

No.D-31014/01/10-EstateCell

Dated 5<sup>th</sup> September 2017

**Website / Notice Board**

**Sub: Operation and routine maintenance of Electrical Installations of Indian Red Cross Society, 1 Red Cross Road New Delhi (NHQ building, DMC building, Annexe building and other buildings under Estate Cell)**

Sir,

Please find herewith schedule of works for quoting your lowest rates for the same in a sealed cover. The rates should be submitted by the date 29<sup>th</sup> September 2017 to the Secretary General, Indian Red Cross Society, 1 Red Cross Road, New Delhi.

The Secretary General reserves the right to accept or reject any or all quotations without assigning any reason.

Yours faithfully,

(Manish Choudhary)  
Joint Secretary (I/C)

Encl: Schedule of works.

## INDIAN RED CROSS SOCIETY

### SCHEDULE OF WORKS

**Name of Work:** Maintenance of electrical installations and Electrical fixtures including sub- stations (2 Nos) at IRCS, NHQ premises, 1 Red Cross New Delhi, NHQ building, DMC Building, Annexe Building and other buildings including Kaka Nagar, Sarojini Nagar and Class IV flats under Estate Cell.

SI No.	Description	Period	Unit	Rates	Amount
1	Maintenance and operations of various luminaries installed in the premises including two electrical sub-station, routine maintenance and cleaning of light fixtures, DB's switches, boards, replacement of lamps, switches etc. (labour cost only) as per day to day requirement and directions of Supervisor Engineer, IRCS	12 months	Per month		

Following staff shall be deputed by the contractor:

- a) Wireman 2 Nos (ITI Electrician)
- b) Khallasi 1 Nos
- c) Wireman / Electrician 1 No (specialized in sub – station work) –(ITI Electrician)

(Manish Choudhary)  
Joint Secretary (I/C)

## Terms and Conditions

1. The contractor will provide trained wireman/electrician/Khallasi at IRCS, NHQ premises.
2. The electrician will be ITI qualified.
3. To keep the electrical equipments neat and clean.
4. The contractor will be responsible for safety of the workers and will provide safety tools and appliances to the Engineers/ Technicians/ wireman / Khallasi.
5. GST and any other tax in respect of the Contract shall be payable by the contractor and society shall not entertain any claim, what so ever, in this regard.
6. Any compensation payable under the works compensation Act shall be borne by Contractor.
7. It will be the responsibility of the contractor to organize statutory obligations towards staff such as ESI and PF etc. The same will be reimbursed to the contractor.
8. The Contractor shall be bound to bear the expenses of defence of every suit / action or other proceeding at Law that may be brought by any person for injury sustained for damage to any property, what so ever, which may arise out of or in consequence of the construction and maintenance of work owing to neglect of the proper precautions and to pay damage and cost which will be awarded in any such suit, action of proceeding to any such person or which may with the consent of the contractor to be paid to compromise any claim by any such person.
9. The work will be carried out to the entire satisfaction of the Supervisor Engineer of IRCS, NHQ.
10. The decision of the competent authority Secretary General, IRCS, NHQ in case of any dispute will be final.
11. The Contactor will pay the salary of electrician through ECS/Online fund transfer/By cheque.
12. Work shall be carried out as per CPWD specifications part I & II amended up to date.
13. All the T & P required for operation of lifts shall have to be arranged by the contractor within the scope of work.
14. It will be the responsibility of contractor to handover all the dismantled materials if any received from the site of work to the concerned Supervisor Engineer at his store for which nothing extra shall be paid.
15. All the materials required for day to day maintenance shall be supplied by IRCS.
16. Following staff shall be deputed by the contractor within the scope of work.
  - (a) Wireman 2 Nos (ITI Electrician)
  - (b) Khallasi 1 Nos
  - (c) Wireman / Electrician 1 Nos (specialized in sub stations work.) (ITI Electrician)
17. The contractor will maintained attendance register of staff and task register.
18. The decision of the competent authority in case of any dispute will be final.
19. In case of any need for adjudication the jurisdiction will be Delhi.
20. In case the contractor is not satisfied with the decision of the Dispute Redressal Committee, then he can invoke provision of Arbitration and the sole Arbitrator shall be approved by the Secretary General, IRCS. Whose decision shall be final and binding on all parties concerned.