



**INDIRA GANDHI E.S.I. HOSPITAL**

**Jhilmil, Delhi - 110095**

(An ISO -9001:2000 CERTIFIED)

**TENDER FOR CYCLE/SCOOTER/CAR STAND CONTRACT IN THE PREMISES OF**

**I.G. E.S.I. HOSPITAL, JHILMIL, DELHI-110095.**

**To be returned duly completed**

**By the tenderer.**

To,

**The Medical Superintendent,**

I.G. ESI Hospital,

**JHILMIL, DELHI-110095.**

Sir,

In response to your letter No.DM(H)JMW-12/15/07-08/Tender/ Parking/Estate dated - -2009 regarding running of Cycle/Scooter/Car Parking stand at I.G. ESI Hospital, Jhilmil, Delhi, I offer to hold the cycle/scooter/car stand contract on the terms and conditions set forth in the tender document at the monthly license fee of Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_) payable to the Medical Superintendent, IG ESI Hospital, Jhilmil, Delhi-110095 enclosed as desired.

A demand draft for Rs.20,000/- (Rupees twenty thousand only) in favour of "ESIC Fund Account No. I, IG ESI Hospital, Jhilmil, Delhi" is enclosed as desired.

My experience in the trade is for \_\_\_\_\_ years \_\_\_\_\_ months for which certificates are enclosed.

Yours faithfully,

Sign. \_\_\_\_\_,

Name and Address \_\_\_\_\_

Of the firm with \_\_\_\_\_

Seal \_\_\_\_\_

Encls.: 5 Nos (Page2-6).

**TERMS AND CONDITIONS OF TENDER FOR CYCLE/SCOOTER/CAR STAND CONTRACT  
IN THE PREMISES OF IG ESI HOSPITAL, JHILMIL, DELHI-95.**

1. The contractor shall hold cycle stand contract in the ESI Hospital, Jhilmil, for safe custody of cycles, scooters, motor cycles (including other type of two wheeler vehicles) and cars belonging to the visitors, staff, employees of IG ESI Hospital, Jhilmil, Delhi and sub office of the Maintenance Agency etc.
2. The contract unless terminated earlier shall be for a period of one year (subject to quarterly review of the performance of the contract by duly constituted committee, if required) from the date of execution of the contract.
3. That the contractor shall be allowed to use cycle stand near the main gate of IG ESI Hospital, Jhilmil, Delhi, solely for the purpose of parking cycle, scooter, car etc. entrusted to him for safe custody. No structure of any kind shall be built up by the contractor except with the prior permission of the Medical Superintendent / Officer Authorized. No vehicle of any third party should be allowed to be parked inside other than Insured Person/ Relatives visiting the hospital/ Beneficiaries/ Staff/ Official Visitors.
4. Based on the satisfactory report of the review committee, the contract can be renewed further on mutual agreement after the expiry of the tenure.
5. The contractor shall not charge more than the rates indicated below against each vehicle from those who entrust the safe custody of their vehicles to the contractor and will have to issue printed slip bearing the rates being charged from them, separately for cycle, scooter, car etc. The parking slips issued by the contractor shall be valid for 24 hours.

Cycle	Rs. 2.00
Scooter/Motor Cycle	Rs. 3.00
Car/Jeep	Rs. 5.00

The contractor shall display the above rates on the Notice Board, which will be fixed near the cycle stand.

In the event of theft, loss or damage etc. to the vehicles/ accessories, while in the safe custody of the contractor, the contractor shall compensate the owner of the vehicle to the extent of the loss mutually agreed upon with the contractor and the owner. Medical Superintendent IG ESI Hospital shall not in any way accept responsibility regarding the claim arising out of such damage/loss.

6. The cycle stand shall remain open every day for 24 hours and the contractor or his agent shall always be present at the cycle stand during 24 hours.
7. The contractor shall deposit equal to two months licence fee as Security Deposit in the ESI Fund Account No. I. It will not carry any interest and shall be refunded only after the contract is completed to the satisfaction of the Medical Superintendent. In case of breach of any of the terms and conditions, the same or any part of thereof shall be forfeited.

(Sign. with date and seal of the tenderer)

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8. That the licence fee shall be payable in advance equal to one months licence fee by 10<sup>th</sup> of each month which shall be payable immediately on the signing of the agreement. If the licence fee is not paid by the due date the contract will be terminated and the contractor shall vacate and hand over the open space to the Medical Superintendent without any resistance and obstruction. This is without prejudice to any other action, which may be taken against the contractor.
9. The contractor shall not allow the use or the space or any part thereof for any purpose to any party. The open space shall only be utilized for the bonafide purpose of this contract and no addition/alteration of any kind will be allowed.
10. That the contractor shall keep the space neat and clean and shall not do any things in or outside the space provided to him, which may cause nuisance or the source of annoyance.
11. That the contractor shall not charge from the employees of the ESIC/CPWD/Annual Repair Maintainance agency or other agency/ Media Person on duty etc. It will not be binding on the staff to compulsorily park their vehicles at the cycle stand. Peons performing Dak Duty of ESI Dispensaries and other Government Officers/State Officers shall be allowed on production of authority letter, the use of the cycle stand while on the official duty without any charges being paid to the contractor. The contractor will be required to issue slips mentioning the charges for keeping the cycles, scooters, motor cycles and car etc. at the cycle stand to the owner.
12. The successful tenderer / contractor will have to sign contract agreement deed with the competent authority on a non-judicial stamp paper worth Rs.100/- (Rupees one hundred only) and the expenses on this account will be borne by him/her.
13. If the contractor fails any time to render the services to the satisfaction of the Medical Superintendent or if the contract is rescinded due to any default on the part of the contractor, the Medical Superintendent may at his option get the work done by the other party or enter into the fresh contract for the un-expired portion of the contract at the risk and expenses of the contractor.
14. The overall control and supervision of the cycle stand remain vested with the Medical Superintendent who shall at all hours be entitled to inspect the services rendered or determined, bonafide use of the cycle stand or in connection with fulfillment of the other terms and conditions of the contract.
15. The contractor shall supply his two passport size photographs for fixing on agreement and one attested photocopy of the voter identity card or other residential proof of address.

(Sign. with date and seal of the tenderer)

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16. The contract can be terminated by the Hospital Authorities by giving a notice of one month in advance at anytime without assigning any reason thereof.
17. The contractor shall full-fill and diligently comply with all general directions and special orders of the Medical Superintendent or the Officer Authorized by him. Any matter arising out of this contract shall be referred to the Medical Superintendent and his decision shall be final and binding on the contractor.
18. Earnest money of Rs.20,000/- (Rupees twenty thousand only) should be deposited by Demand Draft payable at Delhi in favour of "ESIC Fund Account No. I, IG ESI Hospital, Jhilmil".
19. The contractor shall not engage any sub-contractor or transfer the contract to any person.
20. In case of any disagreement or dispute between the hospital authorities (i.e. Medical Superintendent) and the contractor arising out of or due to the terms and conditions of contract agreement, the Medical Superintendent shall have the discretion for settlement of such disputes by appointing a Sole Arbitrator and the award so made by the Arbitrator shall be final and binding on both the parties. Jurisdiction shall be Delhi only for any dispute.
21. The ESIC will not be responsible for any injury or loss of life of personnel deputed by the contractor which may take place in course of their deployment.
22. Tax collection at source under Section 206-C, if applicable will be made as per rules.
23. The earnest money of the tenderers whose tenders are not accepted will be refunded without any interest thereon after the award of the contract.
24. In case, the contractor to whom the contract is awarded, fails to accept the offer, the Medical Superintendent shall have the right to forfeit the earnest money deposited by the contractor and any loss occurred due to the non execution of the contract can also be recovered from the contractor as decided by the Medical Superintendent. No correspondence, conference in this regard will be entertained.
25. The quotation would be valid for a period of six months subsequent to the date on which tender box is opened.
26. If any personnel engaged by the contractor is found indulged/indulging in illegal and intolerable activities is to be handed over to the Police or any other administrative action as deemed to be fit against him will be taken.

(Sign. with date and seal of the tenderer)

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27. The Contractor shall be responsible for the proper conduct and behaviour of the staff engaged by him.
28. The terms and conditions contained herein shall form part of and shall be taken as if they were included in contract agreement to be entered into by the contractor.
29. The tenders complete in all respect will be accepted in a sealed cover only on 09.12.09 upto 1:00 PM and the same may be opened on 09.12.09 at 2.30 P.M. at the office of the Medical Superintendent, IG ESI Hospital, Jhilmil, Delhi in the presence of tenderers or their representatives who wish to be present.
30. The Medical Superintendent, IG ESI Hospital reserves the right to accept or reject any or all tenders without assigning any reason and will not be bound to accept the lowest tender.
31. Contractor will be responsible for any loss or damage of any vehicle parked under their care. Hospital will not accept any responsibility regarding the claim arising out of such damage / loss.

### **UNDERTAKING**

I have carefully gone through the contents of the tender and I undertake to abide myself by all the terms and conditions set forth.

Signature \_\_\_\_\_

Date:

(Name and address of the tenderer with seal)

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**LIST OF DOCUMENTS TO BE ATTACHED ALONGWITH THE TENDER**

1. Demand Draft for Rs.20000/- payable at Delhi.
2. List of institutions with period to whom similar services are/were being provided, if any.
3. An attested photocopy of the contract already entered with any Government or well reputed organization.

(Signature of the tenderer alongwith the seal)

