

URANIUM CORPORATION OF INDIA LIMITED
(A Govt. of India Enterprise)
TUMMALAPALLE PROJECT

PO: Mabbuchintalapalle, Mandal: Vemula,

Dist: YSR DISTRICT – 516349 A.P.

Hyderabad Office: Plot No.37, Road No.3, Sunrise Homes,
Upparpally, P.O.Hyderguda,
Ranga Reddy District,
HYDERABAD - 500 048.

Head Office : P.O.Jaduguda Mines, Dist. Singhbhum (East)
JHARKHAND – 832 102.

NOTICE INVITING TENDER NO. NIT :

TMPL/MILL/ELECT-10

Through <http://www.tenderwizard.com/UCILEPROC> Website.

T E N D E R

F O R

**SUPPLY OF MANPOWER ALONG WITH
REQUIRED TOOLS & TACKLES FOR
ELECTRICAL MAINTENANCE JOBS AT
TUMALLAPALLE MILL**

URANIUM CORPORATION OF INDIA LIMITED, TUMMALAPALLE PROJECT
(A GOVT. OF INDIA ENTERPRISE)

PO: Mabbuchintalapalle, Mandal: Vemula,
Dist: YSR DISTRICT – 516349, ANDHRAPRADESH (DIST.)

NOTICE INVITING TENDER NO. NIT : TMPL/MILL/ ELECT-10

Job:

SUPPLY OF MANPOWER ALONG WITH REQUIRED TOOLS & TACKLES FOR ELECTRICAL MAINTENANCE JOBS AT TUMALLAPALLE MILL.

Tenderers has.....

- a) To be uploaded their bids at UCIL e-proc site
<http://www.tenderwizard.com/UCILEPROC>
By 02.00 hours P.M on 17/11/2017 on -----

- b) Tenders will be opened in the presence of tenderers who may like to be present at 03.00 PM hours on 17/11/2017.

INDEX

<u>Sl. No</u>	<u>Description</u>	<u>Page no</u>
1.	COVER	1
2.	INDEX	3
3.	SECIAL INSTRUCTIONS OT THE TENDERERS	4
4.	NOTICE INVITING TENDER	5
5.	Essential terms and conditions for submitting the offer	8
6.	Job description & scope of work (Annexure-P)	9
7.	General terms and conditions for submission of the offer (Annexure-Q) & Pre-qualification criteria	16
8.	General conditions of contract	23
9.	Special Conditions	28
10.	Labour employment conditions for executing work (Annexure-R1)	34
11.	Safety of contractor's employees (Annexure-R2)	37
12.	General safety guide lines (Annexure-R3& R4)	41
13.	Affidavit cum declaration format for contractor's employee (Anexure-R5)	50
14.	Work Commencement information (Annexure-R6)	51
15.	Style of Annexures for submission of offer (Annexure-A to F)	52
16.	Price format (Annexure-G)	56
17.	Check list	57
18.	Submission of documents	58

URANIUM CORPORATION OF INDIA LIMITED, TUMMALAPALLE PROJECT
(A GOVT. OF INDIA ENTERPRISE)
ANDHRAPRADESH (DIST.)

SPECIAL INSTRUCTIONS TO THE TENDERERS

1. Tender should be submitted through e-procurement website only (www.tendarwizard.com/UCILEPROC) on or before **17/11/2017** up to 2.00 PM. Other mode of Tender document submission is not acceptable
2.
 - i) Technical Part.
 - ii) Price Part shall be uploaded in e-procurement website. (www.tendarwizard.com/UCILEPROC)
 - iii) EMD & Tender fees shall be kept in a sealed envelope, which shall also be super scribed with N.I.T. No. Name of work, Name of Tenderer and date of opening of tender.
3. All the pages of tender document should be duly signed along with seal of Tenderers and the same scanned copy shall be uploaded in e-procurement website without which tenders are likely to be rejected.
4. Tenderers are requested to submit following:
 - a) Parties fulfilling the terms and conditions of above tender may apply online through www.tenderwizard.com/UCILEPROC within the due date along with tender fee of **Rs.500/-**(non refundable) in the Form of DD drawn in favour of Uranium Corporation of India Limited, payable at State Bank of India, Pulivendula (IFSC:0989) , through any Indian nationalized bank .Documentary evidence regarding tender document fee i.e. scan copy of the same must be uploaded along with part I .Subsequently hard copy of DD should be send through courier / speed post to Admin department in sealed envelope super scribing "TENDER FEES" tender ref. no. & due date before opening of Part I without which the offer shall be rejected.
 - b) Offers should be accompanied by an Earnest money deposit of **Rs. 25,000.00/-** failing which the offer shall be rejected. E.M.D shall be by way of a Demand Draft payable at State Bank of India, Pulivendula (IFSC:0989) drawn in favour of Uranium Corporation of India Limited, trough any Indian nationalized bank EMD shall not bear any interest. Bidder should attach the scan copy of DD along with their offer (part I). Subsequently Demand draft shall be send through Courier/ Speed post to Admin. department in sealed envelope superscribing DEMAND DRAFT for EMD, Tender Ref.no. and due date before opening of part I, failing which offer will be Rejected. This EMD amount will be held by the Corporation until placement of order/ contract, and will bear no interest. It will be forfeited in the event of break of contract.



URANIUM CORPORATION OF INDIA LIMITED
(A Government of India Enterprise)
TUMMALAPALLE MINES , P.O. M.C. PALLE, VEMULA MANDAL ,
DIST. – KADAPA-516349 , A.P.

Date: **03.10.2017****NOTICE INVITING TENDER NO: TMPL/MILL/ELECT-10**

Online tenders are invited from bonafide resourceful, reliable, experienced & reputed contractors for the for the execution of following works at Uranium Corporation Of India Limited (UCIL), Tummalapalle, Andhra Pradesh.

Name of Works & Plant	SUPPLY OF MANPOWER ALONG WITH REQUIRED TOOLS & TACKLES FOR ELECTRICAL MAINTENANCE JOBS AT TUMALLAPALLE MILL
Earnest Money Deposit:	Rs. 25,000.00 (Rupees Twenty Five Thousand Only) in form of Demand draft Favoring "Uranium Corporation of India Limited" payable at SBI, Pulivendula Main Branch(code:0989).
Cost of Tender document:	Rs 500.00/- (Rupees Five Hundred only)
Estimated Value of work:	Rs.25,81,663/- + taxes
Nature of tender:	Two Part Tender
Mode of Submission	Through www.tenderwizard.com/UCILEPROC Web site only.

1. Date of Commencement of uploading of offer at UCIL E-proc site from **09.10.2017 to 17.11.2017**
2. Date & time for uploading the offer at UCIL E-proc site up to **02:00 PM noon of 17.11.2017**
3. Date & time of tender opening (Techno Commercial Part only) at **3.00 PM on 17.11.2017**
4. Date of opening of Price Part shall be intimated to bidders who qualify in technical part.
5. Aspiring Bidders/Contractors who have not registered in e- procurement website should register through the website E - procurement website (www.tenderwizard.com/UCILEPROC) for participating in the Online Tenders.
6. For details, registration and Tender Submission, please visit e- procurement website www.tenderwizard.com/UCILEPROC or contact e- procurement Helpdesk at 080-49352000 / **Mr. Shareef at 09686115324.**
7. The NIT Form with standard tender documents will be accessible in the e- procurement website (viz www.tenderwizard.com/UCILEPROC).
8. Class III Digital Signature Certificate (DSC) is mandatory to participate in e- procurement. participating bidders/Contractors have to make sure that they have the valid DSC. If not, they can procure from any of the RAs approved by CCA.
9. Bidders/Contractors should upload and attach all the Scanned copies of technical documents / certificates in e- procurement website www.tenderwizard.com/UCILEPROC pertaining to their eligibility criteria mentioned in the NIT, failing which, the bid will not be considered.
10. For those tenderers whose technical bids do not satisfy the eligibility criteria, their financial Bids will not be opened.
11. UCIL reserves the right to accept or reject any or all tenders either in full or part thereof or to split the work among more than one contractors if necessary or regroup the packages without assigning any reasons whatsoever.

12. Any corrigendum to the above tender shall be published in company website and E-Procurement website only.

I. PRE-QUALIFICATION CRITERIA:

The Tenderer who wish to participate in the Tender shall fulfill the following Qualifying Criteria.

1. Experience of having successfully completed similar works during last 7 years ending last day of month previous to the one in which applications are invited should be either of the following
 - a. Three similar completed works costing not less than the amount equal to Rs.10,32,000/-
(or)
 - b. Two similar completed works costing not less than the amount equal to Rs.12,90,000/-
(or)
 - c. One similar completed works costing not less than the amount equal to Rs.20,65,000/-
2. Average annual financial turnover during the last 3 years ending 31st March of the previous financial year, should be Rs.7,74,000/-
3. Similar Work means “ Supply of electrical manpower i.e (Supervisors/ Technicians/ Helpers) for electrical maintenance jobs in any ore/material handling/processing plant of 1000 TPD capacity/Power plants/Substations/ Transmission and distribution lines (or) Maintenance of overhead lines/ Maintenance of substations etc.
4. The bidder should submit his PAN card, GST registration, PF registration, IT returns of the last three financial years, Balance sheet and Profit and Loss statement of the last three financial years

This is a **Public tender, Two parts.**

Tender can be downloaded from UCIL e-proc site <http://www.tenderwizard.com/UCILEPROC>, the cost of tender fee shall be paid through in the Form of DD drawn in favour of Uranium Corporation of India Limited, payable at State Bank of India, Pulivendula (IFSC:0989) , through any Indian nationalized bank . Documentary evidence regarding tender document fee i.e. scan copy of the same must be uploaded along with part-I in UCIL e-proc site.

<http://www.tenderwizard.com/UCILEPROC>.

Tenders received without earnest money are likely to be rejected. Tenderer shall enclose the EMD in form of Demand draft in separate envelope and shall enclose the same in the envelope containing technical proposal. The scan copy of the E.M.D & Tender fee shall be uploaded at the UCIL e-proc site <http://www.tenderwizard.com/UCILEPROC>.

The tenders are to be uploaded at UCIL e-proc site <http://www.tenderwizard.com/UCILEPROC> only on or before the due date and time fixed for uploading the bid as mentioned in the NIT. **Physical submission of tenders shall not be accepted.** Technical part only of the

offers uploaded will be opened on **17/11/2017** at **3.00 P.M.** by Chairman & Managing Director or his representative(s) in the presence of Tenderers who may like to be present. The uploaded Price parts only of technically qualified tenderers will be opened later on.

Original documents for EMD and tender fees (i.e. Demand drafts) are to be sent in an envelope to reach to Manager (Admin) department, UCIL, Tummalapalle unit. Please write the Tender number, due date and name of the work on the envelope. **The envelopes are to be received to the same office before the tender opening date & time. Offers without uploading of DD scanned copies for cost of tender document & EMD shall be liable to rejection**

For Chairman & Managing Director
Uranium Corporation of India Limited

ESSENTIAL TERMS AND CONDITIONS FOR SUBMITTING THE OFFER

1. Before submission of tender, the Tenderers are advised to make themselves fully conversant with the conditions of tendering, General conditions and Special conditions etc. They are also advised to physically visit the site to understand site working conditions, nature & modus operandi of jobs prior to quote for the same.
2. The Tenderer shall submit his tender strictly in accordance with the tender specification and terms & conditions laid down in the tender document. No tender will be accepted by Post / Courier.
3. By submitting a tender for the work, a Tenderer will be deemed to have satisfied himself by actual inspection of the site and locality of the work, if so required and that the rates quoted by him in the tender will be adequate to complete the work in all respect according to the specification and other working conditions.
4. The Tenderer should mention their Price/ Item rates in figures as well as in words. In case of any dispute / ambiguity, the price/ rates mentioned in words shall be considered as final. No insertions, postscripts, additions and alterations shall be recognised unless confirmed by the Tenderer's signature.
5. Tender bids (Technical as well as price) shall be submitted strictly in a manner asked giving full details / information necessary for assessing their offer
6. Canvassing in any form is strictly prohibited and any Tenderer found to have resorted to canvassing or influencing other Tenderer shall be liable to have his tender rejected summarily.
7. Tender documents are not transferable.
8. The units registered under "Single Point Registration Scheme of NSIC"/ "MSME" are eligible to get the benefits of issue of the Tender document free of cost and Exemption from payment of Earnest Money Deposit (EMD) as per govt. notification subject to submission of valid NSIC/MSME registration for work contracts. . However, they will confirm acceptance for submission of security deposit in case of award of contract to them.

JOB DESCRIPTION

(Annexure-P)

1.0 SCOPE OF WORK

The scope of work shall be hiring of services of various categories of electrical manpower on supply basis under this specification is not exhaustive but indicative only. Various work and services to be rendered by the Contractor shall include but not being limited to the following:

1. Manpower of categories like supervisor(Electrical), Electrician, Helper etc. are required, who have hands on experience in running /routine /preventive /breakdown maintenance of material handling plant / processing plant consists of Substations, MCC, drives, All types of starters, HT Motors, LT motors(Overhauling) , HT and LT panels, Cables and it's laying and termination, Control circuit drawings of Conveyor belts, Crushers, Screens, Horizontal belt filers/Pre coat filters/conveyers, crushers, Thickeners, Gear boxes, Agitators, Slurry Pumps, compressor, boilers, pipe lines, valves and other rotating equipments. He should have experience in other various jobs which are in the scope of electrical in plant.
2. Supplied manpower has to do the job anywhere and at any place under Tummalapalle Process Plant, pumping stations, Tailing Ponds and colony, if required on need basis as per the instruction of Engineer-in-charge.
3. You have to ensure the availability of required number of manpower of various categories on regular basis.
4. The contractor will have to engage manpower of various categories for 08 (Eight) working hours in general shift and / or shift maintenance duty as per instruction of Engineer-in-charge.
5. The contractor shall have to undertake the breakdown jobs as and when such requirements arise beyond 8 (eight) working hours. **The Extra payment for Overtime shall be made to the contractor as per the Factories act 1948 & Atomic Energy Factories Rules 1966.** Depending up on the plant condition prevailing at that time the job will have to be done continuously till its completion as per instruction of Engineer-in-charge.
6. Coordination and supervision of jobs shall be in contractor's scope of work. Your supervisor shall maintain diary of each technician for their day to day output/work done and has to produce to Engineer-in-charge or his representative as and when asked for.

7. Your site supervisor shall ensure thorough removal of all types of technological waste such as removed insulations, various foreign materials debris etc. generated in the process of maintenance jobs by the supplied manpower to the assigned place.
8. Liaisoning with SPF for issue of necessary gate passes to contract workmen shall under be in the scope of work. UCIL will only forward the documents for issue of gate pass after fulfilment of statutory requirement.
9. The Contractor shall maintain attendance records for manpower supplied as per the Proforma mutually agreed with UCIL and get it certified with Engineer-in-charge on daily basis.
10. The contractor shall have to maintain all statutory register as required under the Contract Labour Regulation and Abolition Act, Payment of Wages act, Minimum Wages Act, Factory Act etc. the statutory return to be submitted to the personnel Department / Statutory bodies as required under the acts and Rules.
11. Statutory central minimum wages to all skilled/unskilled labour shall be paid by the contractor as per the latest notification of the government/ local authority.
12. **EPF provision shall have to be made by the contractor as per rules. EPF remittance for the workers engaged shall be done on monthly basis. Records of wages, EPF, insurance etc to be produced as and when required.**
13. The contractor shall abide by the legal provision with regard to health, welfare and safety of persons engaged by him as per factory act and rules. The contractor shall also be responsible for medical care of their personnel engaged. Ex-gratia / bonus leave salary, retrenchment benefits etc. under statutory levies shall be paid by the contractor to their personnel as per bonus act / other rules at his own cost. No extra payments shall be made by UCIL in this regard.
14. The contractor has to maintain details on
 - a) Records of medical examination of their employees before joining.
 - b) Records of initial training before engagement to job.
 - c) Records of contractor workers mentioning their category of employment, age, Father's name, Address, contact number, photographs, police verification details, ID proof etc.
 - d) Records of issuing PPE's to contract workers,
 - e) Records of re-training to contract workers.
15. Proper care should be taken to ensure safety and security of workers engaged in the job. In case of any accident and injury to the workers or any other person directly or indirectly involved in the work during execution of the job, the contractor shall have to compensate them at their own cost. UCIL will have no

responsibility, whatsoever, and will be kept fully indemnified and harmless in this regard. The contractor shall make adequate insurance policy at their own cost so that the workmen employed by them are sufficiently covered against risk of any accident.

2.0 Tentative Manpower requirement

The contractor shall depute all Supervisors, Technicians and Helpers i.e Highly Skilled, skilled and Unskilled workers for satisfactory execution of maintenance jobs. Average per day manpower requirement shall be as below:

A. Maintenance jobs.

The daily required man power will be deployed in General shift, 'A', 'B' and in 'C' shift as per planning of UCIL Engineers / Engineer-in-charge.

S.No	Category	Level of Skill Required	Total	No. Of days required
1.	Supervisor (Diploma In Electrical/EEE)	Highly Skilled Worker	2 no's	365
2.	Electrician(ITI in electrical)	Skilled Worker	6 no's	365
3.	Helper	Un-skilled Worker	2 no's	365
	Total		10 nos.	

Contractor shall provide minimum supervisory staff regularly for monitoring the above 10 manpower

Supervisor along with supervising, he has to do all the jobs of the that a technician will handle.

- Duty timings, **General Shift** : (8.00AM-1.00PM, 2.00PM-5.00Pm)
- A Shift** : (6.00AM-02.00PM)
- B Shift** : (2.00PM-10.00PM)
- C Shift** : (10.00PM-06.00AM)

The contractor shall have to undertake the breakdown jobs as and when such requirements arise beyond 8 (eight) working hours. The Extra payment for Overtime shall be made to the contractor as per the Factories act 1948 & Atomic Energy Factories Rules 1966. Depending up on the plant condition prevailing at that time the job will have to be done continuously till its completion as per instruction of Engineer-in-charge.

3.0 Penalty on failure of providing manpower:

Minimum manpower requirement on all days: Plant area 9 no's

- a) Penalty for deployment of man power less than 85 % of desired/ requested by UCIL.
 - i) For Highly skilled/Skilled person : **120 % of daily wage under work order per head.**
- b) Party shall submit **labour insurance policy with minimum validity period equal to contract period plus one month extra** before start of work.
- c) All **Tools –tackles & safety appliances** as per NIT shall be brought before start of work. Failing to this outstanding payment will not be released.
- d) Penalty for non-availability of site supervisor: **Rs 500 /head/day.**

During execution of the Contract, if it is observed that contractor is not able to supply required number of manpower and plant operation is hampering, the competent authority shall have the right to get the work done by engaging other capable external Agency/Agencies at the risk and cost of the Contractor and management may also terminate the work order.

4.0 MINIMUM QUALIFICATION & EXPERIENCE OF PERSONEL:

Eligibility criteria of different categories of persons shall be as below. It may be relaxed in case of highly experienced/deserving candidates

S.No	Category	Qualification & Experience	Nature of Experience
1.	Supervisor cum highly experienced technician (Highly Skilled)	Diploma in Electrical/EEE (with 2 years of experience) or Minimum 12 years of experience as an electrician(ITI).	Preventive and breakdown maintenance of HT& LT panels, HT & LT motors. Solving control circuit problems. Cable scheduling, laying, terminations, and commissioning of new MCC & drive panels. He should have experience in solving electrical related problems in transformers, HT & LT motors and panels along with it's over hauling. Shifting of all types of motors from critical areas, bearing replacement of all kinds of motors. Experience in solving lighting circuits and guiding the technicians for resolving the circuit related issues.

2.	Electrician (Skilled)	ITI Electrical/EEE	Minimum 3 years experience as an electrician. Assisting supervisor in all the below jobs. Preventive and breakdown maintenance of HT& LT panels, HT & LT motors. Solving control circuit problems. Cable scheduling, laying, terminations, and commissioning of new MCC & drive panels. He should have experience in solving electrical related problems in transformers, HT & LT motors and panels along with it's over hauling. Shifting of all types of motors from critical areas, bearing replacement of all kinds of motors. Experience in solving lighting circuits.
3	Helper (unskilled)	Metric / Non Metric/Literate with good physique & 2- 4 years of experience	Shifting of heavy machines or structures and assist to Supervisor/electricain

Note: The list of Supervisors/technicians shall be duly approved by Engineer-In-Charge. Before start of the work the bidder shall submit certificates of the Highly skilled / skilled manpower for verification & record.

5.0 **General:**

- The contractor shall have to maintain all statutory register as required under the Contract Labour Regulation and Abolition Act, Payment of Wages act, Minimum Wages Act, Factory Act etc. the statutory return to be submitted to the personnel Department / Statutory bodies as required under the acts and Rules and to be submitted to office during submission of monthly bills.
- Statutory central minimum wages to all skilled/unskilled labour shall be paid by the contractor as per the latest notification of the government/ local authority.
- The contractor has to maintain details on
 - (a) Records of medical examination of their employees before joining
 - (b) Records of initial training before engagement to job

- (c) Records of contractor workers mentioning their category of employment, age, Father's name, Address, contact number, photographs, police verification details, ID proof etc.
 - (d) Records of issuing PPE's to contract workers,
 - (e) Records of re-training to contract workers
 - (f) Records of Academic qualifications of contract workers
 - (g) Records of affidavit cum declaration regarding no claim for employment with UCIL by contract workers on non-judicial paper of Rs 20/- duly attested by Notary Public.
- ***Proper care should be taken to ensure safety and security of workers engaged in the job. In case of any accident and injury to the workers or any other person directly or indirectly involved in the work during execution of the job, the contractor shall have to compensate them at their own cost. UCIL will have no responsibility, whatsoever, and will be kept fully indemnified and harmless in this regard. The contractor shall make adequate insurance policy at their own cost so that the workmen employed by them are sufficiently covered against risk of any accident.***

6.0 AWARD OF CONTRACT:

The L1 bidder will be decided considering the entire quoted amount and value.

The acceptance of a tender and award of contract to one or more than one tenderer, if considered necessary, rest with the Corporation. It shall not be obligatory on part of the Corporation to accept the lowest tender. The Purchaser would be at liberty to accept any tender, lowest or otherwise, in whole or in part and to reject any or all the tenders received, without assigning any reasons, and no explanation can be demanded from him by any Tenderer in respect thereof.

GENERAL TERMS & CONDITIONS FOR SUBMITTING THE OFFER

(ANNEXURE-Q)

I. PRE-QUALIFICATION CRITERIA:

The Tenderer who wish to participate in the Tender shall fulfil the following Qualifying Criteria.

1. Experience of having successfully completed similar works during last 7 years ending last day of month previous to the one in which applications are invited should be either of the following
 - a. Three similar completed works costing not less than the amount equal to Rs.10,32,000/-
(or)
 - b. Two similar completed works costing not less than the amount equal to Rs.12,90,000/-
(or)
 - c. One similar completed works costing not less than the amount equal to Rs.20,65,000/-
2. Average annual financial turnover during the last 3 years ending 31st March of the previous financial year, should be Rs.7,74,000/-
3. Similar Work means “ Supply of electrical manpower i.e (Supervisors/ Technicians/Operator for substations/ Helpers) for electrical maintenance jobs in any ore/material handling/processing plant of 1000 TPD capacity/Power plants/Substations/ Transmission and distribution lines (or) Maintenance of overhead lines/ Maintenance of substations/Supply and erection of overhead lines etc.
4. The bidder should submit his PAN card, GST registration, PF registration, IT returns of the last three financial years, Balance sheet and Profit and Loss statement of the last three financial years

Note:

1. By submitting the application the Applicant authorizes UCIL to seek verification on the Information supplied and related matters.
2. The Company reserves the right to reject any or all application (s) or cancel the notice at their sole discretion without assigning any reasons, whatsoever thereof, which shall be final & binding upon the applicants.
3. If the qualifying work is completed in the Five (5) years period specified above, even if it has been started earlier, the same will also be considered as meeting the qualifying requirements.
4. Applicant is liable to be disqualified, even though they meet the prequalification criteria, if they
 - a. Made misleading or false representations, statements and attachments submitted in proof of the qualification requirements, and / or
 - b. Record of poor performance such as abandoning the works, not properly completing the supply order, inordinate delays in completion or supply, litigation history, or financial failures etc.

(2) Submission and opening of Tender:-

Tender / quotation / bid shall be submitted in a manner asked strictly in accordance with the tender terms & conditions laid down in the Enquiry / Tender document giving full details necessary for assessing their offer. Canvassing in any form is strictly prohibited and disqualify the tenderer for the tender submitted for. Tenders submitted without earnest money deposit/tender document fee will be summarily rejected. If any of the date under this contract is declared holiday, the event scheduled on that day will be automatically shifted on the next working day. Tender should be uploaded through on-line in two parts as given below at UCIL e-procurement site <http://www.tenderwizard.com/UCILEPROC>.

In addition to PRE-QUALIFICATION CRITERIA (PQC) of tenderers, bidder shall also upload the following documents at UCIL e-procurement site <http://www.tenderwizard.com/UCILEPROC> along with tender document: (to be uploaded with the technical part of the tender document.

- a) Document for GST (Registration Number)
- b) Document for Provident Fund Code Number
- c) Document for Tax Identification Number (TIN)

i) List of Documents to be uploaded in Part – I (Technical and Commercial part)

- a) Tenderer's covering letter (covering letter shall also contain name, Email id, Phone No., Mobile No., residential address and place of business of person or persons submitting the tender etc.)
- b) Document proof showing deposit of Earnest money.
- c) Document proof of Cost of tender document
- d) Signed NIT tender document
- e) Copy of PAN registration.
- f) P.F. No.& ESI & Electrical license with documentary proof.
- g) GST registration copy
- h) Document for Tax Identification Number (TIN)
- i) Profit & Loss A/c statement for 2014-15, 2015-16 & 2016-17 and audited balance sheets for the above three financial years.
- j) Documentary proof in support of past experience of the Tenderer in similar nature of job along with Work order & completion Certificates etc.
- k) B I a n k (UN priced) priced bid Performa
- l) Other document as may be required to be submitted along with the tender in accordance with Technical Specification, Special Conditions, Conditions and any other clause of NIT.

Tender Document Any deviation from the tender shall be clearly mentioned in the Part-I (Techno Commercial Bid & EMD) under the heading "Deviation".

Original documents for EMD and tender fees (i.e. Demand drafts) are to be sent in an envelope to reach to Manager (Admin) department, UCIL, Tummalapalle unit. Please write the Tender number, due date on the envelope. These envelopes are to be received to the same office before the tender opening date & time failing which the tender will be disqualified.

ii) List of Documents to be uploaded in Part-II (Price part)

- a)** Filled in Schedule of quantities with rates inclusive of all taxes including Service Tax / G.S.T, P.F., Bonus, cost of safety appliances, insurance, medical and other miscellaneous overhead expenditures **are to be provided in the provided space in UCIL E-procurement site <http://www.tenderwizard.com/UCILEPROC>**

3. Bid Rejection Criteria:

- a) Following bids shall be categorically rejected:
- i) The bids received after Tender closing date and time.
 - ii) The bids received without EMD or Tender document fee.
- b) Following may render the bids liable for Rejection.
- i) Bidder's failure to submit sufficient or complete details for evaluation of the bids within the given period.
 - ii) Bids with technical requirements and or terms not acceptable to UCIL.
 - iii) Validity period indicated by bidders is shorter than that specified in the tender enquiry.

4. The Bid Security will be forfeited:

- a) If any Bidder withdraws their bid during the period of bid validity (including any subsequent extension) specified by the Bidder on the Bid Form, or
- b) If a Successful Bidder fails:
- i) To sign the contract within reasonable time and within the period of bid validity, and /or,
 - ii) To furnish Performance Security.
- c) If the Bidder furnished fraudulent document/information in their bid.

5. Furnishing fraudulent information / document:

If it is found at any time that, a Bidder / Contractor has / had furnished fraudulent documents / information, the Bid Security / Performance Security shall be forfeited and the bidder /contractor shall be debarred for a period of two (02) years from the date of detection of such fraudulent act, besides legal action.

(6) Rate (s) in figures and words :-:

The tenderer should mention their price / item rates in figures as well as in words. In case of any dispute / ambiguity, the price / rate mentioned in words shall be considered as final. Insertions, postscripts, additions and alterations shall not be recognized unless confirmed by the tenderer's signature. **Tenderer shall quote rates(s) / price(s) on line in the price bid document (schedule of items and quantities) enclosed along with tender document. Otherwise, offers of parties quoting without this price format will**

be out rightly rejected. The tenderer shall quote rates in figures and words will generate automatically.

(7) Taxes & Duties :-

All Taxes including service tax/GST, royalties, duties, octroi etc. and other taxes for execution the contract are to be specified clearly with in figures (or %) in the price bid. The final quoted rate should be inclusive of service tax /GST applicable at the time of tender submission.

The entire amount of service tax/GST will be recovered from the RA bill & deposited directly by UCIL, if applicable.

Any new taxes imposed by Govt/statutory authority during the contract or any increase of the existing taxes at any stage during execution of the contract shall be reimbursed to the contractor on production of documentary evidence. Offers with price variation clause will be out rightly rejected.

(5) E.M.D.:

Offer shall be accompanied by EMD for an amount of **Rs. 25000.00/- (Rupees Twenty Five Thousand Only)**. EMD shall be by way of a Demand Draft drawn in favour of "Uranium Corporation of India Limited" payable at SBI Pulivendula Branch (**Code No. 0989**) . No cash or cheque in any form will be accepted as earnest money. No interest will be paid on the earnest money deposit. Tenders received without earnest money deposit will be summarily rejected.

Return of earnest money: The earnest money of successful Tenderer will be adjusted into security deposit after signing of contract agreement. The earnest money of unsuccessful Tenderers will be returned within 01 (one) month after finalizing L1 party of the work and after getting written request thereof.

Original documents for EMD and tender fees (i.e. Demand drafts) are to be sent in an envelope to reach to Manager (Admin) department, UCIL, Tummalapalle unit. Please write the Tender number, due date on the envelope The envelopes are to be received to the same office before the tender opening date & time failing which the tender will be disqualified.

(6) SECURITY DEPOSIT:

The Amount of Security Deposit including the amount of Earnest Money shall be 5% of the awarded value of work. Fifty percent of this amount shall have to be deposited as initial security deposit at the time of execution of agreement including the amount deposited as Earnest Money.

In addition to the above, further amount to the extent of the 2.5% of awarded value of the work will be deducted from the running account bills by way of percentage deductions. Such percentage deduction shall @2.5% of the running account bills till the full amount of security deposit is realised / retained by the corporation.

Failure in carry out the awarded work shall entail forfeiture of the security deposit. Security deposit will be refunded without any interest on written request in duplicate to the Engineer-In-

Charge after three months of satisfactory completion of the work order. This will be released after successful completion of the work and taking over & on submission of PBG till defect liability period.

(7) Price Escalation:

The compensation for escalation towards labour/ Price adjustment for increase or decrease in the labour shall be worked out as per the formula given below:

$$V_L = W \times (Y/100) \times ((L_1 - L_0)/L_0)$$

- V_L : Variation in Labour cost i.e amount of increase or decrease in rupees to be paid or recovered.
- W : Value of work done during the period under consideration.
- Y : Component of labour expressed as a percentage of the total value of the work
- L_1 : Minimum daily wage rate in rupees of skilled, semi-skilled & unskilled as per notification issued by the office of the Regional labour commissioner(Central), Hyderabad.
- L_0 : Minimum daily wage rate in rupees of skilled, semi-skilled & unskilled as on date of Submission of tender as per notification issued by the office of the Regional labour commissioner (Central), Hyderabad.

(8) BANK GUARANTEE:

Wherever stipulated should be as per our proforma & issued by an Indian Public Sector Bank only. All bank charges to be borne by bidder. Bank Guarantee should be automatically extended for validity period in the event of delay in execution of contract.

(9) AGREED LIQUIDATED DAMAGE:

Time shall be the essence of the contract. If successful Tenderer fails to execute the order within the agreed stipulated schedule, he shall be liable to pay agreed liquidated damages a sum @ ½ % of the order value per week or part thereof of delay subject to a maximum of 5%. In case of delay beyond 10 weeks, UCIL reserves the right to cancel the order and get the balance work/procurement done through any other agency at your risk and cost.

(10) PERFORMANCE BANK GUARANTEE/DEFECT LIABILITY PERIOD:

Defect liability period for individual tank shall be twelve months from the date of handing over of individual tank. In case of defects if any, the defects shall be rectified at free of cost on “free at our site” basis within one month of information of the defect. In case of delay in attending the defect as stipulated above, the defect liability period shall get automatically extended. This should be backed up by a bank guarantee for 10% of the contract value valid for defect liability period as per our proforma.

(10) TERMINATION OF CONTRACT:

The performance of the contractor will be reviewed after 45 days from the date of actual commencement of the work at site and if found unsatisfactory, UCIL reserves the right to terminate the contract with 15 (fifteen) days notice as per discretion of UCIL without assigning any reasons whatsoever. Further, UCIL also reserves the right to

terminate the contract at any point of time with 15 days notice as per the discretion of UCIL without assigning any reason.

(11) PAYMENT TERMS:

Contractor shall be paid as per the following schedule duly certified by the Engineer-in-charge of the contractor bill:

Subject to deduction in price which UCIL is authorized to make under this contract, the contractor shall be entitled to receive monthly R.A bill as follows:

90 % of payable amount shall be released immediately as ad-hoc payment within a week of certification and receipt of bills in the accounts section subject to fulfilment of following conditions and necessary certification by the Engineer-in-Charge of UCIL.

- a) On deployment of required number of manpower of different categories along with required tools & tackles and personal safety appliances etc.
- b) Submission of certified daily attendance sheet of manpower supplied as per schedule.
- c) Submission of documentary evidence for payment of Wages to the workers for the period for which bills have been submitted.

And balance 10% of payable amount shall be released after checking and realising all the admissible recoveries if any.

The decision of Engineer-in-charge in this matter shall be final.

(12) VALIDITY OF OFFER: The offer should remain valid for a minimum period of Six months/180 Days from the date of opening of the final price part. The Tenderers shall not be allowed to increase, amend or withdraw his tender within this period and if he does so, the earnest money deposit may be forfeited.

(13) PERIOD OF CONTRACT: The contract period shall remain valid for a span of one Year from the date of actual commencement of work after successful site mobilization. Site mobilization shall have to be done within 15 days on receipt of LOI indicating contract price of the work. However, date of actual start of work shall be fixed by UCIL.

(14). EXTENSION OF CONTRACT:

The contract period may also be extended up to six months to one year beyond the stipulated contract period, if so deemed fit by UCIL and agreed by the Contractor on repeat work order basis. If so happens contractor shall have to work on the same terms & conditions and price of the contract without any escalation.

(15). MOBILISATION TIME:

Mobilization shall be done within 7(Seven) days of issue of LOI / WO. For further instructions on execution of contracts, UCIL Tummalapalle Site-in-charge/ Engineer-in-charge will confirm the exact programme of start/execution of job(s). No mobilization advance is payable in the contract.

(16) VARIATION IN QUANTITY OF ITEMS:

Variation in quantity of items mentioned under scope of work: The quantities

mentioned against individual items are tentative. The actual quantities of individual items may vary (from those indicated in the tender documents due to actual conditions of the site or due to other reasons) to any extent, keeping the actual value of total work done well within $\pm 10\%$ on the contract sum or work order value. The contractor shall carry out all work up to total variations of $\pm 10\%$ on the contract sum or work order value and all tendered rates shall remain firm within this limit. Any individual item may vary to any extent and be excluded altogether.

(17) Subletting of contract:

Subletting of the contract in any form is not allowed.

GENERAL CONDITIONS OF CONTRACT

1. **Nature of Tender**:- Two Part
2. **Working Hours**: - From 8.00 AM to 5.00 PM on all working days . However, contractor shall be allowed to work beyond 5.00 PM depending upon the urgency but only after obtaining permission from the Engineer-In-charge, UCIL. No extra claims shall be entertained for working beyond duty hours in such urgency.
3. **Commencement of work** : - Work will commence within one week from the date of issue of work order. Contractor will report to the Engineer In charge, UCIL immediately on receipt of work order for further instructions for carrying out the job. A letter duly signed under contractor's official seal as a token of acceptance of all terms & conditions of work order must reach in the office within two days of receipt of the order. The work order no. & date as well as name of work must be quoted in all correspondences.
4. **Payment Terms**:- Bill (s) will be paid as mentioned in clause "**payment terms**" of the Scope of Work or Special Conditions etc. of contract document.

Payment will be released after satisfactory completion of the work in all respect and certification by the Engineer-in-charge, UCIL within 30 days of submission of clear bill in triplicate along with tenderer's letter head. Contractor shall mention actual date of commencement of the work in their bill (s). ***Final bill will be released only after submission of Annual Return (Format to be obtained from Site Office - Mill) and work completion letter in duplicate by the contractor.***
5. **Work Measurement & Inspection / Work Instructions** :- It is to be done jointly as per schedule of items & scope of work, etc. by the Engineer-Incharge, UCIL and the Contractor. The measurement thus taken will be final and acceptable to both parties. Time to time detailed work instructions will be given by the Engineer –in-charge, UCIL.
6. **Jurisdiction / Dispute**: - Any action / dispute arisen out of or from this work order shall be subject to the jurisdiction of court of law at HYDERABAD only, irrespective of anything to the contrary mentioned in the tender / quotation. Any statutory obligation has to be made by the contractor. Tenderer will extend all help.

7. **Penalty (Liquidated Damage):** - If the progress of work is not found satisfactory or the contractor fails to complete the works within the time frame of completion, **the corporation reserves the right to impose penalty / liquidated damage @ ½ % per week maximum upto 5% on the awarded / contract value** for each complete week between the time for completion and actual date of completion.
8. **PENALTY CLAUSE:** The work shall be executed strictly as per the requirement of UCIL as detailed in the scope of work. The agency shall be responsible for providing timely and uninterrupted services. Failure to complete the work as per requirement shall attract deduction of a predetermined amount from the contractor as given below from RA bill.
9. **Force Majeure:** - In case of closure / breakdown / strike / lockout or any other causes beyond control of the corporation preventing normal operation, the corporation shall be at liberty to extend the time for completion or cancel the order without any financial liability whatsoever.
10. **Termination of Contract:** The performance of the contractor will be reviewed after 45 days from the date of actual commencement of the work at site and if found unsatisfactory, UCIL reserves the right to terminate the contract with 15 (fifteen) days notice as per discretion of UCIL without assigning any reasons whatsoever. Further, UCIL also reserves the right to terminate the contract at any point of time with 15 days notice as per the discretion of UCIL without assigning any reason.
11. **Safety Rules & Regulations for contractor's employees** :- UCIL's Safety Rules & Regulations for contractor's employees as given in the Annexure-R2 will be complied strictly during the execution of various works at site. Contractor shall ensure the use of safety appliances during the work at site. Contractor will take full safety measures and arrange the necessary safety gadgets / appliances, tools & tackles, helmet, gumboot, safety belt, shock proof shoe, safety suit / uniform, goggles, gloves, apron, ladders, bamboos, rope, machineries, scaffolding, etc required for the work by their own so as to ensure that no damage, loss or injury to corporation's personnel, contractors' personnel, third party or equipment are caused due to the work being carried out by contractor. UCIL shall not provide any safety appliances and tools & tackles under any circumstances. Contractor has to follow the Safety Rules & Regulations as per Indian Electricity Rules to do the electrical works. Contractor must report in writing (duplicate) to the Engineer-In-charge or Safety Officer (Mill) - UCIL immediately on becoming aware of any accident at their site.
12. **Safe Transportation / Storage of Materials:** - Contractor will have to make their own arrangement for to and fro transportation of men, material and machine, etc. including loading and unloading at their own expense under this contract. Contractor will also be responsible for safe keeping of materials at their own cost issued by UCIL either free of cost or chargeable basis. The contractor shall build suitable stores at his own cost for safe keeping of materials as per instruction of the Engineer Incharge-UCIL, if required or UCIL will provide the same subject to availability. In case contractor is allowed to construct any structure, contractor shall have to demolish and clear the same before handing over the completed work. On completion of work or during the course of work all materials issued to the tenderer should be accounted for. A statement of material issued / consumed during the month & record of job done during a day are to be submitted by the party to the Engineer -Incharge, UCIL. For this contractor will provide and maintain a register and duplicate / triplicate books also at his own cost as per direction. Tenderer will transport all material from UCIL – Stores / Godown to contractor's work site in safe custody. Contractor shall have to return / store all material including surplus / dismantled material from their work site to a specified place in UCIL premises and cut the unused dismantled materials in small pieces as per direction / instruction of the Engineer Incharge, UCIL and a material reconciliation statement to be submitted along with the final bill. And work place should be kept clean and all dismantled; left out material should

be disposed properly every day as per instruction of the Engineer Incharge, UCIL. Failing which company have the right to retain the final bill till site clearance is completed.

13. **Price Escalation:-**

The compensation for escalation towards labour/ Price adjustment for increase or decrease in the labour shall be worked out as per the formula given below:

$$V_L = W \times (Y/100) \times ((L_1 - L_0)/L_0)$$

- V_L : Variation in Labour cost i.e amount of increase or decrease in rupees to be paid or recovered.
 - W : Value of work done during the period under consideration.
 - Y : Component of labour expressed as a percentage of the total value of the work
 - L_1 : Minimum daily wage rate in rupees of skilled, semi-skilled & unskilled as per notification issued by the office of the Regional labour commissioner(Central), Hyderabad.
 - L_0 : Minimum daily wage rate in rupees of skilled, semi-skilled & unskilled as on date of Submission of tender as per notification issued by the office of the Regional labour commissioner (Central), Hyderabad.
14. **Muster Roll:-** The contractor has to submit a copy of the muster roll every week to the Engineer Incharge, UCIL after making minimum rate of wages payable to different categories of workmen covered under Minimum Wages Act, 1948 in presence of the representative of UCIL & contractor will also make arrears payment if any, under intimation to the Engineer Incharge-UCIL.
15. **Insurance:-** The contractor shall ensure & maintain insurance against his liability for accident or injury to workmen or machineries used for the work and shall submit two copies of the policy & receipts of premiums paid or satisfactory evidence of insurance coverage at their own cost valid for whole working / contract period at a time for all the persons to be engaged to the Engineer Incharge, UCIL before the commencement of work. Contractor shall also submit the proof of the renewal of the same policy at least two days before the expiry date of the previous policy to the Engineer Incharge-UCIL. *The contractor will not be allowed to carry out any activity without necessary insurance coverage (mentioning working height depend upon the job requirements and as per insurance rules) of their persons. Insurance policy shall also indemnify UCIL against any claim raised by the injured / affected workmen or his family.*
16. **Temporary work closure:** - If the work site is required to be suspended for some days / period because of any reason, contractor may close the site temporarily under written intimation *in triplicate* to the Engineer-Incharge, UCIL. During the above period, the contractor will be in touch with the Engineer Incharge- UCIL for further instructions, if any. No extra claim against any idling of contractor's site crew / staff & machineries, etc. will be entertained.
17. **Material (s) Supply by UCIL and Contractor:** - The Corporation will not provide any accommodation, tools and tackles, men, material, machineries, transport, etc. for this work. **No facility / supply other than mentioned in special conditions, scope of work and schedule of items will be provided by UCIL as free or on chargeable basis. If Any other materials / facilities that are not covered under this tender but are required to complete the work, will have to be arranged by the contractor / party at their own expense. No extra claim shall be entertained against the materials that are not covered under this contract.** But contractor shall submit free samples (materials) for approval, if required and materials approved by the Engineer Incharge, UCIL shall only be used. UCIL reserves the right to reject goods which are not as per specification and in case of rejection contractor shall have to replace material free of cost.

Any deviation from the tender shall be clearly mentioned in the Part-I (**Techno Commercial Bid & EMD**) under the heading “**Deviation**”.

18. **Welfare and Health of Contract Labour** :- The contractor shall have to provide the facilities under the provision of “Contract Labour (Regulation and Abolition) Act, 1970 – Section – 16,17,18 and 19,Chapter -V , Welfare and Health of Contract Labour”.
19. **Contract Agreement**: - Contract Agreement should be executed in prescribed format on a non-judicial stamped paper before commencement of work within *one week* from the date of issue of work order / L.O.I. However, no payment will be made without execution of contract agreement.
20. **Indemnity**: Contractor will fully indemnify the corporation against all responsibility and whatsoever arising out of accident/injury to contractor’s workmen, third party or to corporation’s personnel and properties
21. **Visit of Site and Locality prior to quote rate (s)** :- Before submission of tender, the tenderers are advised to make themselves fully conversant with the **SCHEDULE OF ITEMS, SCOPE OF WORK, SPECIAL CONDITIONS, GENERAL CONDITIONS OF CONTRACT, (LABOURERS) & (SAFETY OF CONTRACTOR’S EMPLOYEES)**, if any. They are also advised to physically visit the site to understand the site working conditions, nature of jobs prior to quote for the same. Also requested to inspect the site and equipments covered under present tender etc.
22. **Rate (s) in figures and words** :- The tenderer should mention their price / item rates in figures as well as in words. In case of any dispute / ambiguity, the price / rate mentioned in words shall be considered as final. Insertions, postscripts, additions and alterations shall not be recognized unless confirmed by the tenderer’s signature. **Tenderer shall quote rates(s) / price(s) in online in the provided price bid document (schedule of items and quantities). Otherwise, offers of parties quoting without this price format will be out rightly rejected.** The tenderer shall quote rates in figures and words will generate automatically.
22. **Taxes & Duties** :-

All Taxes including service tax/GST, royalties, duties, octroi etc. and other taxes for execution the contract are to be specified clearly with in figures (or %) in the price bid. The final quoted rate should be inclusive of service tax /GST applicable at the time of tender submission.

The entire amount of service tax/GST will be recovered from the RA bill & deposited directly by UCIL, if applicable.

Any new taxes imposed by Govt/statutory authority during the contract or any increase of the existing taxes at any stage during execution of the contract shall be reimbursed to the contractor on production of documentary evidence. Offers with price variation clause will be out rightly rejected.
23. **Annual Labour Return**;- Contractor shall have **to submit a letter of work commencement or completion IMMEDIATELY in duplicate** in prescribed format and annual return in format no.-XXV (*Format to be obtained from Site Office - Mill*) to the Engineer Incharge, UCIL for onward transmission to the Competent Authority, Govt. of India, Ministry of Labour, Andhra Pradesh.
24. **Variation in Quantity of items**: - The quantity mentioned under the “schedule of item (s)” of this tender is tentative. The actual quantity may vary from that indicated in the tender document due to actual conditions of the site or due to other reasons. The contractor shall carry out all additional work upto the **total variation of ± 10 % of the awarded value.** The other terms & conditions and rates shall remain firm within this limit.
25. **Validity**: - The offer should remain valid for a minimum period of *Six months* from the date of opening of the final price part. The Tenderers shall not be allowed to increase, amend or withdraw his tender within this period and if he does so the earnest money deposit and security deposit may be forfeited.

26. **Training, etc.**:- Contractor shall have to bring all their labourers for necessary training & guidance in *Mill Training Centre* at their own cost before actual commencement of the work at their own cost. The work shall be carried out with the help of experienced / skilled persons or ITI with NCTVT certificate holders or equivalent, etc. And Supervisor having Supervisory Certificate of Competency is to be engaged for supervision or as per direction of the Engineer-In-charge. Persons holding H.T. Licence of relevant section as per I.S. will be allowed to do the job of electrical works. Contractor shall have to submit a letter of authorisation (in duplicate) in favour of his experience / qualified and responsible representative as "Site Supervisor" to look after the work site and receive official letters and instructions or to issue / receive materials from stores in absence of main contractor at site.
27. **Indemnity**: - Contractor will fully indemnify the corporation against all responsibility and whatsoever arising out of accident / injury to contractor's workmen, third party or to corporations' personnel and properties.
28. **Documents not transferable**: - Tender documents are not transferable. These tender documents are the property of corporation. Contractor shall keep one copy of the documents at the site in good order and same shall be available for inspection and use by the Engineer Incharge, his representative or by other inspecting officer. None of these documents shall be used by the contractor for any purpose other than that of this contract.
29. **Award of Contract**: - The Corporation reserves the right to accept or reject any or all tender either in full or part or to split up the work, if necessary, without assigning any reasons therefore.
30. **Medical facilities**: - The contractor shall be fully responsible for any first aid / emergency treatment or serious medical treatment to his employees. UCIL will provide medical facilities on chargeable basis to contractor's employees.
31. **Security Rules & Regulations and Entry Passes**: - The contractor will have to submit the details of the persons to be employed for this work within two days of award of work. **The contractor will be allowed to start the work only after submission of the details in prescribed verification forms (in duplicate) along with four nos. passport size photograph for each labourer separately to the Competent Authority, UCIL.** Contractor will make necessary Entry Passes from concerned officials of SPF Unit, UCIL sufficiently in advance. Contractor shall strictly abide by the prevailing security rules and regulations and also to be enforced by UCIL time to time. Entry to the works premises is strictly restricted and only bonafide pass (permission) holders are allowed.
32. **Defects Liability Period**: -
The defect liability period / guarantee period for this job shall be six months from the certified date of handing over of job. The contractor shall rectify the defects, if any, detected / reported during the guarantee period under this tender from the certified date of completion of work. The contractor shall be responsible to make good and remedy at his own expense within such period, as may be stipulated by the Engineer-In-charge before the expiry of the guarantee period.

33. Labour Acts & Rules :-

The contractor shall (in respect of labourers employed by him) strictly comply with provisions of the following Act & Rules made there under in regard to all matters provided therein or any modifications thereof or any other law relating thereto from time to time.

- i) **Workmen Compensation Act-1923,**
- ii) **Payment of wages Act-1936**

- iii) **Employees Liability Act,1938**
 - iv) **Industrial Dispute Act,1947**
 - v) **Minimum Wages Act,1948**
 - vi) **Employees State Insurance Act,1948**
 - vii) **Mines Act, 1952**
 - viii) **EPF & MP Act, 1952**
 - ix) **Contract Labour (Regulations & Abolition) Act, 1970**
 - x) **All statutory provisions of Atomic Energy Regulatory Board**
34. Labour Employment Conditions for executing work: - As given in clauses 1 to 13 in Annexure-R1.

SPECIAL CONDITIONS

1. Working height will vary from place to place and may be up to 25 meter from the ground level. In some cases replacement jobs may have to be synchronised with the working / operation of the plant so as not to hamper the production.
2. In some cases, if felt necessary by UCIL the contractor may be asked to supply more manpower on Sundays / Holidays or round the clock. In such cases, no extra claim about item rates shall be entertained. Only actual no of manpower supplied shall be recorded.
3. The contractor will have to maintain accountability of materials issued to them in a register which include specification of materials, date of issue, quantity, cost code, I.V. no and purpose. A statement of materials issued/consumed during the month to be forwarded to Engineer- In-charge before 10th of next month.
4. **Facilities to be provided to the Contractor by UCIL** as mentioned below:
 - i) Cables, Insulation tapes, consumables and all spares shall be supplied by UCIL free of cost.
 - ii) Space will be provided to the contractor for constructing site office; store etc by UCIL and contractor will have to construct it of their own. Electric

power supply (415 Volts) may also be provided Energy meter to be installed and proper readings to be recorded for it's consumption. The electricity bill amount will be recurred from your running bills.

5. **Inputs to be arranged by contractor:** The contractor will submit detail list of equipments to be brought by them for executing this job. They should bring in at least following items before commencing work: -
- a) **Cutting pliers, screw drivers, tester, spanners set, Multimeter, Clamp meter, crimping tool, ropes, belts, de-sackles for lifting of motors.**

Besides above items the contractor shall bring in other tools and tackles as per their requirement.

- 6) The contractor will have to give name, father's name, age, Academic qualification detail, address of all workmen, technicians, supervisors to be engaged along with recent passport size photograph duly attested by a class- 1 govt. officer within 7 (seven) days before actual commencement of work so that permanent gate pass can be issued. **Police verification certificate (NOC) of the persons must be submitted prior to engaging them work for issuance of gate pass.**
- 7) **Safety & security of UCIL materials:** Tenderer will be responsible for safe keeping of materials issued by UCIL on free of cost / chargeable basis and on completion of work or during the course of work all materials issued to the Tenderer should be accounted for.
- 8) **Inspection of tools and tackles:** - Time to time the engineer-in-charge shall inspect the tools and tackles of the contractor. If he finds any tools and tackles that is not in proper shape or that may lead to safety hazard, the contractor will have to take the defective tool out of the plant premises. If the contractor cannot arrange the said tool within 7 (seven) days UCIL may provide the same on chargeable basis.
- 9) The corporation will not provide any accommodation for your staff / labourers deployed at site.
- 10)The corporation will not provide any food for your staff / labourers deployed at site at the extended hours.
- 11)Commencement of work by the Contractor can be affected before execution of agreement but after issue of work order / letter of intent and fulfilling of statutory requirements of Insurance by the contractor. Contract Agreement should be

executed within one month from the date of issue of work order / L.O.I. However, no payment will be made without execution of contract agreement.

- 12) **Insurance:** - The contractor shall ensure & maintain insurance against his liability for accident or injury to workmen & shall from time to time when so required by the Engineer produce this policy & the receipts of premiums paid or satisfactory evidence of insurance cover. Any such policy shall also indemnify UCIL against any claim raised by the injured/ affected workmen or his family.
- 13) Working under this contract will not qualify or give any additional claim to any contract employee for employment in UCIL. All statutory rules and regulations applicable as per workmen's Compensation Act shall be followed by the contractor while engaging and disengaging the Workers / Employees.
- 14) The contractor has to tackle all labour related issues and maintain smooth IR relation at site so that the job can progress uninterruptedly.
- 15) **Training:** Contractor shall have to bring all their labourers for necessary training in Mill Training Centre before actual commencement of the work. The work shall be carried out with the help of experienced / skilled persons or ITI certificate holders or equivalents, etc. And supervisor having Supervisory Certificate of Competency is to be engaged for supervision or as per direction of the Engineer-in-charge.
- 16) **Medical facilities:** The contractor shall be fully responsible for any first aid/emergency treatment or serious medical treatment to his employees. UCIL will provide medical facilities in serious cases only on chargeable basis to contractor's employees.
- 17) **Manpower details:** The contractor will have to submit the details of the persons to be employed for this work within two days of award of work. The contractor will be allowed to start the work only after submission of the details. Proforma of Attestation Forms (02 nos.) may be obtained from site office, Mill for necessary verification of every labourer separately and submission to the Engineer-in-charge, UCIL for onward transmission to the competent authority, UCIL
- 18) **UCIL's safety Rules & Regulation** for contractor's employees as given in the Annexure- B will be complied strictly during the execution of various works at site. All safety gadgets & appliances as required for carrying out maintenance jobs shall be supplied by the contractor without any extra cost. Regular health checks (as per UCIL norms /instruction) of the staffs / workmen at the

contractor's cost are essential part of this contract.

19)**Insurance:** The contractor shall be solely and wholly responsible for any accident that may occur during execution of the work and also for injury to person / persons or damage to the property of any description what so ever caused during the execution of the work. In the event of any such accident the contractor shall be responsible and shall pay proper compensation for the same as per workmen's compensation Act. The contractor shall keep the purchaser UCIL safe and harmless and indemnified against all claims and expenses, for any such damage or injury to any property or person. The contractor shall make adequate insurance policy at their own cost so that the workmen employed by them are sufficiently covered against the risk of any accident.

20)The contractor shall be responsible for the compliance of all the rules and regulations of the land as detailed but not be limited to the following prevailing acts:

- a. Factory Act.
- b. Minimum Wages Act.
- c. Payment of Wages Act.
- d. Bonus Act.
- e. Contract Labours (Regulation & Abolition) Act as prevalent and the rules and regulations made therein from time to time and shall indemnify the hold harmless the UCIL / Purchaser against any claim arising out of compliance or any non-compliance and / to the third party.

20) CONTRACTOR'S OBLIGATIONS:

- a) Pre-requisites: The contractor has to fulfil statutory obligations towards Provident Fund (PF), ESIC (ESI), Labour Licence and all Labour Laws as applicable and amended from time to time. In addition, contractor has to get all his employees verified by Police Authorities as mentioned at Sl. (e).
- b) ESIC: All employees of the contractor must have their own ESIC Registration Code Number and individual ESIC A/C. No. of the labourers. If the contractor labours are not covered under ESIC Act, then they are required to produce Group Insurance Policy linked with Workmen's Compensation.
- c) Provident Fund (PF): The contractor is required to have his own PF Code No. and fulfil all obligations under the Provident Fund Act.

- d) Labour Licence: Contractor deploying 20 or more employees to execute an Order will have to obtain Labour Licence from the Office of the Labour Commissioner.
- e) Police Verification: Contractors are required to get their employees police verified from the concerned police authorities of the respective zones/police station/thana depending upon the place of residence of the employee. The contractor has to make an application on Contractor's letter-head to the concerned office for Police Verification Report (PVR), attaching personal particulars of each employee, in the prescribed Form.
- f) Contractor will be responsible for making monthly payment to the personnel (skilled / Semiskilled / Unskilled) deployed by him, on or before 7th of every month without fail in presence of Company's authorized representative. In case of any lapse on their part or on part of the personnel deployed by contractor, he will be held exclusively and directly responsible. Payment for providing services beyond the scheduled hours (Over time) will be paid on actual basis depending upon the requirement.
- g) That the contractor shall submit detail of the names, parentage, residential address, age, ID proof, photographs etc. of the persons deployed by him in the premises of UCIL for the purpose of proper identification of the employees of contractor deployed along with police verification. These employees shall display their identity cards at the time of duty.
- h) That the persons so deployed shall be exclusively for duties for this tender only.
- i) That the contractor shall comply with the statutory provisions of Contract Labour (Regulation & Abolition) Act, Payment of Wages Act, 1936. The Employees Provident Fund (and miscellaneous Provisions) Act, 1952, Payment of Bonus Act, 1965, the Minimum Wages Act, 1948, Employer' Liability Act, 1923, Employment of Children Act, 1938 and/ or any other Rules/Regulations and/or statues that may be applicable to them and shall further keep the corporation indemnified from all acts of omission, fault breaches and /or any claim, demand; loss; injury and expense arising out from the non-compliance of the aforesaid statutory provision. Contractor's failure to fulfil any of the obligations hereunder and/or under the said Act's rules/regulations and/or any bye-laws or rules framed under or any of these the corporation shall be entitled to recover any of the such losses of expenses which it may have to suffer or incur on account of such claims, demands, loss or injury from the contractor's monthly payments/RA bills.

- j) It is obligatory on the Contractor to ensure that wages paid should not be less than the minimum wages fixed by the Central Government / State Government whichever is available, from time to time and all statutory requirements such as Provident Fund, Employees State Insurance and Bonus etc. must be incorporated in salary.
- k) That the contractor shall submit every month the proof of having deposited the amount of contribution on account of ESI & EPF towards the persons deployed at UCIL in their respective names before submitting the R.A. bill for the subsequent month. In case the contractor fails to do so, the R.A. bill claimed shall be withheld till submission of required documents.
- l) That the contractor shall particularly abide by the provisions of Minimum Wages Act, 1948.
- m) That the contractor shall be required to maintain permanent attendance register & muster roll at the UCIL premises which shall be open for inspection and checking by the authorized officers of UCIL.
- n) That the contractor shall make the payment of wages, etc. to persons so deployed in the presence of representative of UCIL and shall on demand furnish copies of wage register/muster roll, etc.
- o) The contractor shall take all reasonable precautions to prevent any unlawful, riotous or disorderly conduct or acts of his employees so deployed.
- p) That the contractor shall deploy his persons in such a way that they get weekly rest. That the personnel deployed shall not be below the age of 18 years and they shall not interfere with the duties of the employees of this Department.
- q) In case, the tendering Agency fails to comply with any statutory/ taxation liability under appropriate law and as a result thereof the Department is put to any loss/ obligation, monetary or otherwise, the Department will be entitled to get itself reimbursed out of the outstanding bills or the Performance Security Deposit of the Agency, to the extent of the loss or obligation in monetary terms.
- r) The service provider's personnel shall not claim any benefit / compensation/ regularization or services from this Department under the provision of Industrial Dispute Act, 1947 or Contract Labour (Regulation & Abolition) Act, 1970. Undertaking from the persons to this effect shall be required to be submitted by the service provider to this Department.
- s) In case of break of any terms & conditions stipulated in the contract, the performance

security deposit of the Agency will be liable to be forfeited by this Department besides annulment of the contract.

Labour Employment Conditions for executing work:

(As given as clauses 1 to 12 and 1.1.1 to 1.1.2 in ANNEXURE-AA)

ANNEXURE – R1

LABOUR

1. The contractor shall employ labour in sufficient number to maintain required rate of progress and of quality to ensure workmanship of the degree specified in the contract and to the satisfaction of the Engineer – in -charge. The contractor shall not employ in connection with the works any person who has not attained the age of eighteen years. **Police verification certificate (NOC) of the persons must be submitted prior to engaging them work for issuance of gate pass.**
2. Contractors should employ only the persons with established identity.
3. Asst. Commandant, SPF will issue temporary identity cards to persons actually engaged in the work and may exercise checks as considered necessary to ensure that strangers are not permitted inside the work premises. Contractors are required to surrender the identity cards on completion of job to Asst. Commandant, SPF who will issue clearance certificate.
4. SPF control room will not allow any interstate labour as a contract labour in any case.
5. The contractor shall furnish to the Engineer–in-charge at the interval mentioned in schedule – F, a distribution return of the number description by trades of work people employed on the works. The contractor shall also submit on the 4th and 19th of every month to the Engineer-in-charge a true statement showing in respect of second half of the preceding month and the first half of current month
 - i. the accident that occurred during the said fortnight showing the circumstances under which they happened and the extent of damage and injury caused by them and
 - ii. The number of female workers who have been allowed Maternity Benefit as provided in the Maternity Benefit Act 1961 or rules made there under and the amount paid to them.
6. The contractor shall pay to labour employed by him wages not less than fair wages as defined in the Contract Labour (Regulation & Abolition) Act 1970 and rules made there under.
7. The contractor shall in respect of labour employed by him comply with or cause to be complied with the Contract Labour (Regulation & Abolition) Act 1970 and Rules made there under in regard to all matters provided therein.

8. The contractor shall comply with the provisions of the payment of Wages Act 1936, Minimum Wages Act 1948, Employees Liability Act 1938, Workmen' s Compensation Act 1923, Industrial Disputes Act 1947, Maternity Benefit Act 1961, and Mines Act 1952 or any modifications thereof or any other law relating thereto and rules made there under from time to time.
9. The contractor shall be liable to pay his contribution and the employee's contribution to the Employees State Insurance Scheme in respect of all labour employed by him for the execution of the contract, in accordance with the provision "The Employees State Insurance Act 1948 as amended from time to time and as applicable in this case. In case the contractor fails to submit full details of his account of labour employed and the contribution payable, the Engineer in charge shall recover from the running bills of the contractor an amount of contribution as assessed by him. The amount so recovered shall be adjusted against the actual contribution payable under Employees State Insurance Scheme.
10. The Engineer in charge shall on a report having been made by an inspection staff as defined under the Contract Labour (Regulation & Abolition) Act 1970, and rules made there under have the power to deduct from the money due to the contractor any sum required or estimated to be required for making the good the loss suffered by a worker or workers by reason of non - fulfilment of the conditions of the contract for the benefit of workers, non- payment of wages or of deductions made from his or their wages which are not justified by the contract or non – observance of the said Act.
11. The contractor shall indemnify the Corporation against any payment to be made under and for observance of the Contract Labour (Regulation & Abolition)Act 1970, and the rules made there under without prejudice to his right to claim indemnity from his sub-contractors.
12. In the event of the contractor committing a default or breach of any of the provisions of aforesaid Act and Rules made there under / amended from time to time, or furnishing any information or submitting or filling any Forms / Register / Slip under the provisions of the law which is materially incorrect, then on the report of the Inspecting Officer, he contractor shall without prejudice pay to the Corporation a sum not exceeding liabilities for such defaults including liquidated damages etc. for every default, breach or furnishing, making, submitting, filling materially incorrect statement as may be fixed by the Labour Department and the contractor should indemnify the Corporation against all such liabilities.

MODEL RULES FOR LABOUR WELFARE:

- 1.1.1 The Contractor shall at his own expenses comply with or cause to be complied with Model Rules for Labour Welfare as provided under the rules framed by the appropriate Government from time to time for protection of health and making sanitary arrangements for workers directly or indirectly on the works. In case the contractor fails to make arrangements as aforesaid, the Engineer in charge shall be entitled to do so and recover the cost thereof from the Contractor.
- 1.1.2 Failure to comply with Model Rules for Labour Welfare, Safety Code or the provisions relating to report on accidents and to grant Maternity Benefit to Female workers shall make the contractor liable to the Corporation as liquidated damages an amount not exceeding Rs. 50.00 for each default or materially incorrect statement. The Decision of the Engineer in charge in such matters based on reports from the Inspecting Officers shall be final and binding and deducting officers shall be final and binding and deductions for recovery of such liquidated damages may be from any amount payable to the contractor.

ANNEXURE – R2**SAFETY OF CONTRACTOR'S EMPLOYEES**

1. The contractor shall at all times, take all reasonable precaution for the safety of employee, including those of sub – contractors in the performance of his contract and shall comply with all applicable provisions of both central as well as the state safety laws. In addition to the safety provisions, the contracting officer shall include the SAFETY requirements as RECOMMENDED by the Health Physics Unit, Tummalapalle for a specified contract.

In the event that contractor fails to comply with these provisions, the contracting officer may, without prejudice to any other legal or contractual rights, issue an order for stopping all or any part of the work, thereafter a start order for resumption of work may be issued at the sole discretion of the contracting officer .The contractor shall make no reason of or in connection with such stoppage.

2. Contractor shall have a full time Safety Officer / Engineer when the contractor employ 500 or more persons or when engaged specifically in hazardous work.. In the case of contractors employing fewer than 500 persons, his safety representative shall be an employee in a high supervisory capacity and his safety duties may be in addition to his other technical / administrative duties.
3. Contractor shall have at least one person fully trained in First Aid to be present at the site of work all time.
4. Contractor must report to the safety officer (Mill) – through their contracting officer every accident involving _____
 - Their personnel
 - UCIL property or personnel.
 - Property or personnel of other contractors working at the site.
- 4.1 Contractor must report to the safety officer (Mill) immediately on becoming aware of any accident of Type - A (see Appendix –1) giving the following information:
 - Name of the informant
 - Nature and location of incident being reported
 - Name of supervisor / Engineer – in – charge, location and telephone no. where he can be reached.
- 4.1.1 Contractor shall submit their investigation reports, through their contracting officer, to the Safety officer (Mill) immediately but not later than 3 (three) working days after the occurrence of accident in the Form – A (see Appendix - 2)
- 4.1.2. In the case of type – B accidents (see Appendix – 1), Contractors shall submit

their investigating reports, through their contracting officer, to the Safety officer (Mill) immediately but not later than 3 (three) working days after the occurrence of accident in the Form – A.

4.1.3 Monthly summary of accidents and cases of fire shall be prepared by each contractor in Form – B (See Appendix – 3 and be sent to the Safety officer (Mill) by the 7th of the next month.

4.1.4 Prime contractor reports shall include the man days lost and occurrence of accident under the jurisdiction of the sub contractors.

4.1.5 Contractors shall submit a narrative on safety activities and fire incidents for each month along with Form – B. The review should contain such items as Personnel and programme change, major project started and major problem.

APPENDIX – 1

CLASSIFICATION OF ACCIDENTS

TYPE – A

1. Fatal injury.
2. Serious injuries such as fracture, dislocation, severe burns etc. necessitating hospitalisation.
3. Any injury to five or more persons.
4. Accidents resulting in damage by fire, Explosion etc.

TYPE – B

1. Minor injuries which results in laceration, abrasion, contusion etc.
2. Disabling injuries but not requiring hospitalisation.

(FORM – A)

ACCIDENT INVESTIGATION REPORTS

Name of contractor and project :
Nature of contract :
Name of Engineer Incharge :
Name of injured person :
Age :
Address :

Date and Time of accident :
Place where accident occurred :
Nature of job :

What was injured person doing :
at the time of accident

Description of accident (in detail) :

Nature of injuries :

What was defective or in wrong :
condition that was responsible
for the accident

What was wrong with working :
methods / instructions

What steps should be taken :
to prevent reoccurrence of
such accidents

Name of witness : 1.
2.

Safety representative's remarks
with signature and date

(FORM –B)

SUMMARY OF ACCIDENT FOR THE MONTH OF

Name of the contractor :

Name of project :

Name of the sub – contractor :

Name of safety representative
of the project:

Total nos. of persons working in the project.	<u>Male</u>	<u>Female</u>
--	-------------	---------------

Engineers

Supervisors

Labours

Total nos. of accidents
(including Type A & B)

Disabling injuries

Non – disabling injuries

(Signature & stamp of Contractor)

cc: Engineer – Incharge

cc: Safety officer, UCIL (MILL)

GENERAL SAFETY GUIDE LINES:

1. Suitable electrical hand gloves to be used where ever required and earthed to be checked before starting of maintenance. Necessary insulations to be provided to cables where ever necessary to avoid accidents. Suitable scaffolds should be provided for workmen for all works that cannot safely be done from the ground, or from solid construction except such short period work as can be done safely from ladders. When a ladder is used an extra mazdoor shall be engaged for holding the ladder and if the ladder is used for carrying materials as well, suitable footholds and handholds shall be provided on the ladder and the ladder shall be given an inclination not steeper than $\frac{1}{4}$ to 1 (1/4 horizontal and 1 vertical). While motor shifting and lighting maintenance necessary precautions to be taken while executing the jobs.
2. Every opening in the floor of a building or in a working platform be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be 90 cm. (3 feet).
3. Adequate precautions shall be taken to prevent danger from electrical equipment. Danger boards/Shut down boards to be kept at necessary locations during shutdown periods. Shut down permit to be taken and physically it should be ensured of shutdown before commencement of work,
4. No materials on any of the sites of work shall be so stacked or placed as to cause danger or inconvenience to any person or the public.
5. **Dismantling** : Before any dismantling work is commenced and also during the process of the work:—
 - i) All roads and open areas adjacent to the work site shall either be closed or suitably protected.
 - ii) No electric cable or apparatus which is liable to be a source of danger over a cable or apparatus used by the operator shall remain electrically charged
 - iii) All practical steps shall be taken to prevent danger to persons employed from risk of fire or explosion. No floor, roof or other part of the building shall be so overloaded with scrap or materials as to render it unsafe.
6. All necessary personal safety equipment as considered adequate by the Engineer-in-Charge should be kept available for the use of the person employed on the site and maintained in a condition suitable for immediate use, and the contractor should take adequate steps to ensure proper use of equipment by those concerned.
7. When the work is done near any place where there is risk of drowning, all necessary equipments should be provided and kept ready for use and all necessary steps taken for

prompt rescue of any person in danger and adequate provision should be made for prompt first-aid treatment of all injuries likely to be obtained during the course of the work.

8. Use of hoisting machines and tackle including their attachments, anchorage and supports shall conform to the following standards or conditions:

- i) These shall be of good mechanical construction, sound material and adequate strength and free from patent defects and shall be kept in good repair and in good working order.
- ii) Every rope used in hoisting or lowering materials or as a means of suspension shall be of durable quality and adequate strength, and free from patent defects.
- iii) Thorough inspection and load testing of lifting machines and tackles shall be done by a third party, at least once in every 12 months and the records of such inspection and testing shall be maintained and a copy shall be submitted by the contractor to the departmental representative at site. Motors, transmission, couplings, belts, chain drives and other moving parts of hoisting appliances shall be provided with adequate safeguards. Hoisting appliances shall be provided with such means as it shall minimize the risk of any part of a suspended load becoming accidentally displaced or lowered.
- iv) The contractor shall maintain a Register of Periodical Tests for Examination of Lifting Appliances at site. This register shall be kept available at site always for examination of the department.
- v) Chain pulley block, D-shackles and wire ropes (lifting appliances) shall be of rated capacity at least 2.0 times more than the maximum desired load to be lifted.

9. **Personal Protective Equipment:** All necessary personal protective equipment (PPE) shall be provided by the contractor at his own cost, for his workers, supervisors, staffs and visitor/visiting staffs. All PPEs shall conform to relevant IS code / ASTM / BS or any other international code of practice as given under. The contractor shall make available all type of personal protective equipment for use of workers, supervisors and visitors at site as considered necessary by the Engineer-in-charge and they shall be maintained in a condition suitable for immediate use. Also the contractor shall take adequate steps to ensure proper use of equipment by those concerned.

Safety Helmet: IS: 2925-1984 (Reaffirmed 2000)

Safety Goggles: IS: 5983-1980 (Reaffirmed 2002) or EN 166:2001

Full body harness safety belt: IS: 3521-1999

Ear Muff / Ear Plug: IS: 6996-1973 (Reaffirmed 1998) or EN 352-1:2002 and EN 352-2:2002 or

Face shield: IS: 8521 (Part II) – 1977 (Reaffirmed 2002) IS: 8521 (Part I) –1994 (Reaffirmed 2002) or EN 175F

Fall arrestor: EN 353-2:2002

Respirators: IS: 15321 – 2003, IS: 15322 – 2003

Safety shoes: IS: 15298 – 2002

Hand gloves: IS: 4770 – 1991 (Reaffirmed 2001)

- 10.** All persons employed or supervising at and / or visiting the construction site shall use safety helmets. The colour coding of helmets may be adopted by the contractor as per site requirement. The contractor shall provide safety shoes for all his workers, supervisors, staffs and visitor/visiting staffs.
- 11.** Persons engaged in welding and gas cutting works shall use appropriate welding face shields, leather hand gloves and protective clothes. The persons who assist the welders shall use appropriate goggles.
- 12.** Persons working at height above ground level or floor and exposed to risk of falling down shall use full harness safety belts, kinetic shock absorbers, fall arrestor, life lines, and grab ropes. The working platform and access shall be protected by cages, guard railings, etc. The area beneath shall be protected by safety net of adequate strength (as per IS: 11057 – 1984) fastened to substantial supports.
- 13.** When structural repairs, modification or painting works are to be undertaken, appropriate measures shall be taken for the protection of persons whose work may bring them into the proximity of live equipment/circuit.
- 14.** All portable appliances shall be provided with three core cables and three pin plugs. The third pin of the plug shall invariably be earthed. It shall be ensured that the metal part of the equipment shall be effectively earthed.
- 15.** All connections to portable equipment or machines from the panel/distribution board/extension board shall be taken using 3 core double insulated PVC flexible copper wire in one length. No joints shall be allowed in this flexible wire. In case, single length of wire is not sufficient for a particular location then the supply can be tapped by providing another extension board comprising of switch and socket. Isolation switch shall be made available as close as possible to the equipment.

16. After the completion of the work, the contractor shall have removed from the work premises all scaffoldings, surplus materials, scrap, rubbish and all temporary structures, used/installed for his workmen at site. The contractor shall stack all undesirable materials and debris to the designated area at his own cost, as directed by Engineer-in-charge. The Engineer-in-charge has the right to stop work if the Contractor fails to improve upon the housekeeping after having been notified.
17. The contractor shall instruct workmen to keep all accesses clear from any obstruction and unwanted material for free and safe movement of the workers and staffs including departmental staffs. He shall provide tool box and safe means for carrying tools (for working at height) to all his workers so that tools and tackles are kept in proper place.
18. All the workers, supervisors and engineers of the contractor, who will work at height, shall have valid height passes issued as per **Annexure R4** by the Safety Officer / Medical Attendant in consultation with the Authority of the Safety Unit, UCIL. Each such individual shall be medically examined by a Medical Practitioner, for blood pressure, vision, hearing, and efficient movement of limbs, epilepsy, vertigo or any other persistent diseases that make him/her medically unfit for working at height. The fit persons shall be issued height passes, which shall be valid for maximum 6 (Six) months, for working at height. After every 6 (Six) months, these persons shall be medically examined in order to find out their fitness for working at height. List of unfit workers shall be submitted to the departmental representative and such persons may be allowed to work at ground level and in no case shall be engaged by the contractor to work at height. The records of medical checkups / fitness tests certified by the Medical Practitioner shall be maintained at the office of the contractor and shall be produced to the departmental representative as and when asked.
19. The contractor shall train and build up a general awareness in safety among the workers and staffs as a continuous effort throughout the contract duration. He shall develop and nurture a good safety culture among the staff and workers for an incident free completion of the work order.
20. **Safety Induction Training:** The contractor shall ensure that each and every new worker attends initial safety induction training before reporting at respective place of work. The workers shall report to the safety officer first for receiving safety induction training and after successful completion of such training they shall report to respective site engineer. The safety officer shall intimate the workers about the probable hazards related to the work and shall explain and demonstrate the importance and use of PPEs to them.
21. **Pep talk, Tool box training:** Subsequent to the initial safety induction training, the contractor site supervisor shall also conduct safety pep talks and tool box training for various teams of workers in regular interval at site. He shall arrange pep talks / tool box

training on work related topics like use of various PPEs and tools, housekeeping, hot job, electrical works, etc. He shall solicit active participation of workers in such tool box training by asking them to share their experience with their fellow workers.

Part A

Application for Height Pass

Job Description : _____

Group/Section : _____

Work Order No : _____

Contractor : _____

1. Applicant's Name: _____

2. Departmental Address: _____

3. Residential Address: _____

4. Age: _____

5. Sex: _____

6. Height: _____

7. Gate Pass No. : _____

8. Name of contractor/Agency with whom engaged at present:

9. Height pass requirement for work at _____ mtr. height.

10. Description of present job: _____

11. Previous experience of working at height: _____

Sl.No	Name of the Employer	Duration of Employment	Work Experience
1.			
2.			

12. Is the applicant suffering from any of the following ailments (If yes details to be given):

Blood Pressure _____

Seizure disorder (Fits / Epilepsy Convulsion) _____

Flat Foot _____

Frequent attacks of headache or reeling sensation _____

Mental depression _____

Limping gait _____

Acrophobia (Fear of height) _____

Declaration:

I hereby declare that the above information furnished by me is true and correct. I shall always wear the safety belt and tie the life-line whenever working at unguarded heights of 3 mtrs and above. I shall not misuse the height pass issued to me or transfer it to any other person. I shall never come to duty or work at height/depth under the influence of alcohol/drugs.

Date:

Name:

Sign:

(Applicants Name & Signature or Left Thumb Impression (LTI) in case he cannot sign. Incase of LTI; an authorized person shall explain each point/item to the individual and certify on his behalf below the LTI).

I certify that I am satisfied with the above certification of the individual for the application of Height Pass and request for issue of height pass to him.

Name:

Sign:

(Agency Concerned)

Part – B

MEDICAL FITNESS CERTIFICATE

Certified that I, Dr. _____ have examined Shri. _____ aged _____ on (date) _____ of M/s. _____ who has signed below in my presence. General & Physical examinations of Shri. _____ do not reveal any abnormality. He does not suffer from any acute/chronic skin disease or any contagious or infectious disease. His eyesight is normal with/without glasses. In my opinion, Shri _____ is physically and mentally fit for working at height.

Details of examinations:

1. Age: _____

2. General & Systemic Examination:

2.1	Pulse			2.10	Depth of Vision	Norma	Abnormal
2.2	B.P.			2.11	Nystagmus	Present	Absent
2.3	Weight			2.12	Rhomberg Sign	Positive	Negative
2.4	Height			2.13	Hearing	Normal	Abnormal
2.5	Pallor	Yes	No	2.14	Muscular Coordination	Normal	Abnormal
2.6	Flat foot	Present	Absent	2.15	Cardio Vascular System	Normal	Abnormal
2.7	Gait	Norma	Abnormal	2.16	Respiratory System	Normal	Abnormal
2.8	Vision	Normal	Abnormal	2.17	Central Nervous System	Normal	Abnormal
2.9	Colour Vision	Normal	Abnormal				

3. Previous History of:

3.1	Seizure disorders (Epilepsy)	Yes	No
3.2	Frequent headache or reeling sensation	Yes	No
3.3	Mental depression	Yes	No
3.4	Acrophobia	Yes	No

4. Investigation:

4.1	Urine
	Albumin
	Sugar:
4.2	Blood
	CBC
	Random blood sugar (if age is >35 years.)

5. X-ray:

Required / not required: _____

If required – details of report: _____

(Signature of workman)

(Signature & Rubber stamp)

of Medical Practitioner with Reg. No.

(Note: Above format is liable to change any time as per AERB guide lines. Modified format may be obtained from Safety officer Mill before examination by Medical officer.)

Part – C

Height Pass Certificate

(Considering the above medical certificate; the applicant has appeared on the following practical tests conducted by UCIL and the results are given below (strike off whichever in-applicable)

a) Walking freely over a horizontal structure bar at 1 ft. height : Pass / Fail

b) Wearing a safety belt and tying the rope knot : Pass / Fail

c) Walking over a horizontal structure at 10 ft. height wearing a belt: Pass / Fail

The above applicant's performance in the above tests has been satisfactory/ unsatisfactory.

I certify issue of this height pass to Shri _____ of
M/s. _____ with Registration No. _____ in the height
pass register. This is valid for one year from the date of issue i.e. up to _____.

Date :

Signature : _____

Name : _____

(Safety Supervisor)

Signature : _____

Name : _____

(Safety Officer)

Annexure-R5

(Form to be filled in NON-Judicial paper of Rs 20/- & attested by Notary public and to be submitted at the time of joining the company, i.e. issuing the gate pass etc. by the persons who are serving the company through any contactor. Without submission of declaration, police verification and medical fitness certificate gate pass will not be issued in favour of individual concerned.)

Affidavit cum declaration

I, ----- S/o ----- of village ----- P.O. -----

P.S. ----- Town ----- District ----- Andhra Pradesh, by faith ----

By occupation -----, do hereby solemnly affirm and declare as follows:-

1. That I am working with M/s ----- who has been awarded work order no. -----
Dated ----- from UCIL, Tummalapalle.
2. That I am fully aware that I am Contractor worker of the aforesaid Contractor and, as such, I or my successor shall not have any claim of employment with UCIL at any time, in case of fatal accident or termination / completion of period of work order. I shall not place a demand for employment with UCIL in future also.

Identified by Sri-----

Advocate at Jamshedpur

Verification

The Statement made above are true to the best
of my knowledge , belief and information and

I sign on ----- at -----

Deponent

The deponent is known to me & has signed in
my presence.

Advocate

FORMAT

Date: _____ .

To,
The Manager (Admin)
UCIL, Tummalapalle

Sub: Commencement Letter**References:** 1) NIT No.: _____

2) Work order number:: _____

Dear Sir,

Here by we are providing all the details of work order as below.

SI.No.	DESCRIPTION	
1	Name of the contractor & Address	
2	Name of the Work & Work order no.	
3	Location of work (Surface/Under Ground)	
4	No. of workers deputed...	
5	Date of commencement of work	
6	Date of completion of work (Approximately...)	
7	Remarks	

[Please use additional sheets if required]

- In case of engaged man power is more than 20, the same will be intimated to your office time from time to time.
- The date of completion of afore said work will also be intimated with in time upon the completion of work.

Signature of Contractor along with seal

STYLE OF ANNEXURES

(Please use separate sheet for each annexure)

Annexure-A:

Details of work orders in support of prequalification criteria for previous seven years experience

Sl.No	Work order No	Work Value	Name of concern/ client	Job details	Period: From- To

To be enclosed:

1. Self certified copies of above work orders (all pages of work orders). In complete work orders will be rejected without further correspondence
2. Work completion certificate from the organisation or certified copies of R.A. bills for executed value of the work.
3. Declaration: I do hereby confirm that the information furnished above is true to the best of my knowledge and belief. If any declaration, statement or information given by me/us is at any time found to be false or untrue, our tender / contract is liable to be terminated forthwith without any notice or compensation in lieu thereof.

Signature of Bidder with stamp

Annexure-B:

Statement of present ongoing jobs mentioning the value of work in detail as per

Sl.No	Work order No	Work Value	Name of concern/ client	Job details	Period: From- To

To be enclosed:

1. Self certified copies of above work orders (all pages of work orders). In complete work orders will be rejected without further correspondence
2. Declaration: I do hereby confirm that the information furnished above is true to the best of my knowledge and belief. If any declaration, statement or information given by me/us is at any time found to be false or untrue, our tender / contract is liable to be terminated forthwith without any notice or compensation in lieu thereof.

Signature of Bidder with stamp

Annexure-C:

List of tools & tackles, transports and other equipments to be deployed for this job

Sl.No	Details of tools & tackles and other equipments	Quantity: Available with bidder	Quantity: To be deployed for this job

(Attach extra sheets, if required)

Signature of Bidder with stamp

Annexure-D:

Details of technical personnel to be deployed

Sl.No	Name of Person and father's name	Address	Age	Qualification	Years of experience	Nature of experience

- **Enclose extra sheets**

Signature of Bidder with stamp

Annexure-E:

TECHNO-COMMERCIAL DEVIATION SCHEDULE:

Bidder should agree to all the Techno-commercial terms and conditions of the Nit document. However, deviation, if any, should be stated as per the following schedule and to be submitted along with the techno-commercial bid failing which it will be presumed that all terms and conditions are acceptable to them. The owner reserves the right to reject the offer on account of such deviations if the bidder, on advice of owner, does not withdraw the deviations. Following are the deviations proposed by us relating to Techno-commercial terms and conditions
Deviation, if any

Sl. No	Page No.	Clause no.	Clause	Deviation

Signature of bidder with stamp

Note: If there are no deviations, this deviation schedule shall be submitted along with Techno-commercial bid duly signed and stamped after stating “**NIL DEVIATIONS**”.

Annexure-F**Details of company profile.**

Details of company profile have to be provided as below:

A) Company profile

Sl. No.	Description	Details (please attach Xerox copies)
1	Name & Address of the firm	
2.	Name of owner /partners	
3.	Telephone nos. office , Residence & Mobile no.	
4.	Email address:	
5.	Year of establishment:	
6.	Annual turnover of last three years:	
7.	Areas of operation /nature of jobs carried out:	
8.	Permanent account number	
9.	Service tax registration no.	
10.	P.F. code no	
11.	E.S.I. code no	
12.	Labour license no(If any)	
13.	No. of employees on permanent roll <ul style="list-style-type: none"> • Degree/Diploma engineers • Skilled manpower • Semiskilled manpower • Unskilled manpower 	

B) Organization structure

C) Constitution and legal status along with attested copies of Deeds/Articles and Memorandum of Association etc. as applicable.

D) Information on litigation history, liquidated damages, disqualification etc.

By submitting the application the Applicant authorizes UCIL to seek verification on the information supplied and related matters.

Signature of bidder with stamp

PRICE FORMAT:

Tenderer will submit price bid through online @ www.tenderwizard.com/UCILEPROC in the format furnished in E-procurement..

Manpower required for mechanical maintenance jobs

Sl. No	Category	Total per day	Total No. of Man days required (A)	Unit Rate/ Man day (in Rs.)		GST(Rs) (C)	Final Total cost(D), Including GST (in Rs.) (D = A x (B+C))
				Rates in figure	Rates in Words		
1.	Supervisor (Highly skilled)	02 no's	730				
2.	Electrician (skilled)	06 no's	2190				
3.	Helper (Unskilled)	02 no's	730				
	Total	10 nos.	3650				
Total of above quoted costs for [(730+2190+730) man days]							
Total price in words:							

(Signature with Seal of the Bidder)

Note: Net quoted overall lowest bid (Total Price) will be considered as L1 for evaluation.

**PLEASE UPLOAD
ALL DOCUMENTS
PROPERLY**