



**HEADQUARTERS' OFFICE**  
**EMPLOYEES' STATE INSURANCE CORPORATION**  
**(MINISTRY OF LABOUR & EMPLOYMENT, GOVT. OF INDIA)**  
**"PANCHDEEP BHAWAN"**  
**C.I.G. MARG, NEW DELHI-110002**  
website- [www.esic.nic.in](http://www.esic.nic.in) [E-Mail - general-hq@esic.nic.in](mailto:general-hq@esic.nic.in)

File No. D-11/27/TOR/Soft Service/Policy/2013-CT

Dated:- 31.10.2018

**NOTICE INVITING e-TENDER**

**Name of the Work : Special Repair Works to ESIC Guest House / TOR at Jungpura, New Delhi**

Digitally Sealed e-tender (two bid system) is invited from Government Registered and eligible contractors for "Special Repair Works to ESIC Guest House/TOR at Jungpura, New Delhi" as listed under scope of work in this bid document.

Schedule of e-tender

**Details of e-tender**

1	Mode of tendering - online bidding system on e-tender portal	<a href="https://esictenders.eproc.in">https://esictenders.eproc.in</a>
2	Name of the work	Special Repair Works to ESIC Guest House / TOR at Jungpura, New Delhi
3	Tender No.	D-11/27/TOR/Soft Service / Policy / 2013-CT
4	Type of tender	Two bid system
5	Estimated value put to tender	Rs.4,51,500/-
6	EMD	Rs.10,000/-

**Time schedule of e-tender :**

S.No.	Particulars	Date	Time
1	Date of publishing e-tender	On 05.11.2018	
2	Last date of online bid submission	26.11.2018	Upto 5.00 PM
3	Due date of opening of Tender (Technical Bid)	27.11.2018	At 11.00 AM
4	Last date for submission of EMD with hard copy of scanned tender document	26.11.2018	Upto 5.00 PM

Bidders should carefully read all the terms & conditions before submitting their tender.

The invitation to e-tender is subject to fulfilment of eligibility conditions and adherence to instructions as per schedules below:

Chapter I	Instruction regarding e-tendering
Chapter II	Instructions and Tender conditions

**Director (General Branch)**  
**ESI Corporation, Headquarters office, New Delhi**



## **1. IMPORTANT INSTUCTIONS FOR BIDDERS**

All bidders are required to procure Class-IIIB Digital Signature Certificate (DSC) with Both DSC Components i.e. Signing & Encryption to participate in the E-Tenders.

Bidders should get Registered at <https://esictenders.eproc.in>.

Bidders should add the below mentioned sites under Internet Explorer→Tools →Internet Options→Security→Trusted Sites→Sites of Internet Explorer:

<https://esictenders.eproc.in>

<https://www.tpsl-india.in>

<https://www4.ipg-online.com>

Also, Bidders need to select “Use TLS 1.1 and Use TLS 1.2” under Internet Explorer→Tools→Internet Options→Advanced Tab→Security.

Bidder needs to submit Bid Processing Fee charges of Rs.2495/- (non-refundable) in favour of M/s C1 India Pvt. Ltd., payable at New Delhi via Online Payment Modes such as Debit Card, Credit Card or Net Banking for participating in the Tender.

Bidders can contact our Helpdesk at <https://esictenders.eproc.in/html/Support.asp> for assistance.

## Chapter 2

### 2. Instructions and Tender conditions

#### 2.1. Name of the Specific Work-

Special Repair Works to ESIC Guest House / TOR at Jungpura, New Delhi

##### 2.1.1. SCOPE OF THE WORK

Sl.No.	Details of work	Special Repair works to ESIC Guest House / TOR at Jungpura, New Delhi
1	Estimated quantity	As per Estimate of Work
2	Estimated cost	Rs. 4,51,500/-
3	Location of work site	ESIC Guest House/TOR, 2 <sup>nd</sup> Floor, ESIC Dispensary Complex, Near Eros Cinema, Opposite Lajpat Nagar Railway Crossing, Jungpura, New Delhi
4	Time Limit	2 months from award of work

#### 2.2. INSTRUCTIONS TO THE TENDERERS

- The interested bidders should **submit the tender online** on e-tender portal <https://esictenders.eproc.in>. The details of online submission of e-tender are furnished in tender notice as well as chapter 1 of this tender document. The interested bidder may visit <https://esictenders.eproc.in> for submission of e-tender. The e-tender will be available for online submission from **05.11.2018 to 26.11.2018 upto 5.00 pm.**
- In addition to e-tender which has to be submitted online, the bidder shall also be required to file **hard copies of Tender documents** duly completed along with Earnest Money Deposit (EMD) and supported by requisite documents and the forms, as mentioned in the tender document. The hard copy of duly filled-in & signed tender document along with necessary supporting documents as well as EMD shall be submitted in a sealed envelope addressed to "The Director (General Branch), ESIC, Panchdeep Bhavan, CIG Marg, New Delhi-110002". The name of tender/work "Special Repair works to ESIC Guest House / TOR at Jungpura, New Delhi" shall be super-scribed **on the top of the envelop** and shall be dropped in the tender box earmarked for this purpose & kept at "Reception Counter" in ESIC Headquarters Office. The tender form can also be downloaded from ESIC website ie. [www.esic.nic.in](http://www.esic.nic.in).
- **The Last date and time for submission of the tender in tender box is 26.11.2018 up to 5.00PM.**
- The Delayed / late tenders, for whatever reason, will be summarily rejected.
- For all practical purposes, the e-tender shall be considered for evaluation, however in case of any dispute, the physical documents would be scrutinized / referred to for final decision. In such cases, the conclusion drawn by the Competent Authority will be final and binding upon all the parties. It may also be noted that the interested bidders are required to **submit on-line bid as well as the hard copy of the bid** as per schedule of the tender and in case if the bid is only filled online and hard copy of the same along with EMD is not submitted, the bid will not be considered for evaluation. Similarly if the bid is submitted in hard copy only and e-tender is not filled than also the bid will not be considered for evaluation.

- The amount of earnest money deposit (EMD) is **Rs. 10000/- (Rupees Ten thousand Only)** and should be submitted physically in the form of Demand Draft, drawn in favour of **ESIC Fund A/c No.1** payable at New Delhi.
- Tender form shall be duly filled-in and completed in all respects. Incomplete tenders or tenders without EMD shall be treated as invalid.
- Each and every page of the scanned documents (hard copy) should bear stamp and signature of the tenderer/bidder. The tenderer/bidder shall also enclose the copies of following **documents** in support of details about the firm :
  - (i) Income Tax Returns,
  - (ii) ESI Registration
  - (iii) EPF registration,
  - (iv) GST Registration,
  - (v) Completion Certificate for the works.
- The envelope containing scanned tender documents shall be sealed and bear the name of the tender/ work and the name and address of the tenderer/bidder on the envelop.
- Conditional tender will not be considered and is liable to be rejected.
- The tender for the work shall remain open for acceptance for a period of 180 days from the date of opening of tender.
- The Additional Commissioner(P&A)/Director (General Branch), ESIC, Headquarters office, New Delhi reserves the right to accept or reject any tender or all tenders without assigning any reason thereof.
- EMD of unsuccessful bidders shall be refunded after finalization of tender. No interest will be paid on refund of EMD. The EMD of the successful bidder may be apportioned towards Security Money.
- Date and time of opening of tender is **27.11.2018 at 11.00 AM**. The tender shall be opened in presence of Tenderer/Authorised Representatives who choose to be present at the time of opening of bid.
- The **rates** for each and every item shall be quoted **in Figure and words** in Indian currency in the financial bid enclosed in this tender document. In case of any discrepancy in rates, the rates written in words shall prevail.
- The site for the work can be inspected, if required, on any working day during office hours by contacting the Caretaker, Room No. 9, ESIC, Headquarters office for understanding the complete nature of work.
- Rates quoted shall be firm and fixed and inclusive of cost of manpower, material, machinery, tools and plant etc., duties and levies, insurance etc. and all statutory taxes / levies such as Works contract tax, Labour Welfare cess etc. However the rate quoted will be **excluding of GST, which shall be paid as applicable**. No escalation of whatsoever nature shall be payable later on.
- The **GST** may be reimbursed/paid on submission of proper voucher/challan showing the remittance made by the successful bidder towards this work. However, the responsibility towards payment of GST lies with the contractor.
- These above instructions shall form a part of the contract document.

\* **Eligibility criteria:**

**I. Bidder should have Registration with**

- (a) Any state PWD / CPWD / Govt. Undertakings/ Department/Public Works Organisation (PWO) with current validity for both Civil works & Electrical Works.
- (b) ESIC registration,
- (c) EPFO registration,
- (d) Income Tax,

(e) GST Registration.

(f) Registration with Labour Department(s), as applicable.

(g) Any other registration which is mandatory for the agencies to carry out such work from concerned authorities from time to time.

II. The tenderer/bidder should have minimum **three years' experience** in the field of building construction or repair and maintenance of **civil & Electrical Works** and documentary evidence with copies of work orders and corresponding completion certificates shall be enclosed.

III. The tenderer/bidder should have successfully **completed** the following work in the last **3 years** from the date of publication of this tender.

(a) **One** Building Construction or Repair and Maintenance of civil & electrical work of value not less than **80%** of the estimated value i.e. rupees **Rs. 3.61 lacks**

Or

(b) **Two** Building Construction or Repair and Maintenance of Civil & electrical works of value not less than **50%** of the estimated value i.e. **Rs. 2.26 lacks**

Or

(c) **Three** Construction, Repair and Maintenance of Civil & electrical works of value **not less than 40%** of the estimated value i.e. **Rs. 1.8 lacks.**

\* The tenderer should have minimum in-house manpower to cover requirement of above work.

IV. *Average* Annual financial turnover of bidder during the last **three financial years** (2015-16, 2016-17, 2017-18) should be at least **Rs.5.0 lacks** and copies of balance sheet with ITR should be enclosed towards fulfilling this condition.

V. The tenderer should be profit making in last three financial year i.e. 2015-16, 2016-17 and 2017-18.

VI. The tenderer should not have been blacklisted by any Govt. Agencies in last three years. A declaration in this regard is required to be submitted in the proforma provided with this tender document.

Note:

a) The tenderer is required to submit self-attested copies of all the registrations / testimonials required in this tender form under clause-I. Merely submission of application for registration under any authority required above will be treated as non-registration.

b) The tenderer is required to submit work order copies as well as corresponding completion certificates both in support of fulfilment of criteria required under clause II and III. The work order copies without completion certificates will not be considered for qualification of clause II and III. **Irrelevant work order copies or completion certificate may not be submitted unnecessarily.**

c) The tenderer is required to submit profit and loss account and balance sheet along with IT Return for Last three financial years (2015-16, 2016-17 & 2017-18) in support of fulfilment of clause IV and V.

\* **Submission of bids** : Bidders should submit the tender through online only at <https://esictenders.eproc.in>, and after submitting online, the hard copy of the same proposals alongwith all requisite documents duly signed and stamped should be submitted in separate envelopes namely, 1) **Technical Bid (Annexure-B)** comprising required documents and **Demand Draft of EMD** and the phrase "Technical Bid & EMD" shall be super-scribed on the top of the **first envelop** and 2) The **second envelop** shall contain the **financial bid (Annexure- C)** and the phrase "**Financial Bid**" shall be super scribed **on the top of the envelop** . These two envelopes must be kept inside a separate **big size third envelope** and the phrase "**Special Repair Work to ESIC Guest**

**House / TOR at Jungpura, New Delhi” shall be** clearly super scribed on the top of the envelop, and shall be sealed / closed and put in the Tender Box.

**2.3.** The Technical Bids dropped in the tender box will be opened first and only in case of availability of Demand Draft of desired value towards EMD, the technical bid will be evaluated.

- \* **Evaluation of Technical Bids :** After satisfying about EMD, the technical bids will be evaluated by a duly constituted Tender Committee to ascertain the qualifying criterion i.e. works experience, eligibility criteria, financial background etc. The result of technical qualification i.e qualified / disqualified will be communicated to the all tenderers. **All documents in support of details and work completion certificates etc., should bear the stamp and signature of the quoting firm / authorized representative and shall be enclosed with the Technical Bid.**

**2.4. Financial Bid:** The financial bid of only those tenderers/bidders whose technical bid is found to be qualified as per prescribed eligibility criteria will be opened subsequently on an informed date in the presence of those tenderer(s)/or their authorized representative, who choose to attend the opening of financial bid.

**2.5. Award of work :**

- \* The selection of the agency will ordinarily be done by Competent Authority on the recommendations of the Tender Committee, which however will be at the sole discretion of the ESIC which reserves its right to accept or reject any or all the proposals without assigning any reason.
- \* The contract for the subject Special Repair works to ESIC Guest House / TOR shall be awarded to the qualified responsive tenderer who has quoted the lowest price for execution of the work and so recommended by the Tender Committee. However the **unreasonable rate** i.e. any rate far below estimated rate / estimated value, will be treated as unreasonable & unresponsive considering quality of work and such quote will not be accepted. Further **unreasonably high rate(s)**, if so considered on rate analysis, etc., will also not be accepted even if the lowest among all the quoted rate(s).
- \* Upon evaluation of offers, the notification on award of contract will be intimated to the successful tenderer and work order will be issued.
- \* No tenderer/bidder shall be permitted to alter or modify the financial bid after the closing date & time of tender. In case the tenderer/bidder tries to alter or modify the financial bid after closing date, or put any condition for acceptance of work award letter during tender finalizing process, it/his tender will be cancelled and EMD will be forfeited.
- \* **After submission of letter of consent by the successful bidder, Security Money will have to be deposited, the agreement deed will have to be executed, and work will have to be started within 15 days from the agreement failing which the contract may be cancelled and EMD / Security Deposit would be liable to be forfeited.**

**2.6. PERFORMANCE GUARANTEE & AGREEMENT :**

The successful tenderer will have to submit a performance guarantee at the rate of 5% of the contract value for proper and due performance of contract in form of **Demand Draft** drawn in favour of **ESIC Fund A/c No. 1, payable at New Delhi within 15 days** of award of contract. The performance guarantee shall be valid and will be retained for the duration of one year contract warranty period plus 60 days period. The performance guarantee can be forfeited by the ESIC in the event of failure to perform or to recover any amount which is payable by the contractor to the ESIC on account of any violation of contract or a clause arising out of the contract. An agreement between the Director (General Branch), ESIC, New Delhi & successful bidder will be

entered into on Rs.100/- non-judicial stamp paper. Cost of Stamp Value will be borne by the successful bidder. The security Money will be refunded without interest after 14 months after satisfactory completion.

**2.7.** Delayed / late tenders for whatever be the reason will not be accepted and will be summarily rejected.

## **2.8. GENERAL CONDITIONS OF CONTRACT :**

### Definitions and interpretation :

#### **Definitions :-**

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

- ☒ “Employer” means the ESIC, Headquarters office and the legal successors in title to ESIC.
- ☒ “Engineer” means the person appointed by ESIC to act as Engineer for the purposes of the Contract.
- ☒ “Contractor” means an individual or firm (proprietary or partnership or Ltd.) whether incorporated or not, that has entered into contract (with the ESIC) and shall include his/its heirs, legal representatives, successors and assigns. Changes in the constitution of the firm, if any shall be immediately notified to the employer, in writing and approval obtained for continued performance of the contract.
- ☒ “Contract” means these conditions, the Specification, the Bill of Quantities, the Tender, the Letter of acceptance, the Contract Agreement (and such further documents as may be expressly incorporated in the Letter of Acceptance or Contract Agreement).
- ☒ “Specification” means the specification of the works included in the Contract and any modification thereof.
- ☒ “Drawings” means all the completion drawings, calculations and technical information of a like nature provided by the Engineer to the Contractor under the Contract.
- ☒ “Bill of Quantities” means the priced and competed bill of quantities forming part of the Tender.
- ☒ “Tender” means the Contractor’s priced offer to the Employer for the execution and completion of the works and the remedying of any defects therein in accordance with the provisions of the Contract, as accepted by the Letter of Acceptance. The word tender is synonymous with “Bid” and the words “Tender Documents” with “Bid Documents”.
- ☒ “Letter of Acceptance” means the formal acceptance of the tender by ESIC.
- ☒ “Contract Agreement” means the contract agreement (if any) referred to in above.
- ☒ “Appendix to Tender” means the appendix comprised in the form of Tender annexed to these Conditions.
- ☒ “Commencement Date” means the date upon which the Contractor receives the notice to commence the works.
- ☒ “Time for Completion” means the time period for which the contract of Special Repair has been awarded by the employer to the contractor.
- ☒ “Taking over Certificate” means a certificate issued by employer evidencing successful completion of the awarded work.
- ☒ “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 remedying of any defects therein in accordance with the provisions of the Contract.
- ☒ “Retention Money” means the aggregate of all monies retained by the Employer.
- ☒ “Works” means the Permanent Works and the Temporary Works or either of them to be executed in accordance with the contract. “Site” means the places provided by the Employer for Special Repairs (Civil & Electrical) works at ESIC Guest House / TOR at Jungpura, New Delhi.
- ☒ “Cost” means all expenditure properly incurred or to be incurred, whether on or off the site, including overhead and other charges but does not include any allowance for profit.

#### **ENGINEER**

##### ☒ Engineer’s Duties and Authority

☒ The Engineer shall carry out the duties specified in the Contract.

##### ☒ **Custody and supply of drawings and documents**

The drawings shall remain in the sole custody of the Employer/Engineer, but copies as required thereof shall be provided to the Contractor free of cost solely for the purpose of this contract.

**☒ Sufficiency of Tender**

The Contractor shall be deemed to have based on his Tender on the estimate / data made available by the Employer and on his own inspection and examination of the site conditions.

**☒ Contractor's Employees**

The Contractor shall provide on the Site, qualified and experienced technical, supervisory and other staff, as may be required, in connection with the Special Repair and Maintenance works and remedying of any defects therein. All such staff shall be employees of the contractor and shall in no way represent or impost as employee of ESIC and all the statutory responsibility in respect of them will be that of the contractor. Such employees of the contractor would be expected employees of the contractor and shall in no way represent or impost as employee of ESIC and all the statutory responsibility in respect of them will be that of the contractor. Such employees of the contractor would be expected to behave politely and courteously with the residents / users of the premises / colony.

**All the workers deployed at the site by the contractor must be covered under ESI and shall mandatorily carry ESI e-Pehchan Card with them all the time while on work and no worker without e-Pehchan card be allowed to enter the site.** Contractor shall not depute / deploy any worker for work on site without first covering him under ESI / EPF & MP Schemes.

**☒ Engineer at Liberty to Object**

The Engineer shall be at liberty to object to and request the Contractor to remove forthwith from the works any person provided by the Contractor, who in the opinion of the Engineer, misconducts himself, or is incompetent or negligent in the proper performance of his duties, or whose presence on Site is otherwise considered by the Engineer to be undesirable, and such person shall not be again allowed upon the works without the consent of the Engineer. Any person so removed from the Works shall be replaced as soon as possible by a qualified person approved by the Engineer.

**☒ Safety, Security and Protection of the Environment**

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

☒ 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

☒ Provide and maintain at his own cost all **lights, guards, fencing, warning signs** and watch and ward, 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

☒ 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 or Repair.

☒ Insurance of work by the Contractor for his liability :

The contractor shall take insurance policies, as may be required, in respect of workers and assets and equipment deployed by him for the works

☒ During the Special Repair period for loss or damage to property and life arising from a cause for which contractor is responsible.

☒ For loss or damage occasioned by the Contractor in the course of any Repairs carried out by him for the purpose of complying with his obligations.

☒ It shall be 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 such insurance cover all times during the period of contract.

**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:

☒ death of or injury to any person, or



☒ loss or damage to any property (other than the works) Which may arise out of or in consequence of the Special Repair works and the remedying of any defects therein, and against all claims, proceedings, damages, costs, charges and expenses whatsoever in respect thereof.

#### ☒ **Accident or injury to Workmen**

The Employer shall not be liable for or in respect of any damages or compensation payable to any workman 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.

#### ☒ **Evidence and Terms of Insurance**

The Contractor shall take appropriate insurance policy 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 start of work at the site that insurance required under Contract have been effected. ***He shall compulsorily cover all the workers under ESI and issue e-Pehchan Card before deploying the worker for work.***

#### ☒ **Compliance with Statutes, 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:

☒ 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

☒ 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.

☒ Any changes required for approval due to revision of the local laws.

#### ☒ **Time for Completion**

The Special Repair work shall be completed in a period of 2 **months** from letter of award of work order / agreement and shall start from the date of issue of award of work order/ agreement and shall stand terminated after the expiry of contract period or extended period, if extension is granted.

#### ☒ **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 reasonable period. However, employer reserves its right to terminate the Repair and Maintenance contract by giving 15 days' notice at any time during the currency of the contract if the services of the agency are not satisfactory as per the opinion of employer or its representative.

## **2.9 Defect Identification and its rectifications**

The Contractor shall immediately attend the defects and complaints noticed at site. The Contractor shall provide and develop a system for proper Repair and Maintenance of all the services which includes defects identifications and its immediate rectification in such a way that other essential services are not affected. It shall be the sole responsibility of the Repair and Maintenance agency that all the essential services are kept in functional condition round the clock during the currency of the contract. Defect Liability period shall be 12 months from the date of completion of work under BOQ measurable works. The contractor shall rectify at his own expenses any defect in the work carried out by him during this period. On failure of the contractor to do so, the same shall be completed by the employer at the risk and cost of the contractor.

## **2.10. Liquidated Damages for Delay**

If the Contractor fails to attend any complaint or defect in due course of time and if in the opinion of engineer delay is on the part of contractor, the employer can impose liquidated damages on the contractor. If the contractor fails to complete the work in time, **liquidated Damages @ 1.25% per week** of the total value of work under measurable items of work above shall be recovered **subject to a maximum of 10%** of

the total value of contract. In the event of continuation of failure to complete the work even after 8 weeks after date of completion, the contract may be determined by ESIC and may be given to the next higher bidder (L-2 or the above, whomsoever may agree to execute the balance work) at the risk and cost of the contractor. The higher cost incurred by ESIC would be recovered from the pending bill(s) of the Contractor or from Security Money or from both, which may be besides liquidated damages, as may be considered appropriate in the circumstances.

#### ☒ **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 / Engineer shall be entitled to employ and pay other persons to carry out the same and if for such work, in the opinion of the Engineer, 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 amount due or to become due to the Contractor.

#### ☒ **Instruction for Variations**

Quantities given in the BOQ are estimated quantities. The quantity of any particular item may vary to certain extent. Variation in quantity in particular items or overall cost, does not entitle contractor to claim any extra cost. No new item or additional quantity of work shall be executed without written approval of competent authority. However, variation to the extent of upto 10% may be considered if the same are found to be essential incidental to the work which could not be anticipated earlier and was not estimated.

**If any variation in technical specification is required, a committee duly constituted and approved by the Competent Authority will examine and recommend the changes.**

## **MEASUREMENT**

### **2.11. Works to be measured for BOQ items**

The Engineer shall determine by measurement of the value of actual work done in accordance with the Contract and the Contractor shall be paid proportionately.

#### ☒ **Method of Measurement**

The works shall be measured net, notwithstanding any general or local custom, except where otherwise provided in the Contract.

## **CERTIFICATES AND PAYMENTS**

### ☒ **Mode of payment and Statements to be submitted by the contractor-**

The payment will be made in three instalments. The **first instalment of 30%** will be paid **after completion of one-third of the work** on the basis of **first running bill** and details of executed work submitted by the contractor, and verification thereof. The **second instalment of 30%** will be paid after **completion of the two third of the work** on the basis of **second running bill** and details of executed work submitted by the contractor, and verification thereof and **third and final instalment (balance 40%)** will be paid **after full completion of work** on the basis of **final bill** and details of executed work submitted by the contractor, and verification thereof. **If the contractor does not submit running on account bills, and chooses to submit final bill only** after completion of the work, s/he may do so and **full payment** will be made on submission of single final bill, after verification.

The contractor will be required to submit monthly statement (progress report) for the work executed in tabulated form approved by the engineer showing the amount to which the contractor considers to be entitled. The contractor is also required to submit certificate of materials used and tests carried out for quality control if required by the specification and the Engineer. It may be noted that the first instalment will not be released before the completion of one-third of the work and similarly the second instalment will not be released before completion of two-third of the work, similarly the final instalment will not be released before full completion of the work.

#### ☒ **Deduction of Income Tax**

The amount to be deducted towards the advance income tax shall be at the rates applicable from time to time.

#### ☒ **Correction of Certificates**

The Engineer may by any Interim Payment Certificate make any correction or modification in any previous Interim payment Certificate which has been issued by him, and shall have authority, if any work is not being carried out to his satisfaction, to omit or reduce the value of such work in any interim Payment Certificate.

#### ☒ **Final Certificate**

Within 28 days after receipt of the Final Bill / Statement, and the written discharge the Engineer shall issue to the employer (with a copy to the Contractor) a Final Certificate stating:

☒ The amount which, in the opinion of the Engineer, is finally due under the Contract, and

☒ After giving credit to the Employer for all amounts previously paid by the Employer and for all sums to which the Employer is entitled under the Contract.

#### ☒ **Default of Contractor**

☒ If the performance of the contract and 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.

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

#### ☒ **Amicable Settlement of Dispute**

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

#### ☒ **Arbitration**

Any dispute and differences relating to the meaning of the specifications, design, drawings and instructions herein before mentioned and as to the quality of workmanship or of materials used in the work or as to any other question, claim, right, matter of thing whatsoever in any way arising out of or relating to the contract, designs, drawings, specifications, estimates, instructions or these conditions or otherwise concerning the works or the execution or 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 Arbitration of the Chief Engineer, ESIC, Hqrs. office who shall proceed as per the **Arbitration and Conciliation 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.

☒ 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.

☒ All the recoveries regarding **Income Tax, Works Contract Tax, Labour Welfare Cess, etc. as may be applicable** will be deducted from the contractor's payment and remittance will be made to the respective departments. In respect of **GST**, the same **if payable shall be paid to the contractor** for payment to the concerned department or it may **be reimbursed against payment receipts** to the contractor by the competent authority after satisfying that it has been actually and genuinely paid by the contractor towards this works (or) as per the rules/laws prevailing at the time of execution of works.

☒ The Contractor shall procure all the materials required for the work and the materials shall be in accordance with the relevant specifications of **CPWD / IS specification / manufacturers specifications**. The materials shall be got approved by the ESIC before it is consumed into works. The contractor shall also arrange all the required tools, plant and machinery.

☒ The contractor shall also be responsible for proper handing over of the dismantled materials to ESIC along with details of the same in writing.

☒ Disposal of building rubbish / malba / similar unserviceable, dismantled or waste materials by mechanical means, including loading, transporting, unloading at the approved municipal dumping ground, shall be ensured by the Contractor, and if the disposal thereof is likely to yield value / revenue, the same shall be done in consultation with ESIC, as per approved procedures.

### **3.0. PARTICULAR CONDITIONS OF CONTRACT**

☒ CPWD specifications shall be followed and where same is not available, BIS / Engineering practice as directed by the Engineer shall be followed.

☒ Formats of Performance Guarantee and Contract Agreement are at Enclosure III and IV respectively.

☒ As the work will have to be carried out in building and area in use, the contractor shall ensure :

☒ That the normal functioning of ESIC activity is not affected as far as possible.

☒ That the work is carried out in an orderly manner without noise and obstruction to flow of traffic.

☒ That all rubbish etc. is disposed off at the earliest and place is left clean and orderly at the end of each day's work.

☒ The contractor shall ensure that his Repair and Maintenance staff is qualified and licensed for their part of work. He 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 ESIC property.

☒ 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 Special Repair / Repair and Maintenance work.

☒ When instructed to do so, the contractor shall ensure proper record keeping and storing of irreparable / dismantled material.

☒ Water shall be made available free of cost from nearby source of work. The contractor has to make his own arrangement for use of the same including drawing temporarily lines etc. The responsibility to follow the relevant rules, regulations and laws in this regard shall be entirely that of the contractor.

#### **☒ ADDITIONAL PARTICULAR CONDITIONS OF CONTRACT**

All breakdown/faults shall be attended to immediately and rectified promptly. Only genuine / original material / spares parts shall be used while carrying out the repair & maintenance work. Any major repair involving overhaul of engine, rewinding of motors, replacement of major components like compressor etc. is excluded from the scope of work and shall be paid for on actual. However, if the repairs/replacement arises out of negligence of the Contractor or his staff, the same shall be carried out by the Contractor at his own cost. Prior approval of the Engineer is to be obtained for any such major repair/replacement. The Contractor shall depute qualified and experienced staff. The Contractor shall follow all instructions conveyed to him by the concerned ESIC officials regarding maintenance of the above.

#### **3.1. Annexures to the tender document-**

Annexure-A- **Specification and minute details of work.**

Annexure-B- **Technical Bid**

Annexure-C- **Financial Bid**

Annexure-D- **Declaration to be submitted by the contractor**

Annexure-E- **Undertaking to be submitted by the contractor**

Annexure-F- **Check List**

Annexure-G- **Willingness for empanelment.**

**3.2. Willingness for empanelment:** The interested bidder may also prefer to get themselves registered with ESIC, Headquarters office, CIG Road, New Delhi for Annual Repairs & Maintenance (ARM) / Special Repairs (SR) works (Civil & Electrical) to be undertaken by ESIC, Headquarters office, New Delhi in future. Those interested bidder will have to give their consent proforma Attached at Annexure G, and will be empanelled for issue of Limited Tender Enquiry (LTE)/Request for Quotation (RFQ), if they qualify in eligibility criteria.

#### **3.3. EXTENSION OF TIME OF SUBMISSION / RE-TENDER :-**

In case ONLY ONE response / tender is received by the timeline indicated for submission of tender, the date / time for submission of tender may be extended suitably, at the sole discretion of ESIC, which will be **treated as re-tender.**

**3.4. FINAL DECISION ON TENDER:-**

Additional Commissioner (P&A) / Director (General Branch), ESIC, HQRS, New Delhi reserves the right to accept or reject any or all the tenders without assigning any reason, which will be binding on the parties.

**3.5. FRAUDULENT AND CORRUPT PRACTICES:-**

If any tenderer uses any fraudulent and corrupt practices at any stage of the tendering i.e. obtaining, execution or claims/ bill submission, the tender shall be treated as void and legal action will be taken as per law.

**3.6.** The bid once submitted online and through hard copies shall be treated as final and Bidder will not be permitted to alter / modify / back out from the quoted rate after the closing of tender date & time. If bidder backs out from the rate quoted by it in the financial bid or refuse to execute the work as per rate quoted by it in financial bid, or put forth any condition for acceptance of work order, same will be treated as refusal and in that case, its tender will be cancelled and the EMD will be forfeited.

**3.7.** No claim of payment will be entertained after a period of three years from the date of arising of claim of contractor.

**Abstract of Cost**

<b>Name of Work :- Special Repairs &amp; Maintenance works to ESIC Guest House / TOR at Jungpura, New Delhi</b>						
Sl.No.	DSR/ NDSR	Description	Unit	Qty.	Rate	Amount
1	14.46	Removing dry or oil bound distemper, water proofing cement paint and the like by scrapping, sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete.	Sqm	300.00		
2	14.1	Repairs to plaster of thickness 12 mm to 20 mm in patches of area 2.5 sq. Mtrs. And under, including cutting the patch in proper shape, raking out joints and preparing and plastering the surface of the walls complete as per directions of Engineer-in-charge.				
	14.1.1	With cement mortar 1:4 (1 cement : 4 fine sand)	sqm	30.00		
3	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	300.00		
4	NDSR	Providing and laying finishing with interior Royal velvet touch painting (2 coat)	sqm	300.00		
5	NDSR	Applying one coat of white oil primer of approved brand and manufacture on wall surface	sqm	300.00		
6	14.70	Melamine polishing on wood work (one or more coat).	sqm	250.00		
7	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	30.00		
8	11.41	Providing and laying rectified glazed ceramic floor tiles of size 300x300 mm or more (thickness to be specified by the manufacturer), of 1 <sup>st</sup> quality conforming to IS : 15622, of approved make, in colours white ivory, grey, fume red brown, laid on 20 mm thick cement mortar 1:4 (1 cement : 4 coarse sand), jointing with grey cement slurry @ 3.3 kg/sqm including grouting the joints with white cement and matching pigments etc. complete	sqm	30.00		
9	8.2	Providing and fixing 18 mm thick gang saw cut, mirror polished premoulded and prepolished, machine cut for kitchen platform, 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				
	8.2.1	Raj Nagar Plain white marble / Udaipur green marble / Zebra black marble				
	8.2.1.2	Area of slab over 0.50 sqm	sqm	2.00		
10	17.22 A	Providing and fixing CP Brass 32mm size Bottle Trap of approved quality & make and as per the direction of Engineer in-charge.	Each	4.00		
11	DSR Code No. 9001	Providing and fixing CP brass centre Hole Basin mixer with cast spout	each	4.00		
12	18.22	Providing and fixing C.P. brass shower rose with 15 or 20 mm inlet :				
	18.22.2	150 mm diameter	each	4.00		
13	18.52	Providing and fixing C.P. brass stop cock (concealed) of standard design and of approved make conforming to IS:8931.				
	18.52.1	15mm Nominal bore	each	8.00		
14	18.53	Providing and fixing C.P. brass angle valve for basin mixer and geyser points of approved quality conforming to IS:8931				
	18.53.1	15mm nominal bore	each	8.00		
15	14.82	Dismantling W.C. Pan of all sizes including disposal of dismantled materials i/c malba all complete as per direction of Engineer-in-charge	each	2.00		
16	15.52	Dismantling of flushing cistern of all types (C.I./PVC/Vitrious China) including stacking of useful materials near the site and disposal of unserviceable materials within 50 mtrs. Lead.	each	2.00		
17	17.68	Providing and fixing vitreous china dual purpose closet suitable for use as squatting pan or European type water closet (Anglo Indian W.C pan) with seat & lid fixed with C.P. brass hinges and rubber buffers, 10 litre low level flushing cistern with fitting and brackets, 40 mm flush bend, 20 mm over flow pipe, with specials of standard make and mosquito proof coupling of approved municipal design complete, including painting of fittings and brackets, cutting and making good the walls and floors wherever required:				
	17.68.1	White vitreous china dual purpose WC pan with white solid plastic seat and lid with white vitreous china flushing cistern and C.P. flush bend.	each	2.00		
18	17.7A	Providing and fixing wash basin with C.I. brackets, 15 mm dia C.P. brass single hole basin mixer of approved quality and make, including				

		painting of fittings and brackets, cutting and making good the walls wherever require:				
		(a) White vitreous china wash basin size 550x400 mm with a 15 mm CP Brass single hole basin mixer	each	1.00		
19	17.34	Providing and fixing toilet paper holder				
	17.34.1	C.P. Brass	each	4.00		
20	17.32	Providing and fixing mirror of superior glass (of approved quality) and of required shape and size with plastic moulded frame of approved make and shade with 6 mm thick hard board backing				
	17.32.4	Rectangular shape 1500x450 mm	each	4.00		
21	17.16A	Providing and fixing 8 mm dia CP / SS Jet with flexible tube upto 1 meter long with S.S. triangular plate to European type W.C. of quality and make as approved by Engineer-in-charge	each	4.00		
22	9.46	Providing and fixing curtain rods of 1.25 mm thick chromium plated brass plate, with two chromium plated brass brackets fixed with C.P. brass screws and wooden plugs, etc. Wherever necessary complete				
	9.46.2	20 mm dia	mtr	35.00		
23	15.21	Dismantling doors, windows and clerestory windows (steel or wood) shutter including chowkhats, architrave, holdfasts etc. Complete and stacking within 50 meters lead :				
	15.21.1	Of area 3 sq. Mtr. And below	each	4.00		
24	9.126	Providing and fixing 12 mm thick panelling or panelling and glazing in panelled or panelled and glazed shutters for doors, windows and clerestory windows (area of opening for panel inserts excluding portion inside grooves or rebates to be measured), Panelling for panelled or panelled and glazed shutters 25mm to 40mm thick				
	9.126.2	Fire retardant plywood conforming to IS: 5509	sqm	4.00		
25	9.70	Providing and fixing IS: 12817 marked stainless steel butt hinges with stainless steel screws etc. complete				
	9.70.4	50x37x1.5 mm	Each	25.00		
26	9.82	Providing and fixing bright finished brass hanging type floor door stopper with necessary screws, etc. complete	each	10.00		
27	9.81	Providing and fixing bright finished brass handles with screws etc. Complete :				
	9.81.2	100 mm	each	4.00		
28	9.115	Providing and fixing powder coated telescopic drawer channels 300 mm long with necessary	One set	3.00		



		screws etc. Complete as per direction of Engineer-in-charge				
29	17.73	Providing and fixing PTMT towel rail complete with brackets fixed to wooden cleats with CP brass screws with concealed fittings arrangement of approved quality and colour				
	17.73.1	600 mm long towel rail with total length of 645 mm, width 78 mm and effective height of 88 mm, weighing not less than 190 gms.	each	4.00		
30	17.71	Providing and fixing PTMT liquid soap container 109 mm wide, 125 mm high and 112 mm distance from wall of standard shape with bracket of the same materials with snap fittings of approved quality and colour, weighing not less than 105 gms.	each	5.00		
31	17.22 B	Providing and fixing CP Brass single lever telephonic wall mixer of quality & make as approved by Engineer in charge				
		(a) 15 mm nominal dia	each	4.00		
32	NDSR	Plain cotton Curtains with 8 eyelets for Door	each	20.00		
33	NDSR	Window Digital Print Curtain 5x4 ft.	each	10.00		
34	1404	S.P. 15/16A, One Way moduler Switch	each	4.00		
35		11 Watt Mirror Light make – Bajaj, Philips, Havels	each	4.00		
36		Led 2" Tube Light 9 Watt	each	1.00		
37		8 mm fasneer Anchor	each	6.00		
38		10" exhaust modular	each	2.00		
39		Bottom Holder	each	2.00		
40	1.31	Supplying and fixing suitable size GI box with modular plate and fixing 3 pin 5/6 A modular socket outlet and 5/6A modular switch, connections etc. As required	each	7.00		
41		18 Watt Led Tube Set	each	2.00		
42	1731	20 A, TPN, industrial type socket outlet, with plug top and metal	each	3.00		
43		Wall fan (make – Usha, Bajaj, Havels)	each	2.00		
44	1241	75mmx75mmx50mm PVC Box	Each	1.00		
45	1406	6 Pin 15/16A modular socket outlet, ISI marked	each	1.00		
46	1102	2.5 sqm ISI marked, FRLS PVC insulated, 3 core	meter	350.00		
47	1103	4.0 sqm ISI marked, FRLS PVC insulated, 3 core	meter	350.00		
48		Battery – 180/AH (make – exide, luminous)	each	2.00		
49		Inverter (make – luminous)	each	1.00		
50		Inverter Battery trolley	each	1.00		
51		Cheminey	each	1.00		
52		Staircase Led Tube Light	each	4.00		
53		9 Watt Led Bulb (make – Philips)	each	3.00		
54		ARO Double door Fan	each	1.00		
55	2.10.3	Double pole MCB for AC	each	4.00		
56		AC insulation pipe 3x8	meter	40.00		

**Technical Bid****BRIEF DESCRIPTION OF THE FIRM****(With an outline of the Experience of the firm for similar works during last Three Years)**

<b>01</b>	Name of Tendering Company / firm / Tenderer		
<b>02</b>	NAME OF OWNER/ PARTNERS / DIRECTORS		
	FULL PARTICULARS OF OFFICE		
	Address		
	Telephone No./ Mobile no.		
	E-mail Address		
<b>03</b>	FULL PARTICULARS OF THE BANKERS OF COMPANY / FIRM		
	Name of The Bank		
	Address of the Bank		
	Type of Account and Account No.		
	MICR/IFSC code		
<b>04</b>	REGISTRATION DETAILS		
	PAN/GIR No.		
	TIN No.		
	GST Registration No.		
	ESIC Registration no.		
	EPFO Registration no.		
	Registration with PWD/CPWD/Govt. Undertaking/Departments/PWO		
	Any other registration		
<b>05</b>	DETAILS OF EARNEST MONEY DEPOSIT		
	Amount (Rs.)		
	D.D No. and Date		
	Drawn on Bank		
<b>06</b>	WHETHER THE AGENCY IS DEARRED / BLACK LISTED BY ANY STATE / CENTRAL GOVT OR GOVT. AGENCY(Self declaration in Performa attached as Annexure B shall be furnished)		
<b>07</b>	TURN OVER OF THE FIRM FOR THE FINANCIAL YEAR		
	2015-16		
	2016-17		
	2017-18		

**8. Detail of work order showing experience:-**

Sl.No.	Name of client and address	Period	Total cost of work

Note: **Self-attested supporting documents like certificates from the client in support of each of the above projects to be furnished** on the basis of work order which covers three year experience and the TDS certificate shall be furnished in support.

**9 a) Detail of fulfilment of criteria of one work order of 80% of work value**

Sl.No.	Name of the client and address	Date of work order	Date of completion	Executed value

Or

**9 b) Detail of fulfilment of criteria of one work order of 50% of work value**

Sl.No.	Name of the client and address	Date of work order	Date of completion	Executed value

Or

**9 c) Detail of fulfilment of criteria of one work order of 40% of work value**

Sl.No.	Name of the client and address	Date of work order	Date of completion	Executed value

**10. List of technical resource to be engaged by the tenderer to carry out the work**

Sl.No.	Name of the resource	Qualification	Experience

**Signature of the bidder with seal**

**Date**

**Place**

**FINANCIAL BID****Abstract of Cost**

<b>Name of Work :- Special Repairs &amp; Maintenance works to ESIC Guest House / TOR at Jungpura, New Delhi</b>						
Sl.No.	DSR/ NDSR	Description	Unit	Qty.	Rate	Amount
1	14.46	Removing dry or oil bound distemper, water proofing cement paint and the like by scrapping, sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete.	Sqm	300.00		
2	14.1	Repairs to plaster of thickness 12 mm to 20 mm in patches of area 2.5 sq. Mtrs. And under, including cutting the patch in proper shape, raking out joints and preparing and plastering the surface of the walls complete as per directions of Engineer-in-charge.				
	14.1.1	With cement mortar 1:4 (1 cement : 4 fine sand)	sqm	30.00		
3	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	300.00		
4	NDSR	Providing and laying finishing with interior Royal velvet touch painting (2 coat)	sqm	300.00		
5	NDSR	Applying one coat of white oil primer of approved brand and manufacture on wall surface	sqm	300.00		
6	14.70	Melamine polishing on wood work (one or more coat).	sqm	250.00		
7	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	30.00		
8	11.41	Providing and laying rectified glazed ceramic floor tiles of size 300x300 mm or more (thickness to be specified by the manufacturer), of 1 <sup>st</sup> quality conforming to IS : 15622, of approved make, in colours white ivory, grey, fume red brown, laid on 20 mm thick cement mortar 1:4 (1 cement : 4 coarse sand), jointing with grey cement slurry @ 3.3 kg/sqm including grouting the joints with white cement and matching pigments etc. complete	sqm	30.00		
9	8.2	Providing and fixing 18 mm thick gang saw cut, mirror polished premoulded and prepolished, machine cut for kitchen platform, 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				
	8.2.1	Raj Nagar Plain white marble / Udaipur green marble / Zebra black marble				
	8.2.1.2	Area of slab over 0.50 sqm	sqm	2.00		
10	17.22 A	Providing and fixing CP Brass 32mm size Bottle Trap of approved quality & make and as per the direction of Engineer in-charge.	Each	4.00		
11	DSR Code No. 9001	Providing and fixing CP brass centre Hole Basin mixer with cast spout	each	4.00		
12	18.22	Providing and fixing C.P. brass shower rose with 15 or 20 mm inlet :				
	18.22.2	150 mm diameter	each	4.00		
13	18.52	Providing and fixing C.P. brass stop cock (concealed) of standard design and of approved make conforming to IS:8931.				
	18.52.1	15mm Nominal bore	each	8.00		
14	18.53	Providing and fixing C.P. brass angle valve for basin mixer and geyser points of approved quality conforming to IS:8931				
	18.53.1	15mm nominal bore	each	8.00		
15	14.82	Dismantling W.C. Pan of all sizes including disposal of dismantled materials i/c malba all complete as per direction of Engineer-in-charge	each	2.00		
16	15.52	Dismantling of flushing cistern of all types (C.I./PVC/Vitrious China) including stacking of useful materials near the site and disposal of unserviceable materials within 50 mtrs. Lead.	each	2.00		
17	17.68	Providing and fixing vitreous china dual purpose closet suitable for use as squatting pan or European type water closet (Anglo Indian W.C pan) with seat & lid fixed with C.P. brass hinges and rubber buffers, 10 litre low level flushing cistern with fitting and brackets, 40 mm flush bend, 20 mm over flow pipe, with specials of standard make and mosquito proof coupling of approved municipal design complete, including painting of fittings and brackets, cutting and making good the walls and floors wherever required:				
	17.68.1	White vitreous china dual purpose WC pan with white solid plastic seat and lid with white vitreous china flushing cistern and C.P. flush bend.	each	2.00		
18	17.7A	Providing and fixing wash basin with C.I. brackets, 15 mm dia C.P. brass single hole basin mixer of approved quality and make, including				

		painting of fittings and brackets, cutting and making good the walls wherever require:				
		(a) White vitreous china wash basin size 550x400 mm with a 15 mm CP Brass single hole basin mixer	each	1.00		
19	17.34	Providing and fixing toilet paper holder				
	17.34.1	C.P. Brass	each	4.00		
20	17.32	Providing and fixing mirror of superior glass (of approved quality) and of required shape and size with plastic moulded frame of approved make and shade with 6 mm thick hard board backing				
	17.32.4	Rectangular shape 1500x450 mm	each	4.00		
21	17.16A	Providing and fixing 8 mm dia CP / SS Jet with flexible tube upto 1 meter long with S.S. triangular plate to European type W.C. of quality and make as approved by Engineer-in-charge	each	4.00		
22	9.46	Providing and fixing curtain rods of 1.25 mm thick chromium plated brass plate, with two chromium plated brass brackets fixed with C.P. brass screws and wooden plugs, etc. Wherever necessary complete				
	9.46.2	20 mm dia	mtr	35.00		
23	15.21	Dismantling doors, windows and clerestory windows (steel or wood) shutter including chowkhats, architrave, holdfasts etc. Complete and stacking within 50 meters lead :				
	15.21.1	Of area 3 sq. Mtr. And below	each	4.00		
24	9.126	Providing and fixing 12 mm thick panelling or panelling and glazing in panelled or panelled and glazed shutters for doors, windows and clerestory windows (area of opening for panel inserts excluding portion inside grooves or rebates to be measured), Panelling for panelled or panelled and glazed shutters 25mm to 40mm thick				
	9.126.2	Fire retardant plywood conforming to IS: 5509	sqm	4.00		
25	9.70	Providing and fixing IS: 12817 marked stainless steel butt hinges with stainless steel screws etc. complete				
	9.70.4	50x37x1.5 mm	Each	25.00		
26	9.82	Providing and fixing bright finished brass hanging type floor door stopper with necessary screws, etc. complete	each	10.00		
27	9.81	Providing and fixing bright finished brass handles with screws etc. Complete :				
	9.81.2	100 mm	each	4.00		
28	9.115	Providing and fixing powder coated telescopic drawer channels 300 mm long with necessary	One set	3.00		

		screws etc. Complete as per direction of Engineer-in-charge				
29	17.73	Providing and fixing PTMT towel rail complete with brackets fixed to wooden cleats with CP brass screws with concealed fittings arrangement of approved quality and colour				
	17.73.1	600 mm long towel rail with total length of 645 mm, width 78 mm and effective height of 88 mm, weighing not less than 190 gms.	each	4.00		
30	17.71	Providing and fixing PTMT liquid soap container 109 mm wide, 125 mm high and 112 mm distance from wall of standard shape with bracket of the same materials with snap fittings of approved quality and colour, weighing not less than 105 gms.	each	5.00		
31	17.22 B	Providing and fixing CP Brass single lever telephonic wall mixer of quality & make as approved by Engineer in charge				
		(a) 15 mm nominal dia	each	4.00		
32	NDSR	Plain cotton Curtains with 8 eyelets for Door	each	20.00		
33	NDSR	Window Digital Print Curtain 5x4 ft.	each	10.00		
34	1404	S.P. 15/16A, One Way moduler Switch	each	4.00		
35		11 Watt Mirror Light make – Bajaj, Philips, Havels	each	4.00		
36		Led 2" Tube Light 9 Watt	each	1.00		
37		8 mm fasneer Anchor	each	6.00		
38		10" exhaust modular	each	2.00		
39		Bottom Holder	each	2.00		
40	1.31	Supplying and fixing suitable size GI box with modular plate and fixing 3 pin 5/6 A modular socket outlet and 5/6A modular switch, connections etc. As required	each	7.00		
41		18 Watt Led Tube Set	each	2.00		
42	1731	20 A, TPN, industrial type socket outlet, with plug top and metal	each	3.00		
43		Wall fan (make – Usha, Bajaj, Havels)	each	2.00		
44	1241	75mmx75mmx50mm PVC Box	Each	1.00		
45	1406	6 Pin 15/16A modular socket outlet, ISI marked	each	1.00		
46	1102	2.5 sqm ISI marked, FRLS PVC insulated, 3 core	meter	350.00		
47	1103	4.0 sqm ISI marked, FRLS PVC insulated, 3 core	meter	350.00		
48		Battery – 180/AH (make – exide, luminous)	each	2.00		
49		Inverter (make – luminous)	each	1.00		
50		Inverter Battery trolley	each	1.00		
51		Cheminey	each	1.00		
52		Staircase Led Tube Light	each	4.00		
53		9 Watt Led Bulb (make – Philips)	each	3.00		
54		ARO Double door Fan	each	1.00		
55	2.10.3	Double pole MCB for AC	each	4.00		
56		AC insulation pipe 3x8	meter	40.00		

**Note:**

1. Payment shall be made for actual quantities executed at the contract rate.
2. The Contractor shall maintain an inventory and use common miscellaneous sundry materials which are required for the work the cost of which is included in the above item.
3. The above rates shall include the cost of any assistance of unskilled/semi- skilled persons required by the skilled workers.
4. Any item of work/supply not covered in the above shall be treated as variation. The rates shall be worked out mutually based on CPWD norms. On failure to reach an agreement, the Engineers decision shall be final and binding on both sides.

**Signature of the bidder with seal**

**Date**

**Place**



**Declaration**

(to be submitted by the contractor on letter head)

Sir,

I/we, the undersigned do hereby declare that, I/we have never ever been blacklisted and/or there were no debaring actions against us for any default in the performance of the contract entrusted to us by any Govt Department / Govt. Agencies.

In the event of any such information pertaining to the aforesaid matter found at any point of time either during the course of contract or at the bidding stage, my bid/contract shall be liable for cancellation/termination without any notice

Yours faithfully

Signature of the bidder with seal

Date

Place

**(TO BE TYPED ON BIDDER'S LETTER HEAD)  
UNDERTAKING**

**To,**  
The Director (General Branch),  
Headquarters Office,  
ESI Corporation,  
CIG Road,  
New Delhi-110002.

Sub: Tender for Special Repair Works to ESIC Guest House / TOR at Jungpura, New Delhi - Reg

Sir,

I/We hereby agree to abide by all the terms and conditions laid down in tender document.

This is to certify that I/We before signing this bid have read and fully understood all the terms and conditions and instructions contained therein and undertake myself / ourselves to abide by the said terms and conditions.

I/ We shall deploy only physically and mentally fit personnel of required skills / qualification for execution.

Bidder Signature

Name

Seal/stamp

**Check list of the documents to be submitted with the tender :**

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

Sl.No.	Items	Yes / No
1	EMD	
2	Tender form with complete technical bid and Financial bid, with all pages serially numbered , signed and stamped on each page	
3	Audited Balance sheet of last <b>three years</b> with details of annual turnover, profit/loss account etc	
4	Income tax statement of last <b>three years</b> with income tax clearance certificate OR ITR Acknowledgement	
5	Attested photo copy of Pan card	
6	ESIC Registration certificate copy with last payment Details	
7	EPFO Registration certificate copy with last payment Detail	
8	GST registration certificate with details of the last payment	
9	Documents in support of contracts fulfilled in last 3 years along with their values in support of the experience and financial credibility with TDS (Form-26 AS)Certificate	
10	Satisfactory completion of contract certificate from previous organizations	
11	Copy of Registration/enlistment with Central/State Govt / PSU / Autonomous Bodies/PWD/CPWD	
12	Any other detail	
13	Copy of Staff / Employees qualification certificate as per requirement of BOQ	

**Willingness for Empanelment**

**To,**  
The Director General,  
(General Branch),  
ESI Corporation,  
Headquarters office, Panchdeep Bhavan,  
CIG Marg, New Delhi-110002.

Sub: Consent for empanelment for ARM and SR work to be undertaken at ESIC Hqrs. Office, New Delhi / ESIC Staff quarters, Noida (UP)

Sir,

I/We hereby agree to abide by all the terms and conditions laid down in tender document. This is to certify that I/We give our consent for getting ourselves empanelled with ESIC Hqrs. Office, New Delhi for ARM and SR work to be undertaken by ESIC Hqrs. Office, New Delhi, if found eligible for such work.

I/We shall comply the instruction/tender/RFQ issued by ESIC Office, New Delhi from time to time.

Yours Faithfully,

**Signature of the Bidder With seal**

**Date**

**Place**