



HEADQUARTERS  
EMPLOYEES' STATE INSURANCE CORPORATION  
PANCHDEEP BHAWAN, CIG ROAD, NEW DELHI-110002

Dated: 06.05.2013

No. W-17/11/CA/09-PMD

**CIRCULAR**

**Subject:- Special Repair Works of ESIC Buildings through State PSUs on Deposit Work Basis.**

(1) In view of the various references received for expediting the process of special repair works of ESIS buildings, specially of dispensaries, it has been decided by the Competent Authority that:-

(2) The State PSUs, approved by the State Finance Department by a general or a specific order for execution of projects funded out of State funds on "Deposit work basis", would be eligible for undertaking special repair work of ESIS buildings (hospitals, dispensaries etc.) and Branch Offices of ESIC on nomination basis. State Government departments, such as PWD, would also be eligible for the purpose.

(3) A specific state PSU would be selected for undertaking a specific special repair work. The selection will be made by ESIC Hqrs duly keeping in mind the recommendation of the State Labour Department in this regard.

(4) The work will be awarded on "deposit work basis".

(5) The estimated amount of work should be between Rs.15 lakhs and Rs.5 crore.

(6) The following process may be followed in this regard -

a) RDs./JDs(I/c), SSMC/SMC (hereinafter referred to as 'Local ESIC Officer') may first identify the need for such special repair works, either on their own or at the initiative of the State Government.

b) The Local ESIC Officer shall have the scope of work assessed in respect of the special repair required. He will also obtain the recommendation of the State Labour Department in respect of one or more State PSU to whom the work could be considered to be assigned. Estimates will not be required at this stage. He will forward this information to ESIC, Hqrs. Office.

Computer/C:/per/per/minutes of this meeting

वेबसाइट की विषय-सूची का प्रबंधन.....

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- c) PMD, ESIC Hqrs shall examine the said proposal and take a decision (after obtaining approval of the Competent Authority) in respect of assigning the work to an eligible State PSU and convey the same to the Local ESIC Officer with a copy to State Labour Department / State PSU.
- d) The Local ESIC Officer will coordinate with the selected State PSU for getting the detailed plan, with requisite drawings, and detailed estimate prepared for the special repair required. Estimates are to be prepared in accordance with the respective State Schedule of rates or DSR published by CPWD in case of scheduled items. For Non-scheduled items the rates shall be derived based on market rate analysis.
- e) The Local ESIC Officer concerned shall forward the estimates/drawings prepared by State PSU to PMD, ESIC Hqrs., which after necessary verification and vetting and after obtaining approval of competent authority, shall convey the sanction of the estimates/drawings and work allocation to the concerned State PSU.
- f) Based on the sanction of estimates and work allocation to the State PSU, the funds shall be transferred to the concerned Local Office of ESIC which in turn will get an agreement signed between ESIC and the State PSU for executing the work. Fund shall be provided to the State PSU in installments depending upon the progress of the work.

(7) There shall be a Monitoring Committee for monitoring and supervising the preparation of estimate and its subsequent implementation. The Committee shall consist of the followings –

- |   |   |           |
|---|---|-----------|
| * ACS/Principal Secretary / Secretary Labour  | - | Chairman  |
| Department of the State Government  |   |           |
| * A representative of the State PSU concerned   | - | Member    |
| * Director (ESIS)   | - | Member    |
| * Local ESIC Officer  | - | Member    |
|   |   | Secretary |
| * The Chairperson shall have the authority to co-opt other officers in the Committee. |   |           |

This issues with the approval of Director General.

  
(P.R. Dash)  
Joint Director-PMD

Copy to : For information & necessary action:

1. PPS to DG / PS to FC/IC/MC.

2. PS to Chief Engineer.

3. PS to AC (F).

4. All SEs.

5. All RDs/JD(I/cs)/SSMCs/SMCs/MSs ESIC Hospitals/Director Medical Noida & Delhi.

6. Guard File.

*A. W.C.M. for uploading it on ESIC website*

  
**Joint Director- PMD**