Ayurveda)-

The pharmacist shall be responsible for proper storage, inventory control, and dispensing of Ayurvedic medicines to OPD and IPD patients of AUTCH with correct labeling and usage instructions. He/she will be required to ensure quality, safety, and regulatory compliance related to dispensing of the drugs. All the documentation related to dispensary shall be maintained by him like indent of medicine, its storage in dispensary, its dispensing, maintenance of record on day to day basis.

As the deployment of both type of manpower is hospital for healthcare purpose therefore maintenance of decorum, social etiquettes, professional ethics, confidentiality and personal hygiene are highly expected.

Details of required Manpower and qualification-

Sl. No	Name of the Manpower	Number of Manpower (s) Required	Category of Staff	Age	Type of Function	Essential qualification	Minimum Wages
1.	Panchakarma Masseurs	07 (04 Female +03 male)	Skilled	18-50 years	Healthcare service (as per Scope of work defined)	Minimum education 10 th or Secondary Certificate. + Certificate or Diploma course of Panchakarma Assistant/Technician/ Masseur with minimum duration of 01 year from recognized institute.	862/- per day
2.	Pharmacist (Ayurveda)	01	Skilled	18-50 years	Healthcare service (as per Scope of work defined)	Minimum education 10 th or Secondary Certificate. + Diploma (Ayurveda Pharmacy/ D. Pharma (Ayu)/ B. Pharma (Ayu) from a recognized Institute.	862/- per day

Eligibility Criteria (for Technical Bid)

- a) **Bidder shall be a Central/State PSU only** and relevant documents for the same shall be provided by the bidder.
- b) **Bidder must have office at Delhi NCR.** A valid address proof for the same shall be submitted with the bid which may include electricity bill, postpaid phone bill etc., MCD tax receipt, valid Rent agreement, Water bill etc.
- c) Bidder shall have valid registration with Labour Dept. Govt. of NCT of Delhi.
- d) The minimum average annual turnover of the bidder during the last three years ending on 31st March of the previous financial year, must be minimum 300% of the estimated bid value.
- e) The bidder should have filed income tax returns for the last 3 financial years.
- f) Bidder shall have valid PAN/TAN, GST, EPF, and Labour License.
- g) The bidder shall not be bankrupt, debarred by any Govt. Agency to provide manpower service, under liquidation or having any court case against it. An undertaking to this effect shall be produced by the legal representative of the firm.
- h) The bidders who are under debarment by any of the State or Central Government shall not be considered eligible to participate in the bid.
- i) Signed and scanned copies of the following **documents are to be uploaded with the Technical Bid.**
 - i. Certificate for Central/ State PSU or Incorporation Certificate.
 - ii. GST Registration certificate.
 - iii. Signed and scanned copy of Bidder detail form – **Annexure –I**
 - iv. Acceptance of Tender Condition **Annexure –II**
 - v. Undertaking in the **Annexure – III**
 - vi. Certificate for turnover **Annexure – IV**
 - vii. Address proof for Office in Delhi.
 - viii. Registration with Labor Dept, Govt. of NCT of Delhi.
 - ix. Income tax return of last three financial years.
 - x. Copy of PAN/TAN.
 - xi. EPF Registration certificate.
- j) **Document to be uploaded with the Financial Bid.**
 - i. Scanned copy of Properly filled and signed **Annexure – V**

Special terms and conditions-

- I. In case, at any stage before the award of contract, successful bidder is found to provide any misleading or incorrect information or upload /submit any documents which are incorrect or misleading, the tender shall be cancelled and the concerned bidder shall be debarred to participate in any future tender for at least subsequent 02 tenders.
- II. Bid Splitting or sub-leasing of the contracting any manner will not be permissible. The successful bidder must be able to provide all the number of manpower in each category.
- III. All the manpower provided by the agency shall be within the age limits as mentioned above.
- IV. Under the Panchakarma masseur category, 3 male and 4 female measures are to be provided by the agency.
- V. As a proof of average annual financial turnover, the certificate issued by the Chartered Accountant / Cost Accountant will serve as the valid document.
- VI. An undertaking shall be submitted by the bidder that payment of wages shall be in accordance to the agreement made between buyer and seller and it will be in full compliance of rules set by Govt. of Delhi which will include timely payment of minimum wages, applicable bonus, allowances, EPF etc.
- VII. All bidders shall mention the service charges in Financial Bid (**Annexure – V**) only because the financial bid evaluation will be done through the Least Cost Method for both the services collectively.
- VIII. Bidder must write the percentage of Service Charge quoted by him both in words and figures in prescribed format on its letter head, put full signature with date, seal and stamp and upload it on Portal.
- IX. The technically qualified bidder who has quoted the lowest service charge inclusive of all taxes will be ranked as L-1.
- X. The Service is being hired on annual basis and six working day per week basis. The working hours shall be as per the AUTCH and guidelines issued by the Department of Labour, Govt. of NCT of Delhi.
- XI. Each employee has to mark the biometric attendance on daily basis.
- XII. Deduction of salary will be applicable for later arrival or early departure as per the existing rules of AUTCH.
- XIII. Any unauthorized absence will be treated as absent and necessary penalty shall be imposed as per clause of the agreement.
- XIV. The hired agency will have to provide a substitute as stop gap arrangement against the manpower availing unauthorized absence.
- XV. In the event that the performance of any deployed manpower is found unsatisfactory, the hired agency shall provide a suitable replacement within **48 (forty-eight) hours** of demand raised by the AUTCH.
- XVI. Any change in deployment or replacement of manpower shall be prior consent of the competent authority at AUTCH.

- XVII. The manpower deployed by the hired agency shall, for all intents and purposes, be employees of the agency. Under no circumstances, there shall any relationship of employer and employee be deemed to exist between AUTCH and hired manpower through the agency.
- XVIII. **It will be the sole responsibility of the agency to ensure the suitability, medical fitness, and police verification (including character and antecedents) of the personnel deployed at AUTCH.**
- XIX. AUTCH in any case shall not be responsible for any act of indiscipline, medical claims, compensation, or liabilities arising in respect of such personnel employed by the agency.
- XX. The agency shall be fully liable for payment of wages and all other dues payable under applicable labour laws, rules, regulations, and statutory provisions.
- XXI. Any of the manpower hired through the agency shall have no right whatsoever to claim appointment at AUTCH in any capacity, including temporary, ad-hoc, daily-wage, or regular employment.
- XXII. The agency shall keep AUTCH fully indemnified against all claims, demands, disputes, losses, or liabilities whatsoever arising in respect of the manpower deployed at AUTCH from time to time. In the event of any dispute of any nature involving such manpower, it shall be the sole responsibility of the hired agency to contest and resolve the same before the appropriate forum(s) at its own cost, risk, and responsibility.
- XXIII. It will be the responsibility of the agency to ensure strict confidentiality to any information pertaining to AUTCH obtained during the period of the agreement. The hired manpower through the agency or hired agency itself shall not disclose any confidential information received from AUTCH to any third party.
- XXIV. **As AUTCH is a healthcare service provider, in accordance to mandate of NABH/Kayakalp, all the essential criteria of medical fitness and immunization etc. of deployed manpower shall be ensured by the agency.**

Terms of contract-

- a) The period of contract will be of two years from the date of start of work. It may further be extended for a period of 01 year (on 06 monthly basis) with same conditions (and service charges) subjected to the performance in previous years and approval of competent authority.
- b) In case of unsatisfactory services, the contract may be terminated prior to contract period as per the conditions mentioned in clause for termination of contract.
- c) **Performance Security**
- i. **Performance security deposit-** The successful bidder will have to deposit a performance guarantee of equal to 5% of total value of the contract within 15 working days of acceptance of the tender.
 - ii. This PG shall be submitted in the form as prescribed by the Govt. of NCT of Delhi time to time.
 - iii. The validity of such performance guarantee shall be 60 days beyond the contract period or until the completion of all contractual obligations. The same condition

shall be applicable if the contract period is extended as per the clause already mentioned.

- iv. Non-submission of the Performance Security Deposit within the stipulated period shall result in cancellation of the contract.
- v. The performance guarantee shall be forfeited if the agency fails or neglects to observe or perform any of the obligations under the contract.
- vi. No interest shall be payable on the Performance Security / Performance Bank Guarantee or on any other amounts payable by the agency to the AUTCH under this contract.
- vii. The Performance Security Deposit shall be refunded to the agency, without any interest, only after the satisfactory completion of all obligations under this contract and upon submission of a written application for refund.
- viii. Any unclaimed Performance Security Deposit shall be forfeited after three years from the date of completion of all contractual obligations, without any further communication.

d) Payment to manpower-

- i. The payment of wages to hired manpower shall be in accordance to the minimum wages recommended by the Labor Dept. Govt. of NCT of Delhi time to time as per the skill category. These wages shall be revised in accordance to applicable orders. In any case, the wages paid to the outsource manpower shall not be lesser than the Minimum as prescribed by the Labour Department, Govt. of Delhi.
- ii. Calculation of monthly emoluments for both type of manpower Panchakarma Masseur and Pharmacist (Ayurveda) will be in following manner as per existing order of Labor Department.

Particulars	Details
Minimum wages per month per worker (for 26 days per month.)	22,411/-
EPF @ 13 % on 15000 (Including EDLI on EPF and EPF admin charges)	1,950/-
Total	24,361/-
GST on total @ 18%	4516/-
Total	28,746/-

- iii. Bonus should not be included in the price bid and same will be reimbursed by AUTCH as per Labour Laws/ other statutes notified from time to time.
- iv. Periodic revision of minimum wages will be applicable time to time and accordingly all the other components of emolument calculation will be revised. It will be the responsibility of the agency to pay the hired manpower according to the revised minimum wages.

- v. It will be the sole responsibility of the agency for payment of wages etc. to the supplied manpower in a timely manner. The payment shall be credited in the bank account of the employee on or before 5th working day of every month.
- vi. The EPF contributions/GST shall also be credited in the department concerned within the stipulated time. The proof of such contributions shall be submitted to AUTCH, Delhi with each bill.
- vii. Any excess amount paid may be recovered from the agency which may occur due to change in statutory provisions (like EPF etc.) at any point of time during the contract period.
- viii. The agency has to pay the exact amount without any further deduction other than stipulated. In case of violation of this provision, the penalty at the rate of Rs 2000/- per day may be imposed or the contract may be terminated.
- ix. Any revision in the statutory laws or implementation of new taxes shall be applicable for the services and will be reimbursed by AUTCH accordingly.
- x. Payment of wages shall be made in the bank account of the hired manpower through NEFT/RTGS and not in the form of cash or cheques. It will be the responsibility of the agency to produce the proofs of such payments with the bills.
- xi. The agency will be required to ensure timely payment of the wages to the manpower deployed by him irrespective of the reimbursement by AUTCH which may occur occasionally due to some contingencies or administrative issues.

e) **Reimbursement of payment to agency_-**

- 1) The payment under the agreement shall be made on satisfactory completion of job contract services through any NEFT/ ECS etc. No advance payment will be made to the service provider in any case.
- 2) The payment made by the agency will be reimbursed by AUTCH on monthly basis. For this reimbursement, agency shall submit following documents within 10 days of the payment made to the manpower.
 - i. Original Bill/ Tax Invoice in triplet in the name of Director AYUSH/HOD (TC).
 - ii. Duly verified attendance statement of hired manpower.
 - iii. Proof of payment of Wages to individual employee
 - iv. Up to date EPF Payment Confirmation Receipt/TRR
 - v. Any other document, if any.

- f) The agency and AUTCH shall adhere to all the guidelines issued by Central/ State Govt. regarding Taxes/Duties/Levies/CESS, GST, etc. as are applicable as per rules from time to time.
- g) The deduction of Income Tax and TDS on GST, if applicable, will also be deducted at source from the bills of the agency under Income Tax Act/GST from time to time.
- h) All the statutory laws and regulations related with work contract Act/ Labour law/other statutory laws shall be abided by the agency.
- i) It will be the right of AUTCH to recover any of such claim, loss, injury or expense from the agency from their monthly reimbursement bills.

Dispute Resolution

- Disputes or difference arising out of or in connection with this contract shall be resolved amicably between both the parties failing which a Committee duly constituted by the Director (AYUSH)/HOD (TC) may be deputed to resolve the matter.

Liquidated Damages & Penalties

1. Any kind of Delay or deficiency in delivering services after signing of the agreement may attract penalties and liquidated damages as per following criteria.
2. A period of 15 days will be provided to start the services signing of agreement. In case, the successful bidder is not able to provide the services within this period, the agency will be liable for liquidated damage in following manner.
3. A penalty of 0.5% per week or part thereof for a period not more than 15 days subjected to a written request. Any further delay shall not be entertained. If the service provider fails to provide the requisite number of manpower under each category on outsourced basis within the extended period, i.e. within the period of Liquidated Damage, the agreement will be cancelled, performance guarantee will be forfeited and the bidder will be Blacklisted for subsequent 02 (Two) financial years.
4. Penalties for the misconduct of agency/ hired manpower after initiation of contract will be as follows.

s. no.	Act deemed for penalty	Amount of penalty
1	Unauthorized absence	Twice the daily wages per employee.
2	Complaint regarding misconduct/misbehavior etc. with the patients etc.	Rs 1000 /- per instant, agency will be required to provide the replacement for such manpower as per the condition mentioned.
3	Complaint regarding damage/theft etc. to the AUTCH inventory or property	Rs 1000 /- per instant + cost of article damaged/stolen etc. Agency will be required to provide the replacement for such manpower as per the condition mentioned.

4	Delayed payment by agency to the hired manpower.	LD at a rate of 0.1% of invoice value per day for each delay beyond 5 th Day up to a maximum of 5% of invoice value from the invoice of running month
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Termination of Contract

AUTCH reserves the right to terminate the contract, with prior notice or immediately, in case of breach. The competent authority for termination of contract will be Director, AYUSH/HOD (TC). The termination of contract can be made in case of unsatisfactory services by the agency or non-requirement of services. In any such cases, a prior notice of 30 days will be served before termination of the contract. In exceptional circumstances, Director AYUSH/HOD (TC) reserves its right to terminate the contract without prior notice.

Force Majeure

Neither party shall be liable for failure due to Force Majeure events as defined under applicable laws and the agreement shall not be terminated or any penalty/claim shall be imposed. Both the parties shall inform the other party in writing about the force majeure situation and its reason within 07 days of occurrence of the event.

Complaint redressal:

Any complaint (like indiscipline, sexual harassment etc.) against or by the manpower employed though the agency shall be dealt with the relevant internal committees of AUTCH.

Jurisdiction

Courts at Delhi shall have exclusive jurisdiction.

Disclaimer

All the rights for any amendment or withdrawal of any terms or conditions of this bid resides with Director AYUSH/HOD(TC) without giving any notice or assigning any reason by issue of addendums, corrigendum, etc. All such addendums, corrigendum shall be part of the tender document and therefore bidders are required to submit their bid including such corrigendum and addendum. The decision of Director AYUSH/HOD(TC) in this regard shall be final and binding upon all the bidders.

Service Charges & Financial Bid

- a) **The financial bid shall be submitted in prescribed format only as per Annexure-V. This document shall not be attached with the technical bid and uploaded separately.**
- b) The service charges shall be calculated on the total wages which will include the minimum wages, EPF, EDL and admin charges.

Annexure-I
Bidder Detail form
(To be submitted on the Letterhead of the Firm)

1. **Name and Address of the Bidder:**
(Full postal address with PIN code)

2. **Contact Details:**

Telephone No.: _____

Mobile No.: _____

Fax No. (if any): _____

E-mail ID: _____

3. **Details regarding Central/ State PSU status**

4. **Registration Details with Government / Statutory Authorities**
(Attach self-attested photocopies of all applicable registrations)

5. **Authorized Signatory**

(attach authorization / Power of Attorney):

6. **Statutory Compliance Details**(Copies to be enclosed)

a) EPF Registration No.: _____ Valid up to: _____

b) Trade License No.: _____ Valid up to: _____

c) PAN/TAN No.: _____

d) GST Registration No.: _____

e) Labour License No.: _____

7. **Any Other Information**

Any other relevant information considered necessary for evaluation of the bid but not covered above:

Declaration

I/We hereby certify that the information furnished above is true and correct to the best of my/our knowledge and belief. In case any information is found to be false or misleading at any stage, the bid is liable to be rejected and appropriate action may be taken.

Signature of the Bidder / Authorized Signatory

Name: _____

Designation: _____

Date: _____

Place: _____

(Seal / Rubber Stamp)

Annexure-II
ACCEPTANCE OF TENDER CONDITIONS
(To be submitted on the Letterhead of the Firm)

Ref. No.: _____

Date: _____

To,
The Director AYUSH/HOD(TC)
A & U Tibbia College & Hospital
Karol Bagh, New Delhi-110005

Subject: Acceptance of Tender Conditions – reg.

Dear Sir,

1. I/We hereby unconditionally accept the tender conditions and tender documents in their entirety for the above-mentioned work.
2. I/We have noted the contents of the relevant clause of the Tender Documents (Instructions to Bidders), wherein it is clarified that after unconditionally accepting the tender conditions in their entirety, it is not permissible to put any remark(s)/condition(s) (except unconditional rebate on price, if any) in the tender. In case this provision of the tender is found to be violated at any time after opening of the financial bid, I/We agree that the tender shall be summarily rejected by AUTCH.
3. I/We undertake to provide the requisite number of manpower under each category as and when required by AUTCH.
4. If I/We do not fulfil the minimum qualifying criteria of the tender, I/We shall not lodge any claim for opening of the price bid.
5. I/We declare that our firm.....(name of firm) has not been debarred by any Govt. Agency from participation in tenders.

Yours faithfully,

Signature of the Bidder

Name: _____

Designation: _____

(Seal / Rubber Stamp)

ANNEXURE – III
UNDERTAKING

(On the Letterhead of the Organization)

To,

The Director AYUSH/HOD(TC)
A & U Tibbia College & Hospital
Karol Bagh, New Delhi-110005

Subject: Undertaking for applying the Tender

Reference: Tender Document No. _____

Sir/Madam,

I/We hereby solemnly affirm and undertake that:

1. I/We do not have any business, professional, or other relationship with any staff member or official of AUTCH that may give rise to a conflict of interest.
2. I/We have never been debarred, blacklisted, or otherwise disqualified by any Government Department, Public Sector Undertaking, Autonomous Body, or Organization from undertaking or executing works.
3. I/We affirm that no material information relating to works executed by us has been concealed, suppressed, or misrepresented I/We further declare that documents submitted in support of the eligibility criteria are true and not manipulated. I/We confirm that we have not abandoned any work or left any project incomplete due to financial constraints, insolvency, or poor performance, and that we do not have any adverse performance record.
4. I/We understand that if any of the above declarations are found to be false or misleading at any stage, AUTCH shall be at liberty to take appropriate action, including rejection of the bid or termination of the contract, as deemed fit.

Yours faithfully

Date: _____

Place: _____

Signature of the Authorized Representative

Name: _____

Designation: _____

Name of Organization: _____

(Seal / Rubber Stamp)

Annexure-IV

Certificate of Turnover
(On the letter head of the Firm)

Reference: Tender Document No. _____

The following details shall be provided and duly vetted by the Chartered Accountant.

		Gross Annual Turnover	Profit/Loss	Net Worth
(i)	2024-25			
(ii)	2023-24			
(iii)	2022-23			
	Average of the above Three Years			

Signature of Chartered Accountant (with Seal/ rubber stamp)

Signature of the Bidder
(Seal / Rubber Stamp)

Annexure-V

Format for Financial Bid
(to be provided on letter head of the firm)

To,

The Director AYUSH/HOD(TC)
A & U Tibbia College & Hospital
Karol Bagh, New Delhi-110005

Subject: Submission of financial bid.
(Reference: Tender Document No. _____)

Sir/Madam,

I/we propose following service charges for providing the manpower on outsourced basis as specified hereunder

s.no.	Service to be provided	Quantity	Unit	Wages per person	Service charge/per person (inclusive of GST) (to be quoted in Percentage)
1	Panchakarma Masseurs (skilled) (04 Female +03 male)	07	Per person	28,746/-	
2	Pharmacist (Ayurveda) (skilled)	01	Per person	28,746/-	

- **L1 will be decided on basis of total amount(Total Wages + service charges)for both the service collectively**

I/ we hereby declare that,

- A. Service charges quoted above are as per 'scope of work' and all the 'terms and condition' of the bid as mentioned in bid document.
- B. Service charges shall be inclusive of applicable GST.

Signature of the Bidder / Authorized Signatory

Name: _____

Designation: _____

Date: _____

Place: _____

(Seal / Rubber Stamp)



Delhi
Tenders

eTendering System Government of NCT of Delhi

Tender Details

Date : 30-Apr-2026 04:34 PM

Print

Basic Details

Organisation Chain	Ayurvedic and Unani Tibbia College		
Tender Reference Number	F.No14(63)/AUTCH/2022		
Tender ID	2026_AUTC_290654_1	Withdrawal Allowed	Yes
Tender Type	Open Tender	Form of contract	Supply
Tender Category	Services	No. of Covers	2
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	No
Payment Mode	Not Applicable	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No	Allow Two Stage Bidding	No

Cover Details, No. Of Covers - 2

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	Certificate for Central/ State PSU or Incorporation Certificate as per tender document
		.pdf	GST Registration certificate
		.pdf	Signed and scanned copy of Bidder detail form Annexure I as per tender document
		.pdf	Acceptance of Tender Condition Annexure II as per tender document
		.pdf	Undertaking in the Annexure III as per tender document
		.pdf	Certificate for turnover Annexure IV as per tender document
		.pdf	Address proof for Office in Delhi.
		.pdf	Registration with Labor Dept, Govt. of NCT of Delhi.
		.pdf	Income tax return of last three financial years.
		.pdf	Copy of PAN/TAN.
		.pdf	EPF Registration certificate or any other document required as per tender document(if any).
2	Finance	.xls	Check List
		.pdf	Price Bid

Tender Fee Details, [Total Fee in ₹ * - 0.00]

Tender Fee in ₹	0.00		
Fee Payable To	Nil	Fee Payable At	Nil
Tender Fee Exemption Allowed	No		

EMD Fee Details

EMD Amount in ₹	0.00	EMD Exemption Allowed	No
EMD Fee Type	fixed	EMD Percentage	NA
EMD Payable To	Nil	EMD Payable At	Nil

[Click to view modification history](#)

Work /Item(s)

Title	TENDER FOR OUTSOURCING OF HEALTHCARE MANPOWER AT AYURVEDIC AND UNANI TIBBIA COLLEG AND HOSPITAL				
Work Description	TENDER FOR OUTSOURCING OF HEALTHCARE MANPOWER AT AYURVEDIC AND UNANI TIBBIA COLLEG AND HOSPITAL				
Pre Qualification Details	Please refer Tender documents.				
Independent External Monitor/Remarks	NA				
Show Tender Value in Public Domain	Yes				
Tender Value in ₹	57,00,000	Product Category	Manpower Supply	Sub category	NA
Contract Type	Tender	Bid Validity(Days)	180	Period Of Work (Days)	730
Location	As per tender document	Pincode	110005	Pre Bid Meeting Place	A and U Tibbia College and Hospital karol bagh
Pre Bid Meeting Address	AYURVEDIC AND UNANI TIBBIA COLLEG AND HOSPITAL KAROL BAGH, NEW DELHI, 110005	Pre Bid Meeting Date	06-May-2026 02:30 PM	Bid Opening Place	A and U Tibbia College and Hospital karol bagh
Should Allow NDA Tender	No	Allow Preferential Bidder	No		

Critical Dates

Publish Date	30-Apr-2026 05:00 PM	Bid Opening Date	11-Jun-2026 11:00 AM
Document Download / Sale Start Date	30-Apr-2026 05:00 PM	Document Download / Sale End Date	10-Jun-2026 04:00 PM
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	11-May-2026 10:00 AM	Bid Submission End Date	10-Jun-2026 04:00 PM

Tender Documents

NIT Document	S.No	Document Name	Description	Document Size (in KB)	
	1	Tendernotice_1.pdf	NIT	379.40	
Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	Tender Documents	tenderdoucmentAUT.pdf	Tender Document	689.12
	2	Additional Documents	PriceBid.pdf	Price Bid	446.01
	3	Additional Documents	checklist.xls	Check List	30.50

Bid Openers List

S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	mohdnaumansaleem.22@delhi.gov.in	Mohd Nauman Saleem	MOHD NAUMAN SALEEM
2.	anil.wadhawan.2022@delhi.gov.in	Anil Wadhawan	ANIL WADHAWAN
3.	nitinjindal.22@delhi.gov.in	Nitin Jindal	NITIN JINDAL

Tender Properties

Auto Tendering Process allowed	No	Show Technical bid status	Yes
Show Finance bid status	Yes	Stage to disclose Bid Details in Public Domain	Technical Bid Opening
BoQ Comparative Chart model	NIL	BoQ Comparative chart decimal places	2
BoQ Comparative Chart Rank Type	NIL	Form Based BoQ	No

Tender Inviting Authority

Name	Director (AYUSH)/HOD(TC)
Address	AYURVEDIC AND UNANI TIBBIA COLLEG AND HOSPITAL KAROL BAGH, NEW DELHI, 110005

Tender Creator Details

Created By	Nitin Jindal
Designation	Asso Prof.
Created Date	30-Apr-2026 04:06 PM