

MVR CANCER CENTRE AND RESEARCH INSTITUTE (MVRCCRI) invites tender from reputed agencies in providing maintenance staff and safety officers for the 350 bedded hospital. This is for total maintenance of Hospital Block, Radiology block, Canteen Block, Service Block, Palliative Block, Apartment block, WTP, STP and Pumping station of our hospital. The contract period of one year which may be further extended as per requirements of MVRCCRI. The work involves

- 1) **Maintenance of All Electrical system** (Man power requirement 24 X7)
 - a) RMUs , Transformer yard and substation
 - b) DG sets and Synchronizing panel
 - c) Power Distribution panels
 - d) Complete Electrical systems of the Hospital Block, Radiology Block, Service Block , Canteen Block ,Water Treatment Plant ,Sewage Treatment Plant , Accommodation block , Palliative block and Pump house
 - e) Substation operation
 - f) DG operation & Periodical Maintenance
 - g) Periodical maintenance of solar PV power grantors as per SOP
 - h) Periodical maintenance of UPS installed at various locations
 - i) Periodical maintenance and testing of Earth Pits
- 2) **Maintenance of entire Pumping system** (Man power requirement 24 X7)
 - a) Pumping of water to all the building
 - b) Maintenance of Pumps and lines
 - c) Maintenance of all pumping fixtures
 - d) RO water plant operation and maintenance
 - e) Periodical Cleaning of RO tank and RO water lines.
 - f) Solar water heater operation and maintenance
 - g) Monitoring of Water quality of STP & WTP
 - h) Monitoring of water quality of WTP storage tank, outlet points of all the buildings on weekly basis.
 - i) Daily checking of water purifier and Monthly detailed Preventive maintenance
 - j) Scheduling and implementing Planned Preventive maintenance
- 3) **Maintenance of HVAC System**(Man power requirement 24 X7)
 - a) Operation of Chiller plant and its maintenance
 - b) Scheduling and implementing Planned Preventive maintenance all equipment's
 - c) Scheduling and implementing Planned Filter cleaning
 - d) Cooling tower operation and maintenance
 - e) Maintenance of all Split Air-conditioning units and VRF
 - f) Maintenance of Air coolers
 - g) Monitoring of BMS and its operation and maintenance
 - h) Maintaining the parameters like temperature /Humidity/DP in critical area per specification

- i) Maintaining dehumidifiers installed at various locations
- j) Testing of water quality to chiller
- k) Scheduling and implementing Planned Preventive maintenance for all the equipment
- l) Operation, Trouble shooting and Maintenance of BMS system

4) Operation and Maintenance of Medical gas plant and system(Man power requirement 24 X7)

- a) Operation of medical gas plant
- b) Planning and maintaining sufficient quantity of all medical gas cylinders used here
- c) Checking and ensuring the quantity /quality of the gas received
- d) Scheduling and implementing Planned Preventive maintenance for all the medical gas equipment based on criticality
- e) Delivering required quantity of portable medical gas cylinders to the patients Rooms/locations.
- f) Maintaining the gas plant at Palliative block and PM of all the equipment

5) Operation and Maintenance of Incinerator –

6) Operation and maintenance of Biogas plant & Compost rings

7) Attending all carpentry work of the hospital and other blocks -

8) Attending all masonry work of the hospital and other blocks

9) Maintaining all equipment of Laundry /Mortuary and should carry out its PPM as per schedule

10) Maintaining all documents related to maintenance department

11) Maintaining all documents related to NABH

12) Should implement cost effective operations in all the fields

13) Should provide internal training to all staff as per standard

14) Maintenance of Lifts and should familiar with emergency rescue operations

15) Maintenance of Dump waiters

16) Periodical maintenance Solar Hot water generators as per SOP

17) Scheduling and implementing Planned Preventive maintenance for patient rooms of Hospital and Canteen block

Safety officers (4Manpower availability 24 X 7)

- 18) Should consider 4 safety officers in your role. Fire and safety related equipment should be operated, monitored and maintained by them.

We have given AMC for the lifts to its suppliers. But emergency services for the lifts, co-ordination for Break down and preventive maintenance of the lifts, HSD yard related works should be done by the safety officers.

Manpower allocation:-

The works mentioned in Sl No: 1 to 4, the manpower should be deployed 24H X 7 days a week

For the works mentioned in Sl No: 5 to 8, the manpower should be deployed only for Day time.

Sl	Designation	Nos	Qualifications	Experience
1	ENGINEERING IN-CHARGE	1	BE -ELECTRICAL	5 Y
2	SHIFT ENGINEER	2	DIP/ITI -ELECTRICAL	5/8Y
3	ELECTRICAL TECHNICIAN	6	ITI-ELECTRICAL	3Y
4	HVAC TECHNICIAN	6	ITI-REFR/AIR CONDN	3Y
5	PLUMBER	4	ITI-PLUMBER	3Y
6	MED.GAS PLANT OPERATOR	4	ITI -ANY BRANCH	3 Y EXP IN MEDICAL GAS PLANT OPERATION
7	INCINERATOR	1	SSLC/+2	
8	CARPENTER	1	ITI-CARPENTRY	3Y
9	MASON CUM PAINTER	2	SSLC/+2	WORK EXPERIENCE
10	SAFETY OFFICER	4	DIP -FIRE & SAFETY	3 Y -NEBOSH IS PREFERABLE
TOTAL MANPOWER		31		

Organogram -Outline

There should be a **Maintenance -In charge**, to Plan and execute all the activities. One Engineer should be there to assist the manager for all maintenance and operational activities. Below this, supervisors and technicians are required to carry out all the above works effectively. Appointment of all staffs should be done only with the consent and approval of Maintenance head.

Note:-

Service provider should at least one multiskilling operator in each shift.

The tools for the work should be in the scope of the service provider. The list is attached herewith.

All consumables, stationary for office use should be in the scope of service provider

All Labour and Government statutory compliances should be fulfilled by the service provider

Pre-bid meeting will be on 03/09/2026: 11:30 am.

The closed tenders should be submitted to the before 5:00PM on 10/09/2026 at the office of

**THE SECRETARY, MVR CANCER CENTRE AND RESERCH INSTITUTE, CP 7/504-A,
VELLALASSERI POST, NIT (VIA) CALICUT 673 601, KERALA.**

Pre-qualification and Price bid should be in separate envelopments.
