

TATA MEMORIAL HOSPITAL  
[ MAINTENANCE & VERIFICATION CELL]  
PAREL, MUMBAI – 400 012

Name of work : Providing one operator for composing machine  
Installed at G.J. Block for the period of two years  
Including minor maintenance work  
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Terms & conditions of the contract

1. Payment will be paid on Monthly basis after completion of work & submission of bill in duplicate to Maintenance & Verification Cell duly certified by authorized person from Housekeeping Department .
2. The payment will be paid through NEFT/RTGS/ECS after completion of service and submission of bill after every month to M & b V Cell Office.
3. You have to submit name, addresses and photographs of the person engaged to operate the above mentioned to the Security Deptt. for providing necessary documents for his entry in the hospital.
4. Income Tax if applicable will be recovered from the bill and a certificate of deduction will be issued to you on request from Accounts Deptt.
5. Duty time of operator will be 09.00 a.m. to 06.00 p.m. Weekly off will be as decided by of Housekeeping Department.
6. Your payment is inclusive of PF/ESIC/Bonus/Dress Code etc.
7. Your operator payment will be based & paid on 26 day a month.
8. Arrangement of material required for the above work should be made by you such as Sawdust, Bioculum, Sanitreat, Handgloves, Mask, Duster which will be paid as per actual after certification from of Housekeeping Department.
9. Proper entry should be made on Bill / Challan to the Security Counter to bring the material in TMH premises.
10. While on duty your operator should be in proper uniform at all time.
11. Materials such as a)Sawdust, b)Bioculum, c)Sanitreat etc. will be supplied to TMH(Parel) as per the approved rates.

CONTRACTOR'S SIGNATURE WITH SEAL