



OFFICE OF THE SUPERINTENDENT,  
MAHARAJA KRISHNA CHANDRA GAJAPATI MEDICAL COLLEGE HOSPITAL,  
BRAHMAPUR-760004, GANJAM, ODISHA

Tel.0680-2292624,FAX.0680-2292752E.mail:supdtmkcg@gmail.com,mkcgmchberhampur@gmail.com.  
Website:www.mkcgmch.org

No. 1096 /MCH/XX/MS/2026

D/Berhampur the 22.1.26

To,

The Deputy Director, Information and Public Relation (Advertisement)  
Deputy Secretary to Govt. of Odisha, I&PR Department, Bhubaneswar.

Sub: Publication of Tender Call Notice.

Sir,

With reference to the subject cited above, I am enclosing herewith a copy of the tender call notice for publication in one largest circular Odia Daily & English Newspaper for wide circulation at an early date.

The last date of receipt of tender paper is 17.02.2025 .

The approximate cost of tender Rs. 50 Lakhs.

The E-mail ID of this office is:-supdtmkcg@gmail.com. /  
mkcgmchberhampur@gmail.com.

The cost of advertisement will be borne by this office.

Please inform immediately of the date of the publication and name of the newspaper containing the Tender Call Notice through this office e-mail ID after its publication for needful at this end.

Yours faithfully,

  
Superintendent

M.K.C.G. Medical College Hospital  
Berhampur

Memo No. 1097 MCH/XX/MS/2026

D/Berhampur the 22.1.26

Copy to the Dean & Principal, MKCG, Medical College, Berhampur for information and necessary action.

Copy to the Store Medical Officer, MKCG, Medical College, Berhampur for information and necessary action.

Copy to the Finance Officer, MKCG, Medical College, Berhampur for information and necessary action.

Copy to Dist. Informatic Officer, At-Collectorate, Ganjam, Chhatrapur for information and necessary action. He is requested to float the tender call notice in Ganjam District web site- (www.ganjam.nic.in) at an early date for wide circulation.

  
Superintendent

M.K.C.G. Medical College Hospital  
Berhampur



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No. 1094 /MCH/XX/MS/2025

D/Berhampur the 22-1-26

**TENDER CALL NOTICE**

The Superintendent, M.K.C.G. Medical College Hospital, Berhampur-760004, Dist. Ganjam, Odisha invites sealed tender in the prescribed proforma from the reputed and OEM authorized private firms for "AMC and Operation & Maintenance of Elevators/Lifts of MKCG Medical College Hospital, Berhampur". The detail information and the detail lists along with the specification and other terms and conditions are hosted in website- [www.ganjam.odisha.gov.in/](http://www.ganjam.odisha.gov.in/) [www.mkcgmch.org](http://www.mkcgmch.org). The sealed cover containing tender paper must be super scribed as "Tender for AMC and Operation & Maintenance of Elevators/Lifts" and the last date of receipt of tenders through Regd. Post/Speed/Courier Post up to 17.02.2026 at 3.00 P.M. The bids will be opened on 18.02.2026 in presence of the members of the tender committee and bidders or their representative. The tenders received after last date and time will not be entertained. The tendering authority reserves the right to accept/ reject/ cancel any or all the tenders in full or part at any stage of the process without assigning any reason thereof. All legal disputes if any relating to this tender are subject to jurisdiction of the courts of law situated at Berhampur, Ganjam, Odisha only.

Superintendent  
M.K.C.G. Medical College Hospital  
Berhampur





OFFICE OF THE SUPERINTENDENT,  
MAHARAJA KRISHNA CHANDRA GAJAPATI MEDICAL COLLEGE HOSPITAL,  
BRAHMAPUR-760004, GANJAM, ODISHA

Tel.0680-2292624,FAX.:0680-2292752E.mail:suptmkgc@gmail.com,mkcgmhberhampur@gmail.com

Website:www.mkcgmh.org

No. 1095 /MCH /XX/MS/ 2026

D/Berhampur the 22.1.26

**INFORMATION**

Sealed tender in prescribed Proforma are invited from the reputed and OEM authorized Private firms for "AMC and operation & Maintenance of Elevators/Lifts of MKCG Medical College Hospital, Berhampur". The tenderer must furnish the Earnest Money of Rs.2,00,000/- (Rupees two lakhs) only in shape of Bank/Postal FD/NSC in favour of the Superintendent, M.K.C.G. Medical Collage Hospital, Berhampur. The tender papers, details and specifications of lift along with other terms and condition can be downloaded directly from the web site-www.ganjam.odisha.gov.in / www.mkcgmh.org.. The last date of receipt of tender paper through Regd. Post/Speed post/Courier service only up to 17.02.2026 at 3:00 p.m.. The bids will be opened on 18.02.2026 in presence of the members of the tender committee and bidders or their representatives. The tender should be in double bid system i.e. i) Technical Bid & ii) Price Bid in two sealed covers duly superscribing as Technical Bid & Price Bid and both are to be submitted with one big sealed cover superscribing as **"Tender Call Notice for AMC and Operation & Maintenance of Elevators/Lifts"**. The tenders received after last date and time will not be considered. The Authority reserves the right to accept/reject/cancel any or all the tenders in full or part without assigning any reason thereof. The date of opening may be differed /postponed in case of unavoidable circumstances. All legal disputes if any related to this tender are subject to jurisdiction in the courts of law situated at Berhampur, Ganjam, Odisha only.

Superintendent  
M.K.C.G. Medical College Hospital  
Berhampur

## TENDER PAPER

### TERMS AND CONDITIONS

1. The sealed envelope containing Tender paper in prescribed format, EMD must be submitted in sealed cover superscribed as "Quotation Call Notice for AMC and Operation & Maintenance of Elevator/Lift" and submitted by Regd. Post/ Speed Post/ courier service only and reach in the office of the Superintendent, MKCG Medical College Hospital, Berhampur – on or before by 17.02.2026 at 3.00 p.m. The Quotations received beyond the scheduled date and time will not be considered under any circumstances. The EMD will be forfeited in case the successful tender fails to executed the order within the stipulated period.
2. The firm must have valid ISO Certificate, Labour License and Electric License as per applicability. The electrical license from electricity board or MOU with electrical contractor having valid electrical license is allowed.
3. The firms who have been blacklisted either by the tender inviting authority or by any state Govt. or Central Govt. organization are not eligible to participate in the tender.
4. The sealed quotation shall be opened by the tender committee on dt.18.02.2026 at 12.30 PM in presence of the tenders or their authorized representatives present at the time of opening of tender paper. If any tender or their authorized representatives fails to turn up at the time of opening of the tender papers, the process will continue as usual.
5. The firm should mandatorily have an local branch office in Berhampur, Ganjam, Odisha and will deploy service engineer in 24 X 7 round the clock in hospital.
6. It is presumed that the tenderer, before participating in the tender, has visited the site and is fully aware of the site conditions.
7. Should have minimum Three (3) years' experience in the field of Elevator/Lift Maintenance in Government/PSU Sector. Details of work experience of similar nature of work i.e. AMC of Lift of any Make. However, the competent authority/tender committee reserves the right to relax the minimum experience requirement at its sole discretion.
8. Minimum Average Annual Turn Over of the bidder of last 3 financial years should amount to Rs. 1 (one) Crore. (The bidder should submit Audited Financial Statement for last three years to this effect).
9. In case of breakdown of any lift the firm will attend the fault lift within 2 hours and take immediate steps to rectify the fault.
10. In the event of failure to comply with the provisions of the contract regarding attending to the Breakdown and attending to the preventive maintenance of the Elevators, a penalty @1% of the billing of the quarter value for each day of delay, or part thereof for such delay, subject to maximum of 5% of the billing amount for the quarter will be levied.
11. Tender for this contract will be assessed in accordance with Least Cost Selection i.e. L1 system. The bidder who has quoted lowest price for AMC of all the Elevators will be awarded the contract.



12. If the bidder is an authorized service dealer, Letter of Authorization from original equipment manufacturer (OEM) on the same and specific to the tender should be enclosed.
13. . In the tender, either the agent on behalf of the Principal/OEM or Principal/OEM itself can bid but both cannot bid simultaneously for the same item/product in the same tender.
14. The agency should tie up with the OEM for AMC contract before drawal of agreement .
15. . The Contractor shall not sub contract for the whole or any part of this contract to the third party.
16. The tenders containing extraneous conditions, not covered by the tender call notice are liable to rejection. Rate quoted should be fairly reasonable. Tenders of abnormal, Superfluous and unworkable rates are liable for rejection.
17. Equipment breakdown: On any breakdown must be attended immediately maximum within 2 hours from receiving of such complaint during the contract period free of cost. In case of requirement for change any spare parts, then complaint should be resolved within 7 (seven) days.
18. The firm will deploy the lift operators as per requirement given by the authority. The salary EPF & ESI of the lift operator will be paid on submission of bill for reimbursement with all payment details.
19. The tenderer should submit the rate separately for lift and wage of Lift Operator. The wage of Lift Operator will be at the rate approved by the Labour & ESI Department, Odisha under skilled workers from time to time.
20. In the case of any bid where unit rate of any item/items appear unrealistic, such bid will be **considered** as unbalanced and in case the bidder is unable to provide satisfactory explanation such a tender is liable to be disqualified and rejected.
21. The tenderer in proof of he being registered manufacturer/ authorized dealer shall submit authenticated documentary evidence in this regard.
22. The tenderer should have authorized dealership certificate & authorization from manufacturer.
23. The tender should be clearly written/typed without any corrections, interpolation and overwriting and each page of the tender should bear the dated signature of the tenders.
24. The quoted rates should be in Indian Currency, both in words and figures against each item.
25. The rate quoted should be mentioned excluding GST and including GST separately.
26. The tender will be valid for One (1) year from the date of approval and this may be extended for further period of two years on satisfactory performance of the firm.

27. The price quoted should be final and shall not be subject to any escalation during the validity period of the tender.
28. The tender should furnish attested Photostat copy of the valid GSTN Certificate, valid PAN Card, IT Returns of last 3 years, Labour License, Electric License, ISO Certificate, Notarized affidavit in Rs 10/- nonjudicial stamp paper for not being blacklisted, Identity and Address Proof.
29. The successful tenderer shall have to pay the security deposit of Rs.5,00,000/- only in shape of Bank FD in favour of the Superintendent, MKCG Medical College Hospital, Berhampur after receipt of the approval letter within 7 days. The security deposit furnished by the successful tenderer shall be refunded only after successful completion of tender period as per agreement. In case of deviation is found in abiding the agreement the security deposit will be forfeited.
30. The firm must execute an agreement with the authority within 7 days from the date of issue of approval letter.
31. The authority/tender committee reserve the right to reject any tender or all tenders in part or full without assigning any reason thereof.
32. The Tender Inviting Authority retains the discretion to relax or amend any of the tender's terms and conditions as deemed appropriate, while upholding the principles of fairness and transparency and in the interest of ensuring the most suitable outcome.
33. The tender paper with incomplete documents will be rejected.
34. All legal disputes are subject to jurisdiction in the courts of law situated at Berhampur, Ganjam, Orissa only.
35. The payment to the firm shall be made basing on allotment received from Govt.

N.B.: - (1) The tenderers are requested to go through the terms and conditions thoroughly and carefully and furnish their tenders fulfilling all the requirements to avoid rejection of their tender(s).

(2) Each page of the tender should be numbered serially and chronologically and a certificate to this effect indicating the total number of pages of the tender should be furnished by the tenderer.

  
Superintendent  
M.K.C.G Medical College Hospital  
Berhampur Gm.



SCOPE OF WORK. MAINTENANCE OF LIFTS AS FOLLOWS:

(1) PROFORMA FOR AMC OF LIFTS

Sl.No	Name of the Building	Number of Lifts	Lift Manufacturing company Name and Capacity	AMC Price in Rs.(Excluding GST)	Amount in wards (Excluding GST)
I	II	III	IV	V	VI
1	Super Specialist Block	6 nos.	Brand-Johnson Capacity-26 person/1768 kg Brand-Johnson Capacity-26 person/1768 kg Brand-Johnson Capacity-26 person/1768 kg Brand-Johnson Capacity-26 person/1768 kg Brand-Johnson Capacity-26 person/1768 kg Brand-Johnson Capacity-26 person/1768 kg		
2	Casualty	2 nos.	Brand-Thyssenkrupp Capacity-8 person/544 kg Brand-Thyssenkrupp Capacity-15 person/1020 kg		
3	MCH Building (New Peadiatric Department)	2 nos.	Brand-Johnson Capacity-16 person/1088 kg Brand-Johnson Capacity-16 person/1088 kg		
4	O&G Block	4 nos.	Brand-Johnson Capacity-15 person/1020 kg Brand-Johnson Capacity-15 person/1020 kg Brand-Johnson Capacity-20 person/1360 kg Brand-Johnson Capacity-20 person/1360 kg		
5	PMR Building	2 nos.	Brand-EVS Capacity-8 person/544 kg Brand-EVS Capacity-20 person/1560 kg		
6	New Central ICU	2 nos.	Brand-KONE Capacity-15 person/1020 kg Brand-Johnson Capacity-15 person/1020 kg		
7	Medicine Block	3 nos.	Brand-Thyssenkrupp Capacity-8 person/544 kg Brand-Thyssenkrupp Capacity-15 person/1020 kg Brand-Thyssenkrupp Capacity-15 person/1020 kg		
8	PMSSY Block	5 nos.	Brand-OTIS Capacity-20 person/1360 kg Brand-OTIS Capacity-20 person/1360 kg		

			Brand-OTIS Capacity-20 person/1360 kg Brand-OTIS Capacity-20 person/1360 kg Brand-OTIS Capacity-20 person/1360 kg		
9	New Cabin Block	2 nos.	Brand-Johnson Capacity-15 person/1020 kg Brand-Johnson Capacity-8 person/544 kg		
10	Psychiatry Block	2 nos.	Brand-KONE Capacity-8 person/544 kg Brand-KONE Capacity-13 person/884 kg		
11	Skin & VD Block	2 nos.	Brand-Johnson Capacity-15 person/1020 kg Brand-Johnson Capacity-8 person/544 kg		
12	Trauma Care Centre	1 no.	Brand-KONE Capacity- person/ kg		
13	Orthopedics Block	1 no.	Brand-Johnson Capacity- person/ kg		
14	Eye Ward	1 no.	Brand-Johnson Capacity- person/ kg		
			Total Price	Rs.	Rs.

## (2) PROFORMA FOR LIFT OPERATION WAGE

Sl. No	Manpower Type	*Take Home Remuneration per Month	EPF @ 13%	ESI @ 3.25%	Other Statutory duties if any	Service Charge	GST as applicable as per Rule	Total (3+4+5+6+7+8)
1	2	3	4	5	6	7	8	9
1	Lift Operator	Rs.14,612/-	Rs.1899.56/-	Rs.474.89/-	Nil	a)Service Charge=Rs.653.97 b) Additional payments to be made to maintain the off days without service disruption=Rs.2248.00/- Total (a+b)=Rs.2901.97/-	Rs.3579.91/-	Rs.23468.33/-

The detail of works includes ....

1. The Tenderer shall carryout the following works during Annual Maintenance Contract period along with the servicing of the Elevators.

2. The Annual maintenance of the Elevators as per the prescribed guidelines of the O.E.M./Authorised Service Dealer.

3. General check-up & preventive maintenance and check-up schedule for Elevators. a) Wire rope condition & tension. b) Oil temperature of gear box. c) Oil quality for any suspended metal particles. d) Reading the temperature of gear & motor. e) Motor overload trip checking f) Voltage reading g) Starting & running current reading. h) Vibration of machine. i) Main driving sheave grooves j) Electromechanical brake application k) Oil level of the gear box l) Governor lubrication & normal operation. m) All relay operation & condition n) Checking of




all limit switches operations. o) Guide shoe condition p) Lubrication of guide rails & shoes q) Checking of landing gates and locks. r) Adjustment of all landing gate locks. s) Adjustment of car gate switch and all safety ckt. t) Checking of phase reversal tripping. u) Checking of three phase voltage. v) Normal operation of C.O.P. & L.O.P. switches.

4. Check reports shall be submitted every month/ immediately after every breakdown calls to the Electrical/ Maintenance section. Supply & replacement of following parts during Check Service at approved rate list of OEM to be borne by the Tenderer as & when necessary.

(i) Control relays (ii) Gate Lock arm (iii) Gate lock movement contact (iv) C.O.P. Switches (v) L.O.P. Switches (vi) Position Indicator (vii) Electromagnetic coils (viii) Main guide shoe liner (ix) Cwt guide shoe liner (x) Read switches (xi) Limit switches (xii) Car gate contact (xiii) Door bearings (xiv) Distance pieces (xv) Buzzers (xvi) Break shoes (xvii) Safety switch contacts (xviii) Governor switches (xix) Governor Roller (xx) Door shoes (xxi) Push Card (xxii) Indicators (xxiii) Thrust bearing of machine (xxiv) Announcing system (xxv) Terminals (xxvi) SPP Cards (xxvii) Rectifier Card (xxviii) Step down transformer (xxix) All contractor in controller (xxx) Filters (xxxi) Machine unit (xxxii) All types of sheaves (xxxiii) Door operator for auto door (xxxiv) Suspension Rope (xxxv) Travelling cables (xxxvi) CPU Card (xxxvii) All type of cabin light (xxxviii) Cabin Fan (xxxix) ARD if provided (xl) AC drive (xli) All type of landing & car door panel.

5. The Tenderer shall intimate the Electrical/ Maintenance Section in advance for any major repair with estimate in writing. The cost of major repair shall be borne by the authority. Break down calls to be attended on priority within 2 hrs. The tenderer should maintain adequate stock of spares ready towards immediate restoration of Elevators in case of break down. The Tenderer's Service Engineer shall visit the site with required special tools, if any, for attending the Elevators minimum once in a month during the contract period and shall inspect all the Elevators thoroughly with proper certification in the Log Book. Each visit should take place during 01st week of each month.

- ❖ The wage of Lift Operator will be at the rate approved by the Labour & ESI Department, Odisha from time to time.
- ❖ The rate of EPF & ESI must be deposited as per prevailing rates prescribed by Government from time to time.
- ❖ Wrong computation in the Performa will be liable for rejection.
- ❖ All Govt. instruction/Rules issued from time to time shall be applicable.

  
Superintendent  
M.K.C.G. Medical College Hospital  
Berhampur

**PROFORMA FOR TECHNICAL BID**  
**INFORMATION ABOUT THE BIDDER**  
 (To be furnished with Tender Paper)

Sl. No.	Particulars	Details	Document Sl. No.
1	Name of the Bidder		
2	Address of the Bidder		
3	E-mail ID of the Bidder		
4	Mobile No. [with Whatsapp] of the Bidder		
5	Details of Bank Account: [Attach cancelled cheque / 1 <sup>st</sup> page of pass book] Name of Account Holder: Name of Bank with Branch: Account Type: Account No.: IFS Code:		
6	Notarized affidavit in Rs 10/- nonjudicial stamp paper for not being blacklisted.		
7	Valid Labour License	No. _____ date: _____	
8	Valid Electric License/MOU with Electrical contractor	No. _____	
9	ISO Certificate		
10	GSTN certificate		
11	PAN details		
12.	OEM Authorization letter		
13	EPF & ESI Registration.		
14	Proof of Experience		
15	Aadhar No of the Tenderer / authorized representative		
16	Earnest Money Deposit of Rs. 200000/-	No. _____ date: _____	
17	Up to date IT Return for last 3 financial years		

N.B.: Self attested copies of the relevant documents are to be attached with this document.

Date:

Place:

**Authorized Signatory**  
**(Signature and seal of the Authorized Signatory)**