



**REQUEST FOR PROPOSAL (RFP)  
FOR  
SELECTION OF SUITABLE AGENCY FOR PREPARATION OF DETAILED  
PROJECT REPORT FOR SETTING UP THE SOUTH ASIAN CANCER  
RESEARCH CENTRE AT GUWAHATI.**

**Reference No: ACCF/SACRC/22-23/53**

**Dated: 04.08.2022**

**Issued by:  
Assam Cancer Care Foundation.  
3rd floor, V.K. Trade Centre, G.S. Road, Opp. Down Town Hospital,  
Guwahati – 781022, Assam Ph: +91-90852 02020  
[www.assamcancercarefoundation.org](http://www.assamcancercarefoundation.org)  
Email: [procurement@accf.in](mailto:procurement@accf.in)**

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Disclaimer: This RFP is not an agreement and is neither an offer nor invitation by the Authority to the prospective. Applicants or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation of their applications pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at in relation to the Consultancy that may not be accurate. The Authority may, in its absolute discretion but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this RFP.

## NOTICE INVITING PROPOSAL

### ASSAM CANCER CARE FOUNDATION

3rd floor, V.K. Trade Centre, G.S. Road, Opp. Down Town Hospital,  
Guwahati – 781022, Assam

Email: [procurement@accf.in](mailto:procurement@accf.in) | W: [www.assamcancercarefoundation.org](http://www.assamcancercarefoundation.org); Cell: 9998515371

Reference No-ACCF/SACRC/22-23/53

Dated 04.08.2022

Online proposals are invited from eligible parties through this RFP to shortlist and engage the most suitable of them with required skill, education and experience.

#### Key Information & Dates:

|  |   |
|--|---|
| Date of issue of the RFP   | 04.08.2022  |
| Pre-Bid Meeting  | 12.08.2022 at 14:30 Hrs at ACCF Office/ MS Teams ID will be published in ACCF Website <a href="http://www.assamcancercarefoundation.org">www.assamcancercarefoundation.org</a>  |
| Last date and time of Proposal submission (Online)                 | 31.08.2022 till 1400 Hrs  |
| Last date and Time for submission of hard copies of key documents. | 31.08.2022 till 1500 Hrs  |
| Date & Time for opening of technical proposal                      | After 2 hrs from last date and time of bid submission.  |
| Date & Time for opening of financial proposal                      | To be notified once the technical proposal evaluation is complete.  |
| Address for Communication  | <b>ASSAM CANCER CARE FOUNDATION</b><br>3rd floor, V.K. Trade Centre, G.S. Road, Opp. Down Town Hospital,<br>Guwahati – 781022, Assam<br>Ph: +91-9998515371, E: <a href="mailto:procurement@accf.in">procurement@accf.in</a><br>W: <a href="http://www.assamcancercarefoundation.org">www.assamcancercarefoundation.org</a>  |
| Tender Fee<br>(non-refundable)                                     | <b>Rs 2,000/- (Rupees two Thousand)</b> only in the form of online via e portal <a href="https://assamtenders.gov.in">https://assamtenders.gov.in</a>   |
| Bid Security/EMD   | <b>EMD: Rs.2,00,000/-</b><br>EMD shall be deposited through Online in tender portal i.e., <a href="https://assamtenders.gov.in">https://assamtenders.gov.in</a><br>For FDR/BG/TDR (pledged in the name of Assam Cancer Care Foundation) if opted for, Originals should reach the ACCF office within the submission deadline. Any EMD received after the deadline will lead the bid to be rejected. Any delay by post or courier shall not be entertained. |
| Duration of Assignment   | <b>Five months</b> from the date of commencement.   |

#### Note:

- The above timelines are indicative, and ACCF reserves the right to change the timelines as per the requirement.
- In the event of any of the above-mentioned dates being declared as a holiday for the Proposal Inviting Entity then the event or activity shall be postponed to the next working day at the appointed time
- All applicants must furnish Bid Security and Tender Fee of the amount and in the manner as asked for. Proposal without Bid Security & Tender Fee shall be liable for rejection summarily.

S/d  
Assam Cancer Care Foundation  
Guwahati, Assam

The RFP / proposals must be submitted within given timeline online through Public Procurement Portal (eProcurement) (<https://assamtenders.gov.in/nicgep/app>) in two bid system (Technical and Commercial Bid) separately along with company profile, clients' list. The detailed scope of work, terms & conditions and application form can be downloaded from <https://assamtenders.gov.in> & <https://www.assamcancercarefoundation.org>.

Applicants meeting the qualification criteria may be invited for presentation / proposal before the committee.

ACCF reserves the right to cancel this request for RFP and/or invite afresh with or without amendments, without liability or any obligation for such request for RFP and without assigning any reason. Information provided at this stage is indicative and ACCF reserves the right to amend/add further details in the RFP.

ACCF invites Request for Proposal (RFP) from Indian or international consulting agencies for preparation of detailed project report for setting up the South Asian Cancer Research Centre at Guwahati.

The RFP Document containing the details of qualification criteria, submission requirement, brief objective & scope of work and method of evaluation etc.

## **1. BACKGROUND:**

Assam Cancer Care Foundation (ACCF) is joint venture of Tata Trusts and Government of Assam ("GoA") to optimally plan, design and implement a distributed hierarchy of cancer care facilities. The distributed care model was conceptualized by the Trusts and the Government of Assam to create patient-centric cancer institutions to deliver standardized and affordable care closer to patients' homes (hereinafter referred to as "Program"). This will bring high-quality cancer care closer home for patients and reduce their financial burden. Infrastructure development is being supplemented with plans to develop trained human resources, awareness and prevention programs, and a unified technology platform to deliver high-quality care. The Program is being implemented through a special purpose vehicle called Assam Cancer Care Foundation ("ACCF"). ACCF is a company registered under Companies Act, 2013 with license under section 8(1) of the Act. The registered office is situated in Guwahati, Assam. Assam Cancer Care Foundation is a partnership between the Government of Assam and Tata Trusts. While developing ten cancer hospitals across different districts it was also envisaged that these require to be further complimented with an advanced cancer research institute. As such the Board of Directors decided to develop the most advanced fundamental cancer research institute, one of the top centres in South Asian region to serve the regional requirements of cancer research relevant to Asian region that shall be located at Guwahati. Suitable land parcel has already been identified and the broad configuration of the institute have been contoured to meet the unmet needs of Cancer research in the country. It has been decided to engage services of reputed consulting organization to develop a detailed project report for authorities to make suitable decisions for starting the project.

## **AIMS & OBJECTIVES:**

The objective of this document is to seek professional expertise for preparation of **"Detailed Project Report for Setting up the South Asian Cancer Research Centre (SACRC) at Guwahati" Assam.**

## **2. RFP PROCESSING FEES:**

A non-refundable processing fee as mentioned in term 1 NIP of DD/Pay order in favor of Assam Cancer Care Foundation, payable at Guwahati to be submitted along with the RFP response.

**Bids received without RFP processing fees and EMD shall be liable to get rejected.**

### 3. VENUE & DEADLINE FOR SUBMISSION OF PROPOSAL:

Proposal, in its complete form in all respects as specified in the RFP, must be submitted online on portal at the address specified herein earlier. Under exceptional circumstances and at its discretion, ACCF may extend the deadline for submission of proposals by issuing an amendment, to be made available on portal, in which case all rights and obligations of ACCF and the bidders previously subject to the original deadline will thereafter be subject to the deadline as extended.

### 4. VALIDITY OF OFFER:

The offer for RFP as per this document shall be valid for a period of 180 days initially which may be extended further, if required.

### 5. TERMS OF REFERENCE:

The detailed terms of reference are enclosed at (*Annexure-I*)

### 6. INSTRUCTIONS TO CONSULTANTS:

Request for Proposal is to be submitted online on Assam State Public Procurement Portal (eProcurement) in the manner prescribed below: -

The RFP / proposals must be submitted online through Public Procurement Portal (eProcurement) (<https://assamtenders.gov.in>) in two bid system (Technical and Commercial Bid) separately along with company profile, clients' list. The detailed scope of work, terms & conditions and application form can be downloaded from <https://assamtenders.gov.in/nicgep/app> & <https://www.assamcancercarefoundation.org>.

All information as detailed below is to be submitted (Two bid system, Technical & Financial) on Portal (eProcurement).

Bidders are expected to examine all instructions, forms, terms and other details in the RFP document carefully. Failure to furnish complete information as mentioned in the RFP document or submission of a proposal not substantially responsive to the RFP documents in every respect will be at the Bidder's risk and may result in rejection of the proposal.

### 7. QUALIFICATION CRITERIA:

Following will be the minimum eligibility criteria. Each participating firm should possess all the following eligibility criteria.

| S. No. | Eligibility Criteria   | Supporting Compliance document                                    |
|--------|--|---|
| 1.     | The applicant could be a Government organization/Autonomous Body/PSUs or firm/ company/ partnership/ JV/proprietorship firm registered under the Indian Companies Act, 2013/ the partnership Act, 1932 and who have their registered offices in India. Consortium of max. two firms is also allowed. For that bidder need to submit both companies documents and consortium agreement deed indicating lead partner and respective responsibilities & liabilities towards the proposal. | Copy of Certificate of incorporation and Partnership Deed, if any |

| S. No. | Eligibility Criteria   | Supporting Compliance document  |
|--------|--|---|
| 2.     | Lead firm should be in the business of providing similar consultancy services for at least 10 years as on 31/3/2022.   | Certificate by Company Secretary of the Bidder's organization or from director/Partner or from Practicing CA.   |
| 3.     | Lead firm should not have incurred loss(es) in any of the last 3 consecutive Financial Years (FY 2018-19 & 2019-20, 2020-21)   | Format-5 to be certified & validated by Chartered Accountant (CA) of the bidder's organization  |
| 4.     | Lead bidder should have an annual turnover of Rupees 150 cores in any of the last 3 consecutive financial Years (FY 2018-19, 2019-20, 2020-21) from only consultancy Services rendered in India  | CA certified document with name of CA registration number, signature and stamp  |
| 5.     | <p>Bidder must have experience of consulting/advisory services or development of at least five healthcare projects (hospitals/medical colleges/research Labs etc.)</p> <ul style="list-style-type: none"> <li>out of five such project at least one such project should not be less than INR 500 crore in last five years</li> </ul> <p style="text-align: center;">Or</p> <ul style="list-style-type: none"> <li>out of five at least two projects should not be less than INR 300 crore in last five years.</li> </ul> | Completion certificate or a letter from the clients indicating continued engagement with project cost or satisfactory certificate with project cost for ongoing project need to be submitted along with the work order. |
| 6.     | The consultancy firm should have at least 25 full time consultants on its pay rolls  | Employee data with Name, contact No, Employee ID/PF NO and no of years associated with organization shall be submitted on letter pad with sign from authorized signatory of the company.                                |
| 7.     | The firm should not be blacklisted by any Central Govt. / State Govt. / PSU/Govt.  | Certificate signed by the Authorized signatory and self-attestation certificate   |
| 8.     | PAN No. / Service Tax Registration Certificate   | Copy of Certificate to be enclosed.   |
| 9.     | Firm shall establish a project office in Guwahati post award within 30 days of award. It's not mandatory to have office in Guwahati/Kolkata prior to bidding.  | Declaration in this regard to be enclosed.  |

**Note: Responses not meeting the minimum eligibility criteria will be rejected and will not be evaluated further and no communication will be entertained in this regard.**

## **8. EVALUATION CRITERIA AND METHOD OF EVALUATION:**

- i Screening of RFPs shall be carried out as per eligibility conditions mentioned in this document and based on verification of testimonials submitted.
- ii RFP will be evaluated for short listing inter alia based on their past experience of handling similar type of project, strength of their man power, financial strength of firm and presentation / proposal to the selection committee whose decision will be final.
- iii Agencies who qualify as per the minimum eligibility conditions shall be invited to make a presentation to a committee show-casing their proposal and brief about execution strategy with proposed manpower, financial and operational planning of SACRC. Firm Need to submit details for scoring and eligibility criteria including CVs of team and details for Approach & Methodology. Once pre-qualification is done, firms meeting minimum eligibility criteria shall be called to present their approach & methodology, infra, manpower, operational & financial plan. Accordingly, marks shall be allotted for this section.
- iv ACCF will take up references and reserves the right to pay due attention to the Bidder's past performance elsewhere and any past experience from ACCF or any associated stake holder.
- v Only bidders who meet the eligibility criteria shall be evaluated for scoring purpose. Final selection of the vendor shall be done on the basis of QCBS method. In which 70% weightage shall be given to the technical and 30% weightages shall be given to the financials.

**vi Technical Scoring Criteria:**

| Ref                        | Criteria  | Requirement   | Maximum Score |
|----------------------------|---|---|---------------|
| A1                         | Experience in hospital based project report preparation/project consultancy in last ten years | a. Minimum 5 such works- 50%<br>b. 6 to 7 such works- 70%<br>c. 8 to 9 such works- 90%<br>d. More than 9 such works- 100%<br>In case of consortium, experience of both the partners shall be considered in total.   | 15            |
| D                          | Turnover  | Average Annual Turnover for last three Financial Years<br>a. Minimum Rs. 150 Cr - 50%<br>b. More than Rs.150 Cr to Rs.175 Cr Years -70%<br>c. More than Rs.175 Cr to Rs.200 Cr Years -90%<br>d. More than Rs.200 Cr years- 100%   | 10            |
| E1                         | Qualification and competence of the key staff related to assignment                           | <b>a. Team leader – 10 marks</b><br>i) Qualification: 4<br>ii) Experience: 4<br>iii) Leadership: 2<br><b>b. Architect and town planner planning expert – 4 marks</b><br>i) Qualification: 2<br>ii) Experience: 2<br><b>c. Public Financial Expert – 4 marks</b><br>i) Qualification: 2<br>ii) Experience: 2<br><b>d. Subject matter expert (International)– 6 marks</b><br>i). Qualification: 3<br>ii). Experience: 3<br><b>e. Subject matter expert (National): – 4 marks</b><br>i) Qualification: 2<br>ii) Experience: 2<br><b>f. Social Sector expert – 4 marks</b><br>i) Qualification: 2<br>ii) Experience: 2<br><b>g. Government service expert (NE) &amp; Deputy team leader– 4 marks</b><br>i) Qualification: 2<br>ii) Experience: 2<br><b>h. Hospital Planner– 4 marks</b><br>i) Qualification: 2<br>ii) Experience: 2<br><b>i. Human resource Expert– 4 marks</b><br>i) Qualification: 2<br>ii) Experience: 2 | 44            |
| F                          | Proposed building, infrastructure, Manpower, financial and operation planning*                | 1. Overall execution Strategy – <b>15 marks</b><br>2. Timelines – <b>4 marks</b><br>3. Planning – <b>12 marks</b>   | 31            |
| <b>Total Points Scored</b> |   |   | <b>100</b>    |

\*Bidders, meeting minimum eligibility criteria, shall present the same at ACCF. Firm Need to submit details for scoring and eligibility criteria including CVs of team and details for Approach & Methodology. Once prequalification is done, firms meeting minimum eligibility criteria shall be called to present their approach & methodology, infra, manpower, operational & financial plan. Accordingly, marks shall be allotted for this section.

Minimum 75 marks required to qualify for the next stage. Financial bid shall only be considered if bidder achieves 75 marks or above from above criteria.

Financial bid shall only be uploaded in the e portal only. Financial bid shall contain only total lumpsum cost for the report preparation. For which payment shall be made in percentage as mentioned below:

- Inception Report: 10%
- Mid-term Presentation and daylong workshop: 20%
- Draft of final Findings and presentation: 25%
- Submission of final report: 30%
- Acceptance of Final report: 15%

For the technical scoring bidders individual score will be converted to given weightage after multiplying with 0.7.

For financial weightage lowest bidder will get 100 score and accordingly other bidders score will be converted into percentile.

Selection method under this tender will be QCBS (Quality cum cost base selection method). 70% weightage shall be given for technical criteria and 30% weightage shall be given to financial bid.

**vii Financial evaluation shall be carried out as under:**

Maximum score (100) being provided to the bidder offering lowest rate(L1).  
Commercial score= $(100 \times L1) / L$  (Bidders offer).

The contract shall be awarded to the vendor with highest combined score calculated using formula as under:

Combined Score = (technical score assigned to the bidder x 0.7) + (Commercial Score of bidder as per above formula x 0.3)

Example: Vender A got 95 marks in technical and offers 25,00,000 Rs in financial bid.  
Vendor B got 80 marks in technical and offered 20,00,000 Rs in financial bid.

Commercial Score of A=  $100 \times 20,00,000 / 25,00,000 = 80$   
Commercial Score of B=  $100 \times 20,00,000 / 20,00,000 = 100$

**Ranking:**

Combined Score of A =  $(95 \times 0.7) + (80 \times 0.3) = 90.3$   
Combined Score of B =  $(80 \times 0.7) + (100 \times 0.3) = 86.00$

Contract will be awarded to the vendor A

## **9. CONFLICT OF INTEREST:**

Where there is any indication that a conflict of interest exists or may arise, it shall be the responsibility of the Bidder to inform ACCF, detailing the conflict in writing as an attachment to this Bid.

## **10. CONDITION UNDER WHICH RFP IS ISSUED:**

The RFP is not an offer and is issued with no commitment. ACCF reserves the right to withdraw RFP and or vary any part thereof at any stage. ACCF further reserves the right to disqualify any bidder, should it be so necessary at any stage.



**FORMAT – 1**  
**PROPOSAL APPLICATION**

To,  
Assam Cancer Care Foundation,  
Guwahati

**Sub: Online Submission of “RFP for selection of suitable agency for preparation of detailed project report (DPR) for setting up the South Asian Cancer Research Centre at Guwahati.**

Dear Sir/Madam,

In response to the Invitation for Expressions of Interest (RFP) published for the above purpose, we would like to express our interest to carry out the above proposed task. Pls find enclosed following in our proposal:

1. Applicant's Request for Proposal as per Format-1.
2. Organizational Contact Details as per Format-2.
3. Experience of the organization as per Format-3.
4. List of last successfully completed (3) Government projects Format-4.
5. Financial strength of the company as per Format-5.
6. Additional information as per Format-6.
7. Declaration as per Format-7.

Sincerely Yours,

Signature of the applicant

[Full name of applicant]

Stamp.....

Date:

Encl.: As above

Note: Upon successful online submission of RFP response by the bidders Portal (eProcurement), A hard copy of authenticated/certified RFP bid document uploaded on portal must be submitted to the ACCF office,

## FORMAT-2

| S. No | Particular  | Details |
|-------|---|---------|
| 1.    | Name of Organization  |         |
| 2.    | Main areas of business  |         |
| 3.    | Type of Organization Firm/ Company/ partnership firm registered under the Indian Companies Act, 1956/ the partnership Act, 1932   |         |
| 4.    | Whether the firm has been blacklisted by any Central Govt. / State Govt./PSU/ Govt. Bodies / Autonomous? If yes, details thereof. |         |
| 5.    | Address of registered office with telephone no. & fax   |         |
| 6.    | Address of offices in<br>i i) Guwahati<br>ii ii) Kolkata<br>iii iii) All major metro cities                                       |         |
| 7     | PAN No in the name of Firm  |         |
| 8     | GST Registration No   |         |
| 9     | Empanelment with other Govt. Organizations, if any  |         |
| 10    | Contact Person with telephone no. & e-mail ID   |         |

### FORMAT – 3

| <b>Experience in Related Fields</b>  |  |   |   |   |
|--|--|---|---|---|
| <b>Overview of the past experience of the Organization in all aspects related to project report preparation. (Completion certificate or a letter from the clients indicating continued engagement with project cost or satisfactory certificate with project cost for ongoing project need to be submitted along with the work order.)</b> |  |   |   |   |
| S. No.   | Items  | Number of Assignments during last 5 years | Order Value of each assignment in Lakhs of Rs. (Enclose copy of each order) | Mention the name of Client/ Organization (Enclosed completion certificates) |
| <b>1.</b>  | Experience of assignments of similar nature  |   |   |   |
| <b>1.1</b>   | Any projects 100% funded and governed by state or central govt shall be considered under Government project. Any project funded by Public sector undertaking will be considered under PSU head experience. |   |   |   |
| Decision of Evaluating Committee in ascertaining “similar nature” and “similar assignment” will be final.  |  |   |   |   |
| Signature of the applicant<br>Full name of the applicant<br>Stamp & date   |  |   |   |   |

**FORMAT – 4**

| <b>Part – Data as per Eligibility Criteria</b>                           |                     |                     |                     |                      |                    |
|--|---------------------|---------------------|---------------------|----------------------|--------------------|
| S. No  | Name of the Project | Area of the project | Cost of the Project | Date of Commencement | Date of Completion |
| 1  |                     |                     |                     |                      |                    |
| 2  |                     |                     |                     |                      |                    |
| 3  |                     |                     |                     |                      |                    |
| 4  |                     |                     |                     |                      |                    |
| 5  |                     |                     |                     |                      |                    |
| 6  |                     |                     |                     |                      |                    |
| 7  |                     |                     |                     |                      |                    |
| 8  |                     |                     |                     |                      |                    |
| 9  |                     |                     |                     |                      |                    |
| 10   |                     |                     |                     |                      |                    |
|  |                     |                     |                     |                      |                    |
| Signature of the applicant<br>Full name of the applicant<br>Stamp & Date |                     |                     |                     |                      |                    |

**FORMAT – 5**

**Annual Turnover Certificate**

*(In the letterhead of the CA Firm)*

The Annual Turnover of M/s \_\_\_\_\_ for the past three financial years are given below and certified that the figures as given below are in conformity with the audited statement of accounts and other statutory returns (i.e. Income Tax & GST) and are true and correct.  
and correct.

| Sl. No                  | Financial Year | Annual turnover from similar business (Rs. in lakhs) |
|-------------------------|----------------|--|
| 1                       | 2018-19        |  |
| 2                       | 2019-20        |  |
| 3                       | 2020 -21       |  |
| Average Annual Turnover |                |  |

**The Average Annual Turnover in last three financial years is Rs..... Lakhs (in words)**

**We also certify that M/s .....is in business of Security services for last.....years.**

Date:

Signature of Auditor/ Chartered Accountant

Place:

(With Official Seal)

FRN.:

UDIN: xxxxxxxxxxxxxx

**FORMAT – 6**

|   |                    |                     |
|---|--------------------|---------------------|
| <b>Additional Information</b>                           |                    |                     |
| 1.List all enclosures related to the previous sections. |                    |                     |
| <b>S. No.</b>   | <b>Description</b> | <b>No. of pages</b> |
|   |                    |                     |
|   |                    |                     |
|   |                    |                     |
|   |                    |                     |
|   |                    |                     |
|   |                    |                     |

2. Additional information to support the eligibility

Signature of the applicant  
Full name of applicant  
Stamp & Date

**FORMAT -7**  
**DECLARATION BY THE APPLICANT (AFFIDAFIT)**

*(To be typed in a non-judicial stamp paper and duly attested by Notary Public)*

I, \_\_\_\_\_ Proprietor/ Partner /Director/Authorised Signatory of M/s \_\_\_\_\_ hereby declare that the information given and documents furnished as part of this proposal in response to the (Ref No. xxxxxxxx) is true and correct to the best of my knowledge & belief.

The price offered by us in the financial proposal shall remain valid for a period of 180 days form the due of submission of the proposal. In case we withdraw our proposal or bid any time before its validity then our EMD shall be liable for forfeiture by the proposal Inviting Entity (i.e. ACCF).

We hereby declare that there is no Vigilance/CBI pending/contemplated against us (including trustee, director, partner or key officials, etc.) at the moment.

I/We have not been black-listed or debarred by the ACCF or by any government (State/Central) agencies/bodies, PSUs or Urban Local Bodies form participating in tender, which is in effect for the time being.

I/we agree to the ACCF forfeiting the Earnest Money Deposit and/or Performance Security Deposit and blacklisting us for a minimum period of 3 years, if any information furnished by us proved to be false at the time of evaluation or at a subsequent date by the Client during the currency of the contract; or in case of non-performance of the contractual obligations. This action would be in addition to other legal recourses available to the Client under the law of the land.

I offer to provide the service as per the prescribed terms and conditions and at the rates as quoted by us in the price bid (submitted separately), if the contract awarded to us.

|        |  |
|--------|--|
| Dated: | Name & Signature                                 |
| Place: | Proprietor/Partner/Director/Authorised Signatory |

Name of the bidder:

**ANNEXURE-I**  
**TERMS OF REFERENCE (ToR)**

**FOR SELECTION OF SUITABLE AGENCY FOR PREPARATION OF DETAILED PROJECT REPORT FOR SETTING UP THE SOUTH ASIAN CANCER RESEARCH CENTRE AT GUWAHATI.**

**1. Background.**

Over the past few years, state of Assam has seen a steady rise in the number of cancer patients. While the national incidence of cancer is approximately 90/100000 the incidence in Assam is much higher as compared to other states of India.

Keeping in view the urgent need to provide credible, state of the art cancer care services closer to people's home in the state, the Government of Assam in collaboration with Tata Trusts formulated a distributed cancer care model in which three levels of facilities were planned to be set up in various parts of Assam to improve access to quality cancer care. A total of 18 Cancer care hospitals with different configurations were planned and in first phase 10 hospitals are being constructed for operationalization by April 2022. Accordingly, a joint venture company "Assam Cancer Care Foundation" was incorporated in the year 2018.

Assam Cancer Care Foundation is a joint initiative of the Government of Assam and Tata Trusts. It is registered under Section 8 of the Companies Act, 2013 as a Company limited by Guarantee to create a first-of-its-kind, three-level cancer grid in the state. The distributed care model was conceptualized by the Trusts and the Government of Assam to create patient-centric cancer institutions to deliver standardized and affordable care closer to patients' homes. The Board of ACCF is formed with equal representation from Govt. of Assam and Tata Trusts.

To implement the Distributed Cancer Care Model (DCCM) for making cancer care more accessible to the people of Assam, a distributed hierarchy of facilities is envisioned consisting of apex referral centres at State Cancer Institute, Guwahati (L1) and Assam Medical College & Hospital, Dibrugarh (L2 Max), 3 nos. of Comprehensive Cancer Care Centres ('L2s') next to Government Medical Colleges and 5 nos. of Diagnostic & Day Care Clinics ('L3s') adjacent to District Hospitals across Assam. A total of 10 (ten) cancer hospitals are under implementation in the current phase at the following locations, namely L1 centre: State Cancer Institute, Guwahati; L2 Centres i.e. Dibrugarh, Barpeta, Silchar and Diphu; L3 centres i.e. Tezpur, Darrang, Lakhimpur, Jorhat and Kokrajhar.

| Level     | General facilities available   | Location                                      |
|-----------|--|---|
| Level III | Radiation Oncology, Medical Oncology, Palliative care, 45 bed Day care services, Diagnostics such as CT scan, MRI, Mammography, Ultrasound, Laboratory, Biopsy   | Tezpur, Kokrajhar, Darrang, Lakhimpur, Jorhat |
| Level II  | Radiation Oncology, Medical Oncology, Surgical Oncology Palliative care 150 bedded indoor facility with 50 bedded ICUs, OT, Nuclear Medicine, Diagnostics such as CT scan, MRI, Mammography, Ultrasound, Laboratory, Histopathology, Blood banks | Dibrugarh, Barpeta, Diphu, Silchar            |
| Level I   | Radiation Oncology, Medical Oncology, Surgical Oncology, Bone marrow Transplant, Palliative care 150 bedded indoor facility with 50 bedded ICUs, OT, Nuclear Medicine,   | Guwahati                                      |



| Level | General facilities available   | Location |
|-------|--|----------|
|       | Diagnostics such as CT scan, MRI, Mammography, Ultrasound, Laboratory, Histopathology, Blood banks, Teaching Training and Research |          |

While the delivery of cancer care with affordability and accessibility to all sections of society is the key result area of the initiative, capacity building, teaching training and research in the field of cancer is also the additional mandate for Assam Cancer Care Foundation. Therefore, right at inception stage a dedicated full scale Cancer Research Centre located at Guwahati was also provisioned.

Presently no North Eastern state features in this list of states contributing to cancer research. The purpose of this Centre will be to put Assam as the flagbearer for the North Eastern states on the global map of research hubs. It will promote collaboration not only for its region or nation but also for the neighboring countries.

Collaboration is an important driver to improve outcomes across national boundaries; however, funding mechanisms to support both interstate and international collaborations are insufficient. The creation of such mechanisms would greatly enhance research outputs.

It is proposed to develop a state-of-the-art research hub that attracts top talent globally for engaging in locally relevant oncology research. Given the homogenous habits in the region, this hub has the potential to generate evidence base for better control and management of cancers not only for Assam but also for neighboring states and countries.

The areas of research that the Centre may engage in are as below:

- A better genetic understanding of cancers specific to the region resulting in early
- diagnosis and targeted therapies;
- Hematological cancers and stem cell research
- Development of refined treatment protocols
- Understanding of the impact of various technologies and approaches to cancer care on the efficacy and efficiency of combating cancer

Benefits of establishing the South Asia Cancer Research Centre spreads beyond patient care. It will increase the frequency and scale of collaborative relationships with other healthcare organizations and research institutions, allowing it to offer training, research and potentially treatments not currently available for patients in the region. Promoting health care including preventive health care and promotion of education and research are activities under Schedule VII CSR activities which are eligible for receipt of CSR funds from Companies to which the Companies Act 2013 CSR provisions apply and these funds can be channelized by the Government to setup the SACRC in Guwahati.

Cutting-edge research could engage industry partners thereby significantly enhancing cancer research activity in Assam. It will present an additional opportunity to engage philanthropists, charities and grant-funding bodies in supporting its cancer research.

Over the next decade, India will face significant increase in the number of cancers diagnosed, due to an ageing population, increased screening, and better public health education. Additionally, changes in the use and diversity of treatments will place an added burden on the traditional delivery of cancer care. Despite some improvements in access and better treatments, cancer survival outcomes still lag behind much of the developed world.

Delivering better cancer care is high priority for the Government of India, Government of Assam and the Tata Trusts. Working with other partners such as the TMH; TMC; NCG; industry partners; and patients & care givers, the goal will be to achieve excellence by driving real improvements in the way cancer patients

are cared for through the creation of an integrated, interconnected, patient-centered model of delivery of cancer care in order to ensure that all citizens of north-eastern states including Assam & SAARC countries can access quality cancer control services within their state with minimum travel and expense.

This centre will be developed alongside a transformative change program in clinical models of cancer care delivery. This is a unique opportunity to transform the prevention, diagnosis and treatment of cancer locally through co-locating research and clinical teams. It will be a catalyst for innovation in healthcare, combining first-class clinical care with groundbreaking research. The new Centre will meet the needs of the local community, improve patient pathways and, with clinical and translational research, develop new treatments for cancer. A core component of this cancer strategy is the vision of pioneering better health and well-being, locally and regionally, through integrating excellence in patient care, training and research.

Through the co-ordination of research and clinical teams, there is now the potential to produce step-changes in the discovery, development and quick translation of results into better treatments and, ultimately, cures for cancer. However, for this to be achieved effectively, there need to be seamless connections for co-operation and collaboration between researchers, clinicians and allied health professionals. Research activities therefore need to be embedded within re-designed, research-aware patient pathways, and translational research needs to be physically integrated within clinical practice.

The facility will be named as South Asia Cancer Research Centre with following vision and mission:

## **2. Vision**

To be national, international as well as regional leader in fundamental cancer research and become single largest research collaboration agency in SE Asian region. Ultimately to meet the goal when all cancers are cured.

## **3. Mission**

- To create a confident, vibrant and enterprising organization for scientists and leaders in their fields.
- To make the discoveries that defeat cancer
- To undertake world-class research designed to improve outcomes for people with cancer
- To contribute to Cancer prevention by reducing the cancer mortality rate by focusing interventions on individual behaviors, public policy, and research on prevention and early detection
- Fundamental research addressing common preventable cancers across all populations
- Evolve policies and strategies for making prevention and early detection services more accessible for people in medically underserved communities.

## **4. Broad Objective of assignment**

During the 14<sup>th</sup> Meeting of the Board of Directors of ACCF, it was decided to engage services of a reputed consulting Organization to prepare a Detailed Project Report (DBR) for proposed South Asian Cancer Research Centre, Guwahati. Broad objectives of the assignment are as follows.

- (a) **Environmental Scan:** Mapping of national and regional cancer research centres currently functioning. This should include public as well as Private sector cancer research centres in India and South Asian Countries. The Consultants are expected to carry out a Desk review of the entire cancer research scenario in India and South Asia in comparison to some of the best well established cancer research institution in developed nations such as USA and in Europe. The expected outcome of this part of the mandate is to conceptualize the configuration of proposed

Centre and create a focus area of research which would be beneficial to national cancer care plan and also fill up gaps in cancer research capability in south Asian region. Minimum top 3 cancer research center of India, and top 5 centers of World in comparison to south Asian cancer research scenario

- (b) **Research Focus:** The key areas and component of research activities to be undertaken with cancer which would fulfill national and regional aspirations/need.
- (c) **Mapping of possible collaborative partnership** and synergies with various institutions in India such as CSIR Labs, NIPERS, IITs, AIIMS, PGIs TMH, and many other institutions functioning under department of medical research and department of biotechnology and also international centres'
- (d) **Suggesting sources of funds from within Government (Central Government) and industry** partnership, Contract research and international grants & funds which would be potential funding sources. This also includes activities for advocacy of the proposed SARC with Health ministry of the state of Nagaland, Manipur, Mizoram, Arunachal, Meghalaya & Tripura for possible capital grants and partnerships.
- (e) **Conceptual plan of the Centre:** Conceptual framework and plan in terms of building & infrastructure which includes various facilities, attached hospital design and campus planning;
- (f) **Concept plan for a dedicated Pediatric Oncology** set up. This would include with stack plan, equipment and manpower details.
- (g) **Pediatric cardiology wing.** The Government of Assam has been keen on adding a pediatric cardiology wing also within this project. Majority of diagnostic equipment will common with proposed pediatric oncology services as well.
- (h) **Human Resource plan.** Overall Manpower plan for Research work as well as for the attached hospitals (200 bedded oncology hospital and 200 bedded Pediatric hospital)
- (i) **Capex.** Overall Capital cost of project
- (j) **Operating Plan** Five years' financial model for the project

## 5. Detailed Scope of Work

The assignment is multi component needing a holistic approach using a multi-disciplinary team of experts comprising of Architects, Civil Engineers, Town planners, Public health experts, Oncologist, Cancer research scientists (including two from cancer research institutions of repute such as Sloan Kettering/Harvard/John Hopkins.), Public financial experts etc.

- (a) **Environmental Scan:** The Consultants are expected to carry out a Desk review of the entire cancer research scenario in India and South Asia in comparison to some of the best well established cancer research institution in developed nations such as USA and in Europe. The expected outcome of this part of the mandate is to conceptualize the configuration of proposed centre and create a focus area of research which would be beneficial to national cancer care plan and also fill up gaps in cancer research capability in south Asian region.
- (b) **Research Focus:** The consultants should note that the proposed centre is to contribute to cancer research for better understanding of disease and thus to facilitate prevention, early diagnosis and treatment. As such fundamental research would be the focus complimented with clinical research & trials at a later stage. Some indicative thematic areas to be considered are (i) Cell Biology & Genetics (ii) Immunology (iii) Molecular Biology (iv) Molecular Pharmacology etc.
- (c) **Mapping of possible collaborative partnership** and synergies with various institutions in India while cancer research in India is fragmented and largely limited to clinical research a number of

laboratories under CSIR/ICMR, department of Biotechnology, NIPERS IITs AIIMS etc. have pool of scientists and research professionals involved in fundamental research work. A review of these institutions with physical interaction with the management of these institution will be done by consultant team to understand and evolve possible areas of synergy and collaboration. Scientists involved in research work can also be drawn on deputation to proposed SACRC for specific projects and assignments. As such due emphasis should be given to explore the areas of collaboration and suggest means of engagement between proposed SACRC and the institutions mentioned above.

- (d) Suggesting sources of funds. The proposed SACRC is supposed to be a regional leader in cancer research. As such the six other North Eastern States are also expected to participate in the project by way of capital grants and deputing scientists/faculty from the state on tenure basis. Consultants are expected to carry out advocacy of the project with each of the state government by meeting the leadership in health departments and explore the possibilities of collaboration in a structured manner.
- (e) Conceptual plan of the centre. Based on data and information collated a conceptual framework will be prepared for the centre. This would include infrastructure blue prints of various departments and divisions, tentative manpower plan, governance structure facility lay out and Architects brief which would include campus planning, living accommodations and other amenities.
- (f) Pediatric Oncology centre. The proposed SACRC will have a captive Pediatric cancer hospital of 200 beds to cater to needs of this group in Assam and NE region. Architects brief equipment details and manpower plan for the Pediatric cancer centre with its various departments is expected to be prepared by the Consultants.
- (g) Pediatric Cardiology department. The Government of Assam has been keen on adding a pediatric cardiology wing also within this project. Therefore within the pediatric oncology hospital a wing for Pediatric cardiology with cardiac surgery capabilities should be factored within the plan by the consultants.
- (h) Manpower Plan. The consultants are expected to deliver overall manpower plan for Research work as well as for the attached hospitals (200 bedded oncology hospital and 200 bedded Pediatric hospital). This should include clear segregation of Outsourced, Deputations, Contractual and on role staff along with tentative qualification and experience criteria for key positions (Director, Departmental heads and key administrative functionaries who would form the core team to start the Centre)
- (i) Funding Sources: Consultants are expected to suggest a revenue model for the SACRC. In addition the various grants and funds available from central sources should be mapped so that these could be tapped in future. Public & Private sector undertaking such as IOCL, BPCL, IndusInd bank etc. have generously supported ACCF program by sponsoring substantial medical equipment at some of the Centres in aspirational districts. Similar possibilities of partnership with PSUs could be explored by looking into their CSR programs and outlay. Avenues of contract research and examples of Industry collaboration in drug discovery chain will be indicated with examples and possible partners to approach in future. This plan should not be vague but should have suitable quantification with logic.
- (j) Project Cost: Overall Capital cost of project in terms of Building, capital equipment, campus infrastructure, medical and scientific equipment for start-up phase (Hospitals as well as research wing) shall be worked out with reasonable accuracy.
- (k) Five years financial model for the project.

(l) SWOT analysis, risks and mitigation plan along with risk score (High medium low)

## 6. Requirement of Key Professionals

**Expected requirement of Key professionals and kind of expertise with the agency:**

| Position                              | Qualification   | Experience   | Remarks   |
|---------------------------------------|---|--|---|
| Team leader                           | MBA from IIM or equivalent institution of repute.   | 15 years experience in management consulting, should have led at least five large size infrastructure projects team and has hands on practical experience of project evaluation in past as team member.                          | This would be full time engagement during the period of assignment and shall act as the interphase with clients for information sharing, progress and related issues        |
| Architect and town planning expert    | B. Arch.  | Should have 10 years experience in building design. At least five projects as principal architect for hospitals more than 200 beds. Should have experience of campus design for any project though healthcare project desirable. | Position would be requiring inputs for 50% period of the duration of assignment. Consulting organization can engage professionals outside their organization for this part. |
| Public Financial Expert               | CA/MBA (Finance)  | Should have ten years experience in project financing and public financing with at least two assignments in healthcare.  | Part time   |
| Subject matter expert (International) | Medical Doctor with PG degree involved in cancer research in university such as Harvard, Sloan Kettering/ John Hopkins ,or any Other equivalent international institute of repute. National Health Service (NHS) Expert from the United Kingdom shall also be considered. | Minimum ten years active work in cancer research in institution of repute. Should be able to guide on focus areas of research for the Centre.  | Part time   |
| Subject matter expert (National)      | Post Graduate degree Medical Doctor in Oncology   | Should have been or currently faculty with more than 10 years' experience after acquiring Post Doctoral or equivalent qualification) in Oncology in institution of repute in India.  | Part time   |

|   |   |   |            |
|---|---|---|------------|
| Social Sector expert                                | Post graduate in Social sciences/MSW                  | Should have experience in social programs and fund raising activities   | Part time  |
| Government service expert (NE) & Deputy team leader | Public Health Management / MBA & MBBS(desirable)      | Overall 10 years experience in Govt. sector out of which should have five years' experience of working in NE<br>Or<br>Overall 10 years experience in Govt. sector. He should have worked on at least 3 assignments in NE. | Full time. |
| Hospital Planner                                    | MHA/MD (Hospital Adm) from MCI recognized institution | More than ten years' experience in hospital project planning and healthcare administration. Should have been key resource in at least three hospital projects which are more than 200 beds                                | Full time  |
| Human resource Expert                               | Post Graduate Degree/MBA                              | At least 10 years in Human resource planning and management and minimum 10 years in healthcare industry at senior level.  | Part time  |

**Note:** Office space Need to be manage by Agency. ACCF will not provide space for the same. Only two members need to be full time available in Guwahati during assignment period.

1. Government service expert (NE) & Deputy team leader
2. Hospital Planner

Consultants are expected to include other team members such as Pediatric cardiologist, Pharma research expert, Biomedical engineer, Clinical research (Healthcare R&D) expert as per need and propose their role in the team.

## 7. Schedule of deliveries and period of performance

The assignment is expected to be completed within four months from the date of commencement of the work. The schedule of Deliveries is expected to be as under:

- i. **Inception Report:** Within three weeks from date of commencement of the assignment. Date of commencement shall be within 10 days from date of award of contract (i.e. Letter of Intent or date of placement of contract award whichever is earlier).
- ii. **Mid term Presentation and daylong workshop.** This would be organized at the end of nine weeks from date of commencement to present the broad plan direction and deliberate with senior government officials, experts and professionals from client side. However the draft presentation of synopsis should be circulated one week in advance.
- iii. **Draft of final Findings and presentation.** This would be submitted at the end of 14 weeks and shall be presented before the clients.

- iv. **Submission of final report:** Within two weeks from date of approval of draft presentation.
- v. **Final report** shall be submitted in 5 nos. hard copies and soft copies in 5 nos. flash drives. All rights of submitted final report shall lie with ACCF and agency shall not have any claim over it whatsoever.

## 8. Other information

- i Background material, data reports, records of previous surveys and so on, available and to be provided to the consultants.
- ii The consultants will be assisted with complete background and related documents, presentation and file deliberations shall be shared along with details of land parcel. The client team will closely work with consultants shall be available for knowledge sharing in whichever way it supports the assignment.
- iii **Facilities such as local conveyance, office machines, secretarial assistance, utilities, local services etc.:** assignment is based upon lump sum value contract and therefore all arrangements for project delivery including OPE for travel lodging etc. shall be borne by consultants and clients shall not reimburse these expenses separately.
- iv **Liability:** The liability of the Consultant under this Project shall be limited to value of the contract signed (to the extent of payment made to the Bidder) with the Nodal Authority for this project work for direct/indirect loss due to negligence.
- v **Project location and size of land parcel earmarked for the project site:** 33 Acre (100 Bigha) land has been allocated at: Village Numalijalah, Mouza Silasinduri Ghopa, North Guwahati, Assam (Govt. Dag no: 151, 152, 154, 365).
- vi Treatment shall be provided to the patients at subsidized rates that are equivalent to the CGHS / AAAY / Govt approved rates.
- vii This is output based lumpsum cost quote assignment, no separate reimbursement shall be provided. Bidder need to plan and quote rates including every cost.

## Annexure-II: Financial Proposal

### Financial Bid Format

#### ASSAM CANCER CARE FOUNDATION

3rd floor, V.K. Trade Centre, G.S. Road, Opp. Down Town Hospital,  
Guwahati – 781022, Assam

Email: [procurement@accf.in](mailto:procurement@accf.in) | W: [www.assamcancercarefoundation.org](http://www.assamcancercarefoundation.org)

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Reference No-ACCF/SACRC/22-23/53

Dated 04.08.2022

| Description  | Lump Sum charges (In INR)<br>without GST | Total charges with GST |
|--|--|------------------------|
| CHARGES FOR DETAILED<br>PREPARATION OF PROJECT<br>REPORT FOR SETTING UP THE<br>SOUTH ASIAN CANCER<br>RESEARCH CENTRE AT<br>GUWAHATI. |  |                        |

- (i) Above charges are inclusive of all travels, accommodation, OPE, stationary etc. No other charges shall be payable by ACCF.
- (ii) Applicable GST shall be payable on lump sum charges i.e. Total charges with GST.
- (iii) Final report in soft flash drive (5 nos.) and in hard copies (5 copies) shall be submitted by the agency.
- (iv) Financial Bid details should be provided online only and should included in the Technical Bid.
- (v) If any bidder provides Financial Bid in Technical details his/her bid will be rejected outright.