



**DIRECTORATE (MEDICAL) NOIDA
Employees' State Insurance Corporation
ESI Model Hospital
Sector-24 Noida- 201301**

“Tender Document and General condition of contract”

**Work Name – Annual Repair & Maintenance of E.S.I
Model Hospital, Staff Quarters at Noida Sec-24 & ESI
Dispensary at Noida Sec-12 & 57.For the year 2009-2010**

JOINT DIRECTOR (ADMN)

Notice Inviting Tender Employees' State Insurance Corporation

**INVITATION OF BIDS FOR MAINTENANCE WORK OF ESI HOSPITAL &
STAFF QUARTERS SEC-24, ESI DISPANSARY SEC-12 AND -57 NOIDA - 271308**

Sealed Offers under two envelope system are invited from eligible contractors for providing Annual repair and Maintenance Services listed under scope of work in the bid document.

Details of the project for which tenders are invited are as follows:-

Nature of Facility- Hospital & Staff Quarters, Dispensary

1. Total plot area of Hospital & Staff Quarters Sector 24, Noida : 10 acres.
 - (a) **ESI Model Hospital, Sector-24, Noida**
Total covered area- 8995.83 sq.mtrs.
 - (b) **ESI staff Quarters, Sector-24, Noida**
Total covered area-3848.32 sq.mtrs.
2. **ESI Dispensary Sector 12, Noida**
 - (a) Total area of the dispensary : 0.61 acres
 - (b) Total covered area: 334.5 sq.mtrs.
3. **ESI Dispensary Sector 57, Noida**
 - (a) Total area of the dispensary : 0.28 acres.
 - (b) Total covered area : 277.44 sq.mtrs.

Scope of Services to be provided :-

The agency will be responsible for Repair and Maintenance of following items of work:

- (a) Electrical works including H.T., L.T. panels, Relays, Substation, Street - lights, Internal wiring , Sinages, Staircase lights, etc.
- (b) Bulding repair and maintenance of Civil works including water supply, sanitation, plumbing , storm krainge & sewage disposal.
- (c) Landscaping and horticulture.
- (d) Repair and day to day maintenance of Generators, pumps, tubewell.
- (e) Air conditioning.

Estimated Approximate cost of the works is Rs.71.00 lakhs.

INSTRUCTIONS TO THE TENDERERS

1. Sealed tenders under two envelope system in the prescribed forms are invited from eligible tenderers for providing Annual repair and Maintenance services listed under scope of services in this bid document.
2. The amount of earnest money deposit (EMD) shall be **Rs.1,43,000/-** (Rupees one lack Forty three thousand only) in the form of DD/Pay Order, drawn in favour of **ESIC Fund A/c No.1(Medical)** payable at **Noida**.
3. Tender form should be completed in all respects. Incomplete tenders or tenders without E.M.D. shall be treated as invalid.
4. Last date of submission of tender is 20.03.2009 upto 1.00 PM.
5. Date and time of opening of tender is 20.03.2009 at 2.30 PM
6. Each and every page of the tender documents should bear the stamp and signature of the authorized representative. Format-I , II & III enclosed shall be filled without exception. The tenderers shall also enclose the latest Income Tax Clearance Certificate and proof of VAT/works Contract Tax Registration wher ever applicable.
7. The rates for each and every item shall be quoted in Figure and words. In case of any discrepancy in rates, the rates written in words shall prevail.
8. The envelope containing tender documents shall be sealed and bear the name of work and the name and address of the tenderer.
9. The site for the work is available and can be seen on any working day during office hours by contacting Engineering Cell / Representative.
10. The Competent Authority of ESIC, reserves the right to accept or reject any tender or all tenders without assigning any reason.
11. Conditional tenders are liable to be rejected.
12. The tender for the work shall remain open for acceptance for a period of sixty days (60) from the date of opening of tender.
13. These instructions shall form part of the contract document.
14. The EMD of unsuccessful tenderers shall be refunded within one month after the award of work to the successful tenderer.
15. Rates quoted shall be firm and fixed and are inclusive of **cost of manpower, material, machinery, tools and plant etc, all taxed** (including service tax), **duties and levies, insurance, etc. and no escalation of whatsoever nature shall be payable.**

16. The Tender envelope should be super scribed with Annual Repair & Maintenance of ESI Model Hospital, Noida, Staff Quarter Sector -24 Noida & ESI Dispensaries at noida Sector-12 & 57.

1. **Eligibility criteria:-** The tenderer should have minimum two years experience in works of similar nature. The tenderers should have undertaken/completed the following work in the last 3 years.

(a) One similar work of value not less than rupees 71.5 lakhs per annum
(Equal to the value of work to the executed)

OR

Two similar work of value not less than rupees 35 lakhs per annum.
(Equals to 50% of the value of work to be executed)

(b) The tenderer would be required to establish its office within the site of the work in the space provided by the ESIC.

2. **Submission of bids:-** Proposals should be submitted in two separate envelopes namely, '**Technical Bid**' and '**Financial Bid**'. The technical and financial bids duly sealed in separate envelopes must be kept inside a single third envelope and clearly superscribed as "Annual Repair and Maintenance work of ESI Hospital & Colony Sector – 24, ESI dispensary 12 and 57 Noida." The envelope should be clearly marked as "Technical Bid" (Envelope-I) and 'Financial Bid' (Envelope-II). This third envelope shall also contain the EMD.

3. **Evaluation of Technical Bids:** Bids received and found valid will be evaluated by the ESIC to ascertain the best-evaluated bid for the complete work/services under the specifications and documents. The tenderer should take care to submit all the information sought by the ESIC in prescribed formats.

(a) Firm's relevant experience and strength- Profile of agency, registration details with statutory departments experience of similar works, annual turnover, total manpower employed.

(b) Qualification/Related experience.

4. **Financial Bid:** The financial bid of the tenders whose technical bid is found to be suitable will be opened in the presence of the tenderers, who choose to attend the opening of financial bid. Minimum two-day notice will be given to tenderer for this purpose.

5. **Award of work:**

(i) The selection of the agency will be at the sole discretion of the ESIC who reserves its right to accept or reject any or all the proposal without assigning any reason.

(ii) The contract for the Annual Repairs and Maintenance shall be awarded to be best qualified responsive tenderer.

(iii) Upon evaluation of offers the notification on award of contract will be intimated to successful tenderer.

6. Duly filled tender document shall be deposited by hand delivery in the office of ESIC at Administrative Office, ESI Hospital, Sec-24, Noida.
7. **Period of work**: The period of Annual Repair and Maintenance work is only **12 months**
(From 1.4.09 to 31.3.10)

Joint Director(Admin)
ESI Model Hospital, sector-24
Noida- 271308

Name of Work:- Annual Repair & Maintenance of ESI Model Hospital, Staff Quarters at Sector-24, ESI Dispensaries at Sector 12 & 57 Noida- 201301, (Civil Works) ,Year 2009-10.

CIVIL WORK (BOQ)

Sl.No	Description of work	Quantity	Rate	Amount	
				In fig.	In words.
1(a)	Repairs to plaster of thickness 12 to 20 mm in patches of area 2.5 sqm and under with cement mortar 1:4 (Fine sand) including disposal of rubbish.	1000sqm			
1(b)	Same cement mortar as above but coarse sand.	200sqm			
2	Brick work with F.P.S bricks of class designation 75 in superstructure above plinth level. Cement mortar 1:4	60cum			
3	52 mm thick C.C floor with hardener taping with 1:2:4 cement, sand & aggregate of 20 mm.	125sqm			
4	Repairing of 40 mm thick marble chips flooring, rubbed and polished to granolithic finish Dark shade pigment with cement.	65sqm			
5	Providing & repairing precast terrazzo tiles 22 mm thick graded marble chips of Size 2 mm laid in floor of 20 cm thick bed of cement mortar in 1:4	20sqm			
6	Providing & fixing kota stone slab flooring over 20 mm average thick base laid over & jointed with pigment to match the shed with base of 1:4 cement mortar.	30sqm			

7	Repairing of mud phaska covered with tiles or bricks in cement and replacement grouted in 1:3 cement & fine sand.	100sqm			
8	Providing & fixing 25 mm thick shutter for cupboard or almirah super class teak wood including fittings.	75sqm			
9	Providing & fixing curtain rods of 1.25mm thick brass plates with 2 brass brackets fixed with brass screws etc.25 mm dia.	300m			
10	Replacement of steel chowkht of door, window, frames gate and similar works.	400kg			
11	Providing & fixing paneled and glazed shutters for door windows including ISI marked black enameled MS butt hings 35 mm thick wooden shutters	225sqm			
12	Renewing float glass panes of thickness 4mm with putty and nails.	100sqm			
13	Distempering with oil bound distemper of approved brand (one or two coat)	4000sqm			
14	White washing with lime 2 or more coat.	3000sqm			
15	Removing of old white wash by scraping and to make smooth surface after necessary repairs to scratches etc.	6000sqm			
16	Distempering with dry distemper of approved brand.	3000sqm			
17	Finishing walls with water proofing cement paint of required shape old work (one or more coat)	4000sqm			
18	Painting of door, windows etc. with synthetic enamel	700sqm			

	paint.				
19	Providing & fixing G.I pipe complete with G.I fittings and clamps, including cutting etc. (a) 15mmdia (b) 20mmdia (c) 25mmdia (d) 40mmdia	250m 200m 50m 60m			
20	Polyethylene water tank with cover on top and suitable locking system.	5000lite			
21	PVC connection pipe with brass union 30 cm long 15mm bore.	30nos			
22	As above of 20 mm bore.	50 nos			
23	H.P or L.P ball valve with polyethylene float 15 mm dia.	35 nos			
24	H.P or L.P ball valve with polyethylene float 20 mm dia.	5 nos			
25	Shower rose CP brass for 15 to 20 mm inlet 100m dia.	5 nos			
26	C.I sluice valve (with cap) class I 100mm	2 nos			
27	C.I sluice valve (with cap) class I 150mm	2 nos			
28	C.I sluice valve (with cap) class I 200mm	1 nos			
29	C.P brass bibcock 15 mm	50 nos			
30	C.P brass Stop cock(conceal) 15 mm	5 nos			
31	C.P brass Angle valve 15 mm	5 nos			
32	15 mm PTMT bib cock	20 nos			
33	20mm PTMT bib cock	10 nos			
34	PTMT pillar cock 15mm	30 nos			
35	Supply of PTMT grating 100mm dia	10 nos			
36	Supply of PTMT grating 125 mm dia	5 nos			
37	Supply of PTMT push cock 15mm	15 nos			
38	Supply of Ball cock 20mm complete	20 nos			
39	Supply & fixing of S.W. Pipe with complete fittings	20m			

	10 cms				
40	Supply & fitting of S.W Pipe with complete fittings 15 cm	15m			
41	Supply of Gully trap P type 100x100mm	10 nos			
42	Supply of Gully trap P type 150x100mm	10 nos			
43	Supply of Gully trap P type 180x150mm	10 nos			
44	Supply of Circular shape 560 mm dia precast RCC manhole cover with frame.	25nos			
45	(a) Supplying & fixing of PVC Pipe with all fittings – 15mm	25m			
	(b) Supplying & fixing of PVC Pipe with all fittings – 20mm	40m			
	(c) Supplying & fixing of PVC Pipe with all fittings – 25mm	50m			
	(d) Supplying & fixing of PVC Pipe with all fittings – 40m	70m			
46	Cleaing of Manhole, drain & water tank 3 times in a year	L/S			
47	Supply & fixing of W.C.pan of size 580x440 mm with trap, cistern & all fittings.	20 nos			
48	Supply & fixing of W.C pan (European with cistern & all fittings confirming IS : 7231	5 nos			
49	Supply & fixing white vitreous china flat base lipped urinal pot with all fitting & cistern.	10 nos			
50	Supply & fixing of Wash basin with bracket & all fittings size 630x450 mm with a pair of 15 mm CP brass pillar taps.	20 nos			
51	Supply & fixing of stainless steel Kitchen sink with all fittings size 610x510 mm	5 nos			

52	Providing & fixing of low level flushing cistern with all fittings conforming to IS : 20 nos7231.	10 nos			
53	For innes Road repairing of 2cm P.C. surfacing with stone grit & mexphalt including tack coat.	100sqm			
54	Supply of Foot rest 30x20x15	10nos			
55	Supply of grating of 500x450 (recast) wigh frame precast RCC grating of with frame 450 x100mm (Horizontal)	5 nos			
56	Precast RCC grating of with frame 450x100mm.	5 nos			
57	Providing & fixing double action hydraulic floor spring of approved brand and manufacture IS: 6315 marked for doors complete in all respect with stainless steel cover plate.	50 nos			
58	Providing & fixing mirror of superior glass & of required sizes shape in Moulded frame with 6 mm hard board backing rectangular 453x357 mm	30 nos			
59	Shutter of doors, window & ventilators including providing & fixing hinges/pivot and making provision for fixing of fittings where ever require Anodized aluminum IS:1868.	200kg			
60	Providing & fixing door stoppers brass hanging type.	100nos			
61	Providing & fixing hydraulic door closer tubular type	30 nos			

62	Providing & fixing in position collapsible steel shutters with vertical channels 20x10x2 mm and braced with iron diagonals 20x5 mm size with top & bottom rail of T-iron 40x40x6 mm with 40mm dia. Complete with paint etc.	24 sqm			
63	HORTICULTURE WORK for Hospital & Dispensaries (including man power & tools supply of Gamla, Plants, Cow dung. Painting of Gamla, walls of Park, Grill, development of existing Park, cutting of Grass, Jungle clearanes ,Disposal of Malwa including repair of local authority pipe line, Brick work repairing and Grill repairing etc.	3500sqm			
64	Maintenance & Operation services of Civil Work such as water supply, sanitation, plumbing, storm drainage, sewage and building repairs etc	Job Work	L/S		

**Name of Work- Annual Repair & Maintenance of ESI
Model Hospital Staff Quarters at Sector-24 , ESI Dispensary
at Sector -12 & 57 Noida .201301.**

ELECTRICAL ITEMS (BOQ)

Sl.No	Detail of Item	Unit	Quantity	Rate	Amount	
					In fig.	In words.
1	Repair & Maintenance of Ceiling / Exhaust Fans with schedule greasing and cleaning etc. (a)Cleaning of Fans once in a Six month regularly	Nos.	300			
2	Rewinding with Copper wire of Ceiling / Exhaust fan motor. (a)Painting of Ceiling Fans once in a year	Nos.	60 300			
3	(a)Repair and Maintenance of Tube Light. (b) Replacement of Tube Light (Preferably Philips or Surya make) © Chock of Copper Rewound ISI mark.	Nos.	600			
4	Repair of Water cooler and maintenance with Tulu Pump replacement.	Nos.	100			
5	Repair and supply 16 Amp MCB SPN	Nos.	50			
6	Repair and Supply of 63 Amp MCB capacity.	Nos.	15			
7	Repair & Maintenance and Replacement of Air Condition, Top box.	Nos.	25			
8	(a)Repair & maintenance of Flood Lights (b) Chock ISI mark & H.S.P.V Lamp 200 watt.	Nos.	20 20			
9	Repair & replacement of MCB of Panels and maintenance and monthly checking and lightness of cables and cables Lug checking.	Nos.	60			

10	Maintenance & Repair of Street light checking. Monthly checking for tightness, periodical checking of Insulator and cleaning with sagging of LT line.	Nos.	80			
11	Repair & Maintenance, supply of condenser filter of A.C (Air Condition) window and regulator servicing periodically, including gas filling.	Nos.	25			
12	Supply and providing, maintenance and repair of 5 Amp , 16 Amp switches bulb's Holders, Ceiling Rose of ISI marked.	Nos.	1500			
13	Supply and replacement , repair and maintenance of electric wiring insulated PVC FR Copper conductor. (a)Single Core 2.5 sqmm Copper cable (b) Single Core 4.00 sqmm Copper cable (c) Single Core 1.5 sqmm Copper cable (d)Single Core 10 sqmm Copper cable (e) Aluminum Cable 3.5 core 50sqmm (f) Aluminum Cable 3.5 core 35sqmm (g) Aluminum Cable 4 core 25sqmm (h)Copper cable 6 sqmm single core. (i) Bottom PVC 20 mm. (j) PVC conduit 25 mm. All above Materials of ISI mark.	Metre	4500			
		Metre	2700			
		Metre	3600			
		Metre	2250			
		Metre	200			
		Metre	50			
		Metre	100			
		Metre	1800			
		Metre	400			
		Metre	200			
14	Maintenance / Repair & operation of substation LT/HT panel by skilled person for 24 Hrs electric supply continuously and to record the electric voltage current power units and to keep completer record.	Nos.	01			

15	<p>Transformer 650 KVA one in number and another transformer 250 KVA in one number. Maintenance and Repair of both , transformer oil to be filtered and centrifuging after 6 month interval. Insulator cleaning monthly checking the continuity and resistance of transformer winding quarterly.</p> <p>One No transformer 650 KVA for Hospital and One No transformer 250 KVA for staff quarter , dehydration of transformer oil 200 lit per year.</p>	Nos.	02			
16	<p>Maintenance, Repair and operation of Two Nos. D.G. sets (Diesel generator sets)</p> <p>1.D.G set 160 KVA capacity. 2.D.G.set 200 KVA capacity.</p> <p>Three services of each D.G. set to be carried out within a year , each service may be carried out after every four months.</p> <p>Material to be used in the contract period.</p> <p>(a)High speed Diesel-25000 liters. (b)Lubricant-Mobile oil-400 liters</p> <p>Make as per maintenance manual. © Distilled water -200 liters.</p>	Nos.	02			
17	<p>Maintenance and operation and Repair of submersible Pumps in tow numbers</p> <p>(a)first Submersible Pump-15 H.P (b)Second Submersible Pump-10 H.P</p>	Nos.	02			

18	Maintenance of Flood light (a)Lamp H.P.S.V 80 watts (b)Chock H.P.S.V 80 watts (c)Lamp H.P.S.V 250 watts (d)Chock H.P.S.V 250 watts (e)Igniter. (f)Halogen Flood light luminaries (g) Maintenance and operation with repair preferably Bajaj make, Halogen 1000 watts. Flood light Assembly. Lamp-1000 watts.	Nos. Nos. Nos. Nos. Nos. Nos. Nos.	30 10 10 10 05 10 10			
19	Replacement of 240 sqmm 3.5 core Aluminum PVC cable ISI marked.	Metre	50			
20	Providing & fixing the energy meter single phase 40 Amp KWH/Unit meter	Nos.	20			
21	Providing & fixing of Bell/Buzzer.	Nos.	50			
22	Requirement of Staff engaged for running of D.G. Sets 200 KVA and 160 KVA and operating panel locking with substation by skilled electrician	Nos.	03/ DAY			
23	Staff engaged to operate the Submersible and Mono block pump	Nos.	02/ DAY			
24	ESI Hospital and Staff quarters with dispensary electrical repair and maintenance and to attend the electrical complaints to make the availability of electric supply round the clock 24 Hrs.	Nos.	04/ DAY			
25	Engagement of Helper to Assist the electrician and to carry the necessary tools and plants.	Nos.	4/ DAY			

NOTE:- The quantity of material may be increased or decreased as per the requirement.

Section VIII Particular condition of contract

A General

GCC1.1(S)	Director (Medical) Noida,ESIC Hospital, Sec-24,Noida-201301 HQ:- Employees State Insurance Corporation , Panchdeep Bhawan CIG Road, New Delhi.
GCC1.1(V)	The intended completion date for the whole of the works shall be 31 th March 2010.
GCC1.1(Y)	The Project-Manager is AE (Electrical)
GCC1.1(AA)	The site is located at ESIC Hospital Sector-24 , Noida -201301
GCC1.1(DD)	The start date shall be 1 st April 2009.
GCC1.1(HH)	The works consist of <u>Annual Repair & Maintenance of E.S.I Model Hospital, Staff Quarters at Noida Sec-24 & ESI Dispensary at Noida Sec-12 & 57.</u>
GCC2.3(I)	The following documents also from part of contract <ol style="list-style-type: none">1. The contract Agreement2. General Condition3. BOQ'S
GCC3.1	The language of the contract is English.
GCC20.1	The site possession date shall be 1 st April 2009.