



सत्यमेव जयते

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भारत सरकार Government of India

स्वास्थ्य और परिवार कल्याण मंत्रालय Ministry of Health and Family Welfare

प्रधान मंत्री स्वास्थ्य सुरक्षा योजना PMSSY

अखिल भारतीय आयुर्विज्ञान संस्थान All India Institute of Medical Sciences

@mangalAiimsAP मंगलगिरि, आंध्रप्रदेश Mangalagiri, Andhra Pradesh

F.No: AIIMS/MG/Admin/Committee Matters/04/2019-20/20

Dt: 29-08-2019

Office Order No: 46 of 2019/20

Sub: Constitution of Technical specification & Evaluation Committee, AIIMS, Mangalagiri-reg.

I am directed to convey that the Technical specification & Evaluation Committee is constituted with the following members.

S No	Designation	Status in EC
1	Dean	Chairperson
2	Medical Superintendent	Co-chairperson
3	Nodal Officer, HITES procurement	Member Secretary
4	HoD's/Nominee specialized faculty	Member
5	Indentor	Member
6	External experts (of those disciplines which are not available in AIIMS, Mangalagiri) as on date/ whose HoD's/ Senior faculty are not yet in place in AIIMS, MG (to be nominated by Director, AIIMS)	Members
7	Store Keeper Admin/ Hospital	Special invitee (permanent as the case may be)
8	HITES	Special invitee (as and when needed)

1. The TSES shall prepare the 'timeframe of delivery' for the equipments intended to be procured from HITES (PSA) from the Project fund of Rs. 280 crores. This report shall be submitted within one month, i.e. by 30/09/2019.
2. In addition to the project procurement, the TSES committee may also deliberate upon technical specifications of equipments proposed in establishment of various labs, etc. (As per proposals submitted by O/o Dean in 9(nine) volumes, viz. Clinical skill stimulation lab; Molecular genetics laboratory, cytogenetics lab; Next generation sequencing lab; composite anatomy lab; colour imaging & colour fabrication system; syn. Multiple visualizer system; plastination lab; simulation lab and other proposals, as and when they are presented).
3. A representative of DGHS Gol shall be a member for deliberation on equipments costing above Rs. 1 Cr.
4. The role & functions of TSEC shall be as defined in AIIMS Delhi purchase manual 2018 (page numbers 35&36 vide Para 4.3.2/ 4.33 & 4.3.4.)

श्रमदीप 29/8/19

(Shramdeep Sinha, IRS)
Deputy Director (Administration)

Shramdeep Sinha, IRS
Deputy Director (Administration)
AIIMS, Mangalagiri, Andhra Pradesh
GSVC Temporary Campus, Vijayawada -08

Consd

To

The Members concerned.

Copy for information to:

1. All HOD's, AIIMS, Mangalagiri.
2. Shri Prabhakar, Manager (BME)- HITES.
3. The IT cell, AIIMS, Mangalagiri for website uploading.
4. Guard file.

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CHAPTER-4

TECHNICAL SPECIFICATION

4.1 Basic Guidelines

- 4.1.1** The important aspects to be kept in view while formulating the specifications and the goods to be purchased are indicated in the following paragraphs.
- 4.1.2** The technical specifications of the goods shall meet only the actual and essential needs of the user because “over-specification” will unnecessarily increase the cost and may stifle competition. Specifications should aim at procuring the latest technology and avoid procurement of obsolete goods. Specifications should have emphasis on factors like efficiency, optimum fuel/power consumption, use of environmental-friendly materials, reduced noise and emission levels, low maintenance cost etc. Further, the specifications should not be too restrictive as the aim should be to attract reasonable number of competitive Bidders. The specifications should also take care of the mandatory and statutory regulations, if any, applicable for the goods to be purchased.
- 4.1.3** Wherever Indian/ International Standards exists for the required goods, the same should be adopted as far as possible. For any deviations from the Standards or for any additional parameters for better performance, specific reasons for deviations / modifications should be duly recorded with the approval of the competent authority.
- 4.1.4** In those cases where decision has been taken to procure imported items due to specific needs where International Standards [like US FDA, underwriters laboratories, CE (European)] or any other may be adopted Where no international standards exist, the specifications shall be drawn in a generalized and broad-based manner to obtain competitive bids from different sources. Except in case of proprietary purchase from a selected single source, the specifications must not contain any brand name, make or catalogue number of a particular manufacturer and if the same is unavoidable due to some compelling reasons, it should be followed by the words “or equivalent”. In order to ensure quality material in specific cases, the names of the reputed Brands as recommended by the competent committee (TSEC) considering the quality/past performance may be incorporated in the specifications (which shall be at least not less than three reputed manufacturers).
- 4.1.5** All dimensions incorporated in the specifications shall be indicated in metric units. If due to some unavoidable reasons, dimensions in FPS units are to be mentioned, the corresponding equivalents in the metric system must also be indicated.
- 4.1.6** The specifications and the technical details should be expressed with proper clarity without any ambiguity or double meaning. Wherever necessary, the written specifications should be supplemented with drawings for additional clarity etc.
- 4.1.7** In general deciding bid on the basis of bidder’s sample is too subjective. Therefore, unless specifically decided due to some reasons duly recorded with the approval of Competent Authority, Bid sample clause shall not be incorporated in the specifications. If necessary, suitable stipulations for submission of advance sample (before starting bulk production) by the successful bidder may be incorporated in the specifications. However, in specific cases, where demo of the equipment is felt necessary by TSEC, such clause may be incorporated in the bidding documents.

4.2 Guidelines for preparing Technical Specifications

The purpose of the Technical Specifications (TS), is to define the technical characteristics of the Goods and Related Services required by the Purchaser. The Purchaser shall prepare the detailed TS take into account that:

- (a) The TS constitute the benchmarks against which the Purchaser will verify the technical responsiveness of bids and subsequently evaluate the bids. Therefore, well -defined TS will facilitate preparation of responsive bids by bidders, as well as examination, evaluation, and comparison of the bids by the Purchaser.
- (b) The TS shall require that all goods and materials to be incorporated in the goods be new, unused, and of the most recent or current models, and that they incorporate all recent improvements in design and materials, unless provided for otherwise in t he contract.
- (c) Standardizing technical specifications may be advantageous, depending on the complexity of the goods and the repetitiveness of the type of procurement. Technical Specifications should be broad enough to avoid restrictions on workmanship, materials, and equipment commonly used in manufacturing similar kinds of goods.
- (d) Standards for equipment, materials, and workmanship specified in the Bidding Documents shall not be restrictive. Recognized international standards should be specified as much as possible. Reference to brand names, catalogue numbers, or other details that limit any materials or items to a specific manufacturer is not permitted, When other particular standards or codes of practice are referred to in the TS, whether from India or from other countries, a statement should follow that other authoritative standards that ensure at least a equivalent quality, than the standards mentioned in the TS, will also be acceptable.
- (e) Reference to brand names and catalogue numbers must be avoided.
- (f) Technical Specifications shall be fully descriptive of the requirements in respect of, but not limited to the following:
 - (i) Standards of materials & workmanship required for production & mfg. of Goods.
 - (ii) Detailed tests required.
 - (iii) Other additional work &/or Related Services required to achieve full delivery/ completion.
 - (iv) Detailed activities to be performed by Supplier & participation of the Purchaser thereon.
 - (v) List of detailed functional guarantees required to be covered by the Warranty and the specification of the penalty to be applied in the event that such guarantees are not met.
- (g) The TS shall specify all essential technical and performance characteristics and requirements, including guaranteed or acceptable maximum or minimum values, as appropriate.
- (h) When the Purchaser requests that the Bidder provides in its bid a part or all of the Technical Specifications, technical schedules, or other technical information, the Purchaser shall specify in detail the nature and extent of the required information and the manner in which it has to be presented by the Bidder in its bid.
- (i) Specifications should aim at procuring the latest technology and avoid procurement of obsolete goods. Specifications should have emphasis on factors like efficiency, optimum fuel/power consumption,

use of environmental-friendly materials, reduced noise and emission levels, low maintenance cost etc. Further, the specifications should not be too restrictive as the aim should be to attract reasonable number of competitive Bidders.

- (j) The specifications must not contain any brand name, make or catalogue number of a particular manufacturer and if the same is unavoidable due to some compelling reasons, it should be followed by the words "or equivalent".
- (k) All dimensions incorporated in the specifications shall be indicated in metric units.
- (l) Wherever necessary, the written specifications should be supplemented with drawings for additional clarity etc.

4.3 Technical Specification & Evaluation Committee (TSEC)

4.3.1 The following is the composition of the Technical Specification & Evaluation Committee for any equipment to be purchased is as under:

1. Upto Rs.10 Lakhs:

It will be constituted by the HOD concerned on case to case basis, where at least 3 faculties of same discipline will be members.

2. More than Rs.10 Lakhs upto Rs.1 Crore :

- (a) Head of the Department/ Sr. Faculty Member (to be nominated by Chief of Centres/ MS of Hospital)
- (b) Medical Superintendent or his nominee
- (c) Head of the Department of the related discipline
- (d) End User Faculty Member
- (e) Officer In charge (Store) of concerned Deptt.-Member Secretary

3. Rs.1 Crore & more:

- (a) Head of the Department / Sr. Faculty Member (to be nominated by Chief of Centres/ MS of Hospital)
- (b) Medical Superintendent
- (c) Head of the Department of the related discipline
- (d) End User Faculty Member
- (e) Two external experts to be nominated by the Director (related to discipline)
- (f) One nominee of DGHS
- (g) Officer In charge (Store) of concerned Deptt.-Member Secretary

4.3.2 This committee shall do the following task:

- (a) To arrive at Estimated Cost and to frame broad based Technical Specifications & realistic Qualification Criteria (wherever required) after doing market survey/research.

- (b) In case of Proprietary Article item, after doing market survey/research, "Proprietary Article Certificate" (PAC) will be signed and Technical Specification framed.
- (c) To attend Pre-bid Conference/Meeting with prospective bidders and recommend modifications in Technical Specifications & Qualification Criteria based on merits of the case.
- (d) To evaluate Technical Specifications of the Techno-commercial Bids received, shortlist the vendors and give final recommendations.
- (e) To evaluate Qualification Criteria of the Techno-commercial Bids received, shortlist the vendors and give final recommendations.
- (f) After opening of the financial bids of the technically shortlisted firms the Committee (excluding external experts and nominee of DGHS) shall make comparative statements and sign (above than Rs. 10 lakhs) concerned and sent to the concerned Stores Officer.
- (g) In case of any representation regarding PAC, Technical Specifications, Qualification Criteria etc., to examine and submit final recommendations.

✓ **4.3.3** The value for determining the composition of TSEC will be Estimated Cost multiplied by required quantity. In case of close system the cost of reagents/kits/consumables etc. required for the expected life of the equipment may also be added for arriving at Estimated Cost.

✓ **4.3.4** TSEC may be authorized to incorporate quality standards like US-FDA, CE, ISO etc. based on requirement of End Use.

