



Odisha State Health & Family Welfare Society Health & FW Department, Odisha.



Advt. No. 15/18

Date: 11.05.2018

Proposals invited from credible NGOs/Trusts for management of Urban Mobile Health Unit (MHU)

OSH&FW Society invites applications from credible NGOs/Trusts for management of Urban Mobile Health Unit (MHU) projects under National Health Mission in 'Partnership Initiative'. Partnerships for management of Urban Mobile Health Unit would be for a term of one year at a fixed amount of Rs.8, 40, 000/(Rupees eight lakh fourty thousand only). The organizations interested for partnership should have been registered for five years under society registration act/ Indian Trust Act as detailed in the relevant para on eligibility criteria incorporated in the ToR (Terms of Reference).

Sl. No	Name of the District	Name of the City	No. of MHU
1	Khordha	Bhubaneswar	1
TOTAL			1

The filled up and signed applications complete in all respect and attached with the relevant documents, contained in a sealed envelope should reach the office of the CDM & PHO cum District Mission Directors of Khordha district, on or before **dt. 28/05/2018 by 1.00 pm** of the last day either by regd. or speed post only. The cover of the envelope should be superscribed with the nomenclature **"Application for Management of Urban Mobile Health Unit" in (name of city/town)**. The format of application as prescribed and the Terms of Reference are available on the Website www.nrhmorissa.gov.in. Incomplete applications /applications received in open envelope/ applications from NGOs who are otherwise blacklisted will be rejected. Further the authority reserves the right to reject any application without assigning any reason there to. No personal inquiry shall be entertained.

Sd/-

**Mission Director, NHM, Odisha -
Cum-Member Secretary, OHS&FW Society.**

Terms of Reference (ToR)

MANAGEMENT OF MOBILE HEALTH UNIT (MHU) IN URBAN AREAS IN PPP MODE UNDER NUHM, ODISHA

1. Introduction

The National Urban Health Mission (NUHM) seeks to improve the health status of the urban population particularly of the poor and disadvantaged segment of population by facilitating equitable access to quality health care through a revamped public health system and community based mechanism with the active involvement of the urban local bodies. In consideration with the urban poor and disadvantaged section of the community, it is increasingly realized that a sizeable percentage of population do not reside in slums but stay in temporary settlements. They are termed as homeless, destitute, beggars, street children, construction workers, coolies, rickshaw pullers, sex workers, street vendors or other such migrant workers. To address the health needs of such groups and improving the reach of the health care services, NUHM targets these segments consciously, irrespective of their formal status of resident ship.

Similarly, the urban poor living in slums or slum like conditions especially the most vulnerable groups are exposed to wide array of diseases. Lack of access to health care delivery points backed by low health/treatment seeking behavior compound the plight of the poor and they are deprived of health facilities provisioned for them and in turn the incidence of preventable diseases and deaths rises alarmingly.

Hence, to address the health issues of the vulnerable sections of the community, the urban Mobile Health Unit (MHU) has been planned for Bhubaneswar, Cuttack, Sambalpur, Berhampur, Khordha/ Jatani & Rourkela cities to provide health care delivery services at the door steps in urban slum areas. MHU is portable and self-contained vehicles managed by a team of medical and paramedical workers and are primarily envisaged to provide preventive, primitives and curative health care to both mobile vulnerable population and people living in inaccessible slums under difficult circumstances.

2. Objective

The objective of the MHU is to address the health issues of the vulnerable groups, especially the mobile population by providing preventive, promotive and curative health care

services at their doorsteps on routine manner and thereby creating an enabling environment through awareness generation for improved health seeking behavior towards public health.

3. Coverage

One MHU will be covered in slum areas for every one lakh slum population. Hence, based on the concentration of the slum population in cities like Bhubaneswar, Cuttack, Berhampur, Sambalpur, Khordha/ Jatani and Rourkela this has been planned. The categories of vulnerable population in slums to be covered are given below;

Category –I

- Floating population in bricks kilns construction sites & other locations
- Night shelters
- Railway station
- Habitation & work places of temporary migrants
- Street children, rag pickers, rickshaw pullers, Transgender, difficulty abide, Leprosy Colony.
- Homeless/ Houseless
- Residential or habitat based vulnerability
- Social/ occupational vulnerable population
- Domestic workers
- Elderly poor

Category –II

- Vulnerable slum population residing more than two kilometers distance from the UPHC/UCHC.

The MHU will cover all the identified sites in a month.

4. Operational modalities of MHU

- a. The Urban MHU shall be operationalized & managed by the NGOs in PPP mode.
- b. The partner NGOs shall be selected through open advertisement followed by transparent selection procedure.
- c. The City Health Society will sign an agreement with selected NGOs for operation of the MHU. The ADMO, PH would be the point person for management of MHU in the cities.
- d. The CHS will identify the sites for the visit of MHU.
- e. The MHU will operate as per the micro plan approved by CHS.
- f. Fixed day, fixed site and fixed time will be followed by the MHU. Proper banding of the MHU vehicle and fixed sites shall be made.

- g. Maximum two sessions (Morning & afternoon/evening) in a day to be conducted in providing services to the identified population group. Duration of the session should not be less than four hours, excluding travel time.
- h. The services under the MHU will be display in each MHU visit sites.
- i. In a month, the MHU will visit 22 days to different sites and 4 days will be reserved for reporting/meetings/ other activities.
- j. The performance of the MHU shall be reviewed at city level on routine basis.
- k. The performance of the partner NGO shall be assessed based on the deliverables.

5. Services to be provided by MHU

(a) Consultation, Screening & Referral

General services

- Consultation and treatment of common ailments.
- Referral of complicated cases wherever required.
- Early detection of suspected TB, Malaria, Leprosy, along with referral for confirm sick and other locally endemic communicable diseases and non-communicable diseases such as hypertension, diabetes and cataract cases etc.
- Minor surgical procedures and suturing etc.
- Distribution of essential drugs

(b) RMNCH + A Services

- Ante-Natal checkup and related services e.g. injection - tetanus toxoid, iron and folic acid tablets, basic laboratory tests such as hemoglobin, urine for sugar and albumin and referral for other tests as required
- Referral for complicated pregnancies
- Promotion of institutional delivery
- Post-natal checkup
- Treatment of common childhood illness such as diarrhea, ARI/Pneumonia, complication of measles etc.
- Co-ordination with ILR points and RI program
- Mobilization to denatures/dropouts for immunization
- Treatment of RTI/STI
- Adolescents care such as lifestyle education, counseling, treatment of minor ailments and anemia, promoting healthy life style etc.
- Use of PTK for pregnancy detection
- Detection & referral of SAM

(c) Family Planning Services

- Counseling for spacing and permanent method
- Distribution of Nirodh, oral contraceptives, emergency contraceptives
- Counseling for CAC/safe abortion services

(d) Non Communicable Disease (NCD)

- Blood pressure examination
- Blood sugar examination for detection of diabetes cases/blood sugar monitoring for under treatment cases
- Health education/IEC and awareness on cervical, breast and oral cancer. Propagating –Self breast examination (SBE), technique of self breast examination , Referral of women/high risk patient to urban CHC/PHC/other hospitals
- BMI- Measurement of height and weight , over weight/obesity
- Patient counseling for LSM for all population/specially people diabetes, HIN, obesity, tobacco and alcohol users.
- Referral of all cases of having visual, hearing and mental problems to DHQ/Capital hospital/tertiary institutions

(e) Disease Control Program

- Early detection of suspected TB, Malaria , Dengu, leprosy cases and referral to higher institutions

(f) Diagnostic

- Investigation facilities like Blood sugar, hemoglobin, urine examination for sugar and albumin, blood pressure, PTK
- Screening of breast cancer, cervical cancer & oral etc.
- Smear for malaria/RDK.
- Clinical detection of leprosy, tuberculosis and locally endemic diseases

(g) IEC/BCC and Counseling

- Material on health including RMNCH +A, personal hygiene, proper nutrition, use of tobacco, Non communicable Disease and Diseases Control Program, PNDDT Act, RT/STI, HIV/AIDS, IYCF shall be used for public awareness.
- Counseling sessions in the sites on various themes.

6. Manpower for each MHU

The Urban MHU team shall consist of following team members;

Sl. No	Categories of positions	Required qualification
1	Allopathic Doctor -1 (preference). (In case none available of MBBS;	Allopathic Doctor – Must be a MBBS with valid registration certificate of OMC.

	the AYSH Doctor can be hired. Female may be given preference as RMNCH + A is one of the key activities of MHU)	AYUSH Doctor- Must be a BAMS/BHMS with valid registration license from their respective State Councils.
2	ANM- 1	Passed from Govt./ Govt. recognized ANM School. Should have valid license form Odisha Nursing & Midwives Council.
3	Pharmacist- 1	D.Pharma / B.Pharma with valid license.

The above staff shall be engaged by the NGO. Before engagement, the concerned ADMO (PH) shall verify the qualification, registration/ license and other relevant documents in original. The staff engaged by the NGO for MHU can't claim their service for regularization in Govt., or taken over by NHM at any circumstances.

7. Support services by MHU

- The MHU will equipped with all medical equipment's to provide the above mentioned services at various locations as per the micro plan.
- IEC materials for awareness generation at the camp site shall be available well in advance with ASHA to help strengthen the health and treatment seeking behavior of the vulnerable communities.
- The supply chain management along with ensuring the replenishment is the responsibility of the MO I/C of the UPHC.
- The drugs and other medical equipments will be taken from the respective UPHCs.
- In case of any critical emergency patient found during the camp, the MHU vehicle may refer the patient to the nearest UCHC, if required but not mandatory.

8. Inter sect oral Coordination

- During the camp site, it is suggested to have coordination among all the frontline workers of line departments (ULBs, PHEO, ICDS, School & Mass Education) to maximize the opportunities of strength.
- MAS shall be well informed the date and timing of the camps so that they participate fully in mobilizing people in need for services

- ASHA may be kept in the loop and acts as the point person during the camps at different slum locations. ASHA should be engaged in awareness creation & mobilization of patients in association with MAS to treatment points in the slum.

9. Monitoring & reporting.

- MHUs activities shall be monitored on daily basis by the City Health Society/ District Health Society with the support of City PMU/ District PMU.
- The ADMO (PH) with the support of City PMU will take review of the MHU activities in every month in a fixed day, where the ULB officials will be present.
- The performance of the NGO in operation of MHU shall be assessed based on the deliverables in quarterly basis.
- The NGO will report on the activities of the MHU to the CHS on monthly basis in a standardized format.
- NHM, Odisha may conduct any assessment/evaluation as and when required.

10. Duration of the project partnership.

The duration of the project shall be initially till **31st March 2019**. However, the project may be extended subject to the fund provision by MoH&FW, GoI in NUHM PIP and satisfactory performance of the NGO in MHU operation.

11. Number of MHUs to be operationalized.

Sl. No	Name of the District	Name of the City	number of MHU sanctioned
1	Khordha	Bhubaneswar	1
Total			1

12. Role of different stakeholder

12. A. Role of City Health Society/ District Health Society

- Signing of MOU
- Release of funds, review and monitoring of the programme
- Capacity building support to the NGOs/steering committee
- Documentation of the programme
- Submission of reports to Govt. /NHM
- Termination of the partnership

12. B. Role of DPMU/CPMU

- Monitoring and supervision

- Support & guidance to the NGO for effective implementation MHU
- Compile the monthly report and submit the same to district
- Documentation

12. C. Role of NGO

- Submission of expression of interest to implement the programme
- Implementation of various activities under the programme after selection
- Attend the monthly & periodical meeting organized by deptt./City/district.
- Ensure that health services provided comply with the standard quality of care and other agreed norms established by Govt.
- Appointment of qualified staff and proper training as mentioned in the guideline issued by the Mission Director NHM Odisha.
- Engagement of vehicle with necessary equipment's. During the period when the vehicle is out of order the NGO will make alternative arrangements for providing services.
- Preparation of the monthly plan of action and submission to ADMO, PH.
- Submission of progress report on monthly basis to ADMO,PH/CHS/DHS
- Documentation of the best practices/process
- Maintenance of records and proper utilization of funds
- Co-ordination with different deptts. Committee and other stakeholders
- Create community awareness to ensure utilization of health services

13. Eligible criteria of the NGO for making partnership for this project

- Registration:** Five years of registration under the Society Registration Act / Indian Trust Act and registration under section 12-A of Income Tax Act, 1961 for exemption.
- Experience:** Minimum five years proven experience in H&FW programmes or any Social Development Sectors. Advantages will be given to NGOs having Experience in operation & management of Mobile Health Unit/ Mobile Medical Unit with Govt./ other development agency funding support
- Assets:** Minimum fixed assets of rupees eight lakh (Rs. 8.00 lakh) in the name of the NGO in terms of land / building / assets.
- Turnover:** Minimum turnover of Rs. Twenty lakh (Rs. 20.00 lakh) as per the last balance sheet.
- The NGO has **not been blacklisted** by any Government (State or Central) Department or Agency in India, which is in force during the currency of the contract.
- Any office bearer** on behalf of the NGO should not be convicted by any court of law in India or abroad for any **criminal offence**.
- Adverse report** against any NGO from the District / NHM / any Govt. Departments or partnership has been discontinued due to poor performance in implementation of any PPP projects under NHM identified during external evaluation shall not be eligible.

14. Selection criteria of the NGO for the project

The following process shall be followed in the selection of partner NGO for the project;

- (a) Wide advertisement in leading newspapers at State/National level.
- (b) Desk appraisal of the applications /proposals by a committee at District level.
- (c) District level committee will fix up a suitable date for verification of the documents/ records submitted by the NGO/ Trust and finalize the score sheet based on assessment.
- (d) District NGO Committee headed by Collector & DM to finalize the NGO based on the assessment score sheet and further recommendation to State NGO Committee.
- (e) The State NGO Committee of OSH&FWS will decide on final approval.
- (f) District may keep a panel list of the NGOs, secured cut off mark i.e minimum 50% during the selection.
- (g) Weightage shall be given to local NGO based on their working experience in the district.

15. Withdrawal of partnership

In case of failure to comply with terms and condition of the MoU, the City Health Society, NHM may suspend or cancel the MoU signed for the project. Similarly, CHS/ DHS or NGO shall have the right to terminate the MoU at any time with **thirty days notice** in writing indicating reasons for the same to the other party. The Govt./NHM/CHS/ DHS reserves the right to cease the operation of the bank account in which grant under this scheme credited by giving direction directly to the Banker. Govt. /NHM/CHS/ DHS have the right to stop the funding to the NGO at any time without assigning any reason.



16. Application procedure

The interested and eligible NGOs/Trusts may submit their application with necessary relevant signed documents in the prescribed application format (enclosed) only **to the Chief District Medical & PHO, Khordha, Odisha, India through speed post/registered post**. Applications received after the due date or in an open envelope or lack of required information's shall be rejected. No personal enquiry shall be entertained.

17. Documents to be submitted with the application

- (a) Proposal for Urban MHU operation.
- (b) Self certified copy of the Society registration /Indian Trust Act certificate.
- (c) Self certified copy of the 12-A registration certificate.
- (d) Self certified copy of the 80- G registration certificate.
- (e) Self certified copy of the Audit report for last three financial years (2014-15, 2015-16 & 2016-17).
- (f) Self certified copy of the last three annual reports (2014-15, 2015-16 & 2016-17).
- (g) Proof of infrastructure, land and building of minimum 8 lakhs as fixed assets in the name of the NGO and minimum of Rs. 20 lakhs turnover as per last balance sheet (self certified copy).
- (h) Bye law and memorandum of the NGO (self certified copy).
- (i) Grant letters received from different organizations /Govt etc. (self certified copy).
- (j) Experience on Health and Family Welfare Program & other social development program with the support of Govt. / Donor Agencies (attach the proof documents with self certification).
- (k) Undertaking by the Agency that not been blacklisted or placed under funding restriction by any Government or Govt. Agencies.
- (l) Undertaking of the NGO that; any office bearer on behalf of the organization has not been convicted by any court of law in India or abroad for any criminal offence.
- (m) Undertaking of the NGO that; has not been blacklisted by any Government (State or Central) Department or Agency in India, which is in force during the currency of the contract.
- (n) Copy of the award received from any Govt. for significant contribution in development of social sector.
- (o) Copy of Bank Account number

Annexure-I

	<p align="center">APPLICATION FORM FOR OPERATION & MANAGEMENT OF URBAN MHU IN PPP MODE</p> <p>Name of the City_____</p> <p>Name of the District_____</p>	
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1	Name of the Organization.	
2	Registered Office address with phone, fax number and email ID.	
3	Name of the Chief Functionary with Mobile number.	
4	Detail address with phone number of the District Office for which funding seeking. (if available)	
5	Year of operation of the activities in the District for which funding seeking.	
6	Which year the organisation has received 1st grant from Govt./Non-Govt. (attach copy)	
7	a. Date & year of society registration under Society Registration Act / Indian Trust Act (Attach copy)	

	b. Act under which registered	
8	Year of 12 A registration (Attach copy)	
9	a. Whether registered under 80 G (If yes, attach copy)	Yes / No
	b. Whether FCRA registered organization (If yes, attach copy of the registration)	Yes / No
10	Bank details (account number and address)	
11	PAN Number (Attach photocopy)	Yes / No

12. Financial turn over

Year	Income (Rs.)	Expenditure (Rs.)	Fixed asset as per the balance sheet (Rs.)
2014-15			
2015-16			
2016-17			

13. Experience in H&FW Programme or any other Social Development Programme out of Govt. funding support

Name of the program	Supported by	Programme duration (from-to)	Operational area	Project cost	Remark

(Attach copy of the sanction order/MoU)

14. Experience in H&FW Programme or any other Social Development Programme out of funding support from any other Development Agencies/UN Agencies/Corporate etc.

Name of the program	Supported by	Programme duration (from-to)	Operational area	Project cost	Remark

(Attach copy of the sanction order/MOU)

15. Experience in operation & management of Mobile Health Unit/ Mobile Medical Unit with Govt./ other development agency funding support

Name of the program	Supported by	Programme duration (from-to)	Operational area	Project cost	Remark

16. Details of project proposal for Urban MHU operation:

17. Staff position of the Organisation as on Dt. 31.03.2018:

Staff categories	Full time (Number)	Part time (Number)

18. Undertaking of the NGO that; any office bearer on behalf of the organization has not been convicted by any court of law in India or abroad for any criminal offence.

19. Undertaking of the NGO that; has not been blacklisted by any Government (State or Central) Department or Agency in India, which is in force during the currency of the contract.

20. Any other information:

Declaration:

I hereby certify that, I have read the rules and regulation of the Scheme/Project and the above information furnished is true to the best of my knowledge and belief.

**Signature of Chief Functionary with seal
Name of the Chief Functionary_____**

NB:

- 1. Incomplete applications will be rejected.**
- 2. Each page of the proposal document should be signed by the Chief Functionary of the Agency or his/her authorize.**

Annexure II: Suggested list of equipments

- | | |
|--|--|
| 1. Folded Examination Table with steps | 22. Dust bins: separate for infective and non-infective waste. |
| 2. Torch | 23. Patient cards with NHM logo |
| 3. Stethoscope | 24. Storage bins for drugs |
| 4. BP apparatus | 25. Glucometer, Glucostrip/Lancet |
| 5. Clinical Thermometer | 26. Sputom Container |
| 6. Weight/Height measuring machine | 27. MUAC tape |
| 7. Measuring tape | 28. Head Circumference tape |
| 8. Cold storage (vaccine carrier) | 29. Baby weighing machine |
| 9. First aid kit | |
| 10. Resuscitation kits | |
| 11. Heamoglobinometer | |
| 12. Uristix | |
| 13. Syringes and needles | |
| 14. Suture instruments and material | |
| 15. Hub cutter | |
| 16. Vaginal specula | |
| 17. Water storage device | |
| 18. Linen and rubber sheets | |
| 19. Gloves | |
| 20. Glass slides | |
| 21. Stationery& furniture (folding table-1, chair-4 , stool-1) | |

NB: The above equipments will be procured by City Health Society from the fund available for the purchasing of equipments for UPHC

Annexure III: List of drugs

Analgesics, Antipyretics and Non-steroidal Anti-inflammatory

1. Acetyl Salicylic Acid Tablets 300 - 350 mg
2. Ibuprofen Tablets 200 mg, 400 mg
3. Paracetamol Tablets 500 mg

Anesthetic

1. Lignocaine Hydrochloride Topical Forms 2-5%
2. Lignocaine Hydrochloride Injection 1%, 2% + Adrenaline 1:200,000
3. Lignocaine Hydrochloride Injection 1%, 2%

Anti-allergic

1. Chlorophenyl maleate Tablets 10 mg, 25 mg/ Syrup 5 mg / 5 ml
2. LivoCentrizin

Anti-infective/Antibiotics

1. Amoxicillin Powder for suspension 125 mg / 5 ml;
2. Amoxicillin Capsules 250 mg/ 500 mg
3. Ampicillin Capsules 250 mg/ 500 mg
4. Ampicillin Powder for suspension 125 mg / 5 ml
5. Co-Trimoxazole Tablets (40 + 200 mg)
6. Co-Trimoxazole Tablets (80 + 400 mg)
7. Co-Trimoxazole suspension 40 + 200 mg / 5 ml

8. Doxycycline Capsules 100 mg
9. Erythromycin Syrup 125 mg / 5 ml
10. Erythromycin Estolate Tablets 250 mg/ 500 mg.
11. Metronidazole Tablets 200 mg, 400 mg
12. Tinidazole U Tablets 500 mg
13. Norfloxacin (400/200)

Miscellaneous

1. Albendazole Tablets 400 mg/ Suspension 200 mg/ 5 ml
2. Domperidone Tablets 10 mg/ Syrup 1 mg / ml
3. Oral Rehydration Salt/Zinc
4. Chloramphenicol Drops/Eye ointment 0.4%, 1%
5. Tetracycline Ointment 1% Hydrochloride
6. Methylergometrine tablet 0.125 mg/
7. Iron and Folic Acid : Tablets large and small
8. Ranitidine Tab(150)
9. Hydrogen Peroxide Solution 6%
10. Povidone Iodine Solution 5%, 10%
11. Chlorine/Halogen tablets
12. Oral contraceptives
13. Condoms
14. Emergency contraceptives
15. Injection Tetanus toxoid
16. Drugs for all National Health Programs

- 21. Benzyl Benzoate for scabies
- 22. Ondansetron for vomiting
- 23. Eye applicators for conjunctivitis
- 20. Sterile gloves/ sterile dressings
- 21. Disposable syringes and needles
- 22. Intravenous sets/ stands
- 21. Rapid diagnostic test kits for malaria

The list is only indicative. Other medicines may also be added based on the needs

NB: The city will provide necessary medicines/drugs to the MHU as per the indene

Budget Provision for MHU

Sl. No	Particulars	Average Cost Estimate (Monthly)	Cost Estimate (Per annum)
I	Manpower cost		
1	Medical Officer (AYUSH)	20,000	2, 40, 000.00
2	Pharmacist	10,688	1, 28, 256.00
3	ANM	10,300	1, 23, 600.00
	Sub Total	40,988	4,91,856
II	Transportation cost		
1	Hiring of vehicle (four wheeler)	18,000	2, 16,000.00
2	POL/DOL	8,000	96,000.00
	Sub Total	26,000	3, 12,000
III	Medicine cost	0	Medicines to be replenished from concerned UPHCs.
IV	Administrative cost to NGO (Management through PPP mode for documentation, report returns and other miscellaneous expenditure)	3, 012	36, 144.00
Total Budget (I+ II+ III+ IV)			8, 40, 000.00

SCORING SHEET BASED ON THE ASSESSMENT OF THE ORGANISATION FOR URBAN MHU OPERATION

Name of the Organization :

Name of the City applied for MHU :

Sl. No	Areas of assessment	Maximum marks	Marks obtained	MOV
1	Registration & establishment (25 marks)			
	a. Society Registration Act/Indian Trust Act/Indian Religious and Charitable Act (5-10 yrs-3 marks, >10 yrs-5 marks)	5		Registration certificate
	b. Registered under 80G (if yes-1 mark, if No-0)	1		80 G regd. certificate
	c. Working experience in the district (completion of minimum one year is project implementation-5 marks, completion of two years-7.5 marks and completion of 3 years & above-10marks)	10		MOU/Sanction order/Agreement
	d. Governance System (Meeting & minutes of the Executive Committee/ Governing body meeting based on bye-law & Memorandum of the society during the year 2016-17): (Less than 50% meeting-0 mark, 50%-75% meeting - 1 mark , >75% meeting - 2 marks)	2		Proceeding/ Meeting register of GB & EB
	e. Multi State experience in implementation of any social development projects with minimum length of one year.	7		MOU/Sanction order/Agreement
2	Field level Experience (50 marks)			
	a. Experience in H&FW Programme or any other Social Development Programme out of Govt. funding support (maximum 20 marks) (Experience mentioned at 2.c should not be considered while calculating the year of experience) (1-5 yrs-10 marks, >5-10 yrs-15 marks, > 10Years-20 marks)	20		MOU/Sanction order/Agreement
	b. Experience in H&FW Programme or any other Social Development Programme out of funding support from any other Development Agencies/UN Agencies/Corporate etc. (maximum 10 marks) . (Experience mentioned at 2.c should not be considered while calculating the year of experience) (1-3 yrs-5 marks, >3-5 yrs-7.5 marks, > 5Years-10 marks)	10		MOU/Sanction order/Agreement
	c. Experience in operation & management of Mobile Health Unit/ Mobile Medical Unit with Govt./ other development agency funding support. (Maximum 20 marks) . (completion of one year to two years-5 marks,>2-5 years-10 marks and > 5 years -20marks)	20		MOU/Sanction order/Proof of registration in case of private hospital
3	Financial strength/capacity (20 marks)			
	a. Financial turn over (minimum 20 lakhs as per last audit report - >20-25 lakhs-6 marks, >25-30lakhs -8 marks, > 30 lakhs-10 marks)	10		Audit report of last financial year
	b. Proper maintenance of books of accounts (Assessed through verification)	4		Record/ register verification
	c. Fixed assets in the name of the organization (minimum Rs. 8-	6		Balance sheet &

	10 lakhs assets-4 marks, > 10 lakhs assets-6 marks)			fixed asset register
	Other Strength (5 marks)			
	a. Existing staff other than office bearer and project staff in the payroll of the organization (documents to be verified. Maximum-2 marks). 2-5 staff – 1 mark, >5 staffs– 2 marks)	2		Aquittance & HR documents
4	b. If the organization received any National/ State / District level awards from Govt. or any renowned organization for significant contribution in development of social sector (maximum-3 marks). (National level award-3 marks, State level award-2 marks, District level award -1 mark)	3		Award/ Certificate
Total		100		

Name and Signature of the
NGO functionary with seal

Signature of the appraisers