



भारतीय सूचना प्रौद्योगिकी संस्थान, इलाहाबाद  
Indian Institute of Information Technology, Allahabad

An Institute of National Importance by Act of Parliament  
Deoghat, Jhalwa, Allahabad-211015 (U.P.) INDIA

Ph.: 0532-2922025, 2922067, Fax : 0532-2430006, Web : [www.iiita.ac.in](http://www.iiita.ac.in), E-mail : [contact@iiita.ac.in](mailto:contact@iiita.ac.in)

Ref. No. IIIT-A/EXT/Purchase/868/1262/2021

Date: 28/05/2021

**FIRST EXTENSION OF TENDER SUBMISSION DATE**

In continuation of tender Ref. No. IIIT-A/S&P/VD/868/1261/2021, dated-19/05/2021 for Proposal (RFP) for Vaccination Drive at IIIT-Allahabad. The last date for submission of tender has been extended **upto-11/06/2021 till 12:00 AM**.

The details of the tender can be downloaded from the IIIT-A website [www.iiita.ac.in](http://www.iiita.ac.in).

Prepared by.....

Joint Registrar (Store & Purchase)



**Enclosure:** Copy of Original Tender Document



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Ref. No. IIIT-A/S&P/VD/ 868 /1261/2021  
Date: 19/05/2021

## Request for Proposal (RFP) for Vaccination Drive at IIIT-Allahabad

Indian Institute of Information Technology, Allahabad is an Institute of National importance funded by the Government of India. The Indian Institute of Information Technology Allahabad (IIIT-A) was established in 1999, as a center of excellence in Information Technology and allied areas.

The COVID-19 pandemic has had massive global health and economic repercussions and continues to impact countries worldwide. Getting a COVID-19 vaccine is an important step to prevent getting sick with COVID-19 disease. To speed up the vaccination drive throughout the country, the Union Health Ministry has allowed vaccination sessions at both public and private workplaces.

The institute is inviting the proposal for organizing the camps in our campus to **vaccinate all community members including Students, Faculty and Staff members, dependent family members and also the frontline workers who are exposed to high level of risk because of their nature of work such as Security, Housekeeping staff, Gardeners, Peon etc.**

The institute is ready to have vaccine drive in the premises following the COVID Appropriate Behaviour (CAB). Keeping in view that the vaccines will be available initially in the limited stocks the institute will have vaccination drive phase wise based on age groups that is above 45 years and 18 to 45 years.

**Request for Proposal (RFP) for Vaccine drive is invited from Hospitals, NGOs, Health care service providers to quote their service charge with GST. The approximate numbers may be 1500 and the Services shall be provided in IIIT-A campus and shall be exclusive to the institute.**

### Terms & Conditions of RFP:

- i. The health care service provider should be authorized by state or central government agency for Covid vaccination program.
- ii. The doctor/Medical Officer in the team should be a registered medical practitioner as per guidelines of MoH & FW for Covid vaccination.
- iii. The nursing staff should be registered with state or central Nursing Council. Other staff should also have requisite qualification and experience for Covid vaccination program as per norms.
- iv. The health care service provider should have experience of carrying out



- Vaccination drive at hospital, school, college, corporate office etc.
- v. The health care service provider should submit the PAN and GST copy.
  - vi. Quantity may be increase or decrease as per requirement.

**Scope of Work:**

1. Ensure safe storage, transportation, and delivery of vaccine doses and ensure that there are no leakages in the delivery system.
2. Monitor progress of database of beneficiaries and planning of vaccine phase wise in coordination with IIIT- Allahabad.
3. Mapping requirement of doctor, nursing staff and other staff as per Covid vaccination program
4. Abiding by the covid appropriate behavior.
5. The staff administering the vaccine should maintain the safety norms and adhere to COVID protocols i.e. wearing face mask, gloves etc.
6. Administering the vaccine and proper recording of the same.
7. Providing medicines if required after vaccination and also tracking the side effects of the vaccination, if any and have preparedness for any acute adverse reaction following vaccination.
8. Ensure set up for beneficiaries to monitor health condition and if required further course of treatment and availability of medicines.
9. Maintain track record of due second dose and administering of the same.

IIIT-A reserves the right to: a) reject/modify/change the scope of business of any or all the proposals without assigning any specific reason whatsoever; b) not bind it to accept the lowest or any proposal; and c) accept the whole or any part of the proposal and the firm shall be bound to perform the same at the rates quoted. Canvassing in connection with tender/quotation is strictly prohibited.

**\*The offers may be submitted on or before 28/05/2021 (upto 12:00 Noon). The health service provider should submit the proposal in the PRO-FORMA at page no. 3. The rates/charges should be quoted at page no. 4.**

**The proposals may be submitted through email on [info.purchase@iiita.ac.in](mailto:info.purchase@iiita.ac.in) in view of the lockdown situation due to the ongoing pandemic.**

**Dates for opening of the proposals and further activities shall be notified on the Institute website and also through email of the participating bidders.**

For any other clarification/detail, you may feel free to interact on email: [info.purchase@iiita.ac.in](mailto:info.purchase@iiita.ac.in), [ar.p@iiita.ac.in](mailto:ar.p@iiita.ac.in) Contact No.: 0532-2922051, 2217, Mobile: 8605366640.

Prepared by  
(S&P)



Joint Registrar (S&P)



## Pro-forma of Submission of Proposal

Sl. No.	Criteria	Response
1.	<b>Details of Vaccine along with source of availability and number of vaccine available</b>	
2.	<b>Health care service provider should submit the registration/authorization copy from appropriate agency as mentioned in RFP</b>	
3.	Details of doctor and medical staff to be enclosed	
4.	Address of registered office & Contact No. & Email id of the firm	
5.	<b>The doctor should be registered as Medical Practitioner. Copy of the same to be attached.</b>	
6.	<b>The nursing staff should be registered from State or Central Nursing Council. Copy of the same to be attached</b>	
7.	The health care service provider should have experience of carrying out vaccination drive at hospital, school, college, corporate office etc. Copy of experience to carry out the vaccination drive	
8.	The health care service provider should be registered with concerned taxation authorities such as GST (Copy of the certificate should be attached)	
9.	Copy of PAN Card	
10.	Income Tax Return of last three F.Y. to be attached	
11.	Detail of support required on site by IIIT-A	
15.	<b>Any other add on services/information may be attached for consideration</b>	

The institute may ask for any additional information while considering the proposal.

Date:

Name of the Service Provider:  
Seal & Sign of the Firm/Service  
Provider

## Price Quote/Bid (On company letter head)

The interested Hospitals, NGOs, Health care service providers should quote separately for:

- a. Drive in vaccine facility:
- b. Desk vaccine facility

Sl. No.	Details	Price/Rate/Response
1.	Rate of vaccine per Dose	
2.	Administering charge per Injection	
3.	Follow up treatment charge	
4.	Medicine charges/Unit	
5.	Any other charges, applicable	
6.	Taxes at actual	
<b># Please indicates your specific response against each item. Separate Sheets may be attached.</b>		

Rates should be quoted separately.

**Seal & Sign of the Health  
Service Provider**