ORISSA STATE AIDS CONTROL SOCIETY (OSACS)
(Department of Health & Family Welfare), Government of Odisha

No. 8941 /OSACS Date: 13/09/2022

Request for Expression of Interest (EOI)

Orissa State AIDS Control Society (OSACS), Bhubaneswar invites sealed Expression of Interest (EOI) from registered courier agencies for sample transportation from regional Viral load Labs to ART Labs. The list of Labs and other detail terms & conditions are available in the website www.osacs.nic.in, which can be downloaded for use. Interested parties may submit their EOI super-scribing as **"Expression of Interest for Biological sample transportation for HIV-1 Viral Load Testing"** to the undersigned through speed post / registered post / courier only on or before **12.00 Noon** of 30/09/**2022** positively and the same will be opened at **12.30 P.M** of the same date by the committee in presence of the participants. The undersigned reserves the right to reject all or any of the tenders without assigning any reason thereof.

06/9/2022

Project Director
Orissa State AIDS Control Society,
(Department of Health & Family Welfare), Govt. of Odisha,
2nd Floor, Oil Orissa Building, F-Nayapalli, Bhubaneswar-12

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ORISSA STATE AIDS CONTROL SOCIETY (OSACS)
(Department of Health & Family Welfare), Government of Odisha

Expression of Interest (EOI) for
Biological sample transport for HIV-1 Viral load testing under the National AIDS Control Program (NACP)
Profile of Organization and Capability
Format for information related to Expression of Interest

The "Orissa State IADS Control Society" (OSACS) is a registered Society under the Society Registration Act, 1860 which receives fund from Govt. of India under Domestic Budgetary Support for implementation of National AIDS Control Programs (NACP) in the state of Odisha.

Expression of Interest are invited from eligible service providers for sample transport for HIV-1 Viral load testing under the National AIDS Control Program (NACP) in the state of Odisha. The service provider services related to biological specimen packaging and transportation from the designated ART center (sample collection site) and their delivery to the testing laboratories as per the client approved linkage plan and timelines.

Objective:

To purchase services for sample transportation of biological samples across the State. This document defines the technical and operational requirements of packaging and transportation of biological samples i.e. Plasma and Dried Blood Sport (DBS) for HIV-1 viral load test under the National program.

Eligibility & Assessment criteria:

- The service provider's capacity of having provisions for temperature and humidity-controlled logistics for plasma and DBS samples.
- The capability of service provider in terms of supply chain management of materials (consumables & equipment) required for biological specimen packaging and transportation, provision of temperature and humidity-controlled transportation and deployment of competent personnel for carrying out the work.
- The capacity in terms of adequate physical infrastructure, robust processes, air & land connectivity network, appropriate tools to capture and share information on sample movement and a qualified/trained team that is experienced in handling large projects involving vast geographies and scale.
- Years of experience and prior work experience of providing similar services.

Requirements:

The EOI should be sent along with a capability statement including statement including the profile of the organization relevant technical and geographical coverage along with the financial turnover for the last 3 financial years.

A format is shared below for providing the capability statement. Any EOI with inadequate information, those which do not meet the above criteria, or those received after the closing date will not be short listed.

EOI should be as concise and focused as possible to give evidence of the above requirements including the capability statement and organization profiles.

They should be mailed to the Project Director "Orissa State AIDS Control Society" to arrive not later than 5.00 P.M. on 04/04/ 2022.

Further information:

For further information, interested bidders are requested to visit the website of Orissa State AIDS Control Society (OSACS) i.e. www.osacs.nic.in. or contract the e-mail id: orissasacs@gmail.com & osacs.procurement@gmail.com tele -0678-2395415.

Format for providing the capability

Statement

Profile of organization and capability. Format for information related to Expression of Interest

Section A: Basic information

1. Name of the Agency/supplier
2. Postal Address:
3. Telephone:
4. Telex Fax Email
5. Legal status : Private ( ) Society ( ) Company ( ) others (specify)
6. Registration details: Registered on (Date)
7. Contact person:
8. Designation

Section B: organizational Background

9. Assets/ Infrastructure of the agency/supplier
10. :

10 a. please provide details, regarding the annual budget of your agency/supplier and attach the detailed audited statement for 3 years for NGOs and 1 Year for CBO

Year	Source of Funding	Amount (in Rs.)	List of activities	Activities similar to the TOR/Scope of work	Geographical area of activities as mentioned in column no. 5
1	2	3	4	5	6

10 b.: Whether blacklisted/debarred by any (government, private or World Bank/ UN bodies) in the past? If yes, provide details in an Affidavit.

10 c.: Whether any staff or board member of your agency is part of any NACO/SACS/TSU staffs currently or in the past. Please provide the above information in the form of Affidavit.

Section C: Current key activities by the agency

11. Geographical location of work
12. Please provide basic information on the key projects carried out by your agency since the last three years/one year (as applicable) (5 lines for each subject – attach separately) related to Biological sample transport for HIV-1 Viral load testing.

13. A brief write up on the activities of the agency currently runs (no more than two pages)

Section D: Documents Required

14. Copies of the following documents need to be provided with self-attestation by competent authority of the organization.

- Relevant registration of the agency
- Activity Report/Annual report (last 3 years)
- Annual Audit Report last 3 years
- Income Tax Return Document: (last 3 years)
- Copy of the PAN Card
- Copies of the affidavit as required above
- Identification document of Authorized signatory submitting EoI (Govt. photo ID with address)

15. Name of the person who filled this form:

Designation:

Address (with PIN Code):

Email address:

Technical requirements for operational criteria for Pan-India temperature-controlled logistics

Biological sample transport for HIV-1 Viral load testing under the National AIDS Control Program (NACP)
Operational criteria for Pan-India temperature-controlled logistics

1. Background:

In its pursuit to implement the program effectively, NACO has up-scaled HIV-1 Viral Load testing for routine monitoring of patients on ART across the country. Viral load test provides early and accurate indication of treatment failure and the consequent need to switch to second-line drugs. It also improves the clinical outcomes as second-line ART is initiated earlier and thus reducing the accumulation of drug resistance mutations.

There are around 21,774 PLHIVs receiving treatment at 13 (Refer ARTs list in Annexure -B) functional and 7 ART centers to be function. All patients on ART are menitored through HIV-1 Viral Load testing to assess the response to treatment. Those with higher HIV-1 Viral Load (>1000 Copies/ml) are evaluated for treatment failure in order to consider them for next line of Antiretroviral Treatment.

Currently, NACO is implementing routine HIV-1 Viral Load testing through 64 Viral Load Testing Centers in government-run facilities across the country.

HIV-1 Viral test using Plasma obtained from EDTA tubes is the most preferred sample type. Plasma sample requires strict specimen storage conditions as it is stable for only five days from the time of sample collection, at 2-8°C. The plasma sample should be transported to the testing laboratory within a stipulated time. In situations where cold-chain availability between health facilities and testing sites is not feasible, like difficult terrains and flung-areas which create barriers to VL services, DBS (Dried Blood Spot) specimen may be collected which is stable for 12 weeks at ambient temperature and controlled humidity conditions.

2. Scope of Services:

The scope of work includes biological specimen packaging and transportation from the designated ART center (sample collection site) and their delivery to the testing laboratories as per the client approved linkage plan and timelines. The service provider should have provisions for temperature and humidity-controlled Pan-India logistics for plasma and DBS samples. (Refer **Annexure - B**)

The responsibilities of the service provider extended from supply chain management of materials (consumables and equipment) required for biological specimen packaging and transportation, provision of temperature and humidity-controlled transportation and deployment competent personnel for carrying out the work.

The service provider must have adequate physical infrastructure, robust processes, air & land connectivity network, appropriate tools to capture and share information on sample movement and a qualified/trained team that is experienced in handling large projects involving vast geographies and scale.

3. Operational Requirements for shipment of biological samples for HIV-1 VL test:
   a. The sample handling as per temperature and humidity requirements should be compliant with the Notional HIV-1 Viral Load guidelines.
   b. **Material to be transported**: Biological sample (Plasma & DBS)
   c. **Category of material**: Biological substance category B-UN3373
   d. **Duration of sample transportation**:
      i. Plasma: delivery of samples to the testing lab at the earliest, however not later than 5 days sample collection.
      ii. DBS: delivery of samples to the testing lab at the earliest, however not later than 10 days of sample collection maintaining the requirements for humidity control.
   e. **Temperature maintenance during sample transportation:**
      i. Plasma: cold chain transport (2-8°C)
      ii. DBS: ambient temperature and controlled humidity
   f. **Packaging requirement**: the service provider should adhere to the national HIV-1 VL guidelines (Refer: NACO website) and applicable national and international guidelines such as Triple layer, UN-3373 packaging for infectious agent and WHO guidelines for safe transportation of material.
   g. **Sample pick up site**: sample collection sites identified by the client, refer Annexure - B.
   h. **Sample delivery site**: **Viral load Labs, refer** Annexure - A.
   i. **Sample referral and linkage patterns**: the client has defined the linkage patterns of sample collection sites with the viral load labs and frequency of pick up, refer Annexure -B.
   j. **Frequency of sample pick up**: As defined in the Annexure - B.
   k. **The temperature data logger** should be of the temperature range -10°C to 40°C and USFDA / CE and BIS approved. The service provider is required to provide technical specifications (and approval status as above) of temperature data loggers to be used during transportation of samples.
   l. **All consumables and equipments** required for specimen packaging and transportation should be provided by the service provider.
   m. The safe storage of all the consumables (including the personal protective equipment) and equipment required for above activities is the responsibility of the service provider.
   n. The management of all Bio Medical Waste generated during this activity, in compliance to the biomedical waste management rules 2016, is the responsibility of the service provider.

4. Technical Requirement for shipment of biological samples for HIV-1 VL test:
   a. The service provider should have adequate experience and expertise to carry out packaging and transportation of plasma and DBS samples.
   b. The service provider should engage quailed, trained and competent staff for sample packaging and transportation.
   c. The concerned nodal person of the sample collection site must be intimated through email/SMS before pickup person reaches sample collection site for pickup. The samples should not be delivered during non-working hours, weekends or holidays unless prior arrangement with the receiving laboratory has been made.
   d. The service provider must have all necessary licenses and approvals for the work undertaken.
   e. The service provider should have SOP for environment-friendly disposal mechanism of used packaging boxes & ither materials used in logistics, adhering to the local/state guidelines and lawa
   f. An online system of specimen tracking must be made available.

A. **Packaging of plasma samples**:

a. Use validated Transport boxes to maintain 2-8-degree C during the duration of shipment.
b. It is desirable that the service provider has a network of multiple cold-rooms and freezers, for conditioning and decontamination of gel-packs, box preparation and for Gel-pack replenishment. The Gel-packs to be appropriately conditioned and decontaminated before usage.

B. **Transport of Plasma samples**:

a. The samples should be transported in temperature ranges between 2-8° C within five days of collection.
b. The documentation required for sample transportation is the responsibility of the service provider. A copy of documentation should also be provided to the in-charge of the sample collection site for record.
c. The data logger/temperature indicators should be provided in each transportation box for temperature monitoring during sample transportation.
d. In-transit status and key milestones shall be updated and made available by the service provider, on the real-time basis.
e. Service provider shall have Pan-India logistic network connectivity.
f. Service provider shall ensure delivery of temperature-controlled shipments within five days of sample collection.
g. At the time of the delivery of the samples to the lab, the record of data logger/temperature indicator should be accessible to the lab and at the national level.
h. If there is change in the approved linkage plan due to reasons such as non-functional lab, etc./ a revised connectivity plan will be provided by the client on need basis.
i. The samples should not be packaged and transported or delivered during non-working hours, weekends or on holidays unless prior arrangement with the receiving laboratory has been made.
j. The service provider is responsible for end to end monitoring of temperature during sample transportation.

C. **Packaging for DBS specimens**:

a. The zip-lock bag containing the DBS cards from the sample collection site should be packed inside a water proof padded envelope.
b. Place the Test requisition from (TRF), and the completed sample transportation log in the envelope.
c. Label the envelope with VL lab address and sender's address with contact details.
d. Seal the envelope and label envelop with Biohazard label.

D. **Transport of DBS Specimen**:

a. The envelope containing the DBS cards should be transported to the linked viral load lab at ambient temperature and humidity-controlled conditions (with humidity indicator and desiccant).
b. The consignment should reach the VL lab not later than ten days of sample collection.

5. **Monitoring and evaluation**:

The service provider will submit a monthly report on the following performance indicators:

a. Number of samples packaged and transported per month. Cumulative and facility wise disaggregated data for DBS and plasma sample.
b. Number of shipments per month. Cumulative and facility wise disaggregated data for DBS and plasma.
c. Average Turnaround time from sample packaging and transportation delivery at VL lab: Cumulative and facility wise disaggregated data for DBS and plasma.
d. Number of shipments that missed the Turnaround Time, Cumulative and facility wise disaggregated data for DBS plasma.
e. Number of shipments not meeting the temperature requirements during plasma transportation. Cumulative and facility wise disaggregated data.

The service provider must periodically must (internal audit) all the activities. This should be at least once in a year but at the start of operations more frequent internal audits must be done. The internal audit report with CAPA should be made available to the client on request. The client will have a system of scheduled and unannounced facility visits to check and verify the compliance to the requirements of the contract.

6. List of Annexures:

1. Annexure – A: List of Viral load Testing Centers.
2. Annexure – B: List of sample collection sites (with approx. PLHIV Load) and linkage plan of sample collection sites with the VL Lab. Sample type and frequency of sample pickup.
3. Annexure – C: workflow.

06/9/2022

Project Director

Orissa State AIDS Control Society,
(Department of Health & Family Welfare), Govt. of Odisha,
2nd Floor, Oil Orissa Building, F-Nayapalli, Bhubaneswar-12.

Annexure – A

List of Viral Load Testing Centers

Sl. No.	Name of HIV – 1 VL Lab	Postal Address of VL Lab
1	RIMS, Srikakulam.	Rajiv Gandhi Institute of Medical Sciences (RIMS), Srikakulam, Near Balaga- Srikakulam, Dist- Srikakulam , Andra Pradesh, Pin-532001, Telephone – 08942-279033, 279977.
2	Andhra Medical College, Visakapatnam.	Andhra Medical College, Maharani Peta, Visakapatnam, Andhra Pradesh, Pin-530002, Telephone-8912546264.
3	Siddhartha Medical College, Vijayawada.	Siddhartha Medical College, Ring Road, Gunadala, Vijayawada-520008, Andhra Pradesh.
4	Guntur Medical College, Guntur.	Guntur Medical College, Guntur, Pin-522004, Andhra Pradesh: 0683-2234625.

Annexure – B

List of sample collection sites (with approx. PLHIV Load) and linkage plan of sample collection sites with the VL Lab. Sample type and frequency of sample pickup

Sl. No.	Name of Linked HIV – 1 VL Lab (Testing site)	Name of ART Center	Address	District	Pin code	Day of sample collection by the ARTC	Day of plasma sample transport by the courier Agency from ART center to the testing site	Approx samples / week	Approx samples / month
1	RIMS, Srikakulam	SCB Medical College, Cuttack	ART Plus Centre, SCB Medical College, Cuttack	Cuttack	753007	3664	Weekly twice	38	305
2	RIMS, Srikakulam	MKCG Medical College, Berhampur	ART Centre, MKCG Medical College, Berhampur	Ganjam	760004	5514	Weekly twice	57	460 480
3	Siddhartha Medical College, Vijayawada	VSS Medical College, Burla	ART Centre, VIMSAR, Burla	Sambalpur	768017	1617	Weekly once	34	135
4	RIMS, Srikakulam	District Headquarters Hospital, Angul	ART Centre, District Headquarters Hospital	Angul	759122	1746	Weekly once	36	145
5	RIMS, Srikakulam	District Headquarters Hospital, Balasore	ART Centre, District Headquarters Hospital	Balasore	756001	1631	Weekly once	34	136
6	Andhra Medical College, Visakapatnam	District Headquarters Hospital, Bolangir	ART Centre, District Headquarters Hospital	Bolangir	767001	1904	Weekly once	40	159
7	Siddhartha Medical College, Vijayawada	Capital Hospital, Bhubaneswar	ART Centre, Capital Hospital, Bhubaneswar	Khordha	751001	1948	Weekly once	20	162
8	Guntur Medical College, Guntur	Rourkela Govt. Hospital, Rourkela	ART Centre, Rourkela Govt. Hospital, Rourkela	Sundargarh	769004	821	Weekly once	17	68
9	Andhra Medical College, Visakapatnam	Sub Divisional Hospital, Bhanjanagar	ART Centre, Sub Divisional Hospital, Bhanjanagar	Ganjam	761126	1096	Weekly twice	23	91
10	RIMS, Srikakulam	District Headquarters Hospital, Bhadrak	ART Centre, District Headquarters Hospital	Bhadrak	756100	693	Weekly once	14	58
11	Siddhartha Medical College, Vijayawada	District Headquarters Hospital, Puri	ART Centre, District Headquarters Hospital	Puri	752001	484	Weekly once	10	40
12	Siddhartha Medical College, Vijayawada	District Headquarters Hospital, Nayagarh (FI-ART Centre)	ART Centre, District Headquarters Hospital	Nayagarh	752077	296	Weekly once	6	25
13	Siddhartha Medical College, Vijayawada	District Headquarters Hospital, Rayagada (FI-	ART Centre, District Headquarters Hospital	Rayagada	765001	360	Weekly once	7	30

ART Centre)

Annexure – C

Flow chart for sample Transportation from ART Centers to designated Viral Load Labs:

ART Center

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Whole Blood collected by

↓

Centrifuge

↓

Plasma separation

↓

Pick in Vaccine carrier / cold chain box in order to maintain the temperature, handed over to sample transporter

↓

Pick up by transporter

↓

Cold-chain logistics (2-8°C) with temperature logger and Biohazard sticker.

Reached designated Viral Load Lab