

South 24 Parganas District Health & Family Welfare Samity
(Office of the Chief Medical Officer of Health)
Administrative Building. M.R.Bangur Hospital Complex (2nd Floor)
241, Deshapran Sashmal Road. Tollygunge, Kolkata - 700033. W.B

Memo No : CMOH(SPG)/DH&FWS/ 4913

Date: 26.11.15

NOTICE INVITING EXPRESSION OF INTEREST

In Pursuance of memo no- HF/O/MS/W-03/13/PART-II/PART file/ dated on 19.02.15, application in the format annexed herewith are invited from **competent bonafide Non Government Organization (NGO) having following qualification to run "ROGI SAHAYATA KENDRA" for the BPHC/Rural Hospital under South 24 Parganas & Diamond Harbour Health District.** The main objectives of the project are to set up information centre with two Rogi Sahayak on helpdesk to facilitate admission and treatment of patients.

Following qualification/documents are required:

- 1) Valid Registration certificate under the WB Societies Act of 1961 or similar act
- 2) Working experience in health or other developmental sector related to health, health education, sanitation, nutrition, and mother & child welfare etc.mentioning no. of years of experience.
- 3) Annual return submitted for the last 3 financial years to the Registrar of Societies to be submitted.
- 4) External Audit Report for the last 3 financial years to be submitted.
- 5) List of the present office bearers with designation should be submitted with the application.
- 6) Registered office must be situated in the district of South 24 Parganas
- 7) The attendants who will be engaged by the concerned NGO must possess the following qualification
 - a) Essential: - Higher Secondary passed with certificate course in basic computers & should be local residents.
 - b) Desirable: - Bachelor Degree in any discipline with certificate course in basic computers with good Communication & interpersonal skills & preferably female.

Documents mentioned in Sl no. 1 to 6 should be submitted with the application form (Annexure-I).

Selection Criteria: Score will be prepared as per following points on the basis of documents submitted by the NGOs along with application form

- I) Experience of work of similar nature/interpersonal awareness generation activities in the district, preferably in respective Subdivision.
- II) Number of years of work experience in the Health sector in the district
- III) Number of years of work experience in other developmental sectors related to Health, Education, Sanitation, Nutrition, Mother& Child welfare.
- IV) Application must have relevant certificate mentioning years of experience from the appropriate authority.

To whom apply:

Apply on letter head of the NGO in the prescribed format mentioning clearly the name of the BPHC/RH for which the application is being submitted along with requisite documents. One NGO may apply for one or more Health Facilities. The BPHC/RH for which expression of interests is invited is all BPHC/Rural Hospital under RSBY. On the envelope containing the application is should be clearly written –**"Application for the "ROGI SAHAYATA KENDRA under RSBY" addressed to the Sub – Divisional Officer of the concerned Sub Division** as given below.

Names of Sub Division	Names of BPHC/RH	Address for Application to be submitted
Alipore Sadar	1. Sarsuna BPHC	Office of the Sub Divisional Officer, Alipur Sadar, New Treasury Building, 3 rd Floor, Pin-700027
	2. Chandni Daulatabad BPHC	
	3. Samali BPHC	
	4. Banjanheria-Charial BPHC	
	5. Muchisa BPHC	

Baruipur	1. Sonar Pur RH	Office of the Sub Divisional Officer, Baruipur, Zilla Parishad Bhavan, 3 rd Floor, Pin-700144
	2. Hariharpur BPHC	
	3. Padmerhat BPHC	
	4. Nimpith RM. BPHC	
	5. Joynagar BPHC	
	6. Nalmuri BPHC	
	7. Jirengachha BPHC	
Canning	1. Ghutiarisarif BPHC	Office of the Sub Divisional Officer, Vill & P.O-Canning, Dist -South 24 Parganas, pin 743329
	2. Matherdighi BPHC	
	3. Basanti BPHC	
	4. Gosaba BPHC	
Diamond Harbour	1. Falta BPHC	Office of the Sub Divisional Officer, Diamond Harbor, P.O & PS-Diamond Harbour, Pin-743331, Dist-South 24 Parganas
	2. Magrahat BPHC	
	3. Banerwarpur BPHC	
	4. Panchagram BPHC	
	5. Sarisha BPHC	
	6. Mathurapur RH	
	7. Roydighi RH	
	8. Nayarhat BPHC	
	9. Kulpi BPHC	
Kakdwip	1. Harendranagar BPHC	Office of the Sub Divisional Officer, Kakdwip, Vill-Paschim Berar Chak(School More),P.O-Kak-kalinagar, P.S-Hardwood point costal(Kakdwip),Dist-South 24 Parganas, Pin-743347
	2. Dwariknagar BPHC	
	3. Madhabnagar BPHC	
	4. Sagar RH	

The application along with supporting documents /certificates/reports should reach to the office of the concerned Sub Divisional Officer where the BPHC/RH is located (as given below) on or before 21.12.2015 up to 4 pm in any working day through Registered post/ Speed post only. The authority will not be responsible for any postal delay.

Details are also available at website-www.s24pgs.gov.in, www.spghealth.gov & www.wbhealth.gov.in

After screening final selection of NGO will be done by the Selection Committee. The decision of the selection committee in this regard is final.

Secretary, South 24 Parganas DH & FW Samiti

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Chief Medical Officer of Health, South 24 Parganas

Memo No: CMOH(SPG)/DH&FWS/

4913/1 (12)

Date: 26.11.15

Copy forwarded for information :

1. Sri Arup Biswas, Hon'ble MIC & Chairperson, South 24 Parganas
2. The Sabhadhipati, South 24 Parganas
3. The DM, South 24 Parganas
4. The ADM(Development), South 24 Parganas
5. The SDO, Alipur, Baruipur, Canning, Diamond Harbour & Kakdwip Sub Division. (With request wide publicity & taking necessary action).
6. The BDO, Alipur, Baruipur, Canning, Diamond Harbour & Kakdwip Sub Division (With request wide publicity & taking necessary action).
7. The CMOH, DHH. (With request wide publicity & taking necessary action).
8. The BMOHs/ACMOHs/Superintendents- S24Pgs & DHH (With request wide publicity & taking necessary action).
9. DIO, NIC, South 24 Parganas with request to upload the notice in www.s24pgs.gov.in web-site.
10. IT-Coordinator, Swasthya Bhavan with request to upload the notice in www.wbhealth.gov.in web-site.
11. DSM, South 24 Parganas with request to upload the notice in www.spghealth.gov.in web-site.
12. Office Notice Board.

Secretary, South 24 Parganas DH & FW Samiti

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Chief Medical Officer of Health, South 24 Parganas

Annexure-I

Application Format for Rogi Sahayata Kendra under RSBY-2015

1. Name of the NGO:
2. Address of the Registered office of NGO:
3. Name(s) of BPHC/RH applied for:
4. Documents attached :

Sl.no	Particulars	Please Tick
1.	Valid Registration certificate under the WB Societies Act of 1961 or similar act	
2	Annual return submitted for the last 3 financial years to the Registrar of Societies to be submitted.	
3	External Audit Report for the last 3 financial years to be submitted.	
4	List of the present office bearers should be submitted with the application.	
5	Registered office must be situated in the district of South 24 Parganas	
6	Working experience in health or other developmental sector related to health, health education, sanitation, nutrition, and mother & child welfare etc.	

I do hereby declare that the particulars furnished above are correct.

Date:

Place:

Signature of the Secretary/President with date & Seal

*Note: The application to be written /printed on the official letter head of the NGO.