



**TENDER FOR  
HIRING OF AGENCY FOR SUPPLY OF MANPOWER ON  
OUTSOURCING BASIS AT HIMSR & HAHC HOSPITAL**

## TENDER DETAILS

Sealed tenders in two bid systems, (Technical Bid & Financial Bid) are invited from registered and experienced agencies for the supply of manpower on Outsourcing basis at HIMSR & HAHCH Hospital.

S. No.	Items	Description
1.	Scope of work	HIRING OF AGENCY FOR SUPPLY OF MANPOWER ON OUTSOURCING BASIS
2.	Availability of Tender Document	The tender document can be downloaded from the HIMSR web site <a href="http://www.himsr.co.in">www.himsr.co.in</a> and should be dropped in tender box placed at purchase section, 9 <sup>th</sup> floor, HAHCH B-Block
3.	Cost of Tender Document	Rs. 5,000/- (non-refundable) in the Demand Draft in favour of HIMSR
4.	Earnest Money Deposit	Rs. 5, 00,000 /- (Refundable/Adjustable) in the Demand Draft in favour of HIMSR
5.	Last date for submission of bids	11.06.2026 up to 2.00 P.M
6.	Date of opening of Technical Bids	As decided by the Competent Authority
7.	Date of opening of Financial Bids	Will be communicated only to technically qualified bidders
8.	Address for submission of bids	The Dean, HIMSR & HAHCH Hospital, New Delhi-110062
9.	Acceptance of tender	HIMSR reserves the right to award to any or reject any/ all the tenders without assigning any reason whatsoever

The tender shall be in two bid systems:

<b>Technical Bid:</b>	Containing information regarding experience and other details of the firm, to ascertain the suitability of the tenderer. (Annexure 1, 2 & 3)
<b>Financial Bid:</b>	Containing rates & amount as per category (Annexure 4)

1. Sealed Technical Bid (as per format at Annexure 01-03) along with a Demand Draft for Rs. 5,00,000/- drawn in favour of HIMSR payable at New Delhi, towards Earnest Money Deposit (EMD) and Demand Draft for Rs. 5,000/- of each towards cost of tender (non-refundable) in one sealed envelope super scribed **“TECHNICAL BID FOR HIRING OF AGENCY FOR SUPPLY OF MANPOWER ON OUTSOURCING BASIS AT HIMSR & HAHCH”**. Please mention the name & location of Sales kiosk for which the tender documents/Technical bid submitted. Tender Document received without EMD & Tender Cost will be summarily rejected.

2. Sealed Financial Bid (Annexure IV) placed in a separate envelop super scribed. **“FINANCIAL BID FOR HIRING OF AGENCY FOR SUPPLY OF MANPOWER ON OUTSOURCING BASIS AT HIMSR & HAHCH.”**
3. The above mentioned two sealed envelopes should bear the name, contact no. and complete postal address of the bidder sealed envelopes containing Technical Bid and Financial Bid should be placed in a bigger envelope.
4. The bigger envelope should be addressed to Dean, HIMSR, Hamdard Nagar, and New Delhi 110062. The following information shall be indicated on the Envelope cover:

**“TENDER FOR HIRING OF AGENCY FOR SUPPLY OF MANPOWER ON OUTSOURCING BASIS AT HIMSR & HAHCH.”**

**Name of Firm, Address, Contact & Email Id**

**Last date of submission of Tender.**

5. Interested parties may drop the tender in the tender box placed in the Purchase Section, 9th Floor, HAHC Hospital Block-B on or before 11.06.2026 (till 02:00 pm).
6. HIMSR & HAHC Hospital reserves the right to reject any/all tenders without assigning any reason.
7. The tenderer shall furnish KYC details.
8. The successful bidder shall be informed to make a demo within a reasonable period, failing which the award of the tender will be canceled.
9. HIMSR reserves the right to amend or withdraw any of the terms and conditions contained in the tender document.
10. The successful bidder will be required to enter into an agreement with HIMSR on the specified terms and conditions.
11. Preference will be given to those parties who have working experience.
12. The tenderer must attach all the relevant documents, like the registration certificate of the firm, PAN, GST, ESI, EPF and license no's etc. MOA in the case of a partnership company.
13. The tender cost and earnest money shall not be exempted for any reason whatsoever and without the tender cost and earnest money, the tender will not be entertained.