



**HEADQUARTERS
EMPLOYEES' STATE INSURANCE CORPORATION
PANCHDEEP BHAVAN: C.I.G. ROAD, NEW DELHI-110002.**

No. W-17/13/31/ARM/2018 - PMD

Dated: 12/06/2018

Superintending Engineer (WZ)

ESI Corporation

108, N.M. Joshi Marg,

Lower Parel, Mumbai-13

Subject : Execution of SR / ARM / Capital Works by ROs under new DOP – regarding approval of tender document etc.

Reference : Y.O. L. No. 31-W-20 Gujarat/WZ PMD/2016 ; Dated : 10/05/2018

Sir,

With reference to the above, it is to intimate that recently DoP has been given to engineers at various levels (SE / EE / AEE / AE) to accord Technical Sanction to the Detailed Estimate as well as framing NIT / tender documents etc. in accordance with CPWD norms so that the works get executed expeditiously and with due diligence.

Regarding approval of tender document from HQ, it is to intimate that no specific approval is required as the NIT / tender document and other relevant procedure for execution of public works need to be framed / adopted in accordance with CPWD norms and CVC / GFR guidelines. It is to further clarify that the required tender document may be finalized by SE / EE / AEE / AE at their own level for the works costing within their DoP without referring the matter to HQ as it is not needed. The reference from tenders floated by CPWD, may be taken in case of any doubt as these are based on Govt. approved norms and CVC / GFR guidelines. Additional relevant features from other govt. organizations can also be incorporated by the respective engineers in the tender document if found proper and contextual for particular work if any so as to make the tender document more contemporary and suitable for the specific requirement of the piece of work under consideration.

The tendency of field officers for referring each and every matter to HQ without exercising their own power is not desirable as it leads to enormous delay which could have been easily avoided by putting a little more efforts. It is to emphasize that in various meetings with senior officers in HQ, DG has expressed his displeasure over delay in executing especially SR works across the country for the buildings which are in dire need of such works for maintaining their functionality and serviceability to a reasonable level for providing better medicare facilities from improved infrastructures.

In view of the above, it is advised to all concerned to immediately finalize the tender document / NIT etc. required for taking up of large number of SR and other works pending in their respective jurisdiction. All EEs / AEEs / AEs are also directed to follow the above said procedure for getting the works executed expeditiously and with due diligence without further loss of time.

This is issued with the approval of Competent Authority.

Yours faithfully,


**(Sudip Dutta)
Chief Engineer**

Copy to :

1. PPS to DG
2. PS to IC (PMD)
3. PS to CE
4. Regional Director, ESI Corporation, 108, N.M. Joshi Marg, Lower Parel, Mumbai-13
5. Web Content Manager for uploading on the ESIC Website.

Chief Engineer