

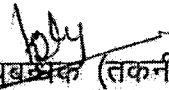
Expression of Interest

कमांक/म.प्र.प.हे.स.का.लि./2014/212

दिनांक 27.12.14

मध्यप्रदेश पब्लिक हेल्थ सर्विसेस कार्पोरेशन लि. के अंतर्गत मानव संसाधन की नियुक्ति की जाना है। इस हेतु आउट सोर्स एजेन्सी का चयन किया जाना है।

आउट सोर्स एजेन्सी के चयन हेतु आवश्यक शर्त Expression of Interest स्वास्थ्य विभाग के वेबसाइट www.health.mp.gov.in पर उपलब्ध है। इच्छुक एजेन्सी दिनांक 05.01.15 तक अपनी समस्त जानकारी ई-मेल के माध्यम से सायं 05:00 बजे तक ई-मेल dr.himanshu.dhs@gmail.com पर उपलब्ध करावें। प्राप्त समस्त निविदायें दिनांक 06.01.15 को 02:00 बजे संचालनालय स्वास्थ्य सेवायें के चतुर्थ तल स्थित प्रबंध संचालक, मध्यप्रदेश पब्लिक हेल्थ सर्विसेस कार्पोरेशन लि. के कक्ष में निविदाकर्ताओं की उपस्थिति में प्राप्त निविदाओं पर चर्चा की जावेगी।


मुख्य महाप्रबन्धक (तकनीकी)
मध्यप्रदेश पब्लिक हेल्थ सर्विसेस कार्पोरेशन लि.
भोपाल

Expression of Interest

HR Recruitment Organization for Madhya Pradesh Public Health Services Corporation Limited

Madhya Pradesh Public Health Services Corporation Limited (MPPHSCL) is seeking Expression of Interest (EOI) from eligible HR Recruitment agencies who can provide professional expertise to support the HR Unit in getting the right people into the right positions to deliver on the related positions required by MPPHSCL. The HR organization must have sound professional work experience in the area of recruitment and related services with particular experience in the development sector. Detailed Terms of Reference shall be provided in the Request for Proposal (RFP) document that will be issued to short-listed organization. Upon the completion of the RFP bidding process, Long Term Agreement (LTA) shall be concluded with one or more successful bidders for an initial period of 1 year subject to extension by 2 years subject to satisfactory performance.

Brief background and Scope of Services:

Madhya Pradesh Public Health Services Corporation Limited (MPPHSCL) is being developed in lines with other Health Services Corporation in other states. HR emphasis for MPPHSCL lies principally in three key areas: getting the right people into the right positions to deliver in key professional areas. MPPHSCL must be able to include within its ranks the best possible expertise from all cultures and backgrounds. recruitment and selection follows a fair and competitive process with all vacancies published on website <http://health.mp.gov.in> as well as in one or more leading dailies and are circulated in relevant institutions, and therefore, it is important that screening and short-listing is conducted with professional rigor, with candidates measured against clearly articulated criteria, job skills, competencies and corporate priorities.

Scope of Services:

MPPHSCL is expected to deliver on development effectiveness inter alia by recruiting the best possible expertise to deliver in key areas in Corporation.

MPPHSCL is looking for highly competent HR organizations to support MPPHSCL Human Resources in Providing high quality recruitment services. The expected volume of recruitments in the year 2014 is expected to be approximately between 50-100 posts – both long term and short term, at various levels (but primarily for Bhopal).

- The broad scope of work will include:
- E-screening and long-short listing of applications for vacancies advertised by MPPHSCL
- Telephonic screening of short-listed candidates, if required.
- Sourcing suitable candidate profiles by means of headhunting, if required
- Providing synopsis as per MPPHSCL template against each long shortlisted candidate
- Providing support to HR in preparing interview questions based on specific competencies

prior to the interview process and

- Participate in the interview with the primary function to document the interview process as per MPPHSCL rules and procedures
- Reference check of selected candidates, if required

List of attributes	Criteria
Vendor Type and General qualification	The service provider should have specialization and experience (minimum 3 years) in the area of Recruitment and related services, preferably in the development sector. <ul style="list-style-type: none">• A team of highly qualified, service oriented, competent and experienced HR consultants, possessing minimum 3-5 years of experience in this area with excellent English/Hindi writing skills.
Legal Registration	The Service provider must be legally registered in India or is able to provide the services.
Relevant experience	Well experienced with evidence of good track record in servicing medium to large National organizations including development organizations on outsourcing basis. <ul style="list-style-type: none">• The organization should have performed at least three (3) contracts within the past 36 months in similar HR recruitment/ management services. At least one of such Contract should have been performed for an India-based organization and be of a minimum contract value of INR 12 Lakh per year.
Financial Soundness	<ul style="list-style-type: none">• Financial statements should demonstrate financial soundness of the service provider in order to undertake high profile/value contracts.• The vendor should have a minimum average annual turnover of INR 50 Lakh during the past 3 years.

In submitting their Expression of Interest, the prospective service providers shall provide the following information:

1. Vendor Type & General Qualification :

a. Company Profile, which should not exceed fifteen (15) pages, including: printed brochures and product catalogues relevant to the services being procured;

ownership (sole proprietorship, partnership, or corporation); list of name(s) (if any) and address(s) of branch office(s) worldwide and in the region; company structure and number of personnel employed (CVs of relevant personnel are not requested at this stage).

2. Legal Registration:

a. Certificate of Registration of the company

3. Relevant Experience:

a. Major Clients: To be provided in a table showing [minimum] three ongoing or completed contracts for same or similar services executed in the last 36 months. For each contract, provide details of: client name, contract dates, contract values, contract focal point name and email, work location. [Note: MPPHSCL reserves the right to conduct reference checks with one or more of the listed clients of the Vendor]

b. Letter or statement of Satisfactory Performance from the Top two clients in terms of Contract Value the past 3 years.

4. Financial soundness:

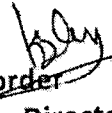
a. Audited financial statements for the last three years.

This EOI does not entail any commitment on the part of MPPHSCL, either financial or otherwise. MPPHSCL reserves the right to accept or reject any or all EOI without incurring any obligation to inform the affected applicant/s of the grounds. The Service Provider will be selected according to the Procedures set forth in the MPPHSCL Procurement Guidelines.

Contact person for clarifications: Dr Vinay Dubey drvinaydubey00@gmail.com Mobile:9425041104 and Dr. Himanshu Jayswar dr.himanshu.dhs@gmail.com Mobile:-9826215665.

The Expression of Interest and accompanying documents must be received no later than 5th Jan 2015 at 5.00 P.M (Indian Standard Time) and be forwarded to the following address :

Director (Procurement) & Managing Director, MPPHSCL
4th Floor, Satpura Bhawan, Arera Hill's
Bhopal 462 004

By order 
Managing Director
Madhya Pradesh Public Health
Services Corporation Ltd.
Bhopal