



REGIONAL OFFICE
EMPLOYEES' STATE INSURANCE CORPORATION
(Ministry of Labour & Employment, Government of India)
PANCHDEEP BHAWAN, HOUSING BOARD,
PHASE-1, SAI ROAD BADDI (H.P)-173205
Tel-01795-245961, E Mail: rd-hp@esic.nic.in
[Web Site: www.esic.nic.in](http://www.esic.nic.in)

Re - Tender
For
“ANNUAL REPAIR & MAINTENANCE (CIVIL & ELECTRICAL)”
At REGIONAL OFFICE BADDI (H.P.)

BID DOCUMENT

Issued by: -

(Regional Director)

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No.-HP14/W/11/14/2013/Const.(NIT)-Vol-II

Date:- 22/08/2019

Notice Inviting Re-Tender

“ANNUAL REPAIR & MAINTENANCE (H.P)”

1. Re-Tender in two bid system through e-procurement solution are invited by the Regional Director, ESI Corporation, Housing Board, Phase-1, Sai Road Baddi (H.P.) for Annual repair & Maintenance/Services of **Civil & Electrical work** for a period of one year (2019-20). Bids are invited from Eligible and Registered Contractors of C.P.W.D.s /State P.W.D.s./M.E.S./ Railways/BSNL Civil & Electrical or any other Government Body as Civil & Electrical Contractor for Annual Repair & Maintenance (**Civil & Electrical works**) for **ESIC, Regional Office, Panchdeep Bhawan, Housing Board, Phase-1, Sai Road, Baddi (H.P)**.

Sl. No.	Item	Detail
1	Name of work	ARM (Civil & Electrical Work) for ESIC, Regional Office, Panchdeep Bhawan, Housing Board, Phase-1, Sai Road, Baddi (H.P). for the Year 2019-20
2	Time for Completion	One year
3	Estimated Cost	Rs. 9,80,666/- (Rs. Nine Lakh Eighty Thousand Six Hundred Sixty Six Only)
4	Earnest Money Deposit (EMD)	The amount of Earnest Money Deposit (EMD) of Rs. 20,000/- (Rs. Twenty Thousand only) which shall be in the form of deposit through Demand Draft/Bankers Cheque or in form of Bank Guarantee from nationalized Bank in favor of ESIC FUND ACCOUNT No.1, payable at Baddi . Please note that the Bids received without the EMD will not be considered and will be summarily rejected.

5	Tender Document	The tender document may be downloaded from www.esic.nic.in and https://eprocure.gov.in/eprocure/app from 22/08/2019 to 12/ 09/2019 . And need to be apply online through e-procurement portal https://eprocure.gov.in/eprocure/app
6	Last Date of submission	Technical and Financial bid must be submitted online at https://eprocure.gov.in/eprocure/app during period from 22/08/2019 to 12/ 09/2019 till 12:30 PM . However, bidders are required to submit Tender documents along with all annexure including Technical & Financial bid hardcopies dully signed by the bidder during period from 22/08/2019 to 12/ 09/2019 till 01:00 PM in Tender box kept in reception at Ground floor of ESIC Regional Office, Baddi (H.P)-173205 and the same may also be sent through registered post on the address Regional Director (PMD Branch), ESIC Regional Office, Panchdeep Bhawan, Housing Board, Phase-1, Sai Road, Baddi (H.P)-173205 in addition to submitting it online. Bids submitted by post must received by the date and timing specified for receiving bids. If any bid sent by post is received beyond the closing timing for receipt of bids, the same will not opened and considered invalid bid. Bids submitted through any other mode apart from the mode as mention will not be accepted.
7	Date of opening tender:	The Technical bids of tenders shall be opened in the presence of the tenderers who choose to be present on 13/09/2019 at 02:30 PM in Room No. 201, 2nd floor, ESIC Regional Office, Baddi (H.P). In case 13/09/2019 is declared a public holiday, tenders shall be received & opened as per above schedule on next working day. Financial bids of those bids who are found technically qualified shall be opened on 13/09/2019 at 03:30 PM

Regional Director
Employees' State Insurance Corporation,
ESIC Regional Office, Baddi (H.P)

Annexure-B

Instructions for Online Bid Submission

(Department User may attach this Document as an Annexure in their Tender Document which provides complete Instructions for online Bid submission for Bidders)

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:

<https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Online bidder Enrollment” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify/nCode/eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC/e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS /e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee /EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Other wise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener’s public keys. Over all ,the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 7) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) Upon the successful and timely submission of bids (i.e. after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be

displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

- 9) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

ELIGIBILITY CRITERIA FOR BIDDERS

SL. NO.	COMPONENT OF WORK	ESTIMATED COST (Rs.)	ELIGIBILITY
1.	CIVIL & ELECTRICAL WORKS	9,80,666/-	Registered contractors of C.P.W.D.s /State P.W.D.s./M.E.S./ Railways/BSNL Civil & Electrical wing or any other Government body as Civil & Electrical Contractor
			Rest Eligibility condition as given below.

1. The bidder should have **minimum three years experience** as on Last day of the month 31st of March 2018. (Similar nature of works means that the applicant should have completed the Repair/Maintenance to Building works including the plastering, Brickwork, RCC, Steel Reinforcement, PCC, Waterproofing whitewashing work, painting works to internal & external surfaces of building, renovation work, Flooring work, joinery work, water supply, sanitary installation & drainage repair work, boundary wall repair , sewer line etc and Electrical Repair/ Maintenance to Building including internal and external electrification work, electrical maintenance of electrical equipments etc. in Central Govt. offices/ State Govt. offices/ attached offices/ statutory bodies/ PSU departments). [License/ Registration copy, as mentioned in point no. 1 above, must be 3 years old in continuation].
2. Average Annual Financial turnover during the last 3 years, ending 31st of March 2018 the previous financial year, should be at least 40% of the estimated cost. Financial years i.e. 2015-16, 2016-17 , 2017-18 [Document to be provided as mentioned in Annexure D: Para-2.2 (h) .
3. The applicant should have also successfully completed similar works in Central Govt. offices / State Govt. offices / attached offices / statutory bodies / PSU departments during last Three years ending < 31st of March 2018 > either of the following :
 - a) Three similar completed works costing not less than the amount equal to 40% of estimated cost
 - or
 - b) Two similar completed works costing not less than the amount equal to 60% of estimated cost
 - or
 - c) One similar completed works costing not less than the amount equal to 80% of estimated cost put to tender

(Their completion certificate along with cost of the work, period and nature of work in the prescribed Performa of the concerned department duly signed by the competent authority should be furnished)

4. The Tenderer should have the registered / Branch office in any one of the States i.e Himachal Pradesh, Punjab, Haryana, Chandigarh, Delhi , Uttarakhand and J&K. [Document to be provided as mentioned in Annexure D : Para -2.2 (d)].
5. Self-certificate that they have not been indicted for any criminal, fraudulent or anti-competition activity and has not been blacklisted by any Govt. departments.
6. All documents as stated in point no. 2.2 of Annexure – D must be submitted in Technical Bid.

INSTRUCTIONS TO THE BIDDERS

1. Earnest Money Deposit :

1.1 The amount of Earnest Money Deposit (EMD) of **Rs. 20,000/-**(Rs. Twenty Thousand only) which shall be in the form of deposit through Demand Draft/Bankers Cheque or in form of Bank Guarantee from nationalized Bank in favor of **ESIC FUND ACCOUNT No.1, payable at Baddi**. EMD shall be placed in separate sealed cover by writing the EMD for AR&M (Civil & Electrical Work) for ESIC, Regional Office, Baddi (H.P)-173205 on the envelope. If the Earnest Money is not found as per the prescribed manner then Technical/ financial Bid shall not be opened.

1.2 EMD as above mentioned will be accepted in above manner shall accompany the bid.

1.3 EMD shall remain valid for a period of 90 days from the date of opening tender. A bid received without Bid security (EMD) shall be rejected at the bid opening stage.

1.4 The earnest money shall be refunded to the unsuccessful tenderers within 30 days after finalization of the contract.

1.5 Bid security should be refunded to the successful bidders on receipt of performance security.

1.6 No interest is payable on the EMD/SD.

1.7 The bid security (EMD) may be forfeited, if a bidder withdraws his bid during the specified period of bid validity, specified in the bid documents. In the case of successful bidder, if the bidder fails to submit the agreement bond along with performance Guarantee within time specified in the Tender document after awarding of the contract, ESIC shall without prejudice to any other right or remedy available in Law, be at liberty to forfeit the earnest money absolutely.

1.8 Letter of authorization to attend bid opening.

2. Submission of bids:-

2.1 Each and every page of the tender documents should bear the stamp and signature of the person in whose name registration exists or he shall be authorized legally or any representative clearly by mentioning the name and stating that the person can sign the tender documents on his behalf. Format enclosed shall be filled without exception.

2.2 The tenderer should take care to submit all the information sought by the Employees' State Insurance Corporation in prescribed formats. Also, the tenderer

has to give the following documents along with technical bid document manually/ in person/By post in addition to online submission of technical bid document wherever applicable in e-tender solution.

- (a) E.M.D. of Rs. 20,000 /-
- (b) Copy of PAN Card
- (c) Clause by clause compliance demonstrating substantive responsiveness to the commercial condition by signing and stamping on all the pages of the original bid documents in physical submission.
- (d) Copy of Certificate of Incorporation/ Shop & Establishment Registration of Firm / Memorandum and article of Association/ Partnership Deed/ Proprietorship Deed/ Declaration of proprietorship etc. as the case may be. Also Tenderer to provide details for having the Registered Branch office in any one of the States i.e Himachal Pradesh, Punjab, Haryana, Chandigarh, Delhi , Uttarakhand and J&K.
- (e) Audited/self attested copy of Balance sheet/ P & L Account for three financial years (i.e.2015-16,2016-17,2017- 18).
- (f) Copy of Income Tax Return for three years (i.e. 2015-16,2016-17, 2017- 18).
- (g) Copy of GST Registration Certificate.
- (h) Annual turnover of works for immediate 3 consecutive financial years i.e. 2015-16,2016-17,2017-18). duly certified by Chartered Accountant.
- (i) Copy of Satisfactory completion certificate of similar nature of work (as per sr. no. 3 of Annexure –C, i.e. eligibility condition)
- (j) Copy of ESI Registration Certificate.
- (k) Copy of EPF Registration Certificate.
- (l) Copy of Valid License/ Registration copy from C.P.W.D.s/ State P.W.D.s./ M.E.S./ Railways/ BSNL Civil & Electrical or any other government body as Civil & Electrical contractor (Copy of previous registration along with latest renewed registration copy/license to be enclosed).
- (m) Copy of Registration certificate in respect of Central Labour Act 1970 & Contract Labour Central Rule 1970, if applicable.

- (n) Copy of Professional Tax Registration Certificate.
- (o) Annexure L, M, N & other Annexure as applicable
- (p) A self-certificate that they have not been indicted for any criminal, fraudulent or anti-competition activity and has not been blacklisted by any Govt. departments or otherwise.
- (q) Complete Bank Details/ Cancelled Cheque

Technical bid shall be opened on the date as mentioned in NIT. The financial bid of the tender shall be opened only for the tenders which qualify in the Technical bid, on the date as mentioned in NIT.

2.3 Financial Bid:

Financial bid must be submitted online only at <https://eprocure.gov.in/eprocure/app>. The financial bid of the tenderers, whose Technical bid is found to be suitable, will be opened in the presence of the tenderers, who desire to attend the opening of financial bid.

3. Duly filled tender document and offer document may be sent through registered post or may be delivered by hand in the tender box available at reception (Ground Floor) in the Regional office, Employees State Insurance Corporation at the following address :

Regional Director (PMD)
Employees State Insurance Corporation,
Regional Office, Panchdeep Bhawan
Housing Board, Phase-1, Sai Road
Baddi (H.P)-173205

4. The site for the work can be seen on any working days during office hours (9:00 AM to 5:30 PM) Monday to Friday by contacting Deputy Director, PMD Branch, Employees' State Insurance Corporation, ESIC Regional Office, Baddi (H.P). The tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting the tenders, the form and nature of site, the means of access to the site. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed.
5. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.

6. The tender of work shall remain open for acceptance for a period of 90 days from the date of opening of tenders. If any tenderer withdraws his tender before the said period, or issue of letter of acceptance/Intent whichever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable by the ESIC and, shall be without prejudice to any other right or remedy, be at liberty to forfeit entire of the said earnest money.

7. Rights of Acceptance/Rejection:

Regional Director, ESIC Regional Office, Baddi reserves the right to reject all or any tender in whole, or in part, without assigning any reason thereof. The competent authority on behalf of ESIC does not bind himself to accept the lowest or any other tender, and reserves the right to reject any or all of the tenders without assigning any reasons thereof. All the tenders, in which any of the prescribed conditions is not fulfilled or any condition including that of conditional rebate is put forth by the tenderer, shall be summarily rejected.

8. PERFORMANCE GUARANTEE:

The successful contractor will be required to furnish an irrevocable PERFORMANCE GUARANTEE of 5% (Five percentage) of the tendered amount in addition to other deposit mentioned elsewhere in the contract for his proper performance of the contract, (not withstanding and /or without prejudice to any other provisions in the contract) within 7 days of issue of letter of acceptance of tender.

The guarantee shall be in the form of bankers cheque or of Fixed Deposit Receipts pledged to Regional Director (ESI Fund A/c No. 1) or Irrevocable bank Guarantee Bonds of any scheduled bank or the State Bank of India in format as per Annexure-‘J’. In case a fixed deposit receipt of any bank is furnished by the contractor to ESIC as a part of performance guarantee and the Bank is unable to make payment against the said fixed deposit receipt, the loss caused thereby shall fall on the contractor and the contractor shall forthwith on demand furnish additional security to ESIC to make good the deficit.

The performance Guarantee shall be initially valid for a period up to sixty (60) days beyond the Stipulated Contract Period. In case the Contract Period of work gets extended, the contractor shall get the validity of performance Guarantee extended, at his own cost; to cover such extended time for Contract Period.

9. Letter of acceptance of tender shall be issued in the first instance informing that the successful tender in the decision of the competent authority to accept his tender and commencement of work award letter shall be issued only after the performance Guarantee in the prescribed form is received, In case of failure of the contractor to furnish the performance Guarantee within the specified period , The ESIC shall without prejudice to any other right or remedy available in Law, be at liberty to forfeit the earnest money absolutely.
10. SECURITY DEPOSIT: The contractor shall permit ESIC at the time of making any payment to him for work done under the contract to deduct a sum at the rate of 5% of gross amount of each running bill value of the work. Such deductions will be made and held by ESIC by way of Security Deposit. Security Deposit would be released after completion of defect liability period.
11. On acceptance of the tender, the name of the accredited representative (s) of the contractor, who would be responsible for taking instructions from the Employer, shall be communicated in writing to the ESIC.
12. ESI, EPF, GST, inclusive of all cess or any other tax, labour cess, all duties in respect of the contract, must be payable by the contractor.
13. Rates quoted shall be deemed to have inclusive of cost of manpower, material, machinery, tools and plants etc. & including GST, ESI, EPF, Professional Tax, duties and levies, cess, etc as per rule.
14. The tenderers shall produce their valid enlistment with the appropriate authority for all types of taxes, GST,ESI, EPF, Professional tax & any other cess, duty, contribution etc.
15. The contractor shall abide and comply with all the relevant laws and statutory requirements covered under various labour laws such as Minimum wages Act Central Govt., Payment of wages act, contract labour (Regulation & Abolition)act 1970, EPF act, ESI act and various other act as applicable from time to time with regard to personnel engaged for execution of contract
16. Award of work :
 - i The selection of the agency will be at the sole discretion of the Regional Director, ESIC Regional Office, Baddi (H.P) who reserves the right to accept one or to reject any or all the tenders without assigning any reasons thereof.
 - ii The contract shall be awarded to the best qualified responsive tender.
 - iii Upon evaluation of offers, the written notification for award of contract will be intimated to the successful tenderer to start the work.

Sign of contractor.....

Regional Director,
Employees' State Insurance Corporation
Regional Office, Baddi (H.P)

Date :

Place:

SCOPE OF WORKDetails of Premises/buildings :

Serial No.	Name and Address of Building	Nature of Facility
1	ARM (Civil & Electrical Work) for ESIC, Regional Office, Panchdeep Bhawan, Housing Board, Phase-1, Sai Road, Baddi (H.P)-173205	Office Building

Scope of Works/Services:

The agency will be responsible for Repair and Maintenance of following.

1. Attending blockage of drain pipes, gully traps, septic tank and manholes.
2. Attending the leakage from taps and valves, all kind of water pipelines, sanitary fixtures, fixtures for water supply etc. & pre monsoon work
3. Attending rectification of malfunctioning fittings on doors and windows
4. Replacement of broken glass panes of doors and windows whenever needed.
5. Attending rectification /repair to plaster / floors/Concrete/ brick work/Tiling/Ceiling/water proofing/RCC repair etc including in patch work also.
6. Replacement of water supply fitting/sanitary fixtures whenever needed.
7. Periodical cleaning of over-head tanks, underground tanks etc.
8. It will be the responsibility of the Agency to always keep the construction site clean.
9. The agency should ensure all safety precautions for its staffs.
10. Replacement of fuses (all types), repair/replacement of faulty switches, holders, screws etc.
11. Maintenance of all stairs case wiring and Street light & high mast lights.
12. Oiling, greasing of fans (ceiling ,Wall fans and exhaust fans) as and when required.
13. Replacement of wiring, tube lights, bulbs, chokes, starters etc.

14. Rewiring of circuit wiring / point wiring on need basis.
15. Checking of Earthing system and making it functional and effective.
16. Electrical maintenance of Water pumps, bore-wells, motors, submersible pumps and general electric equipments.
17. Electrical maintenance works including HT/LT Panels, relays, internal wiring, signage, staircase lights etc.
18. Operation for Electric substations HT/LT Sub Station, HT/LT Transformers & HT/LT Panels, Capacitors Relays, PA System, Fire Alarm & Fire Fighting System, Fire Generator set, Pump Room, Boiler Systems, & other electro-mechanical equipments.
19. The agency shall maintain the log book of electromechanical equipments like as DG sets, Boiler systems, HT meter, LT reading etc.
20. Maintenance of Manpower Muster Roll & Wage Register.
21. All Tools & Tackles, Plants, equipments and materials required to carry out the Civil & Electrical works at site are to be provided by the Contractor free of cost.
22. The Agency shall be provide worker's name to be contacted with Telephone Nos.
23. Only reputed brand, ISI marked materials would be used in repair work of civil & electrical maintenance works.
24. The work will be executed on Bill of Quantity basis (BOQ).
25. The agency should maintain all possible safety precaution for its Staffs'
26. Repairing, Maintenance and operation of Split AC and Water Cooler.
27. Agency will provide Uniform, Identity Cards, Name bearing Plates and also submit the documents for Bio metric attendance etc. to each and every deployed Staff.

GENERAL CONDITIONS OF CONTRACT

1 Definitions

In the Contract (as hereinafter defined) the following words and expressions shall have the meanings hereby assigned to them except where the context otherwise requires:

- (i) “Employer” means the Regional Director, ESIC Regional Office, Baddi and the legal successors in title to Employees' State Insurance Corporation.
- (ii) “Contractor” means an individual or firms (proprietary or partnership) whether incorporated or not, that has entered into contract (with the employer) and shall include his/its heirs, legal representatives, successors and assignees. Changes in the constitution of the firm, if any, shall be immediately brought to the notice of the employer, in writing and approval shall be obtained to continue performance of the contract.
- (iii) “Contract” means the conditions, the Specifications, the Bill of Quantities, the Tender, the Letter of acceptance, the Contract Agreement (if completed) and such other documents as may be expressly incorporated in the Letter of Acceptance or Contract Agreement.(As per Annexure ‘H’)
- (iv) “Specification” means the specification of the works included in the contract and any modification thereof. The items of works shall be executed in strict accordance of CPWD specifications.
- (v) “Bill of Quantities” means the priced and completed bill of quantities forming part of the Tender.
- (vi) “Tender” means the Contractor's priced offer to the Employer for the execution and satisfactory completion of the works and the remedying of any defects therein in accordance with the provisions of the Contract, Specification as accepted by the Letter of Acceptance. The word Tender is synonymous with “Bid” and the words “Tender Documents” with “Bidding Documents”.
- (vii) “Letter of Acceptance” means the formal acceptance of the tender by Employees' State Insurance Corporation in writing.
- (viii) “Contract Agreement” means the contract agreement (if any) referred to contract agreement as per Annexure ‘H’.
- (ix) “Appendix to Tender” means the appendix comprised in the form of Tender annexed

to these Conditions.

- (x) “Commencement Date” means the date on which the Contractor received the notice to start the works.
- (xi) “Time for Completion” means the time period for which the contract has been allowed to be completed by the employer to the contractor.
- (xii) “Taking Over Certificate” means a certificate issued by employer evidencing successful and satisfactory completion of the awarded work as per contract agreement.
- (xiii) “Contract Price” means the sum stated in the Letter of Acceptance as payable to the Contractor for the execution and completion of the Works and the removing of any defects therein in accordance with the provisions of the Contract.
- (xiv) “Extra Item Price” Any items of works required to be executed in the interest of ESIC but this item not available in the contract agreement shall have to be executed by the contractor as an extra item without any objection. The proposed extra item if available in DSR’ 2016 (Civil) and DSR’ 2018 (Electrical) the rates will be calculated on the basis of DSR’ 2016 (Civil) and DSR’ 2018 (Electrical) rates . Otherwise rates of this item will be analyzed on the basis of prevailing market rates plus 15% contractors profit and over heads and the same has to be accepted by contractor without any objection.
- (xv) “Retention Money” means the aggregate of amount retained by the Employer as Security Deposit.
- (xvi) “Works” means the Permanent Works and the Temporary Works or either of them to be executed in accordance with the contract and contract specifications.
- (xvii) “Site” means the places provided by the Employer to the Contractor for works
- (xviii) “Cost” means all expenditure properly incurred or to be incurred, whether on or off the Site, including over head and other charges but does not include any allowance for profit.

2. Sufficiency of Tender

The Contractor shall be deemed to have based his Tender on the data made available by the Employer and on his own inspection and examination of this site conditions. The acceptance of tender would imply that the contractors has visited the site and made themselves conversant with the type of works incorporated in this tender.

3. Contractor's Employees

The Contractor shall provide qualified and experienced technical staff on site of work in connection with the Works and for remedy of any defects therein.

4. Safety, Security and Protection of the Environment

The Contractor shall, throughout the execution and till completion of the Works and the remedying of any defects therein:

(i) Have full regard for the safety of all persons entitled to be upon the site and keep the site (so far as the same is under his control) and the Works (so far as the same are not completed or occupied by the Employer) in an orderly state appropriate to the avoidance of danger to such persons, and

(ii) Provide and maintain at his own cost all lights, guards, fencing, warning signs and watching, when and where necessary or required by the Engineer or by any duly constituted authority for the protection of the Works or for the safety and convenience of the public or others, and

(iii) Take all reasonable steps to protect the environment on and off the Site and to avoid damage or nuisance to persons or to property of the public or others, resulting from pollution, noise or other causes arising as a consequence of his methods of doing work activities under the contract.

(iv) All safety rules prescribed by the Government shall be strictly observed to execute the work and safety of manpower deployed.

5. (A) Insurance of work by the Contractor for his liability:

(i) During the execution of the work any loss or damage to the property and life of his employee arising from a cause for which contractor is responsible.

(ii) For loss or damage occasioned by the Contractor in the Course of any work carried out by him for the purpose of complying with his obligations.

(iii) It shall be the responsibility of contractor to notify the Insurance Company of any change in the nature and extent of the works and to ensure the adequacy of the Insurance cover at all times during the period of contract.

(B) Damage to Persons and Property

The Contractor shall, except if and so far as the Contract provides otherwise, indemnify the Employer against all losses and claims in respect of :

(a) Death of or injury to any person, or

(b) Loss or damage to any property (other than the Works):

Which may arise out of or in consequence of the Special Repair of the works and the remedying of any defects therein, and against all claims, proceedings, damages, costs, charges and expenses whatsoever in respect thereof.

6. Accident or injury to Workmen

The Employer shall not be liable for or in respect of any damages or compensation payable to any workman under Compensation – Act for death or injury resulting from any act or default of the contractor. The contractor shall indemnify and keep indemnified the Employer against all such damages and compensation and expenses whatsoever in respect thereof or in relation thereto.

7. Evidence and Terms of Insurance

The contractor shall take out appropriate insurance to cover his work and workers and staff employed by him fully. The contractor shall provide evidence to the Engineer/Employer as soon as practicable after the respective insurance have been taken out but in any case prior to the start of work at the Site that insurance required under the Contract have been effected.

8. Compliance with Statutes and Regulations:

The Contractor shall conform in all respects, including by the giving of all notices and the paying of all fees, with the provision of:

(a) Any National or State Statute, Ordinance, or other Law, or any regulation, or bye-law of any local or other duly constituted authority in relation to the execution and completion of the Works and the remedying of any defects therein, and

(b) The rules and regulations of all public bodies and companies whose property or rights are affected or may be affected in any way by the Works, and the Contractor shall keep the Employer indemnified against all penalties and liability of every kind for breach of any such provision.

(c) Any changes required for approval due to revision of the local laws.

9. Default contractor in Compliance

In case of default on the part of Contractor in carrying out such instruction within the time specified therein or, if none, within a reasonable time, the Employer shall be entitled to employ and pay other persons to carry out the same and all costs consequent thereon or incidental thereto shall, be determined by the Engineer and shall be recoverable from the Contractor by the Employer, and may be deducted by the Employer From any payments due, or to become due, to the Contractor and the Engineer shall notify the Contractor accordingly.

10. Time for Completion

The Repair and Maintenance work shall be for a period of one year or as mentioned in the letter of commencement and shall start from the date of issue of letter and shall stands terminated after the expiry of One years or for the period as stipulated in the accepted contract agreement.

11. Extension of Time for Completion

The Repair and Maintenance contract may be extended on the written mutual consent of both Employer and Contractor for a further period of one year .The extension of the period can only be granted on the valid and unavoidable grounds by the Regional Director , ESIC Regional Office, Baddi (H.P) if he satisfies himself on the ground mentioned.

12. Termination of Contract:

The employer reserves it's right to terminate the contract/works by giving 30 days notice at any time during currency of the contract if the services of the agency are not found satisfactory as per the opinion of employer or his representative for which no claim or compensation shall be entertained by the Employer.

13. Liquidated Damages for Delay

If the Contractor fails to complete the work in time then the employer can impose liquidated damages on the contractor @ 1% per week maximum of 10 % of estimated cost.

14. Contractor's Failure to Carry out Instructions

In case of default on the part of the Contractor in carrying out defect rectification works, the Employer shall be entitled to employ and pay other persons to carry out the same and if such work, in the opinion of the Employer, the Contractor was liable to do at his own cost under the Contract, then all costs consequent thereon or incidental thereto shall be determined by the Engineer and shall be recoverable from the Contractor by the Employer, and may be Deducted by the Employer from any payment due or to become due to the Contractor.

15. Instruction for Variations

Quantities given in the Bill of Quantity may increase or decrease from the provision of contract quantity being estimated quantities. The quantity of any particular item may vary to any extent. Variation in quantity in particular items or overall cost, does not entitle contractor to claim for any extra rate then tendered.

16. Method of Measurement

The works shall be measured net, notwithstanding any general or local custom, except where otherwise provided in the Contract. The method of measurements shall be followed as per the CPWD Norms / Specifications.

17. CERTIFICATES AND PAYMENTS

The contractor shall submit a bill in three copies by 7th of every month for the work executed up to the date of previous month in the tabulated form approved by the Employer. The bill must be supported with the following documents.

- a) Measurement of all the works executed.
- b) Abstract of all parts the bill.
- c) Copy of certified attendance sheet of staff /workmen engaged under Part-I along with their copy of wage register, ESI, EPF Challan, Bank statement for salary compliance etc
- d) Complaint registration form (as per Annexure K) duly signed by complainant on satisfactory work completion
- e) A self certificate by agency stating “ They are adhering to all statutory laws including labour laws & minimum wages act”.

Deduction of Income tax & GST

The amount to be deducted towards the income tax & GST shall be at the rate applicable.

18. **Performance Guarantee:**

Within seven days of issue of letter of intent of work/ acceptance of tender, the Contractor shall submit a Performance Guarantee for proper performance of the Contract in the form as specified in the contract. The Performance guarantee shall be initially valid for the duration of the contract period plus 60 days.

The performance security can be en-cashed by the Employer to recover any amount which is payable by the contractor to the Employer on any account for a cause arising out of the contract.

19. Default of Contractor:

If the performance of the contract is not satisfactory and not corrected within 15 days of receiving notice, then employer shall be at liberty to terminate the contract and get the work executed through other means at the risk and cost of the Contractor.

20. Amicable Settlement of Dispute:

The party shall use their best efforts to settle amicably all disputes arising out of or in connection with this contract or the interpretation thereof.

21. Arbitration:

Any dispute and differences relating to the meaning of the specifications, and instructions herein before mentioned and as to the quality of workmanship of materials used in the work or as to any other question, claim, right, matter or thing whatsoever in any way arising out of or relating to the contract, estimates, instructions or these conditions or otherwise concerning the works or the execution of failure to execute the same whether arising during the progress of the work or after the completion or abandonment thereof in respect of which amicable settlement has not been reached shall be referred to the Sole Arbitrator appointed by the Regional Director, Employees' State Insurance Corporation Baddi (H.P), who shall proceed as per the Arbitration Act, 1996.

The Work under the contract shall continue, during the Arbitration proceedings.

The award of the Arbitrator shall be final, conclusive and binding on both the parties.

22. Payment on Termination:

In the event of termination of the contract, employer shall be at liberty to get balance work done at the risk and cost of the contractor and due payment of the contractor, if any, shall be released after the completion of whole of the works.

Regional Director,
Employees' State Insurance Corporation,
Regional Office, Baddi

Sign of Contractor :

Date :

Place:

Particular Conditions of Contract

- CPWD specifications shall be followed. Where not available, BIS/Engineering practice as directed by the Engineer shall be followed. The materials shall be got approved prior to its use for work from the Authorized Office of the ESIC.
- Formats of Performance Guarantee and Contract Agreement are at Annexure J and Annexure I respectively.
- As the work will have to be carried out in building and area in use the contractor shall ensure
 - a) All works involved in this tender is/are in the scope of Contractor, which is/are to be submitted by them to ESIC with the vetting/certification of Government Engineering College/NIT/ IIT before execution of respective and allied work/s.
 - b) That the normal functioning of premises/office Employees' State Insurance Corporation activity is not effected as far as possible.
 - c) That the work is carried out in an orderly manner without noise and obstruction to flow of traffic.
 - d) That all rubbish etc. is disposed off at the earliest and the place is left clean and orderly at the end of a each day's work.
 - e) The work should be carried out by the qualified worker for their part of work. The contractor shall be responsible for their conduct. The staff should behave in a courteous manner. The contractor shall be held responsible for any loss or damage to Employees' State Insurance Corporation property.
 - f) The contractor shall ensure safety of his workers and others at site of work and shall be responsible for any consequence arising out of execution of the Repair & Maintenance work.
 - g) When instructed to do so, the contractor shall ensure proper record keeping and storing of irreparable/dismantled material.
 - h) Water and electricity shall be made available free of cost at nearby source of work .The contractor has to make his own arrangement for use of the same including extending temporarily lines etc. The responsibility for following relevant rules, regulations and loss in the regard shall be entirely that of the contractor.

- i) The contractor shall take proper care during dismantling operations to ensure that there is no danger/damage to any adjoining/existing structures and in case of any damage the contractor shall re-do the work/do the necessary repairs as per direction of the Authorized Officer by Regional Director for which no claim would be entertained by the department.
- j) For any Extra items/substituted items/deviations in quantities of BOQ items, Contractor has to intimate to Regional Director and obtained prior approval from Competent Technical Authority before work execution.
- k) The work shall be carried out in manner complying in all respects with the requirement of relevant byelaws of the local Municipal Corporation of the local body whatsoever.
- l) The contractor shall put necessary boards on display forbidding the residents/public from approaching the building under repair to avoid any accident.
- m) The contractor shall take all precautions to avoid all accidents by exhibiting necessary caution-boards. They shall be responsible for all damages and accidents caused due to negligence on their part.
- n) All incidental charges of any kind including cartage, storage cutting and wastage and safe custody of materials etc. (not covered under any other condition) shall be borne exclusively by the contractor and nothing extra shall be payable to them on this account.
- o) All warning boards and displays, such as REPAIR WORK IN PROGRESS, KEEP AWAY FROM BUILDING, NO PARKING etc. Nothing extra shall be payable on this account.
- p) The site of work shall be always kept neat and clean due to constraints of working space in and around buildings. To avoid nuisance to the occupants, all building rubbish and unserviceable materials shall be periodically removed from the premises to the approved municipal grounds and all necessary permissions in this regard have to be obtained by the contractor from the Municipal Authorities. Nothing extra shall be payable on this account.
- q) Since the work is to be carried out in the occupied buildings, proper sequencing as regards dismantling of sanitary pipes, GI pipes, toilets etc. shall be done so as to cause minimum in convenience to the occupants besides taking care of the constraint of keeping the system functional during repairs by making temporary arrangements, as required. Nothing extra shall be payable on this account.
- r) The area of dismantling/ guiniting/ replastering/ repairing/steel work/Painting work as per relevant items etc. given in the tender may have to be got done in patches, at different heights / levels also for which nothing extra shall be payable.
- s) Lifting of materials such as cement, sand, wooden planks etc. through the building lifts is prohibited. No mixing or off loading etc. of mortar / cement concrete etc. over the open terrace / flooring shall be permitted. Arrangements as deemed it shall be made by the contractor for mixing/ lifting/off loading all materials etc. at no extra cost.

Additional Terms and Conditions for Contract

- Complaints shall be made in the prescribed format. (Annexure-K)
 - A complaint register shall be maintained in the Repair and Maintenance Office in which all complaints received shall be documented.
 - All emergent Repair and Maintenance related complaints shall be attended within Twenty Four hours failing which the said work will be carried out from other agency and this amount will be recovered from the contractor's bill.
1. The service clerk & the Manpower deployed should be facilitated with mobile phone to contact on urgent basis & their numbers should be forwarded to all offices.
 2. Uniform should be worn by the worker .
 3. All tools plants and materials to carry out the AR&M work at site shall have to be provided by contractor
 4. Regional Director, ESIC Regional Office, Baddi shall not be under any obligation for providing employment to any of the worker of the service provider after the expiry of the contract. ESIC Regional Office, Baddi does not recognize any employee employer relationship with any of the workers of the service provider.
 5. For not employing of the required staff/workmen , recovery shall be made from their bill at the following rate:-
 - a) Skilled worker : Rs 800 per day
 6. Contractor will ensure that the payments to worker is being made in accordance with the minimum wages as notified by the Central Govt time to time along with statutory compliance like ESI, EPF, Labour lawsetc
 7. The rate of any item not available in the attached BOQ shall be derived from DSR circulated by CPWD. However any item not available in DSR may derive from market rate of the period of execution.
 8. The Contractor must employ adult and skilled/semiskilled labour only. Employment of child labour will lead to the termination of the contract and necessary action under India Penal Code also.
 9. ESIC, Regional Office, Baddi shall not be responsible for providing residential accommodation to any of the employee of the contractor.

10. Contractor employee/workmen shall register attendance through Aadhar Enabled Biometric Attendance system (AEBAS) installed at Hospital as applicable.
11. It will be the responsibility of the contracting agency to meet transportation, food, Medical and any other requirements in respect of the persons deployed and ESIC will have no liabilities in this regard.
12. The contracting agency shall be solely responsible for the redressal of grievances/resolution of disputes relating to person deployed.
13. The Contractor shall engage only such workers, whose antecedents have been thoroughly verified, including character and police verification and other formalities. The Contractor shall be fully responsible for the conduct of his staff.
14. The tenderer should quote manpower charges in Financial Bid strictly in accordance with minimum wages as decided by the Central Govt. If the rates quoted found below the minimum wages, tender will be rejected. Under any circumstances whatsoever, the manpower deployed shall not be paid wages below the minimum wages declared by Central Govt.
15. The Contractor at all times should indemnify ESIC against all claims, damages or compensation under the provisions of Payment of Wages Act, 1936, Minimum Wages Act 1948, Employer's Liability Act, 1938, the Workmen Compensation Act 1923, Industrial Disputes Act 1947, Maternity Benefit Act 1961, Payment of Bonus Act, 1965 or any other law relating thereto and rules made there under from time to time. ESIC will not own any responsibility in this regard
16. Requirement of Manpower may increase or decrease , similarly deployment on any day is subject to change as per requirement for the sake of calculation 30 days have been taken in month and four Sundays have been taken in month, however payment shall be made on basis of man days in a month.

LIST OF PREFERRED MAKE (CIVIL)

No.	Materials	Approved Brands
1.	Cement (Grey)	Ambuja, Birla, ACC, Ultra Tech., Binani , J. P. Rewa, Vikram, Shri Cement, Birla J & K & cement Corporation of India.
2.	Steel	SAIL/ TISCO/Jindal Steel/ RINL or other primary producer of steel as approved by Ministry of Steel .
3.	C.P.Brass Bib Cock, Pillar Cock, Stop Cocketc. (ISI marked only)	Jaguar, Marc, Hindware, Parryware
4.	C.P. Brass Shower Rose 125 mm dia	Jaguar, Marc, kohler, grohe.
5.	C.P. Brass Towel rail	Jaguar, Marc, Hindware, Parryware, kohler, grohe.
6.	C.P. Brass Flush Valve (ISI Marked)	Jaguar Marc ,Hindware, Parryware kohler, grohe.
7.	C.P. Brass Waste Coupling	Jaguar, Marc, kohler, grohe.
8	Urinal Stalls (ISI Marked only)	Hindware, Neycer, Parryware, Cera
9	Squatting Pan (ISI Marked only)	Hindware, Neycer, Parryware, Cera
10	P.V.C. Flush Tank (ISI Marked only)	Hindware, Neycer, Parryware, Cera
11	Wash Basin (ISI Marked only)	Hindware, Neycer, Parryware, Cera
12	Water Closets (ISI Marked only)	Hindware, Neycer, Parryware, Cera
13	Kitchen Sink (Stainless Steel)(ISI Marked only)	Nirali, Blue Star, prayag, jayna, neelkanth
14	G.I. Pipes (ISI Marked only)	Asian, Tata, Jindal
15	PVC Tanks (ISI Marked only)	Sintex, Electroplasto, Plastoor Equivalent
16	C.I. Pipes (ISI Marked only)(IS:1536)	Truform Engineers, Neco, Kapilansh

17	Flush Door Shutters (ISI Marked only)	Kutty, Kenwood,Swastik, Duro, Kitply, Century.
18	Aluminium Door Fittings (ISI Marked only)	Classic, Prestige, Shalimar or Equivalent
19	Oxidised M.S. door Fittings (ISI Marked only)	Ashish or equivalent
20	Black Enamelled M.S. Hinges (ISI Marked only)	Ashish or equivalent
21	Mortice Lock (ISI Marked only)	Godrej, Harrison, Dorset
22	Particle Board/ Plywood (ISI Marked only)	Kitboard, Anchor, Archid, Duro,National
23	Aluminium Extruded Body Diescast Door Closer (ISI Marked only) (IS :3564)	Hardywyn, Everite , or Equivalent
24	C.I. Rain Water pipes (ISI Marked only)	NECO, BIC, Kapilansh or Equivalent
25	Manhole Covers (ISI Marked only)(IS:1726)	Neco,Kapilansh or equivalent
26	Water Proofing Compound (ISI Marked only)	Fosroc, Pidilite, Sapseal,STP
27	Ceramic Floor Tiles	Kajaria, Somany, Orient-BellJhonson
28	Ceramic Wall Tiles	Kajaria, Somany, Orient-Bell,Jhonson
29	Putty (ISI Marked only) (IS:419)	J K , Birla Shalimar or equivalent
30	Anodized Aluminium Section (ISI Marked only)	Jindal, Indalco, Hindalco
31	White cement (ISI Marked only)	Birla White, J.K. White or equivalent
32	PTMT Ball Cock (ISI Marked only)	Prayag ,jaquar,kohler,grohe or Equivalent
33	PTMT Accessories (ISI Marked only)	Prayag , jaquar,kohler,grohe or Equivalent
34	G.I. Fittings	R. Brand, DRP,Zolto,ICs,unik
35	Clamps for pipes	Chilly or Equivalent
36	Gate Valves (ISI Marked)	Zoloto , Leader,Sant
37	Acrylic Plaster	NITCO, Asian Paints
38	Interlocking Paver Blocks	Super, Duracrete, NITCO, Vyyara

39	Vitrified floor tiles	Kajaria, Somany, Orient-Bell, RAK.
40	Oil Bound Washable Distemper / Acrylic distemper	Asian paint / Berger/ Dulux/Nerolac
41	Cement Primer	Asian paint / Berger/ Dulux /Nerolac
42	Red Oxide Zinc Chromate primer	Asian paint / Berger/ Dulux /Nerolac
43	Plastic Emulsion Paint	Asian paint / Berger/ Dulux /Nerolac
44	Synthetic Enamel Paint	Asian paint / Berger/ Dulux /Nerolac
45	Pigment	Asian paint / Berger/ Dulux/ Nerolac
46	Plaster of Paris	Birla, JK or equivalent
47	Epoxy Paint	Asian Paint, Berger, Dulux/ Nerolac
48	Plastic Seat with lid	Parryware, Hindware, Seabird, Orient (Coral)
49	PVC Shutters & Frame	Rajashree,Plastiwood
50	PVC Rigid Pipes	Duke, Supreme, Prince,
51	Water Proofing Compound	Fosrock, CICO, Pidillite, BASF, Laticrete, Ardex, Endira.

LIST OF PREFERRED MAKE
(ELECTRICAL)

LIST OF PREFERRED BRAND / MAKE OF MATERIALS FOR ELECTRICAL WORKS		
S.No.	MATERIALS	MAKE /BRAND
1	RIGID FR PVC CONDUIT PIPE	NIHIR, PRECESION, POLYCAB
2	ACCESSORIES OF CONDUIT (I.E. BEND, TEE COUPLER, ELBOW ETC.)	SAME MAKE OF PIPE
3	COPPER WIRE /CONDUCTOR	FINOLEX, POLYCAB, RR CABLE, HAVELLS, AVOCAB, ANCHOR
4	MODULAR TYPE SWITCH/SOCKET,PLUG ETC.	L &T, ANCHOR, HAVELLS
5	MCB / RCCB/ MCCBDP/TP	LEGRAND, ABB, HAGER, SCHEINDLER L&T, SIMENS
6	MCCB / ACB	ABB, SCHEINDER, SIMENS, L&T
7	LIGHTING FIXTURES & LAMPS	PHILIPS, CROMPTON, BAJAJ, HAVELLS
8	CEILING FANS & EXHAUST FAN	CROMPTON, ORIENT, HAVELLS, BAJAJ, USHA
9	GEYSER	HINDWARE, HAVELLS, BAJAJ, USHA
10	PVC TAPE	STEEL GRIP, ANCHOR , JONSON
11	CALL BELL	ANCHOR, ORPAT, MAX
12	DISTRIBUTION BOARD	HAVELLS, SIMENS,L&T
13	STREET LIGHT FIXTURES AND LAMPS	PHILIPS, CROMPTON, HAVELLS, BAJAJ, SYSKA
14	LED LAMPS	PHILIPS, CROMPTON, HAVELLS, BAJAJ, SYSKA
15	TELEPHONE WIRE	RRCABLE, FINOLEX, DELTON, POLYCAB

16	TELEPHONE/ TV SOCKET	ISI MARKED ONLY
17	MAIN LT CABLE	FINOLEX, POLYCAB, RR CABLE, HAVELLS, TORRENT, AVOCAB
18	CONNECTORS	L&T, SCHINDER, SIMENS, ABB
19	CABLE JOINTING KIT	RAYCHEM, DENSON, M-SEAL
20	WINDOW/ SPLIT TYPE A.C. MACHINE	HITACHI, DAIKIN, TOSHIBA, BLUESTAR, CARRIER

Annexure -I

CONTRACT AGREEMENT

This CONTRACT (hereinafter called the “Contract”) is made on the day of the month of 2019 - between Regional Director, ESIC, Regional Office, Panchdeep Bhawan, Housing Board, Phase-1, Sai Road, Baddi (H.P)-173205 on the one hand (hereinafter called the Client) and on the other hand(hereinafter called the Contractor).

WHEREAS

The Client has accepted the offer of _____ under Employees' State Insurance Corporation, Regional Office, Panchdeep Bhawan, Housing Board, Phase-1, Sai Road, Baddi (H.P)-173205

AND WHEREAS The Contractor, having represented to the client that they have the required professional skills, personnel and technical resources, have agreed to provide the services and execute the works on the terms and conditions set forth in this Contract Agreement.

Now therefore the parties here to/ hereby agree as follows :

1.0 The following documents attached hereto shall be deemed to form an integral part of this contract:

1	Notice Inviting Tender	Annexure 'A'
2	Eligibility Condition	Annexure 'C'
3	Instruction to the bidders	Annexure 'D'
4	Scope of work	Annexure 'E'
5	General Conditions of Contract	Annexure 'F'
6	Particular Conditions of Contract	Annexure 'G'
7	Additional Terms & Conditions of Contract	Annexure 'H'
8	Format of Contract Agreement	Annexure 'I'
9	Financial Bid	

2.0 The mutual rights and obligations of the Client and the Contractor shall be as set forth in the contract in particular:

- a) The Contractor shall carry out the services in accordance with the provisions of the contract and,

b) The Client shall make payments to the contractor in accordance with the provisions of the contract.

In witness whereof, the parties hereto have caused this contract to be signed in their respective names as of the day and year first above written.

Signature of Contractor

Dated at _____

Regional Director,
Employees' State Insurance Corporation,
Regional Office, Baddi

Witness: 1.....

2.....

FORM OF PERFORMANCE SECURITY BANK GUARANTEE BOND

In consideration of the Regional Director, Employees' State Insurance Corporation, Regional Office, Baddi having agreed under the terms and conditions of the Agreement dated made between Employees' State Insurance Corporation and Second Party (here in called the said Construction Agency for the work hereinafter called the said agreement) to production of irrevocable bank guarantee for Rs. (Rs. only) as a Security/Guarantee from the Construction Agency for compliance of his obligations in accordance with the terms and conditions in the said agreement.

1. We(hereinafter referred as to “The Bank” hereby) (indicate the name of the bank) Undertake to pay to the Employees' State Insurance Corporation an amount not exceeding Rs.(Rs. only IN WORDS) on demand by the Regional Director, Employees' State Insurance Corporation, Regional Office , Baddi.

2. We do hereby undertake to pay the amounts due and payable under this Guarantee without any demure, merely on a demand from the Regional Director, Employees' State Insurance Corporation stating that the amount claimed is required to meet the recoveries due or likely to be due from the Second Party. Any such demand made on the Bank shall be conclusive as regards the amount due and the payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. (Rs. only IN WORDS)

3. We, the said bank further undertake to pay to the Employees' State Insurance Corporation any money that is demanded notwithstanding any dispute or disputes raised by the Second Party in any suit or proceeding pending before any court or Tribunal relating thereto, a liability under this present being absolute and unequivocal.

The payment so made by us under this bond shall be a valid discharge of a liability for payment there under and the Second Party shall have no claim against us making such payment.

4. We further agree that the guarantee herein contained shall remain in full force and effect during the period that would taken for the performance of the said agreement and that it shall continue to enforceable till all the dues of the Employees' State Insurance Corporation under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or Regional Director on behalf of the Employees' State Insurance Corporation certified that the terms and conditions of the said agreement have been fully and properly carried out by the said Second Party and accordingly discharges this guarantee.

5 We(indicate the name of Bank) further agree with the Regional Director Employees' State Insurance Corporation, Himachal Pradesh shall have the fullest liberty without our consent and without effecting in any manner our obligations hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Regional Director, Employees' State Insurance Corporation, Himachal Pradesh against the said Second Party and to bear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said contractor or for any forbearance, act of omission on the part of the Employees' State Insurance Corporation or any indulgence by the Employees' State Insurance Corporation to the said contracts or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank of the contractor,

7. We lastly undertake not to revoke this guarantee except with the previous consent of the Regional Director, Employees' State Insurance Corporation, Regional Office, Baddi in writing.

8. This guarantee shall be valid up to Unless extended on demand by Regional Director, Employees' State Insurance Corporation, Regional office, Baddi. Notwithstanding anytime mentioned above, our liability against this guarantee is restricted to Rs.(Rs. only) and unless a claim in writing is lodged with us within six months of the date of expiry of the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged.

Dated the Day of

For(indicate the name of Bank)

Annexure – K

COMPLAINT REGISTRATION FORM

Date:-

Time:-

Nature of complaint:-

Complaint given by J.E./B.O./M.O./any other ESIC Staff: _____

Signature: _____

Signature of the person receiving complaint on behalf of contractor.....

Complaint attended.

Date:-

Time:-

Certified that the complaint has been satisfactorily attended.

Material utilized :-

Signature Contractor or his representative

Signature of JE/B.O/M.O./any other Staff

Sr. No of Complains register-

Date:-

To be submitted along with running bills with authorized signatory/staff etc

COMPLAINT REGISTER

S.No.	DATE/T IME	Complaint	Nature of Complaint	Complaint attended Date/Time	Remarks	Signature

TECHNICAL BID PERFORMA

1. GENERAL INFORMATION

NAME OF THE AGENCY/ FIRM ALONG WITH ADDRESS AND TELEPHONE / MOBILE NO AND E-MAIL ADDRESS (Registered Branch Office in any one of the States i.e Himachal Pradesh, Punjab, Haryana, Chandigrah, Delhi , Uttarakhand and J&K.	
NAME OF OWNER/ ALL PARTNERS/ ALL DIRECTORS	
TYPE OF FORMATION (Proprietorship/ Partnership / Pvt. Ltd/Ltd.)	
BANK ACCOUNT NUMBER WITH BANK NAME AND ADDRESS	

2. STATUTORY AND OTHER REQUIREMENTS:

Particulars	<u>Registration Number</u>	<u>Copy Enclosed (Yes/No)</u>
Certificate of Incorporation/ Shop & Establishment Registration of Firm Certificate /Memorandum and article of association / Partnership deed/ Proprietorship Deed/ Declaration of Proprietorship etc.		
Registration details as Civil contractor with C.P.W.D.s/ State P.W.D.s./M.E.S./ Railways/ BSNL Civil & Electrical wing or any other government body (along with year of registration)		
ESI Registration		
EPF Registration		
GST Registration		

PAN No. under Income Tax		
Professional Tax Registration		
Labour (Central) Registration Certificate, if applicable		

3. DETAILS OF COMPLETED WORK AS PER SL. NO. 3 OF ANNEXURE - C :

Name of Government Body	Details of the Completed Works of Similar Nature	Cost of the Completed Works	Copy of Certificate issued by Govt. Body Enclosed (Yes/No)

4. DETAILS OF BALANCE SHEET/P&L ACCOUNT DURING LAST THREE FINANCIAL YEAR :

Financial Year	Copy Enclosed (Yes/No)	Income (Rs.)	Expenditure (Rs.)	Net Profit/ Loss (Rs.)
2015-16				
2016-17				
2017-18				

5. Copies of Income Tax Return for Financial year , 2015-16 , 2016-17 and 2017-2018 :

Financial Year	Income Tax Return Enclosed (Yes)
2015-16	
2016-17	
2017-18	

6. Man power Deployment Schedule

The following manpower is to be deployed in daily shifts/shifts as mentioned against each.

Sr. No.	Category	ESIC Regional Office, Baddi	Remarks
1.	Plumber	AS per attached Performa of Part I	
2.	Electrician Cum DG Set operator	do	
3.	Helper	do	

Sign of Contractor:

Date :

Place:

EXPERIENCE OF COMPANY

Experience of similar nature of completed work as per eligibility condition.

1	Project title & Location :	
2	Name of the Client and Address :	
3	Describe area of participation (Specific Work done/services rendered by the applicant)	
4	Period of work Done/Services rendered for the project	
5	Total cost of similar nature of work as per completion Certificate	
6	Date of start of the work	
7	Date of completion of the work	
8	Completion Certificate issued by	
7	Any other details	

NOTE :-

Supporting authenticated documents, like completion certificates from the client in support of each of the above works/project to be furnished in original .

Sign of Contractor :

Date :

Place:

UNDERTAKING

1. I, the undersigned certify that I have gone through the terms and conditions mentioned in the tender document and undertake to comply with them.
2. The rates quoted by me are valid and binding upon me for the entire period of contract.
3. The earnest money of Rs. _____ to be deposited by me has been enclosed herewith vide demand Draft/ Banker Cheque /Bank Guarantee . _____ dated: _____ drawn on Bank _____ Branch _____.
4. I hereby undertake to provide the service as per directions given in the tender document order within stipulated period.
5. I/We give the rights to Regional Director to forfeit the earnest money deposited by me/us if any delay occur on my/agent's part of failed to provide the service within the scheduled time or service of desired quality.
6. There is to declare and certify that the neither myself nor my firm has ever been blacklisted by any Govt./Semi Govt./Public/Private Institution.
7. I/We hereby certify that the firm poses all the required license/ certification to perform the work.

Sign of Contractor: _____

Full Name: _____

Designation: _____

Date: _____

Place: _____.

Annexure - O

CHECK LIST OF THE DOCUMENTS TO BE SUBMITTED WITH THE TENDER

Confirm the enclosure of all the below listed documents without which tenderer may not be eligible to participate in the tender.

Sr. No.	Items	Confirm (Yes/No)
1.	Earnest Money Deposit (EMD)	
2	Attested Photo copy of PAN Card	
3.	Clause by clause compliance demonstrating substantive responsiveness to the commercial condition by signing and stamping on all the pages of the original bid documents in physical submission.	
4.	Copy of Certificate of Incorporation/ Shop & Establishment Registration of Firm / Memorandum and article of Association/ Partnership Deed/ Proprietorship Deed/ Declaration of proprietorship etc. as the case may be. Also Tenderer to provide details for having the Registered Branch office in any one of the States i.e Himachal Pradesh, Punjab, Haryana, Chandigrah, Delhi , Uttarakhand and J&K.	
5	Copy of Income tax return for three years. (2015-16 , 2016-17 & 2017-18)	
6.	Audited/self attested copy of Balance sheet/P&L Account for three financial years (i.e. 2015-16, 2016-17 & 2017-18)	
7.	Attested Photo copy of GST Registration Certificate	
8.	Annual turnover of works for immediate 3 consecutive financial years i.e. <u>2015- 16, 2016-17 & 2017-18</u> , duly certified by Chartered Accountant	
9.	Copy of Satisfactory completion certificate of similar nature of work (as per sr. no. 3 of Annexure-C, i.e. eligibility condition)	
10.	Attested Photo copy of ESI Registration Certificate	
11.	Attested Photo copy of EPF Registration Certificate	
12.	Copy of Valid License/ Registration copy of C.P.W.D.s/State P.W.D.s/M.E.S/Railways/BSNL Civil	

	& Electrical or any other Govt. body as Civil & Electrical contractor (Copy of Previous registration along with latest renewed registration copy/license to be enclosed)	
13.	Copy of Registration certificate in respect of Central Labour Act 1970 & Contract Labour Central Rule 1970, if applicable.	
14.	Attested Photo copy of Professional Tax Registration Certificate	
15.	A self-certificate that they have not been indicated for any criminal, fraudulent or anti-competition activity and has not been blacklisted by any Govt. departments or otherwise.	
16	Complete Bank Details/Cancelled Cheque	

Date:
Place:

Signature
Full Name:
Company's Seal:

FINANCIAL BID

PART	DESCRIPTION	AMOUNT (Rs.)
I	Labour - Civil & Electrical Services Part	
II & III	Cost of Civil Engineering Work	
IV	Cost of Electrical Engineering Work	
	Total Amount (Part I+II+III+IV)	
	Total Amount in Words: Rupees..... Only	

PART-I

**Name Of Work : Annual Repair and Maintenance of Civil & Electrical works for ESIC Regional Office
Baddi (H.P) for the year of 2019-20.**

ABSTRACT FOR MAINTANCE STAFF ENGAGEMENT

S.No.	Types of Labour	Category of workers	Qualification	Unit	Required Strength	Monthly Expected Deployment (Mandays)	Amount per Month (in Rs.)	Amount per Year (in Rs.)
1	Plumber)	Skilled	I.T.I with 2 years exp/Trade certificate	Nos.	1	Full Month		
2	Electrician Cum DG Set operator	Skilled	I.T.I with 2 years exp/Trade certificate	Nos.	1	Full Month		
3	Helper	Un-Skilled	N.A	Nos.	1	On call basis		
Total Amount Part-I								
(In Rs.)								

NOTE:

1. The Contractor shall maintain an inventory and use common miscellaneous sundry materials (screws, nails, washers, internal fitting of tapes & valves, plumbing thread, safeda, clamps, hooks etc) which are required for the work the cost of which is included in above items.
2. Payment shall be made for the actual days of employment.
3. The worker engaged for the month will be allowed weekly off on continuous engagement for a week.
4. Above quoted rates should be inclusive of all allowances, statutory levies like **ESI, EPF , CP&OH** etc. Contractor must ensure that **the deployed manpower shall be paid wages not below the Minimum Wages set by the Central Govt.** In case of absence of any of the above mentioned manpower without providing suitable replacement an amount of **Rs. 800 per day (For Skilled)** shall be recovered as liquidated damage per person per day from the bills.
5. Requirement of Man power may increase or decrease, similarly deployment on any day is subject to change as per requirement for the sake of calculation 30 days have been taken in a month and Four Sundays have been taken in a month, however payment shall be made on basis of man days in a month.
6. Bids lesser than minimum wages/ statutory obligations will be summarily rejected.
7. GST shall be reimbursed on actual basis on production of documentary evidence will be paid as per rule.
8. Contractor shall be responsible for providing weekly off the manpower.
9. Full month=30 days.
10. Payment shall be made on the basis of actual man days in a month.

PART-II
ITEMS INCLUDING MATERIAL AND LABOUR (including all liabilities
GST, taxes, cess etc. in all respect)

PART-II						
ITEMS INCLUDING MATERIAL AND LABOUR (including all liabilities GST, taxes, Cess etc. in all respect)						
Name of work: - A.R.M. (Civil works) for ESIC, Regional Office, Baddi (H.P) for the Year 2019-20						
Abstract of tender quantity						
DSR 2016						
Sr No.	DSR No.	Item Description	Unit	Estimated Quantity	Rate per Unit	Estimated amount
1	4.1	Providing and laying in position cement concrete of specified grade excluding the cost of centering and shuttering – All work up to plinth level :				
a)	4.1.3	1:2:4 (1 cement: 2 coarse sand :4 graded stone aggregate 20 mm nominal size.)	cum	0.50		
b)	4.1.10	1:5:10 (1 Cement : 5 coarse sand : 10 graded stone aggregate 40mm nominal size).	cum	0.50		
c)	4.1.5	1:3:6 (1 Cement : 3 coarse sand : 06 graded stone aggregate 20mm nominal size).	cum	0.50		
2	4.17	Making plinth protection 50 mm thick of cement concrete 1:3:6 (1 Cement : 3 coarse sand : 6 graded stone aggregate 20mm nominal size). Over 75 mm bed dry brick ballast 40mm nominal size well rammed and consolidated and grouted with find sand including finishing the top smooth.	Sqm	5.00		
		MARBLE & GRANITE WORK				
3	8.2	Providing and fixing 18 mm thick gang saw cut, mirror polished, premoulded and prepolished, machine cut for kitchen platforms, vanity counters, window sills, facias and similar locations of required size, approved shade, colour and texture laid over 20 mm thick base cement mortar 1:4 (1 cement : 4 coarse sand), joints treated with white cement, mixed with matching pigment, epoxy touch ups, including rubbing, curing, moulding and polishing to edges to give high gloss finish etc. complete at all levels.				
a)	8.2.2	Granite of any colour and shade				
b)	8.2.2.2	Area of slab over 0.50 sqm.	sqm	2.00		

WOOD & PVC WORK						
4	9.20.1	Providing and fixing ISI marked flush door shutters conforming to IS: 2202 (Part I) non-decorative type, core of block board construction with frame of 1st class hard wood and well matched teak 3 ply veneering with vertical grains or cross bands and face veneers on both faces of shutters. 35 mm thick including ISI marked Stainless Steel butt hinges with necessary screws.	sqm	3.00		
5	11.26	Kota stone slab flooring over 20 mm (average) thick base laid over and jointed with grey cement slurry mixed with pigment to match the shade of the slab including rubbing and polishing complete with base of cement mortar 1 : 4 (1 cement : 4 coarse sand) :				
a)		25 mm thick.	sqm	5.00		
6	11.36	Providing and fixing Ist quality ceramic glazed wall tiles conforming to IS : 15622 (thickness to be specified by the manufacture) of approved make in all colours, shades except burgundy, bottle green, black of any size as approved by Engineer-in-Charge in skirting, risers of steps and dados over 12 mm thick bed of cement Mortar 1:3 (1 cement : 3 coarse sand) and jointing with grey cement slurry @ 3.3kg per sqm including pointing in white cement mixed with pigment of matching shade complete.	sqm	10.00		
7	11.41	Providing and laying vitrified floor tiles in different sizes (thickness to be specified by the manufacture) with water absorption less than 0.08% and conforming to IS: 15622, of approved make, in all colours and shades, laid on 20 mm thick cement mortar 1:4 (1 cement : 4 coarse sand), including grouting the joints with white cement and matching pigments etc., complete.				
a)		Size of tiles 500 X 500 mm	sqm	5.00		
FINISHING						
8	13.7	12 mm cement plaster finished with a floating coat of neat cement of mix.				
a)	13.7.2	1:4 (1 cement : 4 fine sand)	sqm	20.00		
9	13.26	Providing and applying plaster of paris putty of 2 mm thickness over plastered surface to prepare the surface even and smooth complete	sqm	10.00		

10	13.52	Finishing with Epoxy paint (two or more coats) at all locations prepared and applied as per manufacturer's specifications including appropriate priming coat, preparation of surface, etc. Complete.				
a)	13.52.1	On steel work	sqm	10.00		
		REPAIRS TO BUILDING				
11	14.1	Repairs to plaster of thickness 12 mm to 20 mm in patches of area 2.5 sq. meters and under, including cutting the patch in proper shape, raking out joints and preparing and plastering the surface of the walls complete, including disposal of rubbish to the dumping ground within 50 metres lead				
a)	14.1.1	With cement mortar 1:4 (1 cement : 4 fine sand)	sqm	10.00		
12	14.5	Renewing glass panes, with putty and nails wherever necessary including racking out the old putty.				
	14.5.2	b) Float glass panes of thickness 5.5 mm	sqm	5.00		
13	14.53	Wall painting with plastic emulsion paint of approved brand and manufacture to give an even shade :				
a)	14.53.1	One or more coats on old work.	sqm	100.00		
14	14.55.1	Painting with aluminium paint of approved brand and manufacture to give an even shade :				
a)		One or more coats on old work	sqm	10.00		
15	14.6	Re-lettering with black Japan paint of approved brand and manufacture	per letter per cm height	500.00		
16	14.64	Finishing walls with water proofing cement paint of required shade:				
	14.64.1	i) Old work (one or more coats applied @ 2.20 kg/10 sqm) over priming coat of primer applied @ 0.80 litres/10 sqm complete including cost of Priming coat.	sqm	100.00		
17	14.65	Finishing walls with textured exterior paint of required shade:				
	14.65.1	Old work (two or more coats on existing cement paint surface applied @3.28 litre/10sqm.	sqm	100.00		
18	14.70	Melamine polishing on wood work (one or more coat	sqm	10.00		

19	14.75A	Cleaning of terrace/loft water storage tank (inside surface area) upto 2000 litre capacity at all heights with coconut brushes, duster etc., removal of silt, rubbish from the tank and cleaning the tank with fresh water disinfecting with bleaching powder @ 0.5gm per litre capacity of tank, including marking the date of cleaning on the side of tank body with the help of stencil and paint and disposing of malba, all complete as per direction of Engineer-in-Charge. (The old date already written on tank should be removed with paint remover or black paint and if date is not written with the stencil or old date is not removed deduction will be made @ Rs. 0.10 per litre if during cleaning any GI fittings or ball cock is damaged that is to be repaired by contractor at his own cost and nothing extra will be paid on this account)	litre	10000.00		
		DISMENTLING AND DEMOLISHING				
20	15.2	Demolishing cement concrete manually/ by mechanical means including disposal of material within 50 metres lead as per direction of Engineer – in- charge.				
	15.2.1	Nominal concrete 1:3:6 or richer mix (i/c equivalent design mix)	cum	2.00		
21	15.12	Dismantling doors, windows and clerestory windows (steel or wood) shutter including chowkhats, architrave, holdfasts etc. complete and stacking within 50 metres lead :				
	15.12.1	Of area 3 sq. metres and below	each	5.00		
22	15.23	Dismantling tile work in floors and roofs laid in cement mortar including stacking material within 50 metres lead.				
	15.23.1	For thickness of tiles 10 mm to 25 mm	sqm	5.00		
23	15.44	Dismantling G.I. pipes (external work) including excavation and refilling trenches after taking out the pipes, manually/ by mechanical means including stacking of pipes within 50 metres lead as per direction of Engineer-in-charge :				
a)	15.44.1	15 to 40 mm nominal diameter pipe	meter	2.00		
b)	15.42.2	above 40 mm diameter	meter	2.00		

24	15.45	Dismantling C.I. pipes including excavation and refilling trenches after taking out the pipes, manually/ by mechanical means breaking lead caulked joints, melting of lead and making into blocks including stacking of pipes & lead at site within 50 metre lead as per direction of Engineer-in-charge:				
a)	15.45.1	up to 150 mm diameter	meter	2.00		
b)	15.45.2	above 150 mm diameter upto 300 mm dia	meter	2.00		
c)	15.45.3	above 300 mm diameter	meter	2.00		
25	15.56	Dismantling old plaster or skirting ranking out joints and cleaning the surface for plaster including disposal of rubbish to the dumping ground within 50 metres lead.	sqm	10.00		
		SANITARY INSTALLATIONS				
26	17.1	Providing and fixing water closet squatting pan (Indian type W.C. Pan) with 100 mm sand cast iron P or S trap, 10 litre low level white device (handle lever) conforming to IS : 7231, with all fittings and fixtures complete, including cutting and making good the walls and floors wherever required.				
	17.1.1	White vitreous china Orissa pattern W.C pan of size 580X480 mm with integral type foot rests	each	2.00		
27	17.3	Providing and fixing white vitreous china pedestal type water closet (european type) with seat and lid , 10 litre low level white vitreous china flushing cistern & C.P flush bend with fittings & C.I brackets, 40 mm flush bend , overflow arrangement with specials of standard make and mosquito proof coupling of approved mosquito proof coupling of approved municipal design complete , including painting of fittings and brackets , cutting and making good the walls and floors wherever required..				
	17.3.1	W.C pan with ISI marked white solid plastic seat and lead.	each	2.00		
28	17.7.1	Providing and fixing wash basin with C.I brackets, 15 mm C.P brass waste of standard pattern, including painting of fittings and brackets, cutting and making good the walls wherever require: White Vitreous china wash basin size 630x450 mm with a pair of 15 mm C.P. brass pillar taps.	each	2.00		
		WATER SUPPLY				

29	18.25	Providing and laying S&S C.I. standard specials such as tees, bends, collars, tapers, caps etc. (Heavy class):				
a)	18.25.1	up to 150 mm diameter	quntal	1.00		
b)	18.25.2	over 300 mm dia	quntal	1.00		
30	18.27	Providing and laying S&S centrifugally cast (spun) iron pipes (Class LA) conforming to IS - 1536 :				
a)	18.27.3	150 mm dia pipe	meter	1.00		
b)	18.27.5	250 mm dia pipe	meter	1.00		
c)	18.27.7	350 mm dia pipe	meter	1.00		
d)	18.27.10	500 mm dia pipe	meter	1.00		
31	18.28	Providing lead caulked joints to spun iron or C.I. pipes and specials, including testing of joints but excluding the cost of pig lead :				
a)	18.28.3	150 mm diameter pipe	each	1.00		
b)	18.28.5	250 mm diameter pipe	each	1.00		
c)	18.28.7	350 mm dia pipe	each	1.00		
d)	18.28.10	500 mm dia pipe	each	1.00		
32	18.38	Painting G.I. pipes and fittings with synthetic enamel white paint over a ready mixed priming coat, both of approved quality for new work :				
a)	18.38.1	15 mm diameter pipe.	meter	5.00		
b)	18.38.2	20 mm diameter pipe.	meter	2.00		
c)	18.38.3	25 mm diameter pipe.	meter	2.00		
d)	18.38.5	40 mm diameter pipe.	meter	2.00		
33	21.18	Providing and fixing 12 mm thick frameless toughened glass door shutter of approved brand and manufacture, including providing and fixing top & bottom pivot & spring type fixing arrangement and making necessary holes etc. for fixing required door fittings, all complete as per direction of Enginner-in-charge (Door handle, lock and stopper etc. to be paid separately).	sqm	3.00		
NDSR						
34	MR	Providing and fixing Vertical window blinds size 100 mm, 100% polyester.	sqft	100.00		
35	MR	Providing and Fixing complete set of ISI mark stainless steel door lock of required size with complete fittings with nuts and bolts.	each	2.00		
Total Amount Part-II (In Rs.)						

PART-III

Only Material Excluding Labour Charges (including all liabilities, GST,Taxes, cess etc.)

Labour cost already included in Part-I

Name of work :- A.R.M.(Civil works) for ESIC, Regional Office, Baddi (H.P) for the Year 2019-20						
Abstract of items rate of materials to be supplied to the maintenance staff engaged under ARM Civil Works						
DSR No.	Sr No.	Item Description	Unit	Qty	Rate per unit	Amount
367	1	Portland Cement (OPC43)	bag (50kg)	5		
663	2	Oxidised mild steel door latch 250x20x6 mm	each	5		
368	3	White Cement	kg	5		
983	4	Fine Sand	cum	3		
2602	5	Bricks (F.P.S)	1000 No.	1		
2456	6	Hydraulic door closer bottle type M.S. body with necessary accessories and screws complete (having brand logo with ISI, IS : 3564, embossed on the body, door weight upto 35 kg and door width upto 700 mm)	each	5		
700	7	Anodised Aluminium tower bolt (barrel type) 250x10 mm	each	2		
1243	8	Tile fixing chemical adhesive	kg	2		
1309	9	C.I. bracket for wash basin and sinks	pair	2		
1313	10	8 mm dia C.P. Brass/ S.S. Jet with flexible tube upto 1 metre long with S.S. triangular plate for European type W.C.	each	5		
1330	11	Clamps and M.S. stays including bolts and nuts for 100 mm pipe	each	2		
1614	12	G.I. inlet connection	each	2		
1641	13	GI Union ½” dia (15 mm Dia)	each	2		
1642	14	GI Union ¾” dia (20 mm Dia)	each	2		
1643	15	GI Union 1” dia (25 mm Dia)	each	2		
1644	16	GI Union 1 ½” dia (32 mm Dia)	each	2		
1881	17	Spun yarn	kg	0.5		
1889	18	C.P. brass toilet paper holder of standard size .	each	2		
1890	19	Centrifugally SCI(spun) S & S P or S trap	each	2		
1922	20	H.P. or L.P. ball valve with polythene floats: 15 mm dia.	each	2		

1926	21	20 mm dia Gunmetal gate valve with wheel	each	2		
2611	22	EPDM Gasket in Kg (Above 60 g / m)	kg	2		
648	23	Oxidised mild steel parliamentary hinges 100x125x27x2.8 mm	each	2		
7003	24	Pair of Anodised Aluminium lever handles for 100 mm mortice latch and lock	pair	2		
7358	25	Flushing Cistern P.V.C. 10 litre capacity (low level) (White) (with fittings, accessories and flush pipe)	each	2		
1213	26	Water proofing materials	kg	2		
1369	27	S.C.I. gully or nahani grating	each	2		
1875	28	White plastic seat (soild) with lid C.P brass hinges and rubber buffers	each	2		
1952	29	C.P. brass waste 40 mm	each	2		
7119	30	Flexible (coil shaped) PVC waste pipe for sink or wash basin 32 mm dia with length not less than 700 mm i/c PVC waste fittings	each	2		
7121	31	Bottle trap	each	2		
1689	32	Unplasticised P.V.C connection pipe with brass union 45 cm long 15 mm bore	each	2		
7257	33	C.P. Brass Bib cock 15 mm	each	2		
7259	34	C.P brass long body bib cock 15 mm	each	2		
7260	35	C.P. brass stop cock (concealed) 15 mm	each	2		
7261	36	C.P. Brass angle valve 15 mm	each	2		
7495	37	PTMT Ball Cock 15mm complete with Epoxy Coated Aluminium Rod & H.D. Ball	each	2		
7509	38	PTMT Soap Dish/Holder 138x102x75 mm.	each	2		
1352	39	C.I. cover and frame 300x300 mm inside .	each	2		
1366	40	C.I. grating 150x150 mm	each	2		
7390	41	EPDM Gasket for uPVC window/door	rmt	2		
7862	42	PVC Connection pipe 15 mm dia 1'-6" long	each	2		
1951	43	CP brass coupling 32 mm for wash basin	each	2		
1608	44	GI Tee 1" x 1" dia	each	2		
1614	45	G.I. inlet connection	each	2		
594	46	Bright finish M S Butt hinges 125 x 65 x 2.12 mm	each	2		

	47	Supplying & Providing G.I. pipes				
1545	a)	a) 15 mm	meter	10		
1546	b)	b) 20 mm	meter	10		
1547	c)	c) 25 mm	meter	10		
2455	48	Brass hanging type door stopper 150 mm	each	12		
7504	49	PTMT - Towel Ring 215x200x37 mm	each	2		
8564	50	15 mm thick, light weight, fully perforated square/butt edge integral densified, false ceiling tiles of size 595x595 mm.	sqm	10		
8714	51	Magnetic catcher triple strip vertical type	each	2		
NDSR ITEM						
M.R	52	GI Tee ½ “ x ½ ” dia	each	2.00		
M.R	53	GI Tee ¾ “ x ¾ ” dia	each	2.00		
M.R	54	GI Tee 1 ½ “ x 1 ½ “ dia	each	2.00		
M.R	55	GI Elbow ½ “ dia	each	2.00		
M.R	56	GI Elbow ¾ “ dia	each	2.00		
M.R	57	GI Elbow 1 “ dia	each	2.00		
M.R	58	GI Elbow 1 ½” Dia	each	2.00		
M.R	59	GI Coupline ½” dia	each	2.00		
M.R	60	GI Coupline ¾” dia	each	2.00		
M.R	61	GI Coupline 1” dia	each	2.00		
M.R	62	GI Coupline 1 ½” dia	each	2.00		
M.R	63	GI Nipple ½” dia 2 inch long	each	2.00		
M.R	64	GI Nipple ¾” dia 2 inch long	each	2.00		
M.R	65	GI Nipple 1” dia 2 inch long	each	2.00		
M.R	66	GI Nipple 1½” dia 2 inch long	each	2.00		
M.R	67	GI Nipple ½” x 4 inch long	each	2.00		
M.R	68	GI Nipple ¾” x 4 inch long	each	2.00		
M.R	69	GI Nipple 1” x 4 inch long	each	2.00		
M.R	70	GI Nipple ½” x 6 inch long	each	2.00		
M.R	71	GI Nipple ¾” x 6 inch long	each	2.00		
M.R	72	GI Nipple 1” x 6 inch long	each	2.00		
M.R	73	GI Nipple 1 ½” x 6 inch long	each	2.00		
M.R	74	GI Reducer elbow ½” x ¾”	each	2.00		
M.R	75	GI Reducer elbow ¾” x 1”	each	2.00		
M.R	76	GI Reducer elbow 1” x 1 ½”	each	2.00		
M.R	77	GI Reducer tee ½” x ¾”	each	2.00		
M.R	78	GI Reducer tee ¾” x 1”	each	2.00		
M.R	79	GI Reducer tee 1” x 1 ½”	each	2.00		
M.R	80	GI Reducer coupling ½” x ¾”	each	2.00		

M.R	81	GI Reducer coupling 3/4" x 1"	each	2.00		
M.R	82	GI Reducer coupling 1" x 1 1/2"	each	2.00		
MR	83	Stainless steel Grab Bar ISI approved brand	each	2.00		
MR	84	Water meter 20 mm size	each	1.00		
MR	85	supplying AA MN1500, 1.5V Battery for black box urinal sensor of approved brand	each	48.00		
MR	86	C.P push cock sparrow	each	2.00		
M.R	87	G.I plug				
	a)	15 mm dia	each	2.00		
	b)	20 mm	each	2.00		
	c)	25 mm	each	2.00		
M.R	88	S.S Waste Coupling of ISI approved brand	each	2.00		
		Total Amount Part-III (In Rs.)				

PART-IV
Only Material Excluding Labour Charges (including all liabilities, GST,Taxes, cess etc.)
Labour cost already included in Part-I

Name of work :- A.R.M.(Electrical works) for ESIC, Regional Office, Baddi (H.P) for the Year 2019-20						
DSR ITEM						
S.No.	DSR No.	Item Description	Unit	Qty	Rate	Total Amount
1		Providing of ISI marked, FRLS PVC insulated, single core copper conductor cable				
a	1101	1.5 Sq mm	RM	1000		
b	1102	2.5 Sq mm	RM	250		
c	1103	4 Sq mm	RM	200		
2	1113	4 pair, 0.5 mm dia annealed copper conductor, FRLS PVC insulated, unarmoured, telephone cable	RM	50		
3		Providing of Piano Switches & Sockets				
a	1402	S.P. 5/6 amps, one way modular switch	Each	5		
b	1404	S.P. 15/16 amps, one way modular switch,	Each	10		
c	1405	3 pin 5/6 amps modular socket outlet	Each	20		
d	1406	6 pin 15/16 amps modular socket outlet,	Each	10		
e	1409	Telephone Socket outlet modular type	Each	5		
4	1303	Modular GI box for 6 module	Each	2		
5	1304	Modular GI box for 8 module	Each	2		
6	1305	Modular GI box for 12 module	Each	1		
7	1423	Modular base & cover plate for 4 module	Each	5		
8	1301	Modular GI box for 3 module	Each	5		
9	1610	3 pole MCCB, 100A, 16KA	Each	1		
10	1611	3 pole MCCB, 125A, 16KA	Each	1		
11	1615	3 pole MCCB, 250A, 25KA	Each	1		
12	1212	25 mm sockets	Each	250		
13		Supply of Steel/PVC Conduit of following dia.				
a	1224	20 mm dia. ISI marked, pvc conduit	RM	500		
b	1225	25 mm dia. ISI marked, pvc conduit	RM	300		
14		Supply of Staples/saddles/screws of following dia.				
a	1218	20 mm iron staples/ saddles/ screws	Each	5000		
b	1219	25 mm iron staples/ saddles/ screws	Each	1000		
15		Supply of PVC Bends of following dia.				
a	1229	20 mm PVC bends	Each	250		

b	1207	25 mm PVC bends	Each	50		
16	2851	Al. Alloy/ cadmium plated iron screws, 20 mm	Each	400		
17	1306	75 mm X 75 mm X 60 mm deep metal box	Each	50		
18	1216	20 mm junction box, one way	Each	50		
19	2857	PVC fastener 40mm long	Each	5000		
20	2935	Cement, paint, sand etc.	lumsum	150		
21		Supply of PVC Couplers of following dia.				
a	1234	20 mm PVC couplers	Each	25		
22	1322	3 mm thick phenolic laminated sheet	Sq Cm	10000		
23	1410	T.V. Socket outlet modular type	Each	5		
24	1411	Modular blanking plate	Each	10		
25	1239	20 mm PVC junction box, one way	Each	70		
26	1401	Ceiling rose, 3 pin, 5 amps ISI marked	Each	10		
27	1444	Call bell/ buzzer, single phase	Each	5		
28	1408	Stepped type Modular Fan regulator (2 module)	Each	5		
29	1730	20 amps. SPN, industrial type socket outlet, with plug top and metal chained cover in sheet steel enclosure	Each	10		
30	1706	6 amps. to 32 amps. ratings , SP MCB, "C" curve,10 KA breaking capacity	Each	10		
31	1707	6 amps. to 32 amps. ratings , SPN MCB, "C" curve,10 Ka breaking capacity	Each	5		
32	1708	6 amps. to 32 amps. ratings , DP MCB, "C" curve, 10 KA breaking capacity	Each	5		
33	1710	6 amps. to 32 amps. ratings , TPN MCB, "C" curve, 10KA breaking capacity	Each	5		
34	1754	4 way (4+12), TPN, MCB DB, double door, horizontal type	Each	1		
35	1755	6 way (4+18), TPN, MCB DB, double door, horizontal type	Each	1		
36	1756	8 way (4+24), TPN, MCB DB, double door, horizontal type	Each	1		

37	1760	4 way (4+12), TPN, vertical type, MCB DB, double door	Each	1		
38	1761	8 way (4+24), TPN, vertical type, MCB DB, double door	Each	1		
39	1738	6 way, SPN, double door, MCB DB	Each	1		
40	1739	8 way, SPN, double door, MCB DB	Each	1		
41	1610	3 pole MCCB, 100A, 16KA	Each	1		
42	1611	3 pole MCCB, 125A, 16KA	Each	1		
43	1612	3 pole MCCB, 150A, 16KA	Each	1		
44	1742	Sheet steel DP MCB enclosure	Each	1		
45	1712	40 amps., 2 pole isolator	Each	2		
46	1713	63 amps., 2 pole isolator	Each	2		
47	1714	40 amps., 4 pole isolator	Each	2		
48	1715	63 amps., 4 pole isolator	Each	2		
49	1716	100 amps., 4 pole isolator	Each	2		
50	1720	25 amps. rating, 4 pole RCCB, 30mA	Each	2		
51	1721	40 amps. rating, 4 pole RCCB, 30mA	Each	2		
52	1722	63 amps. rating, 4 pole RCCB, 30mA	Each	2		
53	1441	Brass pendant/angle holder	Nos.	10		
NDSR ITEM						
54	NDSR	Full stator rewinding of ceiling fan (condenser type) of 1200 mm sweep including cleaning and insulating the stator slots, sleeving, soldering, wrapping of cotton tape, reassembling, varnishing and testing etc. complete.	Each	1		
55	NDSR	Full Stator rewinding of an Exhaust fan (condenser type) of 380 mm sweep 900 RPM including cleaning and insulating the stator slots, sleeving soldring wrapping of cotton tape, varnishing re-assembling and testing etc. complete.	Each	2		
56	NDSR	Replacement of ball bearing of ceiling fan including greasing, reassembling and testing etc.	Each	2		
57	NDSR	Supply and erection of fan condenser (paper condenser) for ceiling fan of following rating : The condenser is to be installed in existing ceiling fan after dismantling the defective condenser including connection and testing etc.				
a	NDSR	Condenser 3.15 ui fd.	Each	2		
b	NDSR	Condenser 4 ui fd.	Each	1		
58	NDSR	Rewinding of wall fan 400mm sweep including cleaning and insulating the stator slots, sleeving , wrapping of cotton tape, reassembling , varnishing and testing etc. complete.	Each	5		

59	NDSR	Providing blade set for wall mounting fan	Each	5		
60	NDSR	Providing 3 pin 5 Amp plug top suitable for 5 Amp socket outlet.	Each	5		
61	NDSR	Providing 3 pin 15 Amp plug top suitable for 15 Amp socket outlet.	Each	5		
62	NDSR	Providing LED Bulbs 9 watt	Each	10		
63	NDSR	Providing PVC Batton Holder	Each	5		
64	NDSR	Rewinding / repair of 3 phase motor including cleaning , varnishing, insulating , wrapping by connecting tape etc. Complete. 3 to 5 KW	Each	2		
65	NDSR	Providing of 2*18 watt LED T5 type Tube following make as required . (Bajaj,philips, havells)	Each	20		
66	NDSR	Providing of 2*12 watt LED T5 type Tube following make as required (Bajaj,philips,havells)	Each	10		
67	NDSR	Providing and fixing of 2*18 watt LED T5 type Tube with all accessories like of following make as required complete fitting .(Bajaj,philips,havells)	Each	10		
68	NDSR	Providing and fixing of 2*12 watt LED PL-C type Tube with all accessories like of following make as required complite fitting .(Bajaj,philips,havells)	Each	5		
69	NDSR	De-Hydration of 400 KVA Transformers oil per Ltr.	Ltr	50		
70	NDSR	Providing ,Transformers oil and refilling per Ltr etc.	Ltr	50		
71	NDSR	Transformer 400 kva capacity of Dehydration Labour ,testing and machine charge etc.	Each	1		
72	NDSR	Providing HF Ballast 128 watt (Philips) or its equivalent ISI Make .	Each	1		
73	NDSR	Providing MHN-TD 150 watt (Philips) or its equivalent ISI Make .	Each	1		
74	NDSR	Refilling of Co2 type fire extinguisher (5 Kg)	Each	23		
Total Amount Part-IV (In Rs.)						

NOTE:

1. Quantity mentioned here are only tentative.
2. Actual quantity shall be increase or decrease as per requirement only.
3. The contractor shall keep some items readily available at site.
4. Payment shall be made for actual quantities supplied at the contract rate.
5. Any item of work/ supply not cover above shall be treated as a variation. The rates shall be worked out mutually based. On CPWD norms on failure to reach an agreement the engineer decision shall be final and binding on both sides.
6. The materials should be ISI mark shall be as per CPWD specification and also got approved from the engineer of ESIC prior to its use.
7. **The Contractor should quote the Rate/Percentage above or below to Two places of decimal only.**

Signature & stamp of the Bidder



कर बी नि
ESIC
कर्मचारी राज्य बीमा निगम
Employees' State Insurance Corporation

TOTAL ABSTRACT COST FINANCIAL BID

Name of Work :- A.R.M. (Civil & Electrical) for ESIC Regional Office , Baddi for the Year 2019-20

Estimated Cost: Rs. /-

Earnest Money Deposit: Rs. _____/-

Time Period:- Twelve (12) months

FINANCIAL BID ABSTRACT

CIVIL , ELECTRICAL AND OTHER SERVICES INCLUDING MANPOWER

FOR THE PERIOD OF ONE YEAR

NAME AND ADDRESS OF BIDDER: -

Sr. No.	Financial Bid Form	Items	Amount (Rs.)
1	PART-I	Labour - Civil & Electrical Services Part	
2	PART-II & III	Cost of Civil Engineering Work	
3	PART-IV	Cost of Electrical Engineering Work	
		Total tender Cost	
		Say	

Rates in words: -

Date: -

Signature and Seal of authorized Person

Place: -

Full Name: