

22 April 2022

INDIAN RED CROSS SOCIETY  
NATIONAL HEADQUARTERS

NOTICE INVITING QUOTATION

Sealed quotations for the work of “Operation and care of 3 Nos. of lifts (Otis make), 884 kgs, 13 passengers installed at Indian Red Cross Society, National Headquarters building 1-Red Cross Road, New Delhi” are invited on behalf of the Indian Red Cross Society from the contractors who have provided these services during the last 3 years in the Ministries/Govt. Departments like CPWD, State/UT PWD, any Central PSU, MES, Indian Railway & Postal Department etc. The past experience of services should be supported by certificates issued by an officer not below the rank of Executive Engineer/other equivalent officers. Quotations to be received in the office of Secretary General, Indian Red Cross Society at 1-Red Cross Road, New Delhi up to 3.00 p.m. on or before 15 days after posting it on IRCS Website.

Deputy Secretary,  
Indian Red Cross Society,  
National Headquarters  
New Delhi.

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INDIAN RED CROSS SOCIETY  
SCHEDULE OF WORKS

Name of Work: Operation and care of 3 Nos. of lifts (Otis make), 884 kgs, 13 passengers installed at Indian Red Cross Society (IRCS), National Headquarters (NHQ) building, 1-Red Cross Road, New Delhi.

S.No.	Description	Period	Unit	Rates with applicable taxes	Amount
1	Operation and care of 3 Nos. of lifts installed at IRCS, NHQ Building including cleaning of lifts (labour cost only) as per day to day requirement and directions of Engineer-in-charge	12 months	Per month		

Following staff shall be deputed by the contractor for operation of Lifts.

- (a) Electricians – 1 No. (ITI Qualified)

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### Terms and Conditions

1. The contractor will provide trained electrician at IRCS, NHQ premises for operation of lifts.
2. The electrician will be ITI qualified.
3. The contractor will be responsible for safety of the staff deployed and will provide safety tools and appliances to the electricians.
4. Any compensation payable under the works compensation Act 1923 shall be borne by the contractor.
5. Minimum wages as approved by Govt. of NCT of Delhi will be paid as per rule.
6. If the staff is found absent from duty, minimum wages as per Govt. of NCT rate shall be deducted from the due bills.
7. The contractor will maintain attendance register of staff and task register and will furnish copy of the same with the bill every month.
8. The ESI/EPF amount to the service provider will be paid by IRCS, NHQ to the agency as its contribution on submission of necessary documents.
9. The contractor shall be bound to bear the expenses of defence of every suite, action or other proceedings at law that may be brought by any person for injury sustained or damage to any property, whatsoever, which may arise out of or in consequence of the construction and maintenance of works owing to neglect of the proper precautions and to pay any damages and cost which may be awarded in any such suit, action or proceedings to any such person or which may with the consent of the contractor be paid to compromise any claim by any such person.

He shall also indemnify and keep indemnified the IRCS against all damages and costs consequent upon such claims arising from any such injuries or damages to person (s) or property.

10. The work will be carried out to the entire satisfaction of the Engineer-in-charge of IRCS, NHQ.
11. In case of any dispute the matter will be referred to Dispute Redressal Committee. In case of any need for adjudications the jurisdiction will be Delhi.
12. 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 and appointed by the Secretary General, IRCS, whose decision shall be final and binding on all parties concerned.

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National Headquarters  
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