



## **ODISHA STATE MEDICAL CORPORATION LTD.**

**(A GOVT. OF ODISHA UNDERTAKING)**

### **REQUIREMENT OF CONSULTANTS FOR PROCUREMENT OF MEDICAL EQUIPMENT**

**NOS. OF CONSULTANTS REQUIRED : 2 NOS.**

#### **Introduction :**

Odisha State Medical Corporation Limited (OSMC) incorporated on 8th November 2013 under the Companies Act., 1956 is the independent Procurement Agency for the Department of Health and Family Welfare, Government of Odisha. The OSMC has the key functions of timely procurement of quality medicines, surgical, EIF (Equipment, Instrument & Furniture), etc. through fair, transparent and competitive bidding process.

Other functions of the Corporation are :

1. Management of Central Drug Warehouses at District level to ensure smooth supply to health facilities.
2. Management of logistics up to Block / CHC level.
3. Provide Equipment Management Support at periphery and tertiary health institutions.

#### **DELIVERABLES :**

- Advise the Management of Odisha State Medical Corporation Ltd. on generic technical specifications of medical equipments, particularly of the high end equipments, in consultation with the stake holders.
- Preparation of standard bid documents for procurement of the equipments.
- Evaluation of bid documents relating to medical equipments

#### **LOCATION OF ENGAGEMENT :**

Head quarter of Odisha State Medical Corporation Ltd. i.e. at Bhubaneswar.

#### **DETAIL ADDRESS :**

In front of Ram Mandir, Convent Square, Bhubaneswar, Odisha- 751007

**PERIOD OF ENGAGEMENT :**

Initially for a period of 11 months which may be extended as per satisfactory performance and requirement of the Corporation.

**AGE :** Maximum up to 55 years as on 30.08.2016. However age can be relaxed in case of deserving candidates.

**EDUCATIONAL QUALIFICATION :**

BE / B.Tech in Bio-medical Engineering / Electronics & Instrumentation Engineering / Electronics Engineering / Electrical Engineering / Electronics & Telecommunication / Applied Electronics.

**EXPERIENCE :**

Minimum 07 years of Experience in the field of procurement of medical equipments in reputed organisations / hospitals.

**REQUIRED COMPETENCIES, SKILLS AND KNOWLEDGE :**

- Extensive knowledge of medical equipments, their technical specifications, particularly of high end equipments.
- Knowledge on the market relating to medical equipments,
- Knowledge of purchase methods and contract management, knowledge and experience in price negotiation and finalisation of contracts,
- Exposure to vendor management practices and knowledge of various material acquisition processes.

**REMUNERATION :**

As per the scale prescribed for Sr. Consultants of NHM i.e. Rs. 82,530/- per month and performance incentive of 15% per month. Performance incentive is however subject to satisfactory performance.

**MODE OF SELECTION :**

Walk-in-Interview to be conducted by a panel of experts. The result of the Interview shall be published in the web site of the Corporation.

**DATE AND VENUE OF WALK-IN-INTERVIEW :**

On 16.09.2016 in the head office of the Odisha State Medical Corporation Ltd at Bhubaneswar ( in front of Ram Mandir, Convent Square ).

The Interview shall commence at 11.30 AM. Applicants have to register their names latest by 11 AM after which registration process shall be closed and late comers shall not be allowed.

The Corporation reserves the right not to allow any particular candidate to appear in the Interview without assigning any reason thereof.

**DOCUMENTS REQUIRED AT THE TIME OF INTERVIEW :**

**The applicants must bring with them the filled application forms (available in the website – [www.osmcl.nic.in](http://www.osmcl.nic.in)) along with the following documents.**

- (a) All original certificates in support of educational qualification with one set of self attested copies of the same.
- (b) All original certificates in support experience with one set of self attested copies of the same.
- (c) Any other documents in support of fulfilling the requirements as per deliverables / relevant competency / skill / knowledge.
- (d) Identity proof.
- (e) Self attested passport size photograph (two copies).

**The applicants are required to send only the scanned copy of filled up application form at e-mail address : [rec.osmcl@nic.in](mailto:rec.osmcl@nic.in) by 13.09.2016.**

**Other conditions of engagement :**

1. The Consultants shall have the status of contractual employees and their engagement in the Corporation shall in no way confer on them any right or claim on the regular posts of the Corporation.
2. The engagement can be terminated by the Corporation without any notice on account of non-performance, financial misconduct, gross conflict of interest causing financial loss to the Corporation, moral turpitude, insubordination, negligence of duty, indiscipline or any act which may bring the Corporation to disrepute. Decision of the Managing Director on disengagement shall be final.
3. During the period of engagement, the Consultants are expected to maintain high degree of professional integrity and commitment to the task assigned.
4. The normal working hours of the Corporation is from 10 AM to 5.30 PM. However the working hours shall depend on the requirements of the Corporation.
5. The Consultants shall be entitled to leave as applicable to Corporation employees.
6. However the Consultants may be asked to attend duty beyond office hours or on holidays depending on requirement.
7. During the period of engagement, the Consultants shall not take up any other assignment.

**OTHER INFORMATION :**

- (1) In case the number of candidates becomes high, the Corporation reserves the right to adopt a screening criteria in order to short list the candidates.
- (2) In case the number of candidates are very high, the Walk-in-Interview may be conducted in subsequent date/s.
- (3) No TA / DA shall be provided for attending the Walk-in-Interview.
- (4) Odisha State Medical Corporation reserves the right to cancel the selection process at any stage.

**Sd/-  
Managing Director,  
Odisha State Medical Corporation Ltd**

**APPLICATION FORM**  
**FOR THE ENGAGEMENT OF CONSULTANT FOR PROCUREMENT OF EQUIPMENT**

1. Name of the applicant :					Photograph		
2. Father's Name :							
3. Date of Birth :							
4. Sex :							
5. Age as on 31.08.2016							
6. Mobile No. :					Identity Proof No.		
7. Contact Telephone No. :							
8. Present Contact Address :				9. Permanent Contact Address :			
10. E-mail Address :							
11. Language spoken / written :							
12. Educational Qualification :							
Sl. No.	Exam Passed	Name of Board / University	Year of Passing	Full Marks	Secured Marks	% of Marks	Duration of Course

13. Experience details ( starting from present / last employment ) :

Name of the Organisation	Designation	Period	Nature of job with relevance as per the deliverables specified by OSMC
		From – To	

**( Please enclose separate sheet if required )**

**Declaration** : I do hereby declare that the information furnished above are true to the best of my knowledge and belief and that, if at any stage, it is found that any of the above material information is false / incorrect or is suppressed by me, my engagement under Odisha State Medical Corporation is liable to be rejected / terminated. I also declare that I have never been disengaged from service by any Govt. Department / Undertaking (if applicable) on administrative ground such as disobedience / poor performance / misbehaviour / criminal activity etc.

Date :

Place :

*Full Signature of the Applicant*

List of enclosure (s) :

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

Note :

- 1) The following documents are to be brought along with the application form:
  - (a) Two copies of passport size colour self attested photographs. One copy of self attested photograph will however to affixed in the specified column in the application form.
  - (b) Self attested photocopies of documents in support of age. qualification, experience etc.
  - (c) Self attested photocopy of Identity, Proof (Voter Card / PAN Card / Driving License / Adhar Card / Passport).