

ANNEXURE – I

Works Engineering & Central Services Department

Sub: Scope of Work

Under this works contract the successful bidder will have to provide manpower for Annual Maintenance & Preventive Maintenance of all the equipment and accessories installed at Kasturba Hospital, Various Dispensaries and OHS of Factory (List as per Annexure-III) for the contracted period. Any other work required for the maintenance of the Medical Equipment in Kasturba Hospital, OHS & Dispensaries is covered under the scope of the work.

The work will comprise of following

1. Breakdown calls of any of the listed equipment are to be attended immediately on receipt of breakdown call. It has to be repaired to the satisfaction of In-charge Medical Maintenance/User.
2. The breakdown repair services are to be provided for 2 shift. (7 AM to 4 PM and 4 PM to 1 AM)
3. All the material required to repair the equipment is to be provided by BHEL and the contractor shall provide the details of the spares required for the maintenance of the Equipment. The information for the requirement of the spare shall be informed immediately after the inspection of the machine. The contractor has to provide the detailed list of the spares that has to be maintained for the smooth and timely completion of the maintenance work.
4. The contractor will have to undertake Preventive Maintenance as per the prescribed schedule for each equipment.
5. The contractor will have to maintain records as per formats to be provided by BHEL for all the breakdown attended and preventive maintenance work completed.
6. Contractor will have to arrange and keep his own tools and instruments required for repairs and preventive maintenance. However, if any specialised tool is required for the maintenance of the specific Equipment the same shall be provided by BHEL.
7. The contractor will also have to provide services for minor maintenance of the critical & lifesaving equipment installed at Kasturba Hospital also (List as per Annexure-II). The contractor is not required to furnish the details of spares required for these equipment as they are under AMC with OEM and their service engineer will be called by BHEL for major maintenance, overhaul & preventive maintenance.
8. In addition to the above work, any other miscellaneous work required for the maintenance of the equipment shall be carried out by the contractor on the advice / instruction of Engineer in charge. In addition to the machine mentioned in Annexure . III, other equipment which are essential for Hospital and needs maintenance has to be attended promptly without any delay.

In order to accomplish the work mentioned above, the contractor will have to depute well qualified and experienced staff work to undertake maintenance work. The qualification of manpower to be provided shall be as follows:

1. Qualified Fitter: 1 Nos. (Qualification ITI, Certificate of the person deployed to be submitted)
2. Qualified Welder: 1 Nos. (Qualification ITI, Certificate of the person deployed to be submitted)
3. Qualified Electrician: 1 Nos. (Qualification ITI, Certificate of the person deployed to be submitted)
4. Helper: 1 No (Unskilled worker)

Other Terms & Conditions:

1. Penalty:- As per NIT Clause No 9.1 to 9.3

2. Appointment and Termination of Worker by Contractor

2.1 Approval of BHEL shall be obtained for the staff to be engaged before start of work. The persons once entrusted with the work shall not be withdrawn during the full contract period. If for any reason the person engaged leaves the jobs, approval for replacement shall be compulsorily be taken from BHEL before the existing person is relieved.

2.2 Contractor shall have sole discretion to decide on employing, rewarding or terminating the services etc. of his employees. However, new employee must possess such qualification, experience, age requirement, medical & physical fitness as required for the work awarded to the contractor.

2.3 In case of termination of service of any employee of contractor, the contractor will ensure that wage payment and other dues to his employees is made on termination of service of such employees.

3 Performance of the contractor shall be reviewed every three months by doctors and maintenance staff and if the same is found to be unsatisfactory, BHEL shall have a right to terminate the contract at any point of time.

4 The working place for the staff shall be provided at medical maintenance section in Kasturba Hospital/ OHS/ Medical Dispensaries.