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*Rajiv Kumar*  
09/01/24

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07/01/24

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09/09/2024

*12/01/24*

*[Signature]*



કર્મચારી રાજ્ય વીમા નિગમ  
શ્રમ અને રોજગાર મંત્રાલય, ભારત સરકાર  
કર્મચારી રાજ્ય વીમા નિગમ  
(વપાઈ એવં રોજગાર મંત્રાલય, ભારત સરકાર)  
EMPLOYEES' STATE INSURANCE CORPORATION  
(MINISTRY OF LABOUR & EMPLOYMENT, Govt. of India)



સામુદાયિક સુખ



ક.ર.સી.નિ. હોસ્પિટલ વાપી / ક.ર.સી.નિ. અલ્પતાલ વાપી / ESIC Hospital Vapi  
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Website: [www.esic.nic.in/www.esic.in](http://www.esic.nic.in/www.esic.in)

## [ SECTION – 1 ]

### NOTICE INVITING BID

For

**Annual Repairs, Maintenance & Operation (ARMO) works and Special Repairs (SR) works of ESIC Hospital Vapi, Gujarat on deposit mode of works execution basis for one year on need basis.**

EMPLOYEES' STATE INSURANCE CORPORATION

Silvasa-Vapi Road, Chanod colony, Vapi-396195

Dated:

#### NOTICE INVITING TENDER

Employees' State Insurance Corporation (ESIC) is an Autonomous Body ESIC invites online bid offer for Centage Charges\* on percentage basis from eligible Central / State/Public Sector Undertaking (PSU) / Autonomous Bodies for taking up the Annual Repairs, Maintenance & Operation (ARMO) works along with Special Repairs (SR) works at ESIC Hospital Vapi, Gujarat on deposit mode of work execution basis for one year on need basis. The contract of work has an option to extend for further period of one-year subject to satisfactory performance of the agency during the contract period with mutual consent.

1. Details are given below:

NIT No.

39/ESIC-Vapi/Gen/Civil & electrical

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	(works)/2016
Name of the Work	ARMO & SR works of ESIC Vapi, Gujarat on deposit mode of works execute on basis.
Client / Owner	EMPLOYEES STATE INSURANCE CORPORATION
Annual Budget amount for the ARMO & SR works	<b>Rs. 1.20 crore</b> (approx. one crore twenty lakh only) for ARMO works & <b>Rs. 1.40 crore</b> (approx. one crore forty lakh only) for SR works
Earnest Money deposit (optional to be decided by ESICH, Vapi)	Not applicable
(Cost of Tender document (optional to be decided by ESICH, Vapi))	Not applicable
Date of Tender Document available to parties to download	16.09.2024 Time:16:00 Hrs.
Date and time of Pre bid meeting	05.10.2024 Time 10:00 Hrs.
Starting date of e-tender for submission of online Techno Commercial Bid and Price Bid	16.09.2024 Time: 16:00 Hrs.
Closing date of online e-tender for submission of Technical bid and Price Bid	07.10.2024 Time: 17:00 Hrs.
Date and time of opening of Techno Commercial Bid	08.10.2024 Time: 10.00 Hrs.
Date and Time of opening of Price Bid	Will be communicated separately to the qualified bidders.
Contract Period	1 year
Validity of Offer	90 days after the last date fixed for submission of bid including the extension (s) given, if any

\* Centage Charges – As defined in Section – 4: Financial Bid.

*Note : Wherever the word “ESIC” is mentioned it refers to ESIC, Hospital, Vapi, Gujarat.*

- The intending bidder(s) must read the terms and conditions carefully. They should only submit their bid if eligible and in possession of all the documents required.
- Information and instructions for bidders available in document shall form part of agreement.
- The bid document consisting of instructions to bidders, scope of work and other conditions to be complied are available at the website <https://eprocure.gov.in/eprocure/app> & ESIC Website.
- Construction Agency must ensure to quote rate in percentage only in appropriate column up to 2 (two) Decimals and these decimals should be greater than zero.
- Notwithstanding anything stated above, ESIC reserves the right to assess the capabilities and capacity of the bidders to perform the contract in the overall interest of ESIC.
- The bidder(s) / are required to quote strictly as per the terms and conditions, specifications, standards given in the bid documents and not to stipulate any deviations.
- The bidder(s), if required, may submit questions in writing to seek clarifications 24 Hrs before the notified pre-bid meeting date, to the Office of MS or may visit the said office during the office hours on working days, contact no. 02602451473 & submit.
- Pre-bid conference shall be held on date, time & place as mentioned in the notice to clarify queries of intending bidders for submission of bid for the work to be undertaken.

10. ESIC reserves the right to reject any or all tenders or cancel / withdraw the invitation for Bids without assigning any reason whatsoever and in such case no bidder / intending Construction Agency shall have any claim arising out of such action.

**11. Set of Bid Documents:**

The following documents will constitute set of tender documents:

Section-1	Notice inviting bid
Section-2	Instructions to construction agency
Section-3	Qualifying criteria
Section-4	Financial proposal
Section-5	Technical Bid Performa
Annexure –I	Acceptance of Bid Condition
Annexure- II	Undertaking
Annexure- III	Scope of work
Annexure- IV	MoU / Agreement
Annexure V	Integrity Pact
Annexure VI	Form of Performance Security/Bank Guarantee Bond

Along with all Annexure.

**12. Bidding Process**

Bidding process consists of two stages i.e. Stage – I and Stage – II.

In Stage – I, bidders are required to upload documents pertaining to Qualifying Criteria as mentioned in Section – 3 along with their bid. Technical Bid is opened first and bids are evaluated based on documents uploaded by the respective bidders for Qualifying Criteria. Only uploaded documents along with the Bid is considered for evaluation of Technical Bids.

In Stage – II, financial bids of qualified bidders, who meet the qualifying criteria as mentioned in Section – 3, are opened on the prescribed date and time in the presence of representatives of bidders.

L – 1 Construction Agency whose Centage Charges are found lowest shall be considered for award of work as per due process.

**13. Mode of Submission**

Construction Agency must submit their online bid of scanned copies duly attested only along with following documents pertaining to Qualifying Criteria and Financial Bid.

- Letter of acceptance of terms and conditions of bidding document in the prescribed format as per Annexure – I and undertaking as per format given in Annexure – II.
- Certificates of works experience and other documents for annual turnover and other documents of PSU for undertaking works required to establish fulfilment of qualifying criteria



- b. Certificates of works experience and other documents for annual turnover and other documents of PSU for undertaking works required to establish fulfilment of qualifying criteria
- c. Bid Documents downloaded from website to be signed and stamped on each page by authorized representative along with Financial Bid / Proposals (Section – 4) quoted with Centage Charges shall be uploaded.
- d. Authority letter issued by the Competent Authority i.e. CMD / MD / Chairman for signing the bid document.
- e. **No Proposals/Documents will be received/uploaded after the prescribed date & time.**

Financial Bid of qualified bidders shall then be opened on prescribed date.

- 14. The bid for the works shall remain open for acceptance for a period of 90 days from the last date of submission of bid including the extension given, if any. In case any bidder withdraws his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the ESIC, ESIC shall, without prejudice to any other right or remedy, be at liberty to debar them from participation. Further, they shall also not be allowed to participate in the re-bidding, if any.
- 15. The acceptance of any or all bid(s) will rest with the ESIC who does not bind itself to accept the lowest bid and / or reserves to itself the right to reject any or all of the bids received without assigning any reason thereof.
- 16. Date of Start of work shall be reckoned from details in award letter or handing over of site whichever is later. Signing of Contract Agreement and submission of valid Performance Bank Guarantee shall be followed with.
- 17. The Award of work, Execution and Completion of work shall be governed by documents consisting of (but not limited to) Letter of Award / Work Order, Bid, MoU and Bid Document. The bidders shall be deemed to have gone through the various conditions while making / preparing their proposal & submitting the Bid.
- 18. In case, any misrepresentation / falsification is noticed in copies of documents submitted, then the bid submitted shall become invalid. ESIC shall, without prejudice to any other right or remedy, be at liberty to disallow the agency from future participation.

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### **Instructions for Online Bid Submission**

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> & ESIC Website.

### **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 username 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 / TCS / nCode / eMudra 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 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 consider any corrigendum published on the tender document before submitting their bids.
2. Bidder to 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.

#### **SUBMISSION OF BIDS**

1. Bidder should log in 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. 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 the scheduled time during bid submission.
4. 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 openers public keys.
5. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
6. 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.
7. 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.

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. The contact number for the helpdesk is 1800 233 7315.



## [ SECTION – 2 ]

# INSTRUCTIONS TO CONSTRUCTION AGENCY

### 1. INTRODUCTION

- 1.1 The Central/ State Govt Organization / Public Sector Undertaking (PSU's) are only eligible to participate in the Bid.
- 1.2 Construction Agencies are invited to submit a financial bid along with documents pertaining to qualifying criteria. The bid will be the basis of technical discussions / negotiations, if required and ultimately for a signed Contract/MoU with the selected Construction Agencies on deposit mode of work execution basis.
- 1.3 Construction Agencies should familiarize themselves with local conditions and take them into account in preparing their Proposals. To obtain first hand information on the assignment and local conditions, Construction Agencies may visit the site before submitting a proposal. Construction Agency or his authorized representative should contact the following regarding site specific information and site visit enquiry, if required.

Contact: Medical Superintendent

Address: ESIC Hospital Vapi-Selvasa Road, Chanod, Vapi-396195 (Gujarat)

Fax : .....

Phone : 0260-2451473

E-Mail : [ms-vapi.gj@esic.nic.in](mailto:ms-vapi.gj@esic.nic.in)

- 1.4 (a) The ESIC will provide all the available inputs to the Construction agencies. However, ESIC does not assume any responsibility for any loss or financial damages on account of use of such information by Construction agencies. Construction Agencies are advised to collect at their own information for preparation, submission of bids & execution of services before award of work. (b) The Construction Agencies shall be responsible for obtaining licenses and permits to carry out all the works.
- 1.5 Construction Agencies shall bear all cost associated with the preparing and submission of their proposals and contract negotiation, site visits etc. The ESIC is not bound to accept any proposal, and reserves the right to cancel the selection process at any time prior to award, without incurring any liability to the Construction Agencies.
- 1.6 Conflict of Interest

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1.6.1 ESIC policy requires that Construction Agencies provide professional, objective, and impartial advice and at all times hold the ESIC's interest paramount, strictly avoid conflicts with other assignments or their own corporate interests and act without any consideration for future work.

1.6.2 (i) Without limitation on the generality of the foregoing, Construction Agencies, and any of their affiliates, shall be considered to have a conflict of interest and shall not be recruited, under any of the circumstances set forth below :

**Conflicting Relationship**

(ii) Construction Agencies ( including its Personnel and Sub – contractors ) that has a business or family relationship with ESIC staff / Member of the Corporation who is directly or indirectly involved in any part of (a) the preparation of the Terms of Reference of the assignment, (b) the selection process for such assignment, or (c) supervision of the Contract, may not be awarded a Contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the ESIC throughout the selection process and the execution of the Contract.

1.6.3 Construction Agencies have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of the ESIC, or that may reasonably be perceived as having this effect. Failure to disclose said situations may lead to the disqualification of the Construction Agencies or the termination of its Contract any time throughout currency of the work.

1.6.4 No employee of the ESIC shall work for Construction Agency. Recruiting former employees of the ESIC to work is not acceptable to ESIC.

**1.7 Fraud and Corruption**

1.7.1 The ESIC requires that the Construction Agencies participating in selection process adhere to the highest ethical standards, both during the selection process and throughout the execution of a contract. In pursuance of this policy, the ESIC :

(a) Defines, for the purpose of this paragraph, the terms set forth below : "Corrupt Practice" means the offering, promising, giving, receiving, or soliciting, directly or indirectly, of anything of value which he is not legally entitled to, to influence the action of a public official in the selection process or in contract execution;

(b) "Fraudulent Practice" means a wilful misrepresentation or omission of facts or submission of fake / forged Documents in order to influence a selection process or the execution of a contract;

(c) "Collusive Practices" means a scheme or arrangement whether formal or informal, between two or more Cas with or without the knowledge of the ESIC, designed to establish prices at artificial, non competitive levels, submission or non submission of Bids;

(d) "Coercive Practices" means harming or threatening too harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract.

(e) ESIC will reject a proposal for award if it determines that the Construction Agency recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the contract in question ; and

ESIC will take necessary action against the Construction Agency, including declaring the Construction Agency ineligible, either indefinitely or for a stated period of time, for award of



a contract if at any time it is determined that the Construction Agency has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for, or in executing a contract.

#### 1.8 Proposal Validity

The Construction Agencies offer shall remain valid for 90 days after the last date fixed for submission of bid including the extension (s) given, if any.

#### 1.9 Final Decision Making Authority

Medical Superintendent reserves the right to accept or reject any bid and to annul the process and reject all bids at any time, without assigning any reason or incurring any liability to the bidders.

#### 1.10 Brief Description & Scope of work

As per details given in Annexure – III

### 2. CLARIFICATION AND AMENDMENT OF BID DOCUMENTS

- 2.1 Construction Agencies may request for a clarification in respect of the Bid documents not later than 2 days before the pre-bid meeting date. Any request for clarification must be sent in writing, or by standard electronic means to the ESIC email address i.e. [ms-vapi.gj@esic.nic.in](mailto:ms-vapi.gj@esic.nic.in)

The ESIC will respond in writing, or by standard electronic means and will send written copies of the response (including an explanation of the query but without disclosing the source of query) to all Construction Agencies. ESIC deem it necessary to amend the bid document as a result of a clarification or any other reasons it shall do so following the procedure under Para 2.2.

However, ESIC reserves the right to respond to the queries after cut off date as mentioned above.

- 2.2 At any time before the submission of bid, ESIC may modify / amend the bid document and extend the last date of submission / opening of the bid by issuing a corrigendum / addendum. Any Corrigendum / Addendum thus issued shall form part of bid document. To give the construction Agency reasonable time to take an amendment into account in their bids and on account of any other reasonable circumstances, ESIC may at its discretion, extend the deadline for the submission / opening of the bid.

### 3. PREPARATION OF BID PROPOSAL

- 3.1 In preparing their offer to bid document, Construction Agencies are expected to examine in detail the bid document. The bid shall contain documents stipulated in the bid document.
- 3.2 The bid proposals, all related correspondence exchanged between the Construction agencies and ESIC and the contract to be signed after award shall be written in the English Language. **If required in Hindi/Local languages necessary translations and other requirements of certificated may be done at Medical Superintendent Office level.**
- 3.3 Documents pertaining to Qualifying Criteria  
Bidder shall have to furnish header line in all the relevant document duly signed on each page on the uploaded documents pertaining to "Qualifying Criteria" as mentioned in Section – 3 of bid document.



### 3.4 Financial bid Proposals

Bid document duly signed on each page by person duly authorized along with Financial Bid as per Section – 4 duly quoted shall be uploaded/filled in online (whichever provision provided in CPPP portal) and shall not include any commercial or technical condition / information. Conditional bid shall be rejected summarily.

## 4. SUBMISSION, RECEIPT AND OPENING OF BIDS

- 4.1 The original bid including Financial Bid, shall contain non interlineations or overwriting, except as necessary to correct errors made by the Construction Agency. The person who signed tender documents must initial such corrections.
- 4.2 An authorized representative of the Construction Agencies shall only sign the bid documents. The authorization shall be in the form of a legally enforceable written power of attorney duly authorized as mentioned in clause no. 13(d) of NIT and shall be submitted along with bid.
- 4.3 The ESIC shall open the bid containing documents pertaining to Qualifying Criteria after the deadline and for verification from the originals if any, the Financial bid shall remain securely stored.

## 5. BID Evaluation

### 5.1 Evaluation of Qualifying Criteria

Qualifying Criteria shall be examined and evaluated by the Committee duly constituted by competent authority based on documents uploaded on CPPP portal. No documents furnished or made available after last date of submission of bid shall be considered for evaluation for meeting qualifying criteria for opening of financial bid.

### 5.2 Evaluation of Financial Bid

5.3.1 After the Qualifying Criteria evaluation is completed, the ESIC shall notify in writing to those Construction Agencies who have qualified. Construction Agency's may attend the opening of Financial bid however the same is optional.

5.3.2 The Financial bids of the qualified Construction Agencies shall then be opened in the presence of the Construction Agency's representatives who choose to attend on the date, time and place as mentioned in the NOTICE. The financial bids shall be examined by a Committee duly constituted by Competent Authority.

5.3.3 The final selection shall be based on evaluation of the bids by the Committee constituted for the purpose.

## 6. AWARD OF CONTRACT

- 6.1 The work shall be awarded to the L – 1 Construction Agency whose Centage Charges are found lowest as per due process subject to terms and conditions.

In case the Lowest quoted Centage Charges by Construction Agency of two or more participating firms is the same, **thus the work shall be awarded to L-1 construction agency having maximum average turnover for last 3 years**

The successful bidder shall have to execute the Contract Agreement/MoU as per Standard Contract Agreement/ MoU attached with the bid document for taking up this work with ESIC.

Construction Agency has to follow CVC guidelines for awarding/selection of the work to contractors if the work is not executed by them departmentally.

6.2 The successful Construction agency for the purpose of execution of work, progress review and monitoring, shall submit, a detailed work schedule and PERT / CPM indicating completion of all major activities as per the milestones indicated for completion of such activities in the Standard Contract Agreement forming part of Bid Document for consideration and approval by the ESIC. This approved schedule / network shall be pre-requisite for signing of the Contract Agreement and shall form part of the Contract Agreement.

6.3 (a) **Performance Bank Guarantee:** The successful agency shall submit an irrevocable performance guarantee in the form of Bank Guarantee @5% (or as per GFR decided by ESIC) of the budgeted amount in addition to other deposit mentioned elsewhere in the contract within 10 days from date of issue of letter of acceptance of tender.

(b) Performance guarantee shall be initially kept valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations/defect liability period, hence performance security/guarantee shall be considered as per CVC guideline (para 4.12- ii) & GFR rule 171 (ii) from the date prescribed in the bid or adjustment of expenditure statement for the year of the work awarded, whichever is later. In case the contract period of work gets extended, the contractor shall get validity of performance guarantee extended, at his own cost, to cover such extended time for contract period.

(c) **Defect Liability Period** shall be of one year after completion of respective SR works. Defect Liability Period begins at completion of SR works & ends after defects liability period. If any defects appear or observed by ESIC, during defect liability period, a notice will be given to Govt. Agency/PSU. PSU shall rectify notified defects at his own cost, if not rectify the defect by PSU, ESIC shall be at liberty to rectify the defects as the case may be at risk & cost to and the PSU. The cost of such rectification shall be recovered from amount of performance security/guarantee available with the ESIC or from any amount due to the govt. Agency/PSU.

(d) Security deposit/guarantee bond shall be submitted, if any waterproofing work shall be executed.

## 7. **CONFIDENTIALITY**

Information relating to evaluation of bids and recommendations concerning awards shall not be disclosed to the Construction Agencies who submitted the tender or to other persons not officially concerned with the process. The undue use by any Construction Agency of confidential information related to the process may result in the rejection of its tender and may be debarred from participating in future tenders.

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

9. **Amicable Settlement of Disputes:** The party shall use their best efforts to settle amicably all disputes arising out of or in connection this contract or the interpretation thereof.

10. **Disputes:** Any dispute and differences relating to the meaning of the specifications designs, drawings 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, 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 work or after the completion or abandonment thereof in respect of which :-



Amicable settlement has not been reached. The dispute shall be referred to the sole decision of the Chief Engineer, ESIC whose decision shall be binding on both the parties.

In case of dispute still persisting, the matter will be referred for settlement as per Govt. India Guidelines issued vide O.M. No. 4(1)/2013-DPE(GM)/FTS-1835 dated 22.05.2018 (as updated or latest amended) on administrative mechanism for resolution of CPSE disputes, through DG, ESIC.

11. **Integrity Pact:** The agency shall submit the pre-contract integrity pact as per the **Annexure-V** duly sealed and signed by the authorized person of the agency along with the technical bid.

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## [ SECTION – 3 ]

### QUALIFYING CRITERIA

1. The interested Construction Agencies i.e. Public Sector Undertaking set up by Central / State Government to carry out civil or electrical work or any other Central /State Government Organization / PSU which may be notified by MoUD are eligible for participation in the bidding process should meet both the following minimum qualifying criteria:

- i) **Works Experience :**

Experience of executing similar works in regional office/pan India hospital (completed"/ongoing ") as given below during the last 7 years ending last day of the month previous to the one in which applications are invited:

One similar work costing not less than the amount equal to 80 % of the estimated / Budgeted cost.

OR

Two similar works each costing not less than the amount equal to 60 % of the estimated / Budgeted cost,

OR

Three similar works each costing not less than the amount equal to 40 % of estimated / Budgeted cost,

# For similar completed works the final cost as mentioned in the completion certificate issued by competent authority i.e. authorized person of client/department shall be considered for determining the costing as mentioned above for evaluating the qualifying criteria

## For similar ongoing works the original cost as given in the sanction order of the work shall be considered with a certificate issued by the Competent Authority of the department for satisfactory performance for determining the costing as mentioned above for evaluating the qualifying criteria.

The value of completed works shall be brought to the current costing level by enhancing the actual value of work at a simple enhancement rate of 7 % per annum calculated from date of completion to last date of receipt of application for bid document.

- ii) Annual Turnover: Average annual financial turnover of Construction Agency should not be less than 50 % of estimated cost during the immediate last 3 consecutive financial year. This should be duly certified by Chartered Accountant along with audited Balance Sheets and P & L account.

- 1.1 **Definition of Similar Works :**

The definition of similar works shall be as under :

Special Repairs of Hospital\*/regional office (minimum 100 bedded) with or without residential staff quarters.

AND / OR

Extension / Renovation of existing Hospital \* (minimum 100 bedded) with or without residential staff quarters.

( \* Hospital would include standalone Hospital or Hospital as a part of the Medical College )

2. Even though any bidder may satisfy the above requirements, he would be liable to disqualification if he has :

(a) Made misleading or false representation or deliberately suppressed the information in the forms statements and enclosures required in the eligibility criteria document.

(b) Record of poor performance such as abandoning work, not properly completing the contract, or financial failures / weaknesses etc.

**3. Documents to be furnished for evaluation of bids :**

- i) Attested copies of G.O. /Orders issued by the Central/State Govt. for establishment of the PSU authorizing for carrying out civil, electrical & building works with applicable jurisdiction.
- ii) Copies of certificates in respect of execution / completion of similar works to establish eligibility as mentioned para 1 (i) of this section.
- iii) Certificate from Chartered Accountant mentioning financial turnover of last 3 (three) years to establish eligibility as mentioned para 1 (ii) of this section. ESIC reserves the right to seek further details beyond date of opening of bid pertaining to qualifying criteria.
- iv) Details in form of the chart mentioning the strength of the organizational setup in the respective state where the SR works to be undertaken.
- v) Undertaking to submit the Performance Guarantee as stipulated in the bid in the form of Bank Guarantee and to sign an MoU as per the Annexure-V.
- vi) All the above documents and relevant documents to be signed by Authorized person as stipulated in clause 13(d) of NIT.

Note: All the documents should be in readable, printable & legible form failing which the bid shall not be considered for evaluation. The tender documents should also be uploaded with the Bid with countersigned on each & every page by responsible/authorized person of Govt. agency

## [ SECTION – 4 ]

### FINANCIAL PROPOSAL

#### FINANCIAL PROPOSAL

**NAME OF WORK:** Annual Repair, maintenance & operation (ARMO) and Special Repairs (SR) works of ESIC Hospital Vapi on deposit mode of works execution basis for one year on need basis.

**Budgetary amount for the year:** Rs. 1.20 Crore (Rs. one crore twenty lakh only) for ARMO & Rs. 1.40 Crore (Rs. one crore forty lakh only) for SR works.

Name of Agency: \_\_\_\_\_

S.No.	Description	In Figures	In Words
1.	Agency Charges (centage charges) quoted by agency (in%) up to 2 decimal figures for execution, supervision of ARMO & SR works in ESIC Hospital Vapi, Gujarat, as per scope of works and terms & conditions of the bid & standard contract agreement.		

**Note:**

1. Financial bid will be opened only for technically qualified bidders.
2. Above Quoted Agency Charge (%) is exclusive of GST.
3. Financial Proposal has to be signed and then scanned copy of the same has to be submitted in CPP Portal.
4. Agency Quoted Charges will be paid on Actual cost of work done.
5. ESIC shall be fully within its powers to test the reasonability of quoted centage charges against the benchmarks.

(Signature of Bidder)

Designation of the Authorized Signatory

Official seal



## [SECTION-5]

### Technical Bid Performance

S.No.	Description	Information to be submitted by bidder						
1.	Name, Email ID & address of the bidder/agency/PSU							
2.	Telephone no./telex no./Fax no.							
3.	Name & contact details of the authorized personnel							
4.	GST No.							
5.	PAN No.							
6.	Turnover in Lakh (last 3 consecutive financial year)	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; height: 20px;"></td> <td style="width: 33%; height: 20px;"></td> <td style="width: 33%; height: 20px;"></td> </tr> <tr> <td style="height: 20px;"></td> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> </table>						
7.	Experience required during last 7 years in pan India hospital/regional office							
7a.	Project title & location							
7b.	Name of the client & address							
7c.	Describe area of participation (specific work done)							
7d.	Period of work done							
7e.	Total cost of similar nature of work as per completion certificate							
7f.	Completion certificate issued by							
8.	Ministry of Urban development notification/registration/Memorandum/letter or any other documents of Centre/State Govt. Declaring Govt agency as centre govt organization/Public Sector undertaking to carry out Civil & Electrical works etc.	Yes/No						
9.	ESIC & EPFO Registration	Yes/No						
10.	Balance sheet & Profit & loss account for Financial year (last 3 consecutive) along with CA Certificate as per list of documents at page No 16.	Yes/No						
11.	Undertaking as per annexure-I, II & V	Yes/No						

(Signature)

(Signature)

(Signature)

**ANNEXURE - I**

**ACCEPTANCE OF BID CONDITION**  
**( On the Letter Head of the Organization )**

To

**The Medical Superintendent**  
**ESIC, Hospital Silvasa-vapi road**  
**Chanod, Vapi-396195**

**SUB:** Annual Repair, Maintenance & Operation (ARMO) & Special Repairs (SR) works of ESIC Hospital Vapi on deposit mode of works execution basis for one year on need basis.

**REF:** Bidding Document No. 39/ESIC-Vapi/Gen/Civil & electrical (works)/2016

Sir,

1. With reference to above, I / We are pleased to submit our bid / offer for the above work and I / We hereby unconditionally accept the terms & Conditions of Bid Documents and Standard Contract Agreement / MoU in its entirety for the above work.
2. I / We are eligible to submit the bid for the above work and I / We are in possession of all the required and relevant documents.
3. I / We have read all the terms and conditions of the **STANDARD CONTRACT AGREEMENT / MoU** as well as Bid Document and agree to sign the same in case of award of work.
4. I / We have submitted all the documents as per Notice Inviting Bid.
5. I / We undertake and confirm that similar work (s) has / have got executed in \_\_\_\_\_ Departments/ Govt. Organizations. Further that, if such a violation comes to the notice, then I / We shall be debarred for bidding in future forever. Also, if such a violation comes to the notice of ESIC before date of start of work, the ESIC shall be free to forfeit the entire amount of Performance Guarantee.
6. I / We have separately enclosed an undertaking in the format as per Annexure - II.

Yours faithfully,

(Signature of the Authorized Representative)

With Rubber Stamp

Dated : \_\_\_\_\_

Place : \_\_\_\_\_

Note : This letter shall be signed by the authorized officer of the organization having valid authority letter from competent authority i.e. CMD / MD / Chairman.









UNDERTAKING

(On the Letter Head of the Organization)

To

The Medical Superintendent  
ESIC Hospital, Silvassa-Vapi road,  
Chanod, Vapi-396195

**SUB:** Annual Repair, Maintenance & Operation (ARMO) & Special Repairs (SR) works of ESIC Hospital Vapi, Gujarat on deposit mode of works execution basis for one year on need basis.

**REF:** Bidding Document No. 39/ESIC-Vapi/Gen/Civil & electrical (works)/2016

Sir,

We undertake that –

1. I / We have no business or any other relationship with any of the ESIC Staff / Member of the Corporation.
2. I / We have not employed any former employee of ESIC to work for our organization.  
Or  
I / We have employed ESIC Staff / Member of the Corporation as per list attached to work for our organization and certify that there is no conflict of interest.
3. I / We have not been debarred or blacklisted by any department / Organization to execute their works.
4. I / We have not suppressed or concealed any information pertaining to works executed by us.
5. I / We have not made any misleading or false representation or deliberately suppressed information in the form of statements and enclosures required for eligibility criterion.
6. I / We have not abandoned any work and left work incomplete due to financial failures / weaknesses or have a record of poor performance.

Yours faithfully,

(Signature of the Authorized Representative)  
With Rubber Stamp

Dated : \_\_\_\_\_

Place : \_\_\_\_\_

Note : This undertaking should be signed by the authorized officer of the organization having valid authority letter from competent authority i.e. CMD / MD / Chairman.



**Brief Description & Scope of Work****(Not Exhausted)**

Employees' State Insurance Corporation (ESIC) is an autonomous body under the aegis of the Ministry of Labour and Employment, Government of India. It is proposed to enter into an agreement/MoU with the selected eligible Public Sector Undertaking set up by Central / State Government to carry out civil or electrical work or any other Central /State Government Organization / PSU which may be notified by MoUD for execution Special repair Contract (Civil & Electrical Work) for one year. The contract of work may be extended for further period of one-year subject to satisfactory performance of the agency during the previous year with mutual consent.

**Scope of Works:**

1. **Annual Repair, Maintenance & Operation (ARMO):-**The built-up area and plot area details of the establishments to be undertaken for SR are as following:-

S. No.	Name of Building	No. Of Storey	Build Up Area (Sq. Mtr.)	Details / No. of Units
1.	Hospital Building	G+1	5811	100 bedded Hospital
2.	Under Ground water tank & Pump Room	UG + G	100	
3.	Horticulture		5.31 Acre	
4.	Any other equipment's as required by Medical Superintendent, Hospital /User			

1. The operation of equipment's shall be decided later on based on the actual requirement. For the capacity of equipment's and other installations it is advised to bidders to visit the site prior to quote bid.
2. The contractor will carry out all preventive maintenance / Checks as per CPWD Specification and works procedure.
3. Agency would follow relevant GFR, CVC guidelines and carrying out the work as per CPWD norms and specifications.
4. The ESIC will assign the following types of special repairs & maintenance works on deposit mode of work execution basis to agency for carrying out comprehensive special Repairs & Maintenance of its existing Infrastructure comprising of ESIC Medical College/Hospital allied buildings and Services including Equipment and Plants rendering specialized services.

*Handwritten signatures and initials:*  
 [Signature] [Signature] [Signature] [Signature]

### Civil Works

- i. Day to day/Annual/Periodical Repair & Maintenance of building.
- ii. Plumbing Work, Sanitary Work, Carpenter & Masonry Work.
- iii. Aluminium & Steel Repair Work.
- iv. To keep sewer line functional.
- v. Work of Horticulture / landscaping etc.
- vi. External plaster, roof plaster & water proof/anti algae paints work and internal anti algae paint:- External plaster have been damaged many places so that water is entered & this is heavy rain fall zone so algae have found on wall, hence waterproof plaster & paint shall be required.
- vii. Any Other Works assigned by Medical Superintendent as per respective jurisdiction of Premises.

### Electrical/ MEP Works

- (a) Electrical Fitting and Fixtures i.e. Lights, Fans, Switches, Sockets, Wirings etc.
- (b) Day to day Operation & Maintenance of MEP Services.
- (c) Day to day Operation & Annual/Periodical Maintenance of Specialized Services.
- (d) AMC/CMC of RO & Water cooler 3 nos. 100 liter per hr., 01 no. 50 lt. Per hr, split AC 22 nos. 1.5/2 ton etc. shall be executed.
- (e) Any Other Work assigned by Medical Superintendent as per respective jurisdiction of Premises.

Above ARMO works as per requirement with standard practices, CPWD specifications, BIS standard rules and regulation.

### Special Repair works:-

#### Civil & electrical works:-

1. Setup new sub station equipment:- 100 KW load has sanctioned & load is 71 KW (June month) consumed, in future ICU, Medical Gas Pipe Line system, fire alarm system & fire fighting system and 40 nos. split AC will be required, so load approx. 200KW required, hence HT connection will be taken and new sub-station equipments will be setup.

*[Handwritten signatures and initials]* 22 Page

2. CCTV system & its tray:- CCTV system will be required at MGPS plant, fire pump room & other location.
3. Three track aluminium window:- Back side of OPD block, dispensary block wooden window has been damaged so rats, snakes, mosquito etc. is entered in building and Two track system window have been fixed at other part of building so mosquito is entered hence three track aluminium window shall be fixed.
4. Shed on corridors & ramp:- Existing shed on corridors has been damaged so replacement shall be required.
5. Garden developments:- back side, college side & around building garden will be development.
6. Cable tray & new cable:- Electrical cable in OPD block & networking, CCTV etc. cables are not in cable tray, hence cable tray shall be done.
7. RCC Road front of building many places has damaged & water clogging occurred during rain hence RCC road shall be made.
8. Parking & registration counter:- It is informed that big gathering having at OPD & Registration counter area entry of OPD block, hence registration counter may be shift on existing staff parking & staff parking may be shifted at college side.
9. Fire NOC/fire safety certificate/fire safety plan, Consent to establishment, consent to operation, STP/ETP NOC, Land documents, fire safety mock drill every six month, fire safety audit etc. other statutory shall be obtained from concern department.
10. Panel shifting, periphery road etc. work, if said work not carry out in existing ARMO contract, existing contract period expire on 07.11.2024.
11. Any other work should be executed, if assigned by competent authority

Above Special repair as per requirement with standard practices, CPWD specifications, BIS standard rules and regulation.

Any Other Works assigned by Medical Superintendent, ESIC/ESIC Engineers as per respective jurisdiction of Premises.

**The Medical Superintendent**  
**ESIC, Hospital, Silvassa-Vapi Road,**  
**Chand, Vapi-396195(Gujarat)**

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Annexure-IV

**AGREEMENT**

The agreement made this day of \_\_\_\_\_ 20 \_\_\_\_\_ between the Employees' State Insurance Corporation having their \_\_\_\_\_ (herein after called the first party of the one part and M/s \_\_\_\_\_ having their registered office at \_\_\_\_\_ ( hereinafter called the second party of the other part ).

Whether the first party have desired to get Annual Repair, maintenance & operation (ARMO) & Special Repair (SR) Works of ESIC Hospital premises on deposit mode of works execution basis for one Year on need basis in the State of \_\_\_\_\_ done by the second party.

Now, therefore, this agreement sets out the terms and conditions for execution of Special Repair Works at ESIC Hospital premises on deposit mode of works execution basis for one Year on need basis of the properties as mentioned above (In NIT) and for making funds available for the same.

The first party agrees to entrust the Annual Repair, maintenance & operation (ARMO) & Special Repair (SR) Works of its various immovable properties, at ESIC Hospital in the state of Gujarat to the second party and the second party agrees to execute the work of Annual Repair, maintenance & operation (ARMO) & Special Repair (SR) Works, as required for those properties on the terms and conditions as set out here under: -

1. The Second party will set up a separate wing in their organisation having both civil as well as Electrical units under one single authority to exclusively look after the Annual Repair, maintenance & operation (ARMO) & Special Repair (SR) Works of ESIC properties. The officer in – charge of this wing will be responsible for ensuring effective and proper Annual Repair, maintenance & operation (ARMO) & Special Repair (SR) Works of both civil as well as Electrical works. The estimates will also be submitted in respect of both civil as well as electrical works simultaneously indicating the items required to be executed under the two heads namely Electrical and civil separately.

2. The Second party shall prepare the estimate for Annual Repair, maintenance & operation (ARMO) & Special Repair (SR) Works as per requirements for each property (or a group of properties if so desired by the first party) separately within the amount approved by the first party and submit the same to the Medical Superintendent, ESIC Hospital as and when required, indicating the specific items of work to be done by the second party in a particular time period, in consultation with the Custodian/Occupier of the concerned property/ properties/concerned Engineer of ESIC.

3. The fund for carrying out of Annual Repair, maintenance & operation (ARMO) & Special Repair (SR) Works shall be released to Central/State Government Organizations/Public Sector Undertaking (PSU) by ESIC in the following manner: -

Types of works	Mode of release of fund
Annual Repair, maintenance & operation (ARMO) & Special Repair (SR) Works of ESIC Hospital Vapi	<ul style="list-style-type: none"> <li>➤ 30 % of the sanction estimate amount as initial deposit within 30 days of A/A &amp; E/S and after the submission of request/demand by Govt agency.</li> <li>➤ The second instalment of 30% of sanction estimate will be released only after receipt of the detailed Expenditure Statements &amp; certificate regarding utilization of earlier released fund by Central/State Government Organizations/Public Sector Undertaking (PSU).</li> <li>➤ The third instalment of 30% of sanction estimate will be released only after receipt of the detailed Expenditure Statements &amp; certificate regarding utilization of earlier released fund by Central/State Government Organizations/Public Sector Undertaking (PSU).</li> <li>➤ 10% amount will be released after submission of receipt of the detailed Expenditure Statements by Central/State Government Organizations/Public Sector Undertaking (PSU) &amp;/or clearance from statutory bodies from second party and a</li> </ul>

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	satisfactory/completion report by ESIC.
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Note : The fund subsequent to initial deposit shall be released to Central/State Government Organizations/Public Sector Undertaking (PSU) by ESIC based on proper expenditure statement & certificate regarding utilization of earlier released fund duly signed by Divisional accountant/ Account officer & Project manager of Central/State Government Organizations/Public Sector Undertaking (PSU). Fund request should be submitted by Executive Engineer/Project manager of Central/State Government Organizations/Public Sector Undertaking (PSU) authorised by CMD/MD. The measurement has been verified by agency's engineers.

4. The second party or its authorised representative shall inspect each of the properties under its care and suggest means for proper work execution of the property. This inspection of the work should be done throughout the work execution.

5. The second party shall assist the first party in taking over the possession of the properties inter - alia from the previous agency and advise the first party on structural stability and other engineering aspects and take over possession of the same immediately with all inventory, etc.

6. The expenditure incurred by the second party on account of the fee payable for Mandatory inspection of installation by the Civil Agencies and the Taxes levied by the Local Bodies will be outside the estimates for Annual Repair, maintenance & operation (ARMAO) & Special Repair (SR) Works and separate Bill shall be submitted for the same.

7. At the Completion of work, the second party shall submit the final expenditure statement of the funds sanctioned and released to them for each of the properties/works (or group of properties as the case may be) separately duly signed by two officers viz. the Accounts Officer / Competent Authority of Accounts Department and the Officer in - charge of agency along with a certificate of satisfactory completion of the work from the Custodian/Engineers of the project. In case satisfactory performance during the current year, the contract can be further extended for a period of one year at the same rates and conditions under the ceiling amount prescribed.



8. At the commencement of Contract, the second party or its representative, along with the Custodian, will inspect the property, identify the Annual Repair, maintenance & operation (ARMO) & Special Repair (SR) Works needed and accord priority to the various items of works to be attended to during the year and completed and the second party, as far as practicable shall strictly adhere to the priorities so fixed by the Occupier / Medical Superintendent, ESIC Hospital Vapi.

9. The second party shall abide by the scheduled Rates as fixed by the first party from time to time for various cities.

10. The Construction Agency shall be solely responsible for ensuring compliance with the various Labour Laws that may be in force from time to time. Any liability on this account and also any liability arising from non – observance of the same shall be met by the Construction Agency at its risk and cost. It has to be ensured that the Construction Agency registers themselves as Principal Employers for necessary compliance with the provision of Contract Labour (Regulation & Abolition) Act, 1970 etc. as applicable.

11. GST / Labour Cess etc. if it becomes applicable on Centage / Departmental Charges subsequent to date of signing of agreement in case of the categorization/change in rates of Annual Repair, maintenance & operation (ARMO) & Special Repair (SR) Works as a "Service" by Central / State Govt. shall be first paid by the Construction Agency which shall then be reimbursed/paid as per actual without any Departmental Charges.

12. The second party shall also register themselves as Principal Employer for necessary compliance with the provision of Contract Labour (Regulation & Abolition) Act, 1970 as applicable.

13. In case of the unsatisfactory performance of the second party during the contract period, notice will be served for termination of the Agreement / MoU shall be taken up as per the clauses of the agreement by forfeiting the Performance Guarantee and the new Agency will be fixed at the risk & cost of the second party.

14. The first party can withdraw the work from the second party at any time after giving three months' notice without assigning any reason thereof and if the second party wishes to discontinue the work, the second party shall give three months' notice of their intention to discontinue the work. In such an event, the first party will not accept any liability on account of workers engaged by the second party and on any other account.

15. The estimate for new installation or replacements of MEPs such as fire fighting & detection system, STP/ETP, Panel, electrical equipments etc. would be framed on basis of assessment of actual requirement and also as per sound engineering practice, CPWD specification, NBC code as well as local body fire act/rules/norms.

16. No escalation charges will be paid to second party (Govt. agency/PUS's) for any extension of time.

17. The work of Annual Repair, maintenance & operation (ARMO) & Special Repair (SR) Works shall under no circumstance be held up for temporary delay in release of funds.

18. Govt. agency/PSU shall be responsible for obtaining licenses/approval and permits to carry out all the works and also structural audit from IIT/NIT/Govt. universities/local Govt. authority and fire NOC and other required.

19. The Govt. agency shall be solely responsible for execution of the work qualitatively & quantitatively as per aforesaid specifications and as per detailed drawings/details estimate for Annual Repair, maintenance & operation (ARMO) & Special Repair (SR) Works.

20. Agency shall submit the progress reports of the work undertaken and completed and the work remaining pending on a monthly basis to the ESIC.

21. The funds released for this work shall not be utilised by the Govt. agency for any other ESIC or non-ESIC work.

22. For any urgent/emergent work beyond regular Annual Repair, maintenance & operation (ARMO) & Special Repair (SR) Works, Govt. agency has to attend on priority with the approval of competent authority of Govt. agency under intimation



to ESIC and expenditure to be submit separately to adjust in subsequent release of fund.

23. In case any non-conformity with the prescribed specification or any defected within 12 months of completion, the construction Govt. agency will be held responsible and will be liable to make good the deficiency failing which the ESIC shall het the rectification done at the risk and cost of the construction Govt. agency.

24. Salvage value of the dismantled material. If any shall be deposited in the ESIC account following due process as per CPWD norms/guidelines.

25. Consultancy services for providing architectural job will also be assigned to the Govt. agency as per requirement of ESIC for obtaining statutory approvals such as Occupancy certificate/completion certificate, fire NOCs, other liasoning work etc.

26. Govt. agency have to furnish the documents related to award/assigned work to their contractor for the respective hospital sites viz. award letter, signed copy of contact agreement, BOQ etc.

27. As far as possible only items based on prevailing DSR should be taken in the detailed estimate and items based on market rates should be avoided unless it becomes indispensable to include them. In case of market rate it shall be at the level of the officer according sanction for technical appropriateness of item framed, rate approved based on GFR/CPWD provision.

28. The Govt. agency shall compensate ESIC for any losses incurred by theft, illegal or fraudulent activities of the manpower directly or through his contractor.

29. Govt. agency shall be responsible for redressing and complying with the observations of CTE/CVC, Auditors, statutory authorities, local body, etc. pertaining to the work under intimation of ESIC. Providing all work related information promptly to ESIC for replying to parliament questions, queries from various constitutional & statutory authorities.



30. Submitting estimate and drawing for various types of annual repair, maintenance, operation & special repairs work on time to ESIC for accord of A/A & E/S so that works are taken up on the ground as per schedule.

31. Certifying and making payments of bill of the contractor/agency engaged by them and making available final statement of account in standard format to ESIC, copies of final bill and other expenditure incurred, after the completion of work. In addition to whenever ESIC asks for any other details from Govt. agency regarding utilization of fund, copies of details sanctioned estimate/technical sanction, award of works, running bill with measurement etc. the same shall be provide by Govt. agency readily to ESIC.

32. Space to be provided to agency by ESIC free of cost for setting up of office as per approval of competent authority of ESIC till completion of work.

33. Permitting free access to Govt. agency appointed contractor' materials and their workers to the site of work and also helping Govt agency in taking connection for electricity & water required for carrying out works inside the campus. Electricity and water charges will be borne by Govt. agency.

33. The Govt. agency shall also submit the final expenditure statement as per actual executed work in triplicate duly signed by the project manager & account officer to ESIC within one month of the date of completion along with refund of the unspent amount available with Govt. agency for the work failing which the Govt. agency will attract the same compensation as described above provided the total compensation under all the clauses will not exceed 10% of the sanctioned cost.

34. Scope of work as per Annexure-III.

35. If there is delay more than one week of the original time limit, in the completion of the work, the Govt. agency shall be liable to pay an amount of 2.5% of the total cost of the work for every week of delay or part thereof as liquidated damaged to the first party subject to a maximum of 10% of the sanction cost of the project.

The liquidated damages recovered from the contractor for delay, if any, shall be credited to ESIC in the project account.

As further agreed by Govt. agency, more stringent terms & conditions over and above usual stipulated provisions in CPWD standard contract documents, shall be inserted as additional/special conditions in the contract documents with contractor so as to complete the ESIC Annual Repair, maintenance & operation (ARMO) & Special Repair (SR) work without time & cost overruns.

If at any time, it appears to ESIC that the actual progress of the work does not conform to the approved programme referred above and intimated to Govt. agency by ESIC, details reasons and justifications for such delays shall have to be provided by Govt agency, which shall be examined by ESIC for re-scheduling the timeline, if any.

36. (a) Performance Bank Guarantee: The successful agency shall submit an irrevocable performance guarantee in the form of Bank Guarantee @5% (or as per GFR decided by ESIC) of the budgeted amount in addition to other deposit mentioned elsewhere in the contract within 10 days from date of issue of letter of acceptance of tender.

(b) Performance guarantee shall be initially kept valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations/defect liability period, hence performance security/guarantee shall be considered as per CVC guideline (para 4.12- ii) & GFR rule 171 (ii) from the date prescribed in the bid or adjustment of expenditure statement for the year of the work awarded, whichever is later. In case the contract period of work gets extended, the contractor shall get validity of performance guarantee extended, at his own cost, to cover such extended time for contract period.

(c) Defect Liability Period shall be of one year after completion of respective SR works. Defect Liability Period begins at completion of SR works & ends after defects liability period. If any defects appear or observed by ESIC, during defect liability period, a notice will be given to Govt. Agency/PSU. PSU shall rectify notified defects at his own cost, if not rectify the defect by PSU, ESIC shall be at liberty to rectify the defects as the case may be at risk & cost to and the PSU. The cost of such rectification shall be recovered from amount of performance security/guarantee available with the ESIC or from any amount due to the govt. Agency/PSU.

(d) Security deposit/guarantee bond shall be submitted, if any waterproofing work shall be executed.

**37. Redressal of Disputes:-**

Any dispute and differences relating to the meaning of the specifications designs, drawings 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, 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 work or after the completion or abandonment thereof in respect of which, both the parties shall use their best efforts to settle amicably all disputes arising out of or in connection this contract or the interpretation thereof :-

Amicable settlement has not been reached. The dispute shall be referred to the sole decision of the Chief Engineer, ESIC whose decision shall be binding on both the parties.

In case of dispute still persisting, the matter will be referred for settlement as per Govt. India Guidelines issued vide O.M. No. 4(1)/2013-DPE(GM)/FTS-1835 dated 22.05.2018 (as updated or latest amended) on administrative mechanism for resolution of CPSE disputes, through DG, ESIC.

**For and on behalf of PSU**

Signature  
Name  
Designation  
**Witness 1**  
Signature  
Name  
Designation  
Date:  
Place:

**For and on behalf of ESIC**

Signature  
Name  
Designation  
**Witness 2**  
Signature  
Name  
Designation





INTEGRITY PACT

To

Medical Superintendent,  
ESIC Hospital, Silvassa-Vapi road,  
Chanod, Vapi-396195(Gujarat)

**Sub: Annual Repair, maintenance & Operation (ARMO) & Special Repair (SR) Works of ESIC hospital Vapi premises on deposit mode of works execution basis for one Year on need basis.**

Dear Sir,

I/We acknowledge that ESIC is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/bid document.

I/We agree that the Notice Inviting Tender (NIT) is an invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of tender documents, failing which I/We will stand disqualified from the tendering process. I/We acknowledge that the making of the bid shall be regarded as an unconditional and absolute acceptance of this condition of the NIT.

I/We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender/bid is finally accepted by ESIC. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article 1 of the enclosed Integrity Agreement.

I/We acknowledge that in the event of my/our failure to sign and accept the Integrity Agreement, while submitting the tender/bid, ESIC shall have unqualified, absolute and unfettered right to disqualify the tenderer/bidder and reject the tender/bid in accordance with terms and conditions of the tender/bid.

Yours faithfully,

(Duly authorized signatory of the Bidder)

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To be signed by the bidder and same signatory competent / authorized to sign the relevant contract on behalf of Medical Superintendent, ESICH Vapi.

### INTEGRITY AGREEMENT

This Integrity Agreement is made at ..... on this ..... day of .....20..... BETWEEN Medical Superintendent ESIC Hospital Vapi. (Hereinafter referred as the 'Principal/Owner', which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

AND

(Name and Address of the Individual/Firm/Company)

..... through .....  
(Hereinafter referred to as the (Usable of duly authorized signatory)  
"Bidder/Contractor" and which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

Preamble

WHEREAS the Principal/ Owner has floated the Tender (NT No. ....) (hereinafter referred to as "Tender/Bid") and intends to award, under laid down organizational procedure, contract work

**Name of Work: - Annual Repair, maintenance & Operation (ARMO) & Special Repair (SR) Works of ESIC Hospital Vapi premises on deposit mode of works execution basis for one Year on need basis.**

Herein after referred to as the "Contract".

AND WHEREAS the Principal/Owner values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relationship with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as "Integrity Pact" or "Pact"), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under:

Article 1: Commitment of the Principal Owner

1) The Principal/Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:

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(a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the Tender, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

(b) The Principal/Owner will, during the Tender process, treat all Bidder(s) with equity and reason.

(c) The Principal/Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the Tender process or the Contract execution.

1 The Principal/Owner shall Endeavour to exclude from the Tender process any person, whose conduct in the past has been of biased nature.

2) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

#### Article 2: Commitment of the Bidder(s)/Contractor(s)

1) It is required that each Bidder/Contractor (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the Government / Department all suspected acts of fraud or corruption or Coercion or Collusion of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.

2) The Bidder(s)/Contractor(s) commits himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:

a) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contract.

b) The Bidder(s)/Contractor(s) will not enter with other Bidder(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitive or to cartelize in the bidding process. Competitiveness or to cartelize in the bidding process.

c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidder(s)/Contractor(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

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d) The Bidder(s)/Contractor(s) of foreign origin shall disclose the names and addresses of agents/representatives in India, if any. Similarly Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participates in a tender on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.

e) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.

f) The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

3) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice means a wilful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.

4) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/ her reputation or property to influence their participation in the tendering process).

Article 3: Consequences of Breach Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the Bidder/ Contractor accepts and undertakes to respect and uphold the Principal/Owner's absolute right:

1) If the Bidder(s)/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days' notice to the contractor shall have powers to disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract Award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. Such exclusion may be forever or for a limited period as decided by the Principal/Owner.

2) Forfeiture of EMD/Performance Guarantee/Security Deposit: If the Principal/Owner has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated/determined the Contract or has accrued the right to terminate/determine the Contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidder/Contractor.

3) Criminal Liability: If the Principal/Owner obtains knowledge of conduct of a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitutes corruption within the meaning of IPC Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing Agencies for further investigation.

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#### Article 4: Previous Transgression

- 1) The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises in India that could justify his exclusion from the Tender process.
- 2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the Tender process or action can be taken for banning of business dealings/ holiday listing of the Bidder/Contractor as deemed fit by the Principal/ Owner.
- 3) If the Bidder/Contractor can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

#### Article 5: Equal Treatment of all Bidders/Contractors/Subcontractors

- 1) The Bidder(s)/Contractor(s) undertake(s) to demand from all sub-contractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Subcontractors/sub-vendors.
- 2) The Principal/Owner will enter into Pacts on identical terms as this one with all Bidders and Contractors.
- 3) The Principal/Owner will disqualify Bidders, who do not submit, the duly Signed Pact between the Principal/Owner and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

#### Article 6: Duration of the Pact

This Pact begins when both the parties have legally signed it. It expires for the Contractor/Vendor 03 months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded.

If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority, ESIC.

#### Article 7- Other Provisions

- 1) This Pact is subject to Indian Law, place of performance and Jurisdiction is the Medical Superintendent of the ESIC of the Principal/Owner, who has floated the Tender.
- 2) Changes and supplements need to be made in writing. Side agreements have not been made.
- 3) If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.
- 4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- 5) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Owner/Principal in accordance with this Integrity Agreement/ Pact or interpretation thereof shall not be subject to arbitration.

#### Article 8- LEGAL AND PRIOR RIGHTS

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity,

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*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

both the Parties agree that this Integrity Pact will have precedence over the Tender/Contact documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

(For and on behalf of Bidder/PSU)

Signature

Name

Designation

(For and on behalf of ESIC)

Signature

Name

Designation

**Witness 1**

Signature

Name

Designation

**Witness 2**


Signature

Name

Designation

Date:

Place:

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FORM OF PERFORMANCE SECURITY/BANK GUARANTEE BOND

In consideration of the Employees' State Insurance Corporation having offered to accept the terms and conditions of the proposed Agreement no. ....dated ..... made between Competent Authority Employees' State Insurance Corporation (Here in called the client) and Second Party (contractor)..... (hereinafter called "the said Contractor") for the work .....( hereinafter called "the said agreement") having agreed to production of irrevocable bank guarantee for Rs. .... (Rupees .....only) as a Security/Guarantee from the Contractor for compliance of his obligations in accordance with the terms and conditions in the said agreement.

1. We .....(hereinafter referred as to "The Bank") (indicate the name of the bank) hereby Undertake to pay to the Employees' State Insurance Corporation an amount not exceeding Rs. ....(Rupees. .... only) on demand by the Employees' State Insurance Corporation

2. We .....(indicate the name of the bank) do hereby undertake to pay the amounts due and payable under this Guarantee without any demure, merely on a demand from the Employees' State Insurance Corporation stating that the amount claimed is required to meet the recoveries due or likely to be due from the Said contractor. 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. .... (Rupees. .... only in words)

3. We, the said bank further undertake to pay the Employees' State Insurance Corporation any money so demanded notwithstanding any dispute or disputes raised by the contractor in any suit or proceeding pending before any court or Tribunal relating there to, our 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 contractor shall have no claim against us for making such payment.

4. We ..... (indicate the name of the bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be 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 Engineer-in-charge 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 contractor and accordingly discharges this guarantee.

5 We .....(indicate the name of Bank) further agree with Employees' State Insurance Corporation that, the Employees' State Insurance Corporation 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 from time to time or to postpone for any time or from time to time any of the powers

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exercisable by the Employees' State Insurance Corporation in all respects as if it were authorised to enforce any of the terms and conditions relating to the said agreement and will not be released from our liability by reason of any such variation, or extension being granted to the said contract 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 contract or by any other matter or thing whatsoever which under the law relating to statutes 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 or its contractor.

7. We ..... (Indicate the name of Bank) hereby undertake not to revoke this guarantee except with the previous consent of the client in writing.

8. This guarantee shall remain in force ..... Unless, however, the Employees' State Insurance Corporation. Notwithstanding anything mentioned above, our liability under this guarantee is restricted to Rs. .... (Rupees..... only) and unless a written request in writing is lodged with us within six months of the date of expiry of the extended date of cover this guarantee all our liabilities under this guarantee shall stand discharged.

Dated the ..... Day, .....

For ..... (Indicate the name of Bank)

(Signature of the authorised authority of Bank and seal of the bank)

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