

Annexure - 1**Memorandum of Understanding (MoU) for performing Diagnostic investigations of Railway beneficiaries**

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1. For the purpose of performing diagnostic investigations of Railway beneficiaries, an MoU with the centre's to be empanelled and Chief Medical Superintendent, NWR, Bikaner (for time being herein after referred as Controlling Officer) from whose subordinate the empanelled centre will receive instructions for carrying all the investigations.
 2. The Empanelment will be for a period of two years from the date of execution of empanelment/Revised CGHS rates are enforced, whichever is earlier.
 3. The rates of the tests will be as per latest non-NABL/NABL accredited CGHS rates (whichever applicable) for Jaipur city. If there is no rate available for any test in CGHS. Those tests, for which rates are neither available in CGHS, then reasonable market rates after mutual agreement will be accepted.
 4. Party shall keep its offer open for minimum period of 120 days.
 5. The diagnostic center must have its premises established in municipal limit of Bikaner.
 6. Adequate number of qualified persons with a valid qualification and registration by proper council should be available as per prepared check-list. Attested copy of certificates of qualification should be enclosed with the offer. The qualified persons performing the tests should be on regular roll of diagnostic centre and not on call-basis.
 7. For Diagnostic investigations covered under PCPNDT Act viz. Ultrasonography, Color Doppler, Echo-cardiography etc., the centre must have a valid PCPNDT registration from appropriate authority and following all norms of PCPNDT including qualified machine, person and place as per PCPNDT Act.
 8. In emergency the Diagnostic Centre should be available to perform the tests round the clock and submit the reports as per requirement of railway hospital. In case of emergency, center will have to collect the sample within one hour of call and deliver report preferably on the same day at the earliest to the hospital.
 9. All the work done by the Empanelled Centre will be subject to approval of CMS, NWR, Bikaner or any of his/her subordinate(s) duly appointed by him/her.
 10. Investigations of the patients is to be done as and when they report to you with relevant refer letter duly signed by treating doctor and one authorized signatory as per railway policy.
 11. All routine OPD patients will report the empanelled centre along with Referral-Slip duly signed by the referring doctor along with authorized signatory and/or Chief Medical Supdt., NWR, BKN. Diagnostic Centre must make arrangement to collect samples at their centre from 9am to 4pm everyday.
 12. The empanelled centre/it's representative will honor the referral slip and will perform the investigations only as per the instructions contained in referral slip for the period of twenty four months on each and every day including Sundays and Public Holidays.
 13. For admitted patient in Indoor of Divl. Hospital, Bikaner, empanelled centres will make arrangement to collect samples required for tests along with referral-slip from Hospital itself. Routine report should be delivered latest by the next working day. Tests which take longer time like culture, the report of that should be submitted within a justified time after the test is completed.
 14. There should not be any breakdown time. If some tests are not available in the empanelled centre for a particular time, alternate arrangements should be made available by the Diagnostic Centre to get these tests done from other reputed Centre at

its own cost but this will not be permitted on frequent basis. The rates for these tests will also be admissible as per CGHS/AIIMS/Govt. Rates as mentioned earlier.

15. The Empanelled Centers shall provide the contrast, if any needed for radiological investigations.
16. While performing investigations, any medical emergency like Anaphylaxis or allergy to contrast will be dealt by the empanelled laboratory/diagnostic centre/hospital/imaging centre by its own. The empanelled centre must be equipped to handle such emergencies.
17. The Empanelled Centre will conduct investigations on cashless basis and submit the day-to-day bill on monthly basis along with original referral slip of required investigations and photocopy of report /result of investigation. Empanelled Centre has to submit the summary in Duplicate of the tests done during the entire month. Bills should be submitted in favour of Chief Medical Supdt., NWR Bikaner. Payment shall be made through cheque or ECS by Sr. Divl. Finance Manager/N.W.R./Bikaner.
18. Deduction of Income Tax (TDS) along with surcharge will be made as per income tax rules. Other deduction as per state and centre policy will apply accordingly.
19. Diagnostic centre must have office arrangement to provide required printed report duly signed by the qualified person. The report for each patient must be given to the patient/ attendant on OPD basis and for indoor patients, cases of emergency reports on daily basis should be sent to N.W.R. Divisional Hospital Bikaner (at Lalgah). The reports of investigations must be stored in soft copy in computer at the empanelled diagnostic centre for at least one year for comparison and must be supplied as & when demanded.
20. If by any cause, centre fails to carry out the assigned job and the investigation could not been performed at empanelled centre or any other centre arranged by them, then cost of that investigation with penalty of Rs. 100/- on each test will be deducted from monthly bill produced for payment.
21. The Empanelled Laboratory agrees that in the event of any question or any request or dispute arising in connection with this MOU, the decision of CMS, N.W. Railway, Bikaner will be final.
22. The Empanelled Centre will at all times obey and abide by the all instructions given to it from time to time by Railway administration deputed for the purpose.
23. The Empanelled Centers agrees to indemnify by the railways against all claims, which may be made under the workmen's compensation Act 1993 and Minimum Wages Act.
24. The Empanelled Centre or his authorized representative will be responsible for work personally & subletting the work is not permitted.
25. The Chief Medical Supdt, NWR, BKN retains the powers to extend the currency of the empanelment to a further period of six months on the same rates and conditions of MOU.
26. The Empanelled Centre has to submit Income Tax Clearness & Experience Certificate of last two years.
27. Feedback of patients regarding empanelled centre and its reporting will be taken from time-to-time and accordingly instructions will be given to the empanelled centres for any change required which will be binding to the empanelled centre. Any change in infrastructure must be informed to CMS.