

Government of West Bengal
Office of the Superintendent, Garden Reach State General Hospital
Z3/103, Dr A K Road, Badartala, Kolkata – 700 044
Telephone : (033) 2489-4040, Email : gardenreachsg@gmail.com

Memo No : GRSGH/STORE/2020-21/93


Dated: 27.11.2020

NOTICE INVITING TENDER
(FOR SUPPLY OF SPECTACLES (NPCB & VI PROGRAMME))

Garden Reach State General Hospital & Metiabruz Super Specialty Hospital, invites Tenders in sealed envelopes from reputed Govt. or Non Govt, Company/firm/individual for supply of Spectacles under NPCB as per specification mentioned below as per government order no- HFW-27022/54/2019-ADMIN SEC(DHS)(HFW)-Dept. of H&FW/49/4 dated- 27/08/2020.

SL NO	ITEMS	SPECIFICATION	QUANTITY REQUIRED	RATE
1	SPECTACLES FOR SCHOOL CHILDREN AND OLD AGE PEOPLE	<p>1) SPECTACLES FRAME-GOOD QUALITY OF CELL FRAME (CELLULOSE ACETATE) WITH SPRING SIDE. FRAME SHOULD BE FITTED WITH FACE AND NOSE PROPERLY (SHAPE & SIZE). DIFFERENT COLOURS OF THE FRAME MAY BE AVAILABLE.</p> <p>2) OPHTHALMIC LENS- GOODS QUALITY OF CR-39 GLASS FOR STUDENTS AND PRESBYOPIC PATIENTS (SCRATCHES & BUBBLES FREE), HIGH INDEX GLASSES IN CASE OF MORE THAN 4D POWER OF THE STUDENTS. BIFOCAL GLASSES SHOULD BE ACCORDING TO POWER (DISTANCE & NEAR) PRESCRIBED BY MT (OPTOMETRY).PD SHOULD BE STRICTLY MAINTAINED.</p> <p>3) SPECTACLES SHOULD BE PROVIDED IN A HARD PLASTIC BOX/CASE WITH SOFT CLOTH FOR EACH</p> <p>4) THE BOX/CASE WILL HAVE EMBOSSED (PREFERABLY)/STICKER FIXED ON IT ON EITHER OF THE FOLLOWING TWO (NUMBER "1" IS MUST) OR ALL OF THE THREE LOGOS:-i) NPCB & VI LOGO , ii) NHM LOGO , iii) BISWA –BANGLA LOGO & THERE WOULD REMAIN THE DOTTED SPACE FOR WRITING THE NAME OF THE BENEFICIARY AFTER SUPPLY.</p>	AS PER REQUIREMENT	MAXIMUM ADMISSIBLE RATE SHOULD BE Rs. 350/- (including all taxes, delivery charges and other charges as applicable)


- 1) Each bidder shall submit only one tender.
- 2) Items to be supplied must conform to the specification as above .If any deviation is found, the department reserves the right to reject the materials at its sole discretion.
- 3) Three (3) months warranty period for the spectacles frame (replace or repaired) without any additional cost.
- 4) The department reserves the right to reject any or all the tenders at its sole discretion without assigning any reason thereof.
- 5) Self-attested copy (bidder) or PAN card, GST registration certificate, updated IT Return, Trade License are to be attached with the tender.
- 6) Payment shall be made after receiving the materials in good condition and with requisite quality.
- 7) At present only spectacles will be given for near work to old person (NPCB) only. After starting of School health program at Garden Reach SGH & MSSH, spectacles will be given to school students or any revised Government order.


 Superintendent
 Garden Reach S.G. Hospital
 Badartala, Kol-700 044

- 8) The rates should be quoted within Rs 350/- (rupees three hundred fifty only) including all taxes delivery charges and other charges as applicable.

THE LAST DATE FOR SUBMISSION OF TENDER :- 7TH DECEMBER 2020 UPTO 12 NOON
TENDER WILL BE OPEN ON :- 7TH DECEMBER 2020 UPTO 12.30PM
PLACE OF SUBMISSION TENDEN :- OFFICE OF THE SUPERINTENDENT,

GARDEN REACH STATE GENERAL HOSPITAL & METIABRUZ SUPER SPECIALTY HOSPITAL, Z3/103 DR. A.K. ROAD, BADARTALA, KOL-700 044, WEST BENGAL.


Superintendent
Garden Reach State General Hospital & MSSH
Garden Reach S.G. Hospital
Badartala, Kol-700 044

Memo No. : GRSGH/STORE/2020-21/93/1(9)

Dated : 27.11.2020

Copy forwarded for information & taking necessary action to-

- 1) The District Magistrate, South 24 Parganas.
- 2) The Chief Medical Officer of Health, South 24 Parganas.
- 3) The Dy Chief Medical Officer Health - I, South 24 Parganas
- 4) The Dy Chief Medical Officer Health - II, South 24 Parganas .
- 5) The Dy Chief Medical Officer Health - III, South 24 Parganas.
- 6) The Sub Divisional Officer, South 24 Parganas.
- 7) The Asstt. Chief Medical Officer of Health, South 24 Parganas.
- 8) Sri Sourav Ghosh, In -Charge, Information & Technology Cell Department of H& FW Govt. Of West Bengal Swasthya Bhawan (itcell.hfwdwb@gmail.com, sourav.s.ghosh@gmail.com), are kindly request for posting/uploading at the corresponding official website at the earliest.
- 9) Office Copy.


Superintendent
Garden Reach State General Hospital & MSSH
Garden Reach S.G. Hospital
Badartala, Kol-700 044

TERMS AND CONDITIONS IN CONDITION WITH SUPPLY SPECTACLES FOR NEAR WORK OLD PERON & SCHOOL STUDENTS TO GARDEN REACH STATE GENERAL HOSPITAL & METIABRUZ SUPER SPECIALTY HOSPITAL.

Following terms and conditions are to be followed by the owner/Agency.

- 1) The supply of spectacles will be as per specification vide-HFW-27022/54/2019-ADMIN SEC(DHS)(HFW)-Dept. of H&FW/49/4 dated 27/08/2020.
- 2) The supply of spectacles will be as per requirement of Ophthalmologist of Garden Reach State General Hospital & Metiabruz Super Specialty Hospital and will be delivery at Garden Reach State General Hospital & Metiabruz Super Specialty Hospital.
- 3) Three (3) months warranty period for the spectacles frame (replace or repaired) without any additional cost.
- 4) The Agreement will be valid up to the period of 3(three) year from the date of agreement.
- 5) The Agreement of supply spectacles can be terminated by the Superintendent cum Member Secretary of Garden Reach State General Hospital & Metiabruz Super Specialty Hospital at any time without any time without any prior notice and assigning any reason thereof.
- 6) In case of any dispute for supply spectacles, decision of authority will be the final.
- 7) The owner of the supply spectacles will sign an undertaking in N.J Stamp of Rs. 50/- with the user end.
- 8) Present Prevailing maximum admissible rate of the spectacles under NPCB & VI is Rs. 350/- in case of school children as well as for the spectacles for the adults.
- 9) Maximum Priority will be given to the quality of frame and ensuring proper fitting during the handover. The best quality and the lowest rate sample supplying bidder, within Rs. 350/- (including all tax) would be accepted.
- 10) Optician from the vendors end will need to remain present as a mandate during the OPD/OUT reach sessions (if is needed so) as during SES program sessions for distribution of the beneficiaries to check its proper fittings etc.
- 11) Others terms and conditions details may be collected from concerns offices.


Superintendent

Garden Reach State General Hospital
Superintendent
Garden Reach S. G. Hospital
Badarala, Kol-700 044

**DECLARATION
TECHNICAL BID:-
(To be printed on the Letter Head of the Bidder)**

1	NAME OF WORK	SUPPLY SPECTACLES FOR OLD AGE PEOPLE & SCHOOL CHILDREN (WHEN REQUIRED)
2	TENDER NOTICE NO	GRSGH/STORE/2020-21/ DATED.
3	NAME OF THE BIDDER	
4	NAME OF THE BIDDER SHOP /AGENCY	
5	FULL ADDRESS OF THE BIDDER	
6	FULL ADDRESS OF THE SHOP/AGENCY	
7	BANK DETAILS OF THE BIDDER	
8	PAN NO	
9	GST NO	
10	TRADE LICENSE	
11	IT RETURN(UPTODATE) FOR LAST THREE YEARS	
12	DETAILS OF THE SPECTACLES	<ol style="list-style-type: none"> 1) SPECTACLES FRAME-GOOD QUALITY OF CELL FRAME (CELLULOSE ACETATE) WITH SPRING SIDE. FRAME SHOULD BE FITTED WITH FACE AND NOSE PROPERLY (SHAPE & SIZE). DIFFERENT COLOURS OF THE FRAME MAY BE AVAILABLE. 2) OPHTHALMIC LENS- GOODS QUALITY OF CR-39 GLASS FOR STUDENTS AND PRESBYOPIC PATIENTS (SCRATCHES & BUBBLES FREE), HIGH INDEX GLASSES IN CASE OF MORE THAN 4D POWER OF THE STUDENTS. BIFOCAL GLASSES SHOULD BE ACCORDING TO POWER (DISTANCE & NEAR) PRESCRIBED BY MT (OPTOMETRY).PD SHOULD BE STRICTLY MAINTAINED. 3) SPECTACLES SHOULD BE PROVIDED IN A HARD PLASTIC BOX/CASE WITH SOFT CLOTH FOR EACH 4) THE BOX/CASE WILL HAVE EMBOSSED (PREFERABLY)/STICKER FIXED ON IT ON EITHER OF THE FOLLOWING TWO (NUMBER "1" IS MUST) OR ALL OF THE THREE LOGOS :-i) NPCB & VI LOGO , ii) NHM LOGO , iii) BISWA -BANGLA LOGO & THERE WOULD REMAIN THE DOTTED SPACE FOR WRITING THE NAME OF THE BENEFICIARY AFTER SUPPLY.
13	SAMPLE GIVEN (COMPLETE SET WITH BOX AND LOGOS AS PER SPECIFICATION)	WRITE YES/ NO

Certified that the above information is correct and true to the best of my knowledge and belief. In case of information found incorrect later on, I will be responsible and be liable to be rejected forthwith.

Date :

Full signature of the bidder


 Superintendent
 Garden Reach S.G. Hospital
 Badarayala, Koi-700 044

FINANCIAL /PRICE BID

PROFORMA FOR QUOTATION OF RATE :

Name , address & contact no , of the bidder:

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Rate Quote:

SL NO	DESCRIPTION	SPECIFICATION	RATES(RS) PER PIECES
1	SUPPLY SPECTACLES FOR OLD AGE PEOPLE & SCHOOL CHILDREN (WHEN REQUIRED)	<ol style="list-style-type: none">1) SPECTACLES FRAME-GOOD QUALITY OF CELL FRAME (CELLULOSE ACETATE) WITH SPRING SIDE. FRAME SHOULD BE FITTED WITH FACE AND NOSE PROPERLY (SHAPE & SIZE). DIFFERENT COLOURS OF THE FRAME MAY BE AVAILABLE.2) OPHTHALMIC LENS- GOODS QUALITY OF CR-39 GLASS FOR STUDENTS AND PRESBYOPIC PATIENTS (SCRATCHES & BUBBLES FREE), HIGH INDEX GLASSES IN CASE OF MORE THAN 4D POWER OF THE STUDENTS. BIFOCAL GLASSES SHOULD BE ACCORDING TO POWER (DISTANCE & NEAR) PRESCRIBED BY MT (OPTOMETRY).PD SHOULD BE STRICTLY MAINTAINED.3) SPECTACLES SHOULD BE PROVIDE IN A HARD PLASTIC BOX/CASE WITH SOFT CLOTH FOR EACH.4) THE BOX/CASE WILL HAVE EMBOSSED (PREFERABLY)/STICKER FIXED ON IT ON ETHER OF THE FOLLOWING TWO (NUMBER "1" IS MUST) OR ALL OF THE THREE LOGOS :-i) NPCB & VI LOGO , ii) NHM LOGO , iii) BISWA –BANGLA LOGO & THERE WOULD REMAIN THE DOTTED SPACE FOR WRITING THE NAME OF THE BENEFICIARY AFTER SUPPLY.	

I/we _____ agree to all the terms and conditions laid by the Superintendent of Garden Reach State General Hospital & Metiabruz Super Specialty Hospital, Z3/103, Dr A. K.Road , Kol-44, West Bengal, in their Tender Notice for supply spectacles.

Date :

Full signature of the bidder


Superintendent
Garden Reach S.G. Hospital
Bachchan, Kol-440004

Government of West Bengal
Office of the Superintendent, Garden Reach State General Hospital
23/103, Dr A K Road, Badartala, Kolkata - 700 044
Telephone : (033) 2489-4040, Email : gardenreachsg@gmail.com

Memo No. : GRSGH/STORE/2020-21/94

Dated: 27.11.2020

ORDER

A selection committee cum Tender Committee is hereby comprised by the undersigned for supply of Spectacles to school and old age person under Garden Reach State General Hospital & Metiabruz Super Specialty Hospital. Member of selection committee are hereby request to present the tender opening date & time mentioned hereunder.

DATE: 07.12.2020.

TIME : 2.00 PM

- 1) Superintendent Cum Member Secretary, RKS, Garden Reach SGH & MSSH.
- 2) Dr. Sabita Mitra, Sr. Medical Officer, Jt. Secretary, RKS, Garden Reach SGH & MSSH.
- 3) Dr. Anu Singh, Sr. Medical Officer cum Eye Surgeon, Jt. Secretary, RKS, Garden Reach SGH & MSSH.
- 4) Dr. Ashim Kr Dey, Store in Charge, Garden Reach SGH & MSSH.
- 5) Asst. Superintendent, Garden Reach SGH & MSSH.
- 6) Dr. Abhijit Pal, Ophthalmologist, M. R. Bangur District Hospital.
- 7) Dr. Parimal Chakraborty, MT Optometric, Garden Reach SGH & MSSH.
- 8) Sri Susmita Ghosh, MT Optometric, M.R. Bangur District Hospital.
- 9) Sri Bappaditya Halder, Accounts Personnel, Garden Reach SGH & MSSH.
- 10) Md. Altaf Hossain, Pharmacist, Garden Reach SGH & MSSH.


27/11/20
Superintendent
Garden Reach State General Hospital
Badartala, Kol-700044



e-file:-HFW-27022/54/2019-ADMIN SEC(DHS)(HFW)-Dept. of H&FW

Govt. of West Bengal
Directorate of Health Services
Ophthalmology Wing

National Programme for Control of Blindness & Visual Impairment

Swasthya Bhawan, 'A' - Wing, 2nd Floor, G.N. - 29,
Sector - V, Salt Lake City, Kolkata - 700 091;

E. Mail: ahsophth@gmail.com, Tel: 033 2357 4074/2333 0204



Memo No: - HFW-27022/54/2019-ADMIN SEC(DHS)(HFW)-Dept. of H&FW/49/4 Date: 27/08/2020

To

1. The Chief Medical Officer of Health- All Districts & Health Districts,
2. The Director, RIO, *Centre of Excellence* for NPCB&VI for the State, Kolkata,
3. The Medical Superintendent Cum Vice Principal-All MCHs
4. The Superintendent- SN Pandit Hosp.

Sir/Madam,

The blindness is a major public health problem in India with an estimated 1.5 crore of blind persons in the country at any given point of time. But 80-90% of the blindness is either curable or avoidable. To tackle this, India was the first country to launch the National Program for Control of Blindness (NPCB) in the year 1976. The program had set a target to reduce the prevalence rate of blindness to 0.3% by the year 2020 through the development of eye care infrastructure, human resources, improving accessibility & quality of the eye care services. With an idea to expand the gamut of this program, Govt has re-named the program as the National Program for Control of Blindness & Visual Impairment (NPCB & VI) in 2018.

The Rapid Assessment survey for the Avoidable Blindness (RABB: 2015-19) in India has shown that the prevalence in West Bengal in its sample districts of Birbhum and Howrah was 1.73% and 1.58% respectively against a National average of 1.99% in the persons aged 50 years and above. The cataract, refractive errors, glaucoma, diabetic retinopathy and the corneal blindness were the major causes of Blindness.

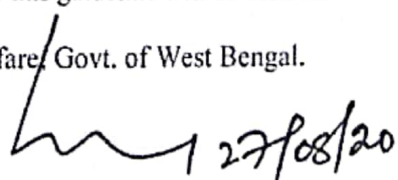
The key activities under the NPCB&VI are the cataract surgery, the screening for the refractive errors in the school children and also in the old persons followed by the distribution of the free spectacles to them, the management for glaucoma and the 'other eye diseases' including the low vision conditions, the collection of eye ball/cornea from the deceased at the Hospitals (HCRP: Hospital Cornea Retrieval Program) and also at the Household level under the eye-banking services followed by the cornea grafting etc.

About FIVE percent of the school children suffer from visual impairment due to refractive errors. This, if remains uncorrected, might hamper their learning abilities. Presbyopia, a problem with the near vision, comes naturally with the advancing age. More than SIXTY percent of the population above the age of FORTY years, suffer from this condition. The problem of uncorrected presbyopia greatly affects the quality of life and the occupation that needs good near acuity like reading/ cooking/sewing/other daily routine activities. Besides cataract, presbyopia is one of the common causes of the visual impairment in the adults.

To ensure an uniformity in the desired quality and to attain a beneficiary satisfaction with the assured use of the spectacles distributed freely under NPCB&VI as per the medical advice, a State guideline has been framed for procurement of the Spectacles including for its quality checking.(enclosed). Henceforth, a strict adherence to this guideline will be desired.

This has an approval from the higher authority, Department of Health & Family Welfare, Govt. of West Bengal.

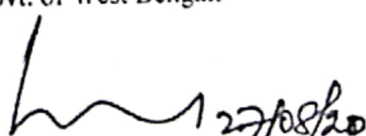
Sincerely yours,
Encl: State Guideline


Assistant Director of Health Services (Ophthalm.)
& State Programme Officer (NPCB & VI)
Govt. of West Bengal

Memo No: - HFW-27022/54/2019-ADMIN SEC (DHS)(HFW)-Dept. of H&FW/49/4(21) Date: 27/08/20

Copy forwarded for information and necessary action to the:-

1. Director of Health Services, Department of Health & Family Welfare, Govt. of West Bengal.
2. Director of Medical Education Services, Department of Health & Family Welfare, Govt. of West Bengal.
3. Additional MD-NHM & Joint Secretary, Department of Health & Family Welfare, Govt. of West Bengal.
4. Sabhadhipati, Zilla Parishad – All districts with a request to kindly ensure to get the NPCB&VI reviewed periodically at all the *Janaswasthya* meetings at the district at every level.
5. District Magistrate – All districts with a request to kindly arrange to get the activities under NPCB&VI reviewed periodically at DH&FWS and at all other levels taking the caregivers (public/NGO & Private-under MOU) on to it to optimize the quantity as well as the quality reach for the Blindness Control services provided by the public as well as by our NGO/private partners.
6. Program Officer-I, NHM, Department of Health & Family Welfare, Govt. of West Bengal.
7. Program Officer-II, NHM, Department of Health & Family Welfare, Govt. of West Bengal.
8. Jt. DHS (NCD), Department of Health & Family Welfare, Govt. of West Bengal.
9. SFWO & Jt. DHS, Department of Health & Family Welfare, Govt. of West Bengal.
10. Dy. DHS (HAB), Department of Health & Family Welfare, Govt. of West Bengal.
11. ADHS (MCH), Department of Health & Family Welfare, Govt. of West Bengal.
12. ADHS (RBSK/RKSK), Department of Health & Family Welfare, Govt. of West Bengal.
13. Director, IPGMER & SSKMH, Kolkata.
14. Principal- All the Medical College & Hospitals.
15. Head of the Department (Ophthalmology)-All the Medical College & Hospitals.
16. CMOHs are requested to kindly to spread out the services to the remote areas of his different blocks/urban areas, to facilitate the MT (opto) to arranging the same at distant areas, arrange to review the program with a fixed periodicity, to ensure the involvement from the teachers and also from the other staff at the health dept. CMOH will ensure that the Quality monitoring Committee will use the weekly sitting together opportunity to do a brief discussion on the program issues too apart from quality checking of the spectacles.
17. Dy. Chief Medical Officer of Health-II and the District Program Manager-NPCB & VI -all Districts and all the Health Districts, with a request for doing the intense continuous monitoring for all the components of the NPCB&VI through supportive supervision to the facility-/community-based activities, through the periodical review meetings with the care-givers/care-managers/health workers/key stakeholders.
18. Program Manager, SIGHTSAVERS India, Salt Lake City, Kolkata
19. Sr. PA to Principal Secretary, Department of Health & Family Welfare, Govt. of West Bengal.
20. Sr. PA to MD-NHM & Secretary (PHP), Department of Health & Family Welfare, Govt. of West Bengal.
21. Office Copy.


Assistant Director of Health Services (Ophth.)
& State Programme Officer (NPCB & VI)
Govt. of West Bengal

STATE GUIDELINES IN CONNECTION WITH THE FREE DISTRIBUTION OF THE SPECTACLES FOR THE EYE-SCREENING FOR THE SCHOOL STUDENTS AND FOR THE NEAR-WORK TO OLD PERSONS SUFFERING FROM PRESBYOPIA UNDER THE NATIONAL PROGRAM FOR CONTROL OF BLINDNESS & VISUAL IMPAIRMENT (NPCB & VI), WEST BENGAL, Year : 2020

1. Existing vendor either for block level or district level or MCH/other hospital level selected by the Blocks/Districts / Health Districts/MCHs/Hospitals will remain valid up to the 10th November 2020.
2. Henceforth vendors will be selected through the Block-(for its health facilities only)/Facility-wise (above the level of BPHC/RH) selection process. It will have to be completed within the 10th November 2020.
3. The vendor selected through the tender process will remain valid for supply for next three years w.e.f. 11th November 2020 or till the time when the approved rate under NPCB&VI gets changed whichever is earlier.
4. Formation of the Block / MCH / Hospital level vendor selection/tender committee:
 - i) BMOH/MSVP for tertiary Hospitals /Director-RIO/ Superintendent of the DH/SSH/SDH/SGH...Chairman.
 - ii) One other Medical Officer to be nominated by the MSVP/Superintendent /BMOH...Member.
 - iii) One Ophthalmologist/ Faculty from Deptt. of Ophthalmology of the Tertiary Hospital (nominated by the CMOH/MSVP)...Member.
 - iv) Two MT (Opto)s : Senior-most MT (Opto) of the block another one nominated by the CMOH from the neighboring blocks/other hospital. Where there is no MT (Opto) in the block, the two will be nominated by the CMOH from the neighboring blocks/other hospital. For Hospitals within the district, the two will be nominated by the CMOH in consultation with the Hospital Superintendent. For the District-based MCHs, the CMOH and MSVP will mutually decide the MT (Opto)s. For the Kolkata-based MCH/RIO/Other hospitals, the MSVP/Director will finalize the MT (Opto)s in consultation with the Head-Ophthalmology Department....Member.
 - v) BAM of the Block/ one Accounts Personnel from the other facilities...Member.
 - vi) ACMOH of the respective Sub-division, on behalf of the District CMOH, will be the invitee member of the committee.
5. Present Prevailing maximum admissible Rate of the spectacles under NPCB&VI is Rs.350/- in case of school children as well as for the spectacles for the adults.



6. Maximum Priority will be given to the quality of frame and lens & ensuring proper fitting during hand over. The best quality and the lowest rate sample supplying bidder, within Rs. 350/- (Including All Tax), would be accepted.
7. The vendor must provide hard plastic box/case with soft cloth with each spectacles.
8. This box/case will have embossed (preferably)/sticker fixed on it on either of the following two (number 'i' will be a must) or all of the three logos :--- (i) NPCB&VI logo (ii) NHM logo (iii) Biswa-bangla logo and there would remain the dotted space for writing the name of the beneficiary after supply. This would enhance program publicity, beneficiary ownership and also the tracking during field visit by frontline Health Workers/RBSK team/others.
9. Specifications of spectacles frame:-Good quality of cell frame (cellulose acetate) with spring side. Frame should be fitted with face and nose properly (shape and size). Different Colours of the frame may be made available. Vendor will take the colour choice from the student. Sample of the frames to be preserved at the facility for checking in future.
10. Specification of the Ophthalmic Lens:-good quality of CR-39 glasses for students and presbyopic patients (scratches and bubbles free), high index glasses in case of more than 4D power of the students. Bifocal glasses should be according to power (distance & near) prescribed by MT (optometry). PD should be strictly maintained. Sample of the lenses to be preserved at the facility for checking.
11. Defective spectacles detected during hand over to the beneficiary should be changed free of cost.
12. THREE months warranty period for the spectacles frame (replace or repair) should be there without any additional cost involvement.
13. Optician, from the vendors' end, will need to remain present as a mandate during the OPD/Outreach sessions (if is needed so) and during SES program sessions for distribution of the spectacles to the beneficiaries to check its proper fittings etc.
14. Refractive error should be determined for students up to the age of 12 years, only at the Eye OPD of the nearest Hospital/Vision Centre at the RH/BPHC in presence of the MT (Opto) for testing of the refraction under the use of cycloplegic drugs etc.
15. If any student requires bifocal glass e.g., in post-operative cases of the congenital cataract, the vendor will provide the same according to the prescription.
16. Each beneficiary will get a written paper, in the prescription-equivalent mode, mentioning the power of the glasses s/he has been supplied with.

Necessary instructions may be given to the RBSK teams and Headmaster/Headmistress of the schools for carrying out primary screening of the students. These students may be checked by the MT(Opt) during his/her School program. Where required these students may be referred to the nearest Vision Centre. Any student attending the Vision Centre directly who wants to take free spectacles will need to produce a certification from the Headmaster/Headmistress. If students are brought from the schools in groups to the Vision Centre, they must have the certification from the Headmaster/Headmistress and they will need to be escorted by the some authorized staff from the school.

18. **Quality Assurance:** A strict and dynamic continuous quality check and monitoring mechanism will remain in place. Each district CMOH will set up a **Quality monitoring committee**, for the free spectacles, at the office of the CMOH which will have an Eye Surgeon (preferably from the District Hospital), Two of the senior-most MT (Opto)s (preferably one from the DH & one from the nearby blocks), District Program Manager-NPCB&VI cum Dy. CMOH-2 on it. This committee will sit together every week, preferably on a fixed day/time under the supervision from the CMOH, after the routine Hospital OPD hours to check the quality for the spectacles supplied from the Block and also from the Secondary & tertiary level health facilities within the concerned district. CMOH will also ensure that the ACMOH (preferably by weekly rotation from all the subdivisions), RBSK MO at District HQs, DPHNO will also remain present, from time to time, during the sittings of this committee. DEO-NPCB&VI will remain present in all these sittings to coordinate it on behalf of DPM. Similarly, for the Kolkata-based public hospitals, the same quality check activity will be done by a three-member committee under the leadership of the Director-RIO/HOD-Ophthalmology or of the Head of the Institutions concerned.

The HOD/Super/BMOH or their authorized person at the District-based MCH/SSH/DH/SDH/SGH/ Other hospitals, as the case may be, will pick up one adult spectacles and one student spectacles every month RANDOMLY to send it to the district quality committee at the office of the CMOH for the quality check. The records for this specimen/sample will be kept well maintained and the beneficiary/guardian will be properly counseled that s/he would get it after the quality check latest within next 3 weeks. The specimen will reach the office of the CMOH through local arrangement. Kolkata-based MCHs/other hospitals will have this quality check mechanism at their institutional levels. The reports for this quality check will be sent to the State/district, as the case may be, along with the monthly performance reports.



19. For the spectacles for the school children, the vendor will submit the supply to the MT (Opto) at the RH/BPHC/ Hospital concerned for a preliminary checking (power, quality of frame/glasses etc.) by him. Then after the approval from the MT (Opto), the BMOH/Hospital authority/HOD will allow the vendor to deliver these checked spectacles to the schools. Before that, the BMOH/Hospital authority/HOD or his authorized person (MO/pharmacist/store-keeper/PHN/ANM/other nursing staff) will pick up a sample randomly from the lot on which the quality check will be done by the district quality committee located at the office of the CMOH. Thereafter the Headmaster or his authorized school-teacher will officially receive the supplies from the vendor with a detailed list of students & the frame, lens details. He will sign the received voucher with mobile number and with official rubber seal. Two receipt copies of *Challan* may be handed over to the vendor to claim the reimbursement bill. The sample that was picked up will reach its beneficiary within next 3 weeks through local arrangement if/after it passes through the quality check at the district committee.
20. Adherence to constant use of the spectacles may be checked by the teachers/visiting RBSK Team In-Charges.
21. Presbyopia spectacles will be received at the RH/BPHC/PHC/DH/SDH/SGH/SSH/MCH/other hospitals by the store-keeper/pharmacist/staff looking after the stores in presence of the MT (Opto) attached to that health facility.
22. MSVP/Superintendent/BMOH will keep record/line-list of beneficiaries (SES & Presbyopia) with detailed address, photo identity (with the spectacles on) if possible and phone No. (beneficiary/guardian/ Head teacher), power of glasses, details of the frame & Lens, date of supply as per the State-prescribed formats (excel sheet format will be supplied shortly).
23. (i) **Physical Monitoring**:--- The ASHA/ANM/other frontline workers will be desired to do it randomly during their routine house visits. Others from any tier too will look into during their community/facility visit. (ii) **Tele-monitoring**:--- The health personnel will make random telephone calls every week to the free-spectacle beneficiaries/their guardians at their respective areas to enquire about the *nature of the box/case, embossing/sticker on it, prescription-equivalent with it, receipt, constant use, improvement in vision, overall satisfaction with spectacles given etc.* as follows :---ANM/HS/Sr. PHN/PHN/MO-PHC/MO-RBSK at BPHC & RH/BMOH:--at least to 1 student beneficiary and 1 old person/presbyopia beneficiary; HOD-Ophthalmology, MCH/his authorized person other than MT (Opto) like PGT/HS/ Intern/other trainees/MO-RBSK at ULB/UPHC/HO-ULB:--- at least to 2 students and 2 old persons, Hospital Superintendent/DPHNO/DMCHO/Dy. CMOH-3/ACMOH:--- 2 children and 2 old persons per week. DPM-NPCB&VI cum Dy. CMOH-2:---at least to 3 students and 3 old persons of the districts.

SPO-NPCB&VI will at least to 4 students and to 4 old persons of the state. DPM will arrange to share the area wise beneficiary (student as well as adult) list, from whom the randomly chosen ones will be called, with all concerned. The information will remain documented in the dedicated registers arranged and will be maintained locally. This registers will be checked during monitoring visits. (excel sheet format for registers will be supplied shortly). This report is to be sent to the State along with the monthly performance reports.

24. The spectacles will need to be supplied latest within 10 days after receiving the work-order from the authority.
25. Vendors will need to submit the documents for claims for the payments i.e., bills etc to the office of the concerned authority (MSVP/Superintendent/BMOH) within SEVEN days from the date of delivery. He will collect one receipt for this submission for claims.
26. The payments will be made as and when Govt. fund will become available with the concerned local authority. When the fund is available, the payments will be cleared within a month from the receipt of the claims. The payment will be made only after being sure that all the documents are in order and all the essential processes have been maintained. Payments will only be in the DBT mode. Expenditure will need to be booked in the FMR for the month of payment made after maintaining all the financial norms. The District Health authority/representatives will have frequent sample-checks on this payments made and on the processes followed.
27. Decision taken by the Govt. authority in connection with the defects of any spectacles & error of glasses will be the final and by no means can it be challenged by the vendor.
28. The other norms for the routine tender processes will be followed as per the latest State guidelines. The tender/contract for supply may be terminated at any time during the contract period with a two months notice from both the sides.

