



**HEADQUARTERS OFFICE  
EMPLOYEES STATE INSURANCE CORPORATION  
PANCHDEEP BHAWAN: CIG ROAD: NEW DELHI-2.**

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

Dated: 16.05.2013

**CIRCULAR**

**Subject : Special Repairs of ESIC owned buildings and Capital Works within the delegated powers of RDs / JDs (I/c), SSMCs / SMCs/MSs of ESIC hospitals/Director Medical (Delhi & Noida) through the State PSUs on deposit work basis.**

1. At present, special repairs/capital works within the delegated powers of RDs/JDs(I/c), SSMCs/SMCs/MSs of ESIC hospitals/Director Medical (Delhi & Noida) can be done either through government agencies or through tender process from private contractors as per instructions issued vide Hqrs. letter No. W-17/11/1/2008-PMD dtd. 17.04.2009.
2. In view of the various references received for expediting the process of special repairs of ESIC owned buildings, especially, of dispensaries and also facilitating the taking up of capital works of small nature within the delegated powers of officers, it has been decided by the Competent Authority that in addition to the present arrangement, the following arrangement may also be considered:-
  - (i) 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 on nomination basis special repairs of ESIC owned buildings (hospitals, dispensaries etc. and branch offices and other office buildings of ESIC) and also for small capital works. State Government departments, such as PWD, would also be eligible for the purpose.

वेबसाइट की विषय-सूची का प्रबन्धन.....

Website Contents Management.....

डायरी नं./Diary No.....421.....

दिनांक/Date.....23/07/2013

- (ii) The work will be awarded on "deposit work basis" within the delegated powers of RDs/JDs (I/c), SSMCs/SMCs/MSs of ESIC Hospitals/Director Medical (Delhi & Noida) (hereinafter referred to as "Local ESIC Officer").
- (iii) A specific State PSU would be selected for undertaking a specific special repair/capital work.
- (iv) The estimated amount of each work should not exceed Rs. 15 lakhs.
- (v) The following procedure may be followed in this regard :-
- a) Local ESIC Officer may first identify the need for such Special Repairs/Capital Works, either on their own or at the initiative of the State Government/Hospital Development Committee.
  - b) The Local ESIC Officer shall have the scope of work assigned in respect of the special repairs/capital works required.
  - c) The Local ESIC Officer will assign the work to an eligible state PSU and convey the same to the concerned PSU.
  - d) The selected State PSU will submit the detailed plan with requisite drawings and detailed estimates for the special repairs/capital works required. Estimates are to be prepared in accordance with the respective state schedule of rates. For non scheduled items the rates shall be derived based on market rate analysis.
  - e) After necessary vetting by technical staff and concurrence by the Local Finance Officer, the Local ESIC Officer may approve within the delegated powers and convey the sanction of estimates / drawings and work allocation to the concerned State PSU.
  - f) The concerned office of ESIC will enter into an agreement with the concerned State PSU. Funds shall be provided to the State PSU in one or more installments on "deposit work basis".
  - g) There shall be a monitoring committee for monitoring and supervising the execution/completion of work and settlement of advance/dues against the executed work. Committee may comprise of following members:

- \* Local ESIC Officer ---- Chairperson.
- \* A representative of Director, ESIS (for ESIS run institutions).
- \* A representative of State PSU concerned
- \* Assistant Engineer (Civil/Electrical)/Junior Engineer (Civil/Electrical) in the Regional Office/SRO.
- \* In charge Officer-Construction-Member Secretary.
- \* In charge Officer -Finance.

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 (Fin.).
4. All SEs.
5. All RDs/JD(I/cs)/SSMCs/SMCs/MSs ESIC Hospitals/Director Medical Noida & Delhi.
6. Guard File.

- 7- D.D (PMD) Sh. Yadav Ji.
- ✓ 8. W.C.M. for uploading it on ESIC website

  
Joint Director- PMD

Received on  
23/7/13