



**OFFICE OF THE CHIEF DISTRICT MEDICAL OFFICER.
BALASORE, ODISHA**

(Telephone No: 06782-262011, 9439981999, e-mail: cdmobalasure@gmail.com, dpmubal@gmail.com)



Letter No: 17225

Date: 18.11.2020

To

The District Information Officer,
NIC, Balasore

Sub: - Uploading of advertisement inviting for "Expression of Interest for AVDS"

Sir,

With due courtesy, I am enclosing the sample advertisement inviting "Expression of Interest for AVDS" for Balasore Municipality area and have been published on 19.11.20 in The Samaja News Paper. So kindly upload in NIC website: www.baleswar.nic.in for advertisement of following article with details of modalities



**OFFICE OF THE CHIEF DISTRICT MEDICAL OFFICER.
REGIONAL VACCINE STORE, BALASORE
PHONE:06782-269098, 9439989805,9439989816**



Expression of Interest for AVDS

Expression of Interest is called from the interested NGOs/SHGs/Transport agency/CBOs like Yuvak sanghas /Clubs/ Local Autos or taxis/Local unemployed youth/Volunteers to carry out the Alternate Vaccine Delivery Systems (AVDS) in NUHM, Urban of Balasore District. Interested parties are requested to apply with prescribed format to DPHO, Balasore on or before 26/11/2020. The detailed of Modalities can be obtained from www.baleswar.nic.in. The authority reserves every right to select/cancel any or all EOI without assigning any reason thereof.

Sd/-

CDMO-cum-District Mission Director, Balasore

Yours Faithfully,

18.11.20

Chief District Medical Officer, Balasore

Date 18.11.2020

Memo No 17226

Copy to Collector cum District Magistrate, Balasore for information.

18.11.20

Chief District Medical Officer, Balasore

Memo No 17227

Copy to the notice board of the Superintendent of Police, Balasore / Dist. Public Relation Officer, Balasore / PD, DRDA, Balasore / President Zilla Prishada for information & request for wide publication.

18.11.20

Chief District Medical Officer, Balasore



**OFFICE OF THE CHIEF DISTRICT MEDICAL OFFICER
REGIONAL VACCINE STORE , BALASORE, ODISHA**



Phone: 06782-269098

**Expression of Interest for AVDS
APPLICATION FORM:**

| S.N | PARTICULARS | |
|-----|--|----------|
| 1 | Name of the organization: Address: E-mail: Telephone: Fax: Website: | |
| 2 | Name of the contact person: Telephone: E-mail ID: | |
| 3 | Type of organization (Public sector/Limited/Private Limited/Partnership/Proprietary/Society/Any other): | |
| 4 | Chief of the Organisation: E-mail ID: Telephone No. | |
| 5 | Company registration details (Enclose photocopies of certificate): (In case of NGOs / SHGs / CBOs/Clubs) | Yes / No |
| 6 | PAN No (Enclose a copy of certificate) | |
| 7 | Activities of the organization: (List of the activities) (In case of NGOs / SHGs /CBOs / Clubs) | |
| 8 | Audited financial statement of last year (Enclose a copy): (In case of NGOs / SHGs/ CBOs/Clubs) | Yes / No |
| 9 | List of Manpower detail (Enclose a copy): | Yes / No |
| 10 | List of similar project handled during last 3 years: | |
| 11 | Any other information the applicant wants to furnish: | |

Declaration: I hereby declare that the above information is true to the best of my knowledge.

Place:

Date

Signature with name & seal

Documents to be submitted along with Application form:

- A. Photocopy of the company/organization/agency registration certificate.
- B. Photocopy of valid PAN card of authority of the organization.
- C. Photocopy of audited financial statement of organization in last financial year.
- D. List of detail manpower of the organization.
- E. VD microplan ILR point wise as per format attached.
- F. ILR point wise funds distribution plan as per format attached.
- G. AVD route chart ILR point wise. In rout chart you will mention the name of ILR point, sub center & immunization session site & route of AVD. For every ILR point in a single page four route chart should be drawn for 4 Wednesday of a month.

Terms and Conditions.

1. AVD microplan is to be prepared with support from DPHO, NUHM wing, DPMU, LHV PPC, Balasore, APM & PHM. ILR point wise funds distribution plan is to be prepared with supports from DPMU Accountant. Name of the immunization points of Balasore Municipality area is attached here for your reference. For further assistance you may contact Mr. ranjan Kumar Mohanta, DVLM (9439989805) in preparing AVD microplan.
2. Selection & finalization of the agency will be done at DPMU level. After selection of the agency, the MoU will be made between the Agency & DPHO. A copy of this contract is to be submitted to the ADPHO (FW & Imm.)
3. The contract is only for a period of 12 months commencing from the date of signing of the contract.
4. Agency will provide personnel for delivery of vaccine, passbooks & other consumables from ILR point to immunization points as per agreed AVD microplan throughout the Balasore Municipality area.
5. The vaccine delivery personnel will deliver the vaccines to IPs with such timing that, the vaccine will reach last IP by 8 am.
6. The personnel also collect the remaining vaccines, vaccine carrier, red bag & black bag with immunization waste, Tally sheets & submit at the ILR point same day after the immunization session is over at 2 PM.
7. The vaccine delivery personnel will deliver the vaccine carrier with vaccine to the ANM / ASHA / AWW at the immunization point.
8. The personnel will inform to the ILR point in charge about non availability of vaccinator or about cancellation of the session.
9. The personnel will ensure proper maintenance of cold chain during the vaccine transportation.
10. The vaccine transportation should not be deviated at any cost; in case the scheduled personnel are not available, the agency will ensure alternative arrangements.
11. The contact number of all vaccine transporters shall be provided to the ILR in charge as well as to the IP in charge.
12. The agency will submit the weekly report on AVD as well as the financial statement at the end of every week to DPHO, Balasore.
13. The agency will be paid monthly as per the AVDS budget (2020-21) by cheque or online A/C transfer on the basis of the categorization of IP as per VD plan on submission of the documents.

The payment norms for persons or organization delivering vaccine to more than one session site as given below:-

| Category of 1st session site | Maximum amount payable |
|------------------------------|---|
| Easy to reach 0 – 5 km | Rs 75 for each IP |
| Easy to reach 6 – 10 km | Rs 80 for each IP |
| Easy to reach 11 – 20 km | Rs 100 for 1st IP and Rs 75 for each subsequent IP/ IPs |
| Easy to reach > 20 km | Rs 125 for 1st IP and Rs 75 for each subsequent IP/ IPs |

❖ **N.B. Hard to reach Area:** @ Distance from nearest ILR point more than 25 km. @ Inaccessibility due to relative lack of motorable roads, river crossing, hilltop areas etc.

The payment is subject to the following clauses:

- i. Reduction in payment by 25% if vaccine carriers are not deliver to session sites withing the 30 minuites of designated time.
 - ii. Reduction in payment by 25% if vaccine carrier with tally sheet and immunization waste is not returned back to the ILR point in-charge within 1 hour of designated time.
 - iii. No payment to AVDS volunteer or agency for failure to deliver the vaccines or logistics to the session site because of the absence of volunteer.
 - iv. No payment to AVDS volunteer or agency for failure to return vaccines, tally sheets and immunization waste to the ILR point on same day.
14. The agency will be responsible for filling in and submitting necessary formats (AVDS monitoring and reporting format) to the block MO I/C.
 15. The agency will be responsible for fixing a blue flex banner on the AVD vehicle with “TIKKA EXPRESS” written on it in white colour with clear logo of Odisha Government & NHM with UIP logo for greater visibility. They may also provide uniforms (florescent blue colour half jacket with message “TIKKA EXPRESS” front side “VACCINE DELIVERY URGENT” back side with clear logo of Odisha Government and NHM with UIP logo along with that of agency.
 16. The Nodal person for the AVD will be ILR in charge at ILR level and PHM at city level under the overall supervision of the DPHO.
 17. The security and other claims of the transporter will be sole responsibility of the agency.
 18. The agency should not violate any labor act, transport act etc. while executing the job.
 19. Payment of funds for AVDS will be done after receiving certification from the ILR point I/C regarding the issue and return of vaccines during the month.
 20. That the event of any misconduct or breach of agreement, the agency will be liable for immediate disengagement by the Government. The expression of misconduct for the purpose of this agreement would mean improper or unprofessional behaviour, bad-management, mismanagement, misbehavior and unsatisfactory performance, whether an act (of the first party) is misconduct or not would be constructed by DPHO at his discretion. The DPHO reserves the right to reject all or any offers without assigning any reason thereof.



MEMORANDUM OF UNDERSTANDING
For implementation of ALTERANATE VACCINE DELIVERY SYSTEM
(hereinafter called AVDS), Balasore Municipality, District-Balasore



This MoU is made on _____ day of _____ (month) 2020 between _____ (Full name of the agency/ volunteers), an association registered under society registration act 1860 bearing no. _____ dated _____ / registered under the Trust Act / registered as an SHG / others having its office / Residence at _____ through its current office / residence bearer _____ S/o- _____ PS: _____ Dist _____ hereinafter called the agency / volunteer and DPHO, Balasore in behalf of Dist. Health & Family Welfare department, Government of Odisha hereinafter called the Government.

Where as the request of the Agency / Volunteer, the Government has entrusted the agency/ volunteer to undertake AVDS which forms an integral part of the Routine Immunization activities under NHM part-C for a period of one year from _____ (start date) to _____ (end date).

The Government has agreed to engage the first party for the implementation of AVDS under the terms and conditions specified in this agreement and the first party agreed to abide by the terms and conditions of this agreement.

Term & conditions

1. The contract is only for a period of 12 months commencing from the date of signing the contract.
2. Agency will provide personnel for delivery of vaccine, passbooks and other consumables from ILR point to immunization points as per agreed AVD micro plan throughout the block.
3. The vaccine delivery personnel will deliver the vaccines to IPs with such timing that, the vaccine will reach the last IP by 8 am.
4. The personnel will also collect the remaining vaccines, vaccine carrier, red bag & black bag with immunization waste, tally sheets and submit at the ILR point on same day after the immunization session over at 2 PM.
5. The vaccine delivery personnel will deliver the vaccine carrier with vaccine to the ANM / AWW / ASHA at the immunization point.
6. The personnel will inform to the ILR point in charge about the non availability of vaccinator or about cancellation of the sessions.
7. The personnel will ensure proper maintenance of the cold chain during vaccine transportation.

8. The vaccine transportation should not be deviated at any cost; in case the scheduled personnel are not available, the agency will ensure alternative arrangements.
- J. The contact number of all vaccine transporters shall be provided to the ILR in charge as well as to the IP in-charge.
10. The agency will submit the weekly report on AVD as well as the financial statement at the end of every week to the concerned MO I/Cs.
11. The agency will be paid monthly as per the VDS budget (2020-21) by cheque or online A/C transfer on the basis of categorization of IPs as per AVD plan on submission of the documents.

The payment norms for persons or organization delivering vaccines to single session site are given below.

| Category of single session site | Maximum amount payable |
|--|-------------------------------|
| Other areas 0 – 5 km | Rs 75 |
| Other areas 6 – 10 km | Rs 80 |
| Other areas 11 – 20 km | Rs 85 |
| Other areas > 20 km | Rs 90 |

The payment norms for persons or organizations delivering vaccines to more than one session site are given below:-

| Category of 1st session site | Maximum amount payable |
|-------------------------------------|---|
| Easy to reach 0 – 5 km | Rs 75 for each IP |
| Easy to reach 6 – 10 km | Rs 80 for each IP |
| Easy to reach 11 – 20 km | Rs 100 for 1st IP and Rs 75 for each subsequent IP/ IPs |
| Easy to reach > 20 km | Rs 125 for 1st IP and Rs 75 for each subsequent IP/ IPs |

The payment is subject to the following clauses:-

- i. Reduction in payment by 25% if vaccines are not delivered to session site within 30 minutes of designated time.
 - ii. Reduction in payment by 25% if vaccine carrier with tally sheet and immunization waste is not returned back to ILR point in-charge within 1 hour of designated time.
 - iii. No payment to AVDs volunteer or agency for failure to deliver the vaccines or logistics to the session site because of absence of volunteer.
 - iv. No payment to AVDS volunteer or agency for failure to return vaccines, tally sheets and immunization waste to the ILR point on the same day.
12. The agency / volunteer will be responsible for filling in and submitting necessary formats (AVDS monitoring and reporting formats) to DPHO, Balasore.
 13. The agency / volunteer will be responsible for fixing a blue flex banner on the AVD vehicle with “TIKKA EXPRESS” written on it in white colour with clear logo of Odisha

Government & NHM with UIP logo for greater visibility. They may also provide uniforms (florescent blue coloured half jacket with message "TIKKA EXPRESS" front side "VACCINE DELIVERY URGENT" back side with clear logo of Odisha Government and NHM with UIP logo along with that of agency.

14. The nodal person for the AVD will be ILR in charge at ILR level and PHM/APM at City level under the overall supervision of DPHO.
15. The security and other claims of the transporter will be sole responsibility of the agency.
16. The agency should not violate any labor act, transport act etc. while executing the job.
17. Payment of funds for AVDS will be done after receiving certification from the ILR point I/C regarding the issue and return of vaccines during the month.
18. That the event of any misconduct or breach of agreement, the agency will be liable for immediate disengagement by the Government. The expression of misconduct for the purpose of this agreement would mean improper or unprofessional behavior, bad-management, mismanagement, misbehavior and unsatisfactory performance, whether an act (of the first party) is misconduct or not would be constructed by DPHO at his discretion. The MO I/C reserves the right to reject all or any offers without assigning any reason thereof.

District Public Health Officer

NGO / Volunteer

Witness:

1.
2.