

MINISTRY OF HEALTH & FAMILY WELFARE  
Government of India



Government of India

Request for Expression of Interest (REOI)  
for  
Shortlisting of Consulting Firms / Organizations to Establish  
National Technical Support Unit (NTSU) in Delhi / NCR and  
State Technical Support Unit (STSU) in 9 States

REOI No.: MOHFW/CTD/REOI/2020/01

Deputy Director General  
Central Tuberculosis Division,  
Ministry of Health & Family Welfare, Govt. of India, 5<sup>th</sup> Floor, Nirman Bhawan,  
New Delhi

# Request for Expression of Interest (EOI) Document

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## Section 1. LETTER OF INVITATION

REOI No.: MOHFW/CTD/REOI/2020/01

Date: 3<sup>rd</sup> March, 2020

1. Central Tuberculosis Division (CTD), Ministry of Health & Family Welfare (MoHFW), Government of India (GoI) is implementing “Program Towards Elimination of Tuberculosis” funded by “International Bank for Reconstruction and Development” (IBRD), The World Bank to improve the coverage and quality of Tuberculosis control interventions in the private and public sector in nine targeted states of India viz. Uttar Pradesh, Maharashtra, Bihar, Rajasthan, Madhya Pradesh, Karnataka, West Bengal, Assam, and Tamil Nadu.
2. CTD, MoHFW, GoI has planned to establish National Technical Support Units (NTSUs) at National level and State Technical Support Units (STSU) at State level in each of the nine targeted States to support activities related to private sector, Direct Benefit Transfer (DBT), PFMS and multisectoral engagement.
3. CTD now invites eligible and qualified consulting firms / organizations to indicate their interest to setup and manage National Technical Support Unit (NTSU) in Delhi / NCR and STSU in State Capitals of Uttar Pradesh, Maharashtra, Bihar, Rajasthan, Madhya Pradesh, Karnataka, West Bengal, Assam, and Tamil Nadu.
4. Instructions for preparing and submitting Expression of Interest, brief purpose and scope of services and qualification criteria are given in the EOI Document which can be freely downloaded from Central Public Procurement Portal (CPPP) at [www.eprocure.gov.in](http://www.eprocure.gov.in) and <https://mohfw.gov.in/e-tender> .
5. After evaluation of EOIs received up to closing date and time, CTD shall prepare shortlist of qualified Consultants who shall later be requested to submit technical and financial proposed based on Request for Proposal (RFP) Document.
6. The Consulting firms / Organizations will be selected in accordance with the “Quality and Cost Based Selection” (QCBS) method and procedures set out in the ‘General Financial Rules – 2017’ and Manual for Procurement of Consultancy & Other Services 2017 issued by Department of Expenditure, Ministry of Finance, Govt. of India.
7. The EOIs will be submitted online through the e-procurement portal [www.eprocure.gov.in](http://www.eprocure.gov.in). In addition, Two(2) sets of hard copies of EOI in a separately sealed envelope, along-with processing fee will also be submitted to Dr. Raghuram Rao, Dy. Director, Central TB Division, Ministry of Health and Family Welfare, Govt. of India, Room No. 528, C-Wing, 5<sup>th</sup> Floor, Nirman Bhawan, Maulana Azad Road, New Delhi – 110108. The last date for submission of EOI is **25<sup>th</sup> March, 2020 up to 1500 Hrs. (IST)**. The pre-bid conference would be held on **16<sup>th</sup> March, 2020 at 1100 Hrs (IST)** at the given address. Attending the pre-bid meeting is optional.

Dy. Director General, CTD, MoHFW, Govt. of India

## Section-2. INSTRUCTIONS TO CONSULTING FIRMS/ORGANIZATIONS

### 1. Introduction:

- 1.1 The Deputy Director General, Central Tuberculosis Division (CTD), Ministry of Health & Family Welfare (MoHFW), Government of India (hereinafter referred as “Procuring Entity”) is implementing “Program Towards Elimination of Tuberculosis funded by “International Bank for Reconstruction and Development” (IBRD), The World Bank to improve the coverage and quality of Tuberculosis control interventions in the private and public sector in nine targeted states of India viz. Uttar Pradesh, Maharashtra, Bihar, Rajasthan, Madhya Pradesh, Karnataka, West Bengal, Assam, and Tamil Nadu.
- 1.2 Procuring Entity has planned to select consulting firm/organization (hereinafter referred as “Consultant”) to setup National Technical Support Units (NTSUs) at National level and State Technical Support Units (STSU) at State level in each of the nine targeted States to support activities related to private sector, Direct Benefit Transfer (DBT), PFMS and multisectoral engagement.
- 1.3 Procuring Entity now invites eligible and qualified consultant organizations to submit their Expression of Interest against this REOI.
- 1.4 **It may be noted that a Consulting firm/Organisation has a choice to submit EOI for NTSU and/or for STSU (any combination of maximum three States). However, after completion of RFP process, in case a Consulting firm/Organization is finally awarded contract for establishing NSTU, it’s all other proposals for STSU shall be ignored (if submitted), since the Scope of Services of NTSU includes monitoring and supervision of STSUs which is considered a situation of Conflict of Interest.**
- 1.5 **In case a Consulting firm /Organization submits EOI for STSU in more than 3 States, the first 3 States in the order of natural sequence shall only be considered valid and remaining shall be ignored.**
- 1.6 A list is required to be submitted as part of Form-I: Letter of Expression of Interest as given in Section-5. Standard Forms of the EOI Document, to express interest for setting up NTSU/STSU.
- 1.7 The brief purpose / objectives, scope of the work has been described in the Section-3 of the EOI Document.
- 1.8 The Consulting firms/Organizations shortlisted as per criteria given in para 5 below, shall later be issued Request for Proposal (RFP) Document for submitting Technical and Financial Proposals.

### 2. Conflict of Interest:

- 2.1 The consulting firm/Organization is required to provide professional, objective and impartial advice, at all times hold the Procuring Entity’s interests paramount, strictly avoiding conflicts with other assignment or its own corporate interests and acting without any consideration for future work.
- 2.2 The consulting firm/Organization has an obligation to disclose to the Procuring Entity any situation of actual or potential conflict that impacts its capacity to serve the best interest of Procuring Entity. Failure to disclose such situations may lead to the disqualification of the Consulting firm/Organization of termination of its contract during execution of the assignment.

2.3 Without limitation on the generality of the foregoing, the Consulting firm/Organization shall not be selected under the circumstances set forth below:

- (a) **Conflicting activities:** A firm that has been engaged by the client to provide Goods, Works or Non-consultancy services for a project, or any of its affiliates, shall be disqualified from providing Consultancy Services resulting from or directly related to those Goods, Works, or Non-consultancy services. Conversely, a firm hired to provide consultancy services for the preparation or implementation of a project, or any of its affiliates, shall be disqualified from subsequently providing Goods or Works or Non-consultancy services resulting from or directly related to the consultancy services for such preparation or implementation;
- (b) **Conflicting Assignment:** Consulting firms/Organizations (including its experts and consortium partner) or any of its affiliates shall not be hired for any assignment that, by its nature, may be in conflict with another assignment of the consulting firm/Organization for the same or for another Procuring Entity;
- (c) **Conflicting relationships:** A Consulting firm/Organization(including its experts and Consortium partner) that has a close business or family relationship with professional staff of the Procuring Entity who are directly or indirectly involved in any part of: 1. the preparation of Terms of Reference for the Assignment; 2. selection process for such contract; or 3. supervision of the Contract, may not be awarded a contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the client throughout the selection process and the execution of the contract.

### 3. Code of Integrity for Public Procurement:

3.1 Public Procurement is perceived to be prone to corruption and ethical risks. To mitigate this, the officials of Procuring Entity and all the bidders/suppliers/contractors / consultants / service providers involved in procurement process must abide by the code of integrity for Public Procurement as defined in foregoing para. The bidders/suppliers /contractors /consultants / service providers are required to sign a declaration for abiding by a code of integrity with a warning that, in case of any transgression of this code, its name is not only liable to be removed from the list of shortlisted consultants, but it would be liable for other punitive actions such as cancellation of contracts, banning and blacklisting or action in Competition Commission of India and so on.

3.2 **Code of Integrity for Public Procurement:** Procuring Entity as well as Consultants should observe the highest standard of ethics and should not indulge in the following prohibited practices, either directly or indirectly, at any stage during the procurement process or during execution of resultant contracts:

- i. **“Corrupt practice”:** making offers, solicitation or acceptance of bribe, rewards or gifts or any material benefit, in exchange for an unfair advantage in the procurement process or to otherwise influence the procurement process or contract execution;
- ii. **“Fraudulent practice”:** any omission or misrepresentation that may mislead or attempt to mislead so that financial or other benefits may be obtained, or an obligation avoided. This includes making false declaration or providing false information for participation in a tender process or to secure a contract or in execution of the contract;
- iii. **“Anti-competitive practice”:** any collusion, bid rigging or anti-competitive arrangement, or any other practice coming under the purview of The Competition Act, 2002, between two or more bidders, with or without the knowledge of the

- Procuring Entity, that may impair the transparency, fairness and the progress of the procurement process or to establish bid price at artificial, non-competitive levels;
- iv. **“coercive practices”**: harming or threatening to harm, persons or their property to influence their participation in the procurement process, or affect the execution of a contract;
  - v. **“conflict of interest”**: participation by a bidding firm or any of its affiliates that are either involved in the consultancy contract to which this procurement is linked; or if they are part of more than one bid in the procurement; or if the bidding firm or their personnel have relationships or financial or business transactions with any official of Procuring Entity who are directly or indirectly related to tender or execution process of contract; or improper use of information obtained by the (prospective) bidder from the Procuring Entity with an intent to gain unfair advantage in the procurement process or for personal gain; and
  - vi. **“Obstructive practice”**: materially impede the Procuring Entity’s investigation into allegations of one or more of the above mentioned prohibited practices either by deliberately destroying, falsifying, altering; or by concealing of evidence material to the investigation; or by making false statements to investigators and/or by threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or by impeding the Procuring Entity’s rights of audit or access to information;

#### **4. Brief Description of Selection Process:**

- 4.1 The Procuring Entity has adopted a two-stage process for selection and award of consultancy Contract.
- 4.2 In the first stage, the interested Consulting firms/Organizations shall submit their EOIs against this Request for Expression of Interest in accordance with the instructions given in this EOI Documents. After evaluation of EOIs submitted by interested consulting firms/Organizations, the Procuring Entity shall prepare separate Shortlists of qualified Consulting firm/Organization for NTSU and STSU in each of the nine States;
- 4.3 In the second stage, the Consulting firm/Organization, evaluated as eligible and qualified during first stage shall be issued Request for Proposal (RFP) document, inviting them to submit Technical and Financial proposal.
- 4.4 In RFP, the evaluation of proposals and award of contract shall be conducted by following “Quality and Cost Based Selection” (QCBS) method and procedures set out in the ‘General Financial Rules – 2017’ and Manual for Procurement of Consultancy & Other Services 2017 issued by Department of Expenditure, Ministry of Finance, Govt. of India.
- 4.5 Consulting firms/Organizations may seek clarification with regard to selection process, before attending a pre-bid meeting (16<sup>th</sup> March, 2020) from the official mentioned below. Attending the pre-bid meeting is optional. Any such request for clarification should be submitted through e-mail only.

Dr. Raghuram Rao

Dy. Director (TB)

Central TB Division, Ministry of Health and Family Welfare, Govt. of India

Room No. 528, C-Wing, 5<sup>th</sup> Floor,

Nirman Bhawan, Maulana Azad Road, New Delhi – 110108

E-mail: [ctddelhi@rntcp.org](mailto:ctddelhi@rntcp.org)

4.6 The Procuring Entity shall expeditiously response to any clarification received in accordance with para 4.5 above.

## 5. Eligibility & Qualification of Consultants:

### A. General Eligibility Requirements for NTSU and STSU:

(a) The Consulting firm /Organization may be a single entity or a Consortium of maximum 2 (Two) entities (hereafter called as "Consortium"). Consulting firm/Organization and Consortium Partner may be:

- (i) a single business entity under the Companies Act 1956 (as amended time to time) or an incorporated entity under equivalent acts of the parent country (in case of foreign entities); **or**
  - (ii) an organization registered under the Societies Registration Act 1860 or any relevant Act of a State or Union Territory in India; **or**
  - (iii) a Public Trust registered under the Indian Trusts Act 1882 or any other equivalent act of a state or union territory in India; **or**
  - (iv) a Charitable Company registered under Section 25 of the Companies Act,1956(as amended time to time); **or**
  - (v) a partnership firm; **or**
  - (vi) any combination of (i) to (v) with a formal intent to enter into an agreement or under an existing agreement to form a Consortium.
- (b) A Consulting firm/Organization and the Consortium Partner (as the case may be) shall not have a Conflict of Interest as described in ITC Para 3.2, that affects the selection process. Any Consulting firm/Organization and/or the Consortium Partner, found to have a Conflict of Interest shall be disqualified.
- (c) Any entity which has been barred by the Central/ State Government, or any entity controlled by it, from participating in any project, and the bar subsists as on the due date of submission of EOI, would not be eligible to submit an EOI, either individually or as member of a Consortium.

### B. Specific Eligibility Requirements:

#### B.1. for NTSU:

- a) The Consulting firm/Organization and the Lead Consortium Partner (as the case may be) should have achieved average annual turnover of Rs.10 Cr. during last three Financial Years i.e. 2016-17, 2017-18 & 2018-19.
- b) The Consulting firm/Organizations or the Consortium Partner (as the case may be) should have 5 years' experience of implementation / management / technical support to any public health programme in India.
- c) **Out of minimum 5 Years' experience, at least 3 public projects with minimum 1 to 2 years of duration should have been completed successfully by the Consulting firm/Organization.**

#### B.2. for STSU:

- a) The Consulting firm/Organization and the Lead Consortium Partner (as the case may be) should have achieved average annual turnover (as per table below), during last three Financial Years i.e. 2016-17, 2017-18 & 2018-19.

For STSU in one State	Rs. 7 Cr.
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For STSU in two States	Rs. 14 Cr.
For STSU in three States	Rs. 21 Cr.

- b) The Consulting firm/Organization or the Consortium Partner (as the case may be) should have 3 years' experience of implementation / management / technical support to any public health programme in any State.
- c) **Out of minimum 3 Years' experience, at least 3 public projects with minimum 1 year of duration should have been completed successfully by the Consulting firm/Organization.**

**C. Qualification of Consulting firms/Organizations for NTSU and STSU:**

The Consulting firm/Organization determined eligible as per sub-para 5.A and/or 5.B above shall be considered for detailed evaluation of qualification based on qualification criteria given in **Section-C: Qualification Criteria for Evaluation of EOIs.**

**6. Right to accept or reject any or all EOI:**

- 6.1 Notwithstanding anything contained in this EOI Document, the Procuring Entity reserves the right to accept or reject any EOI and to annul the selection process and reject all EOIs, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof. In the event that the Procuring Entity rejects or annuls all the EOIs, it may, in its discretion, invite fresh EOIs.
- 6.2 The Procuring Entity reserves the right to verify all statements, information and documents submitted by the Consulting firm/Organization in response to the REOI. Any such verification or lack of such verification by the Procuring Entity shall not relieve the Consulting firm/Organization of its obligations or liabilities hereunder nor will it affect any rights of the Procuring Entity thereunder.

**7. Preparation of EOI:**

- 7.1 The EOIs and all related correspondence and documents in relation to the selection process shall be in English language.
- 7.2 The Consulting shall provide all the information sought under this REOI. The Procuring Entity will evaluate only those EOIs that are received in the required formats and complete in all respects. Incomplete and /or conditional EOIs shall be liable to rejection.
- 7.3 The Consulting firm/Organization shall prepare the EOI typed and signed by the authorised signatory of the Consulting firm/Organization.
- 7.4 The EOI shall consist of the following:
  - (i) Letter of Expression of Interest in the prescribed format given in Form-I: Letter of Expression of Interest;
  - (ii) if applicable, the Power of Attorney for Lead Partner of Consortium;
  - (iii) Copy of the following pertaining to Consulting firm/ Organization and Consortium Partner (as the case may be):
    - a) Memorandum and Articles of Association, if the Consulting firm/Organization/ Consortium Partner is a Company incorporated under Companies Act, 1956(as amended time to time),
    - b) Partnership Deed, if the Consulting firm/Organization/ Consortium Partner is partnership firm



- c) Memorandum of Association and Rules and Regulations, if the Consulting firm/Organization/ Consortium Partner is a Society
- d) Trust Deed if the Consulting firm/Organization / Consortium Partner is registered as a trust
- (iv) Copies of Consulting firm/Organization and Consortium Partner's duly audited balance sheet and profit and loss account / Income & Expenditure account for the preceding three Financial Years i.e. 2016-17, 2017-18& 2018-19, wherever applicable.
- (v) Company Profile giving information about the Consulting firm;
- (vi) Certificate of Incorporation, wherever applicable;
- (vii) Duly filled EOI Forms as per Section-V. Standard Forms: I to IV

## **8. Submission of EOI:**

- 8.1 The EOIs should be submitted online through the e-procurement portal [www.eprocure.gov.in](http://www.eprocure.gov.in) up to 1500 Hrs. on 25<sup>th</sup> March, 2020
- 8.2 In addition, Two(2) sets of hard copies of EOI in a separately sealed envelope, along-with processing fee will also be submitted on the given CTD address, within the given timelines.
- 8.3 The consulting firm/Organization who have not enrolled / registered themselves on e-procurement portal should enrol / register before participating in the EOI process through <https://eprocure.gov.in/eprocure/app>. The portal enrolment is free of cost. Consulting firms/Organizations are advised to go through the instructions provided at e-procurement portal.
- 8.4 Application in sealed cover super scribed, as "REOI for Shortlisting of Consulting Firms / Organizations to Establish National Technical Support Unit (NTSU) in Delhi / NCR and/OR State Technical support Unit (STSU) in 9 States" has to be submitted.

## **9. Opening and Evaluation of EOIs:**

- 9.1 The EOIs submitted up to scheduled date and time shall be opened on 26<sup>th</sup> March, 2020 at 1100 Hrs.
- 9.2 The EOI Evaluation Committee constituted by the Procuring Entity shall evaluate the EOIs received up to due date and time for submission of EOIs in accordance with the provisions set out in para 5 above.
- 9.3 The Consulting firms/Organizations are advised that shortlisting of Consulting firm/Organization will be as per the terms of this REOI. Consulting firm/Organization will be deemed to have understood and agreed that no explanation or justification on any aspect of the selection process or selection will be given.
- 9.4 The Procuring Entity reserves the right not to proceed with the selection process at any time without notice or liability and to reject any or all EOIs without assigning any reasons.
- 9.5 If any information furnished by the Consulting firms/Organizations is found to be incomplete, or contained in formats other than those specified herein, the Procuring Entity may, in its sole discretion, exclude the same experience from evaluation of the Consulting firm/Organization.
- 9.6 In the event that a Consulting firm/Organizations claims credit for an experience, and such claim is determined by the Procuring Entity as incorrect or erroneous, the Procuring Entity shall reject such claim and exclude the same from evaluation of EOI. Where any information is found to be patently false or amounting to a material representation, the Procuring Entity reserves the right to reject the EOI.
- 9.7 Clarifications may be, if required, sought/ requested not later than the day of Pre-bid meeting or else through email at [ctddelhi@rntcp.org](mailto:ctddelhi@rntcp.org) followed by written communication at least 1 day prior to the Pre-bid meeting. **Queries after pre-bid meeting (16<sup>th</sup> March, 2020) will not be entertained.**

## 10. Clarifications from Consulting firms/Organization:

- 10.1 In order to facilitate evaluation of EOI, the Procuring Entity may, at its sole discretion, seek clarifications / additional documents from any Consulting firms/Organization regarding its EOI. Such clarification(s) shall be provided within the time specified by the Procuring Entity for this purpose. Any request for clarification(s) and all clarification(s) in response thereto shall be in writing.
- 10.2 If a Consulting firm/Organization does not provide clarifications sought above within the prescribed time, the Procuring Entity may proceed to evaluate the EOI based on the information / documents already provided in the EOI.

## 11. Shortlisting of Consulting firms/Organizations and Notification:

- 11.1 After the evaluation of EOIs, the Procuring Entity shall announce a list of shortlisted Consulting firm/Organization who will be eligible for participation in the second stage of selection process. At the same time, the Procuring Entity would notify the other Consulting firm/Organization that they have not been shortlisted. The Procuring Entity will not entertain any query or clarification from Consulting firms/Organizations who fail to qualify.
- 11.2 **EOI Processing Fee:** A non-refundable processing fee for Rs. 5,000/- (Five Thousand Rupees only) in the form of a Demand draft drawn in favour of “**PAO Secretariat**” Payable **at New Delhi** must be submitted along with the EOI response. Bids received without or with inadequate EOI processing fees shall be liable to get rejected.

## Section-3. DESCRIPTION OF SERVICES – Brief Purpose , Scope of Works and Budget

### 1. Introduction:

Central Tuberculosis Division (CTD), Ministry of Health and Family Welfare, Govt. of India is implementing ‘National Tuberculosis Elimination Program’ (NTEP) to achieve the ‘Sustainable Development Goal’ (SDG) of ending TB by 2025, five years ahead of global targets. Determined to eliminate TB, India has launched a robust response with the National Strategic Plan (NSP) for Tuberculosis Elimination 2017-25. The NSP embraces evidence-based interventions, new technologies, bold innovations and major institutional reforms. Several interventions have been initiated since 2018 in line with the NSP. Patient Provider Support Agency interventions for private sector engagement, NIKSHAY Poshan Yojana, multi-sectoral engagement, community engagement is some of them. Latent TB Infection management for prevention of emergence of new cases and TB surveillance have been planned to impact TB incidence in next few years. Without effective implementation of such interventions at a scale, it is not possible to eliminate TB by 2025. The NSP lays out the GOI’s strategic approaches and priority interventions to eliminate TB.

### Vision, Goal, and Strategic Pillars of India’s National Strategic Plan for TB Control

VISION: TB-Free India with zero deaths, disease and poverty due to TB GOAL: To achieve rapid decline in burden of TB, morbidity, and mortality, while working towards elimination of TB in India by 2025			
<b>Detect</b> <ul style="list-style-type: none"> <li>Improved diagnostics</li> <li>Private provider Engagement</li> <li>Universal screening for drug-resistant TB</li> <li>Systematic screening of high-risk populations</li> </ul>	<b>Treat</b> <ul style="list-style-type: none"> <li>Reduced losses in cascade of care with support systems</li> <li>Free anti-TB drugs for public and private TB cases</li> <li>Enhanced TB regimens</li> <li>Patient-friendly adherence monitoring</li> <li>Elimination of catastrophic costs with social support</li> </ul>	<b>Prevent</b> <ul style="list-style-type: none"> <li>Scale-up airborne infection control in high-risk settings</li> <li>Expand treatment of latent TB infection in contacts and high-risk individuals</li> <li>Address social determinants of TB among high-risk communities and families</li> </ul>	<b>Build</b> <ul style="list-style-type: none"> <li>Restructure TB program</li> <li>Build high-level political commitment</li> </ul>

India has shown considerable progress in terms of providing standards of TB care in the last decade. However, this achievement has been limited to the public sector and little is known about the patients seeking care in the private sector. Empirical evidence suggests that a very large number of patients seek private care, which, if not more, is equal to the share seeking care in the public sector. Taking this into consideration, the Ministry of Health and Family Welfare has released “Guidance Document on Partnerships” (available at [www.tbcindia.gov.in](http://www.tbcindia.gov.in)) which is aligned to the National Strategic Plan 2017-2025. These guidelines reflect a shift from the previous guidelines in terms of being patient-centric, needs-based, output-based and ensuring that the Standards of TB Care in India reach patients in the public as well as the private sector.

Considering the estimated TB burden and the gap between private notifications and estimated TB burden, the GOI selected nine states (viz. Uttar Pradesh, Maharashtra, Bihar, Rajasthan, Madhya Pradesh, Karnataka, West Bengal, Assam, and Tamil Nadu) for intensified implementation of high impact TB interventions at scale. Success in these nine states is critical for India to meet its NSP targets as, these nine states together account for:

- 60 percent of the public-sector notification in the country;
- 62 percent of the existing gap in private sector notification (based on NSP targets); and
- 70 percent of all private TB treatment nationwide

Central Tuberculosis Division (CTD), Ministry of Health & Family Welfare (MoHFW), Government of India (GoI) is implementing “Program Towards Elimination of Tuberculosis” funded by “International Bank for Reconstruction and Development” (IBRD), The World Bank to improve the coverage and quality of Tuberculosis control interventions in the private and public sector in nine targeted states of India viz. Uttar Pradesh, Maharashtra, Bihar, Rajasthan, Madhya Pradesh, Karnataka, West Bengal, Assam, and Tamil Nadu.

With exponential increase of various interventions, there is a need of varied competencies to deliver functions beyond clinical or routine public health measures. To ensure successful implementation of innovative interventions, and to get desired output, it is key that the Centre and State Programme Units has sufficient capacity in areas such as strategic purchasing, private sector engagement, Direct Benefit Transfers, multi-sectoral collaboration etc. An institutional mechanism such as a National Technical Support Unit (NTSU) and State Technical support Units (STSUs) in 9 (nine) priority States has been considered as a framework to take on these tasks.

Institutional strengthening through the establishment of TSUs is a critical component of the NSP, and arguably the success of the private provider engagement strategy, contracting of services and scale up of the TB program depends on the effective establishment of TSUs.

## **2. Purpose:**

The purpose of establishing NTSU and STSUs is as under:

- a) Set up system for effective contract management and providing strategic guidance to the National and State TB programme to effectively scale up contracts and related interventions.
- b) Develop an online performance and contract tracking system to optimally monitor performance and payments for services (Applicable for NTSU)
- c) Acquire adequate support and ownership of interventions from the National Health Mission, State Health Societies or State TB programme for its effective functioning.
- d) Develop tools and systems for Direct Benefit Transfer (Applicable for NTSU)
- e) Provide platform for collaboration, monitoring, learning and evaluations with stakeholders

Although the ultimate success of the TSUs will be manifest in effective coverage of quality TB services in both the public and private sectors, impact at this level is beyond the scope of the current framework. This framework is focused on

- (i) the process of establishing functional TSUs, and
- (ii) proximal indicators of their effectiveness.

3. **Budget Available for the activity :** An approximate budget INR 36 Crores per year has been estimated for the establishment of **10 Technical Support Units (One NTSU and 9 Nine STSU at World Bank Project Targeted States)**. This is supported through the World Bank IBRD Project under National Tuberculosis Elimination Program. The budget includes the cost of consultancy services.

## 4. National Technical Support Unit (NTSU)

### 4.1 Brief Purpose and Scope:

The Central TB Division (CTD) has considered contracting a National Technical Support Unit (NTSU) at the National level to support the Central TB Division (CTD).

### 4.2 Key Responsibilities of NTSU:

*(a) Strategy development and implementation oversight –*

- The NTSU is expected to focus most of its effort on working closely with the Central TB Division and the State TSUs to prioritize contracting needs based on most recently available local State data and state needs.
- Support State TSUs in development and implementation of their state strategies to engage the private sector.
- Facilitate optimal payments mechanisms to the Private Providers in 9 States
- Ensure accessibility and availability of national and state supported services to patients

*(b) Facilitate empanelment of agencies* -The NTSU will develop and deploy an online empanelment process for state and national agencies to bring quality organizations on board as bidders for various services;

*(c) Contract management/facilitation of bidding / RFP process of high impact/large scale redesign and deployment services at national levels* –to enable large scale nationwide procurement of specific services, and provide strategic guidance to state TSU's on contract management and deployment;

*(d) Monitoring and evaluation –*

- The NTSU will monitor the progress of State TSUs based on agreed targets based on coverage needs,
- It will develop and maintain a dashboard to monitor the number of new and current partnerships in NTEP, the fiscal year value of contracts, MOUs and other funding agreements; the amount and timeliness of disbursements to partners, and the results obtained
- It will also carry out regular programmatic reviews on the work of the State TSU's and state program implementation

*(e) IT systems development to support operations management* – contracting development of an IT system for empanelment of agencies, tracking payments to agencies and understanding monies allocated and spent on specific contracts. The IT system once developed will provide a solution to manage NTSU / State TSU operations and will be considered as a priority deliverable for the NTSU;

*(f) Capacity building and technical support –*

- The NTSU will provide technical assistance to States TSUs, especially in the initial phase of engagement.
- It will work with state TSUs to arrive at cost ranges for specific services whenever the price is required to be determined by the State/District
- It will play a critical role in engaging with states to analyse results and performance of the states, pertaining to contracted agencies to ensure real-time learning and adaptation across the program
- Facilitating capacity building of STSU in contract management including IT based systems

The Key competencies required for delivering abovementioned responsibilities are contract management, public private partnerships, direct benefit transfer expertise, public finance management, in addition to the programme management structure.

The Consulting firm/Organization should have domain experts viz,; Operations, Capacity Building, Contract Management, Monitoring & Evaluation, Communication & Knowledge Management, Information and ICT, Finance, Direct Benefit Transfer(DBT), Public Private Partnership(PPP), Inter Sectoral Partnership etc. and manage their pay roll adhering to the prevailing rules including leaves, taxes, PF and other benefits.

#### 4.3 Duration of Assignment:

3 years (The performance will be reviewed every year) based on satisfactory performance by the contracted consulting firm/Organization, the contract will be renewed yearly. It may be extendable to further period of 2 years based on satisfactory performance and need of the program.

#### 4.4 Travel

There will be 7 to 15 days of travel in a month to various States for technical assistance, monitoring, supervision, capacity building etc. The agency needs to manage travel of consultants, accommodations, local commutation etc.

## 5. State Technical Support Unit (STSU)

#### 4.1 Brief Purpose and Scope:

To support the State TB Cell, State Technical Support Unit has been considered to expand capacity to manage large scale private sector engagement, strategic purchasing, DBT, multi-sectoral collaboration etc.

#### 4.2 Key Responsibilities of STSU:

- a) **Support the state in implementing the engagement of Service Providers** - These Service Providers could be utilized implement PPSA and any other partnership option as required by the state to provide various services in the TB care cascade for e.g., private sector engagement, community mobilization, etc
- b) **Contract Management:**

The primary responsibility of the TSU is to support the State TB Cell manage the complete cycle of engaging service providers through the stages viz,

- finalization of area specific ToRs related
- defined Performance indicators / measures for results-based contracting, development of the results-based contracts,
- cost/ contract value estimation based on the specific TORs,
- identification of suitable procurement process and
- facilitation of the bidding / RFP process for State agencies selection.

The TSU will also support the state TB cell onboarding of the agencies and the operational management of the contract through the contract duration, the mandated periodic performance reviews against indicators, validation of milestone achievement, accuracy of claims, submission of all documentation, etc.

**c) *Monitoring and evaluation –***

- The State TSU will monitor the progress of contracted agencies on results-based outputs
- Facilitate third party dipsticks of results (both quantitative and qualitative aspects) to avoid fraud and ensure transparency
- Optimize use of Nikshay to review data for action
- Obtain specified results
- Work with the state to recommend payments to contracted entities in a timely manner based on results achieved

**d) *Capacity building and technical support –***

- The State TSU will provide technical assistance to contracted entities (as required), especially in the initial phase of engagement.
- Most importantly, it will work with state to deploy dipstick surveys, qualitative assessments to review results of contracted agencies
- It will analyze results and make recommendations for payments to agencies including PPSAs, laboratory networks, pharmacy chains, e pharmacies etc.
- Technical support to public sector on process improvement
- Communication

e) Facilitate support via innovative financing for implementation/ technical support etc. that is made available to the State from any donor or philanthropic institutions

**f) *Compliance / grievance redressal mechanism:***

TSUs may also support and facilitate the tabling and review of grievances received from parties. TSU shall only be responsible for executing due process. The Governing Committee / managing committees at the state level are the body mandated with reviewing and resolving grievances.

The Key competencies required for delivering abovementioned responsibilities are contract management, public private partnerships, direct benefit transfer expertise, public finance management, in addition to the programme management structure.

The consulting firm/Organization should have domain experts viz, Operations, Capacity Building, Contract Management, Monitoring & Evaluation, Communication & Knowledge Management, Information and ICT, Finance, Direct Benefit Transfer (DBT), Public Private Partnership (PPP), Inter Sectoral Partnerships etc. and manage their pay roll adhering to the prevailing rules including leaves, taxes, PF and other benefits.

#### 4.4 Duration of Assignment:

3 years (The performance will be reviewed every year) based on satisfactory performance by the contracted consulting firm/Organization, the contract will be renewed yearly. It may be extendable to further period of 2 years based on satisfactory performance and need of the program.

#### 4.5 Travel

There will be 7 to 15 days of travel in a month to various districts / sub-districts for technical assistance, monitoring, supervision, capacity building etc. The agency needs to manage travel of consultants, accommodations, local commutation etc.



## Section-4. QUALIFICATION CRITERIA

In this section, the Procuring Entity has defined the criteria to be used for evaluation of EOIs. It includes, marking system to objectively assess capability to execute the Project, drawing information provided by Consultants in Forms given in Section-5: General Forms

### Qualification Criteria for NTSU:

S. N.	Criteria / Sub-Criteria	Max. Score / Sub-Score
<b>1</b>	<b>General Experience</b>	<b>30</b>
(a)	Min. 5 years' experience in implementation / management / technical support to any public health programme in India; AND	20
(b)	Additional year of experience subject to max. 10 years (2 mark for every year)	10
<b>2</b>	<b>Technical Experience of working with State Govt. or Central Govt.</b>	<b>30</b>
(a)	Experience in supporting Govt. of Indian Planning / M&E / Capacity Building / Contract Management/ PPP in public health sector; AND <i>(3 or more projects)</i>	15
(b)	Experience in supporting any State in Planning / M&E / Capacity Building / Contract Management/ PPP in public health sector <i>(3 or more projects)</i>	15
<b>3</b>	<b>Financial Capability – Average Annual Turnover of last 3 Financial Years (2016-17, 2017-18 and 2018-19)</b>	<b>30</b>
(a)	Turnover figure for last three years (Rs. 10 Cr. or above) -	30
<b>4</b>	<b>Fully functional Office in Delhi / NCR</b>	<b>10</b>
	<b>TOTAL Score</b>	<b>100</b>
	<b>Minimum Qualifying Score</b>	<b>75</b>

### Qualification Criteria for STSU - for 1(One) state:

S. N.	Criteria / Sub-Criteria	Max. Score / Sub-Score
<b>1</b>	<b>General Experience</b>	<b>30</b>
(a)	Min. 3 years' experience in implementation / management / technical support to any public health programme in India; AND	20
(b)	Additional year of experience subject to max. 8 years (2 mark for every year)	10
<b>2</b>	<b>Technical Experience of working with State Govt. or Central Govt.</b>	<b>30</b>
(a)	Experience in supporting <b>Govt. of India</b> in Planning / M&E / Capacity Building / Contract Management/ PPP in public health sector; AND <i>(3 or more projects)</i>	10
(b)	Experience in supporting <b>any State</b> in Planning / M&E / Capacity Building / Contract Management/ PPP in public health sector; AND <i>(3 or more projects)</i>	10
(c)	Experience in supporting the <b>State where applying</b> in Planning / M&E / Capacity Building / Contract Management/ PPP in public health sector	10
<b>3</b>	<b>Financial Capability – Average Annual Turnover of last 3 Financial Years (2016-17, 2017-18 and 2018-19)</b>	<b>30</b>

(a)	Turnover figure for last three years (Rs. 7 Cr. or above) -	30
<b>4</b>	<b>Fully functional Office in the State where applying</b>	<b>10</b>
	<b>TOTAL Score</b>	<b>100</b>
	<b>Minimum Qualifying Score</b>	<b>75</b>

**Criteria for evaluation of EOIs for more than one State:**

- The criteria 1 (a) & (b) and 2 (a) & b) shall remain unchanged.
- The criteria 2 (c) shall be applied for both the States separately i.e. experiences in both the states where applying should be reflected separately.
- The criteria 3 shall be as under:

<b>3</b>	<b>Financial Capability – Average Annual Turnover of last 3 Financial Years (2016-17, 207-18 and 2018-19)</b>	
(a)	For STSU in 2 (Two) states - Turnover figure for last three years (Rs. 14 Cr. or above)	<b>30</b>
(b)	For STSU in 3 (Three) states - Turnover figure for last three years (Rs. 21 Cr. or above)	<b>30</b>

- The criteria 4 shall be applicable for each State separately, if EOI is submitted for 2 or 3 States.

## Section-5. STANDARD FORMS

### Form-I: Letter of Expression of Interest

Dated: \_\_\_\_\_

To,

Dy. Director General  
Central TB Division,  
Ministry of Health & Family Welfare, Govt. of India  
Nirman Bhawan, New Delhi

**Subject: Expression of Interest for setup and manage National Technical Support Unit (NTSU) and State Technical Support Units (STSUs)**

Dear Sir,

1. With reference to Request for Expression of Interest Ref. No. \_\_\_\_\_ dated \_\_\_\_\_, I / We, having examined the EOI Document and understood its contents, hereby submit my/our EOI for Shortlisting for the following.

Sch. No.	Brief Description of Services	EOI being submitted for the following (Please ✓ as appropriate)
1	Establishment of NTSU in Delhi / NCR	
2	Establishment of STSU in Uttar Pradesh	
3	Establishment of STSU in Bihar	
4	Establishment of STSU in Rajasthan	
5	Establishment of STSU in Madhya Pradesh	
6	Establishment of STSU in Maharashtra	
7	Establishment of STSU in Karnataka	
8	Establishment of STSU in West Bengal	
9	Establishment of STSU in Assam	
10	Establishment of STSU in Tamil Nadu	

2. I/ We acknowledge that the Procuring Entity will be relying on the information provided in the EOI and the documents accompanying such EOI for shortlisting of the Consulting firm/Organization, and we certify that all information provided in the Application and in Annexes I to IV is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying such Application are true copies of their respective originals.

3. I/ We shall make available to the Procuring Entity any additional information it may find necessary or require supplementing or authenticate the Qualification statement
4. I/ We acknowledge the right of the Procuring Entity to reject our Application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
5. I/ We certify that in the last three years, we/any Consortium Member or our/their Associate have not been blacklisted on any contract, by an arbitral or judicial Procuring Entity or a judicial pronouncement or arbitration award against the Consultant, Consortium Member or Associate, as the case may be.
6. I / We declare that:
  - a) I / We have examined and have no reservations to the EOI Document.
  - b) I / We do not have any Conflict of Interest in accordance with the Para 2 of the Instructions to Consultants.
  - c) I/We shall abide by the “Code of Integrity for Public Procurement” in accordance with Para 3 of the Instructions to Consulting firm/Organization.
7. I/ We understand that you may cancel the selection process at any time and that you are neither bound to accept any EOI that you may receive nor to invite the Consulting firm/Organization to Bid for the Project, without incurring any liability to the Consulting firm/Organization.
8. I/ We believe that we/ our Consortium/ proposed Consortium satisfies the eligibility and qualification criteria and meet(s) all the requirements as specified in the REOI Document and are/ is qualified to submit an application.
9. I/ We declare that we/ any Member of the Consortium, or our/ its Associates are not a Member of a/ any other Consortium applying for shortlisting.
10. I/ We certify that in regard to matters other than security and integrity of the country, we/ any Member of the Consortium or any of our/ their Associates have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory Procuring Entity which could cast a doubt on our ability to undertake the Project or which relates to a grave offence that outrages the moral sense of the community.
11. **I / We certify that we/ any Member of the Consortium, or our/ its Associates are not barred /blacklisted by the Central/ State Government, or any entity controlled by it, from participating in any project, and the bar subsists as on the due date of submission of EOI**
12. I/ We agree and undertake to abide by all the terms and conditions of the EOI Document.

Signature Name, title and seal of authorized official of Consulting firm /Organization.

## Form-II: Details of Consulting firm/Organization

1	(a) Name:													
	(b) Country / State of Incorporation:													
	(c) Address of the corporate headquarters and its branch office(s), if any, in India													
	(d) Date of incorporation and/ or commencement of business:													
2	Brief description of the Consulting firm/Organization including details of its main lines of business and proposed role and responsibilities in this Project													
3.	<b>PAN No ,TAN /GST No of the Firm/Organization:</b>													
4	Details of individual(s) who will serve as the point of contact/ communication for the Procuring Entity:													
	(a) Name: (b) Designation: (c) Company: (d) Address: (e) Telephone No. (f) Mobile No. (g) E-mail: (h) Fax No.													
4	In case of a Consortium:													
	a) The information above (1-3) should be provided for both the Members of the Consortium. b) copy of the Consortium Agreement should be attached. c) Information regarding the role of each Member should be provided as per table below:													
	<table border="1"> <thead> <tr> <th>Sr. No.</th> <th>Name of Member</th> <th>Role</th> <th>% of equity in the Consortium</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Sr. No.	Name of Member	Role	% of equity in the Consortium									
Sr. No.	Name of Member	Role	% of equity in the Consortium											
5	In case an NGO is submitting EOI, it should be registered on 'Darpan' Portal of Govt. of India													

Form-III: Statement of experience in handling similar Projects for the last 5 years for NTSU and 3 Years for STSU.

**Note for the Consulting firms/Organizations:** The Consulting firm/Organization and the Consortium Partner (as the case may be) should provide information related to their past experience of handling similar projects / services / activities as envisaged in the TOR for which they are expressing interest for, during last 5 years for NTSU and 3 years for STSU as on due date for submission of EOI. The format for submission of above information is as below.

**Please note that the complete copy of contracts / MOUs should also be submitted as part of EOI.**

Sr. No.	Brief Description of project / services / activities performed	Name of Client / Principals	Duration of Services (From / To)	Contract / MOU Ref. No. and date of award	No. of Beneficiaries covered	Contract / MOU Value / Total Cost of Services (Rs.)

#### Form-IV: Technical Capacity of the Consulting firm/Organization

**[Note for the Consulting firm/Organization:** In this section, Consulting firm shall showcase, their technical capacity including resources (infrastructure, subject matter experts and other manpower, IT systems, managerial capacity etc.) to execute the services they are expressing interest for].

#### Form-V: Financial Capacity of the Consulting firm/Organization

	F.Y. 2016-17	F. Y. 2017-18	F.Y. 2018-19	Average Annual Turnover of 3 F.Y.
<b>Name of Consulting firm/Organization:</b> _____				
Annual Turnover (in Crores of Rs.)	_____	_____	_____	_____
<b>Name of Consortium Partner (if any):</b> _____				
Annual Turnover (In Crores of Rs.)	_____	_____	_____	_____
<b>TOTAL</b>	_____	_____	_____	_____