

Office of the Medical Superintendent  
Employees State Insurance Hospital  
Rohini : Sector 15 : New Delhi- 110085.  
[www.esic.nic.in](http://www.esic.nic.in).

No. DM(RH)A.11/17/2004.CT

Dated :

To

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**Sub:-“Limited Tender for award of contract for Repair of wooden and steel furniture, welding and painting work in E.S.I. HOSPITAL, ROHINI, Sector-15, NEW DELHI-89**

**Last Date & time of receipt of Tender: 28.09.11 upto 1 PM**

**Date & time of opening of Tender: 28.09.11 at 2.30 PM**

Sir,

Sealed quotations are invited on behalf of the Medical Superintendent, E.S.I. Hospital, Rohini, Sec-15, New Delhi-89 for **award of contract for Repair of wooden and steel furniture, welding and painting work for the period of Two Years.**

You are requested to submit your quotation in the attached Performa in a sealed cover marked **“Quotation for Repair of wooden and steel furniture, welding and painting work”** so as to reach the undersigned latest by 1:00 PM on 28.09.11. The quotation may be dropped in the Tender Box kept in Room no. Administrative Block. The quotation will be opened on 28.09.11, at 2:30 PM in the presence of those tenderers who may be like to remain present at the time of opening of tender. The quotation received after stipulated time and date will not be entertained. The award of contract will be governed by the following terms and conditions:-

1. The tenderer shall inspect beforehand the position of wooden and steel furniture with accessories to gauge their make, age, kind, condition etc. so that rates are quoted accordingly and any mismatch in specifications of the items repaired/replaced w.r.t. the base specification shall not be accepted.
2. Rates should be quoted for all the items specified in the price bid. Tax will be deducted at source as per rules. The firm may also submit the information as sought in the Performa enclosed as Annexure-II duly signed by authorized signatory of the firm. It is pertinent to mention here that rates should be inclusive of all taxes, levies incidental expenses, cost of T& P, manpower, material etc. and nothing extra should be paid.
3. The firms/proprietor must have experience for repair of office furniture for two year in any Government institution/undertaking supported with satisfactory performance certificate of the department.
4. The tenderers will be required to deposit a sum of Rs. 5000/- (Rs. five thousand only) as earnest money in the form of demand draft/pay order/bankers cheque/bank guarantee drawn in favour of ESI Fund A/C no.1 at Delhi, failing which the quotations will not be entertained. The earnest money deposited by the firms will refunded after the contract has been awarded to the successful bidder. The earnest money will be liable to be forfeited in case the successful bidder refuses the offer.
5. The successful tenderer will be required to deposit of a sum Rs. 10000/- (Rs. Ten thousand only) as a security deposit in the form of demand draft/pay order/bankers cheque/bank guarantee drawn in favour of ESI Fund A/C no.1 at Delhi within 15 days of the acceptance in this office. The security liable to be forfeited in part or in full in the event of any loss suffered by the office or if the work assigned to the firm is not found to be satisfactory. This will be refunded without any interest thereon upon successful completion of the contract, provided the office has no other claims outstanding against the party at that time.

6. The contract will be valid for a period of two years from the date of award of contract. However, on the expiry of the contract, The Medical Superintendent reserves the right to extend the contract on same terms and conditions that may be mutually agreed upon subject to satisfactory performance by the contractor. However, the same can be terminated also even before its expiry in case the firm fails to provide satisfactory services or does not comply with any of the terms and conditions of the contract. In that event, the security money deposited by the firm will also be forfeited. The decision of Medical Superintendent in this regard will be final and binding on contractor.
7. The contractor or his representative will remain available in the office and shall undertake repair at the earliest with prior permission only. A space along with electrical and water connection shall be provided in premises.
8. The contractor shall have to attend the minor/major repair work within 24 hours after receipt of requisition, failing which it shall be got done at risk and cost of the contractor. In case any item is required to be taken out of the office premises for repair/rectification, the same would be allowed through gate pass issued by Dy. Director (Admn.)/Director (Admn.).
9. Erasing & overwriting in the quotation in any form will render the tender invalid.
10. The lowest tender shall be considered for placement of contract subject to fulfillment of eligibility criterion and other terms & conditions of the tender.
11. It shall be prerogative of the hospital authorities to get any item/part repaired or replaced instead.
12. Items not identified by set/numbers/pairs square feet etc. have to be quoted on lump sum basis which shall be paid only once at one time.
13. The items repaired/replaced shall have a warranty/guarantee period of not less than 6 months.
14. Salvage/residue/leftover material after repairs/replacement shall be the property of ESI Hospital Rohini over which the contractor shall have no right.
15. Type of painting, polishing and other jobs of such kind may be specified, clearly.
16. The Medical Superintendent, E.S.I. Hospital, Rohini, Sec-15, New Delhi-89 reserves the right to reject any or all the quotations without assigning any reason thereof.
17. The Contract with the firm shall be interpreted under Indian Law and in case of any dispute between the contract holder and the ESIH; the sole authority for settlement of such disputes will rest with the arbitrator appointed by the Director General, E.S.I. Corporation, Panchdeep Bhawan, CIG Marg, New Delhi-110002.

Yours faithfully,