



**HEADQUARTERS
EMPLOYEES' STATE INSURANCE CORPORATION
PANCHDEEP BHAVAN: C.I.G. ROAD, NEW DELHI-110002.**

No. W-17/13/1/ATR/2018 - PMD

Dated: 12/07/2018

**All Regional Directors
All Directors / Directors (I/c), SRO
Director (Medical) Delhi / Noida
All Medical Superintendents, ESIC Hospitals
All Medical Superintendents, ESIS Hospitals**

Subject :Execution of Special Repairs (SR) works for buildings (Hospitals / Dispensaries / Offices / Staff Quarters) owned by ESI Corporation

Sir / Madam,

In 174th meeting of ESI Corporation held on 29/05/2018, the issue of improving the overall conditions of buildings owned by ESI Corporation was deliberated and it has been decided that Special Repairs (SR) works in respect of these buildings will be done by the respective RDs / RO engineers under their under their recently given DoP.

The broad mechanism of execution of SR works by ESIC engineers under the overall administrative control of RDs has also been decided as under :

Activities	ESIS run Hospitals / Dispensaries ESIC run Hospitals / Dispensaries / Offices and all Staff Quarters
Budget	Fund to be allocated as per CPWD yardstick which is based on plinth area and age of the buildings. For carrying out major structural repairs, additional fund may be allocated depending upon the estimate based on structural audit reports, if any.
Estimate	To be framed by R.O. engineers in consultation with MS / HDC under the overall aegis of concerned R.O. (RD / Engineers)
Execution methodology	Through e – tendering and as per GFR / CVC guidelines by RD / R.O. Engineers as per DOP.
Payment	To be made by RD based on bills recorded by R.O. engineers.
Supervision of works for ensuring quality and timeline	By R.O. Engineers / RD
Completion	To be recorded by R.O. engineers and counter signed by the RD.
Settlement of final claims	By RD based on finalization of claims of the Contractor by R.O. Engineers as per DOP.

In case, the conditions of the buildings are such as would require large scale structural repairs / retrofitting involving great expertise and contribution from experience technical personnel (which is not available in ESIC at present), such works need to be entrusted to well – organized Govt. Engineering Organizations like CPWD, State PWDs etc. The decision in this regard would be taken by ESIC : HQ in consultation with the concerned RD on case to case basis.

This is for information and doing the needful by all concerned.

Yours faithfully,


(Sudip Dutta)
Chief Engineer

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3. All SEs
4. All EEs / AEEs / AEs
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Chief Engineer