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 (NIT) NO:
TMPL/MILL/MECH-045

TENDER DOCUMENT

FOR

SUPPLY OF SERVICES OF VARIOUS
CATEGORIES OF MANPOWER ALONG WITH
REQUIRED TOOLS & TACKLES FOR
MECHANICAL MAINTENANCE JOBS AT
TUMALLAPALLE MILL
URANIUM CORPORATION OF INDIA LIMITED  
(A GOVT. OF INDIA ENTERPRISE)  
TUMMALAPALLE PROJECT, 
P.O. MABBUCHINTALAPALLE, MANDAL: VEMULA 
DIST – YSR DISTRICT  
ANDHRA PRADESH – 516349

NOTICE INVITING TENDER NO. NIT : TMPL/MILL/ MECH- 045

Job: SUPPLY OF SERVICES OF VARIOUS CATEGORIES OF MANPOWER ALONG WITH REQUIRED TOOLS & TACKLES FOR MECHANICAL MAINTENANCE JOBS AT TUMALLAPALLE MILL.

1. Tenders to be deposited in the/at the office of Manager [Admin], Uranium Corporation of India Ltd., Tummalapalle Project, A.P.-516349 on or before 07/12/2016 up to 3.00 PM.

2. Tenders shall be opened in presence of Tenderers who may like to present at 3.30 PM on 07/12/2016 at office of Chief Manager [Admin] Uranium Corporation of India Ltd., Tummalapalle Project, A.P.-516349.

Issued to: __________________________________________  
(Name of the Contractor / Tenderer)

Signature of Officer Issuing the Tender Documents : _____________________________

Designation : _____________________________

Date : _____________________________

Cash Memo / Receipt No. : _____________________________
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: 08-11-2016

NOTICE INVITING TENDER NO: TMPL/MILL/MECH/045

Sealed tenders in duplicate in prescribed form are invited by the Chairman & Managing Director, Uranium Corporation of India Limited, Jaduguda from bonafide, reliable and resourceful mechanical contractors with credential of supply of trained manpower of mechanical maintenance in ore/material handling plant.

Name of Work: Supply of services of Various Categories of Manpower along with required tools & tackles for Mechanical Maintenance Jobs.

Earnest Money Deposit: Rs. 2,00,000/- (Rupees Two Lakh only)
Cost of Tender document: Rs.10,000/- (Rupees Ten Thousand only)
Estimated Value of work: Rs. 148 lakhs (Rupees One hundred and Forty Eight Lakhs)

Nature of tender: Single stage two parts
(1st Part – Techno commercial, 2nd part- price bid)

Issue Date of Tender Document: 08.11.2016
Closing Of Sale of Tender Document: 07.12.2016 up to 2.00 P.M
Last date of receiving of Completed Tender: 07.12.2016 at 3.00 P.M.
Tender Opening (Techno-commercial): 07.12.2016 at 3.30 P.M.

The average annual financial turnover during the last 3 years should be at least Rs 40 Lakh. The Bidder should have experience of having successfully executed any one criteria of similar works (a or b or c) of supply of services for mechanical maintenance jobs or miscellaneous work (d or e or f) in any one of last seven years ending on 31.12.2015 as below;

a) One similar completed work order for Supply of manpower of at least 20440 man days in a year [11388 man days of Fitter/Mechanic/Rigger/Welder/Machinist/Turner/Argon welder/Rubber Liner plus 9052 man days of helpers]

b) Two similar completed work order for Supply of manpower of at least 15330 man days in a year [8541 man days of Fitter/Mechanic/Rigger/Welder/Machinist/Turner/Argon welder/Rubber Liner plus 6789 man days of helpers]

c) Three similar completed work order for Supply of manpower of at least 10220 man days in a year [5694 man days of Mechanic/Rigger/Welder/Machinist/Turner plus 4526 man days of helpers]

d) One miscellaneous completed work order costing not less than Rs 118.46 Lakh.
e) Two miscellaneous completed work orders each costing not less than Rs 88.85 Lakh
f) Three miscellaneous completed work orders each costing not less than Rs 59.23 Lakh.

In case of an order with supply of material & consumables, the work order value to be considered for evaluation shall be 30 % of total order value and for work order with supply of consumables only the work order value to be considered for evaluation shall be 80 % of total order value.

- ‘Similar Work’ means supply of services of Mechanic/ Rigger/ Welder / Machinist /Turner / Mechanical helpers for mechanical maintenance jobs in any ore / material handling / processing plant.
- ‘Miscellaneous Works’ means annual mechanical maintenance contract or erection/commissioning of ore/material handling & processing system of at least 1000 TPD capacity consisting of conveyers, crushers, Grinding Mills, Screens, Thickeners, Gear boxes, Agitators, Slurry Pumps etc in a reputed organization.
- Completed works: Completed works means the executed / completed portion of work order / AMC, even if the work has not been completed in totality subject to furnishing proof of executed value of the work in the form of certified copies of RA bills or certificate from the organization (where the bidder has worked) to this effect that the job to this extent has been done by the bidder satisfactorily.

The L1 Bidder will be decided considering the entire quoted amount and value. However the job may be split on two parties in the ratio of 65% and 35% or any other suitable ratio. Preference will be given to the bidder who has quoted the lowest rate for awarding the major portion of order and for the balance portion 2nd lowest bidder may be considered. 2nd lowest bidder will be awarded balance work at the rate of L1 Bidder.

Tender Documents are non-transferable. Bidders must bid on their own name. Information about scope of works, conditions of tendering, technical specifications and relevant inputs shall be available in the Tender document, which can be obtained from the Office of the Manager (Admin), UCIL, TUMMALAPALLE on payment of cost of the Tender document fixed thereon (non-refundable) in cash or Bank Draft, Drawn in favour of Uranium corporation of India limited, payable at State Bank Of India, PULIVENDULA Branch, Code No. 0989. The Tender Documents shall be available on all working days except Sundays and Holidays. Alternatively, the tender documents may be downloaded from our website www.ucil.gov.in. In such case, the tender document fee and other documents as prescribed above should be furnished along with the bid document. Mere issue of tender document doesn’t mean that party is qualified. All requests for issue of tender documents must be addressed to the DGM (Mill)/ D.G.M. (MECH-I) along with cost of the document, list of similar works executed. Issue of Tender Documents will be limited to selected Vendors fulfilling these entire criteria and capable of undertaking the work.

For Chairman & Managing Director
Uranium Corporation of India Limited, Jaduguda
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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. **Submission of Tender:**

   a) Quotations are to be submitted in ‘Duplicate’ and to be type written or printed on vendor’s letterhead. Any correction or over writing should be authenticated.
   
   b) The quotation should be in English language only.
   
   c) The tender will be on two part system.

   **Part –I:** Consisting of technical & commercial part (except price)

   **Part–II:** Consisting of price only as per price format. After evaluation of the Techno-commercial offers the price part of the suitable parties will be opened.

(A) **Part – I - Techno - Commercial Bid (Un-priced)**

   It shall contain

   a) Tender’s covering letter.

   b) Tender document fee deposit details.

   c) Earnest money deposit document (without EMD offer will be rejected). Acceptance of terms & conditions of NIT. (each page of NIT shall be signed & stamped by competent person).

   d) Details of Work orders executed during last 7 years which should include the details like name of the job, name of the client, period of ARC, value etc along with documents in support of successful execution of the work from the client. *(Annexure-A)*.

   e) Performance report by client for the jobs executed.

   f) List of ongoing present work orders which should include the details like Name of the job, Name of the client, Period of ARC, Value etc. along with supporting documents from the client for satisfactory performance till date. *(Annexure-B)*

   g) Details of tools and tackles and safety appliances available with Tenderer / company and Proposed to be deployed at the site as per serial no-(5) of special conditions. *(Annexure-C)*

   h) Details of manpower to be deployed at site for maintenance jobs, which should include name, father’s name & address of person, age, qualification, and experience in years, nature of experience etc. *(Annexure-D)*
i) Deviation, if any from tender scope and terms & conditions. *(Annexure-E)*

j) Details of company profile *(Annexure-F)*

k) Balance sheets/I.T. clearance certificate for the last three financial years.

l) Commercial terms & conditions

m) Blank (Un-priced) Price bid proforma. *(Annexure-G)*

**B) Part II - Price part:** This part shall contain price only. The rates are to be quoted in numerical and words also. List of documents to be submitted in Part-II

i) Tender’s covering letter on their letter head.

ii) Filled in price/rates as per the ANNEXURE-G in duplicates.

iii) Any other document as deemed necessary.

9. **Mode of submission of Tender**

a) Both parts of the offer should be sealed and super scribe with NIT reference no., due date, part no. i.e. part I for techno commercial and part II for price bid and bidder’s name & address. Both the envelopes should be sealed in a third envelope super scribing the NIT reference no. due date and enclosure as part I & part II on its top.

b) Tenders are to be submitted personally. Tenders by Post/Courier/Fax etc will not be entertained.

c) All envelopes duly sealed Properly, NIT reference no. & due date are to be super scribe and should be addressed to DGM (Mill), Uranium Corporation of India Ltd. Tummalapalle Project, P.O. M C. Palle, District – Kadapa, A.P. - 516349. Incomplete offers sent by E-mail/Fax will be rejected.

10. **Prequalification criteria for the Tenderers:**

The average annual financial turnover during the last 3 years should be at least Rs 40 Lakh. The Bidder should have experience of having successfully executed any one criteria of similar works (a or b or c) of supply of services for mechanical maintenance jobs or miscellaneous work (d or e or f) in any one of last seven years ending on 31.12.2015 as below;
a) One similar completed work order for Supply of manpower of at least 20440 man days in a year [11388 man days of Fitter/Mechanic/Rigger/Welder/Machinist/Turner/Mill Right Fitter/Argon welder/Rubber Liner plus 9052 man days of helpers]

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e) Two miscellaneous completed work orders each costing not less than Rs 88.85 Lakh

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➢ ‘Similar Work’ means supply of services of Mechanic/Rigger/Welder/Machinist/Turner/Mill Right Fitter/Argon welder/Rubber Liner Mechanical helpers for mechanical maintenance jobs in any ore/material handling/processing plant.

➢ ‘Miscellaneous Works’ means annual mechanical maintenance contract or erection/commissioning of ore/material handling & processing system of at least 1000 TPD capacity consisting of conveyers, crushers, Grinding Mills, Screens, Thickeners, Gear boxes, Agitators, Slurry Pumps etc in a reputed organization.
- Completed works: Completed works means the executed / completed portion of work order / AMC, even if the work has not been completed in totality subject to furnishing proof of executed value of the work in the form of certified copies of RA bills or certificate from the organization (where the bidder has worked) to this effect that the job to this extent has been done by the bidder satisfactorily.

**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 seven (7) 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.
11. **Details of company profile.**

Details of company profile have to be provided as below:

**A) Company profile**

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Description</th>
<th>Details (please attach Xerox copies)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Name &amp; Address of the firm</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Name of owner /partners</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Telephone nos. office &amp; Residence &amp; mobile no.</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Email address</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Year of establishment</td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>Annual turnover of last three years</td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>Areas of operation /nature of jobs carried out</td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td>Permanent account number</td>
<td></td>
</tr>
<tr>
<td>9.</td>
<td>Service tax registration no.</td>
<td></td>
</tr>
<tr>
<td>10.</td>
<td>P.F. code no</td>
<td></td>
</tr>
<tr>
<td>11.</td>
<td>E.S.I. code no</td>
<td></td>
</tr>
<tr>
<td>12.</td>
<td>Labour license no:</td>
<td></td>
</tr>
<tr>
<td>13.</td>
<td>No. of employees on permanent roll</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Degree/Diploma engineers</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Skilled manpower</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Semiskilled manpower</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Unskilled manpower</td>
<td></td>
</tr>
</tbody>
</table>

**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.

12. **Award of Contract:**
   
   The L1 bidder will be decided considering the entire quoted amount and value. However, the job may be split on two parties in the ratio of 65% and 35% or any other suitable ratio for better control and monitoring of maintenance jobs and assured supply of required number of qualified manpower. Preference will be given to the bidder who has quoted the lowest rate for awarding the major portion of order and for the balance portion 2nd lowest bidder may be considered. **L2 bidder will be awarded work at the rate of L1 bidder.**

   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.

13. **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.

14. **PERIOD OF CONTRACT**

   The contract period shall remain valid for a span of one (1) year/12 months 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.

15. **EXTENSION OF CONTRACT:**

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

16. 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.

17. 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± 10% on the contract sum or work order value. The contractor shall carry out all work up to total variations of ± 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.

18. PRICES
The bidders have to quote unit price for each category of manpower mentioned in the NIT in the prescribed price format only for a period of one year/ 12 months, taking into consideration of all aspects of expenses including Taxes and Duties, service tax and expenses towards fulfilling Statutory / Regulatory norms etc. Price shall be firm throughout the contract period from the date of actual commencement of work.

- 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 shall have to undertake the breakdown jobs as and when such requirements arise beyond 8 (eight) working hours and no extra payment shall be made to the contractor for performing such jobs beyond 8 (eight) hours. Only extra hours of work done so shall be converted into equivalent number of man days.

19. TAXES AND DUTIES:
All Taxes including service tax, royalties, duties, octroi etc. and other taxes for execution
the contract under the scope of work shall be borne by the contractor and shall not be payable extra. Bidders quoted rate shall be inclusive of all such charges. The quoted rate should be inclusive of applicable service tax of work order value. Service tax.

Any increase of the same at any stage during execution of the contract shall have to be borne by the contractor. Any new taxes imposed by Govt/statutory authority during the contract period also need to be borne by the contractor. Offers with Price variation clause will be rightly rejected.

20. PRICE FORMAT: Tenderer will submit price in the format given below:

A. Manpower for maintenance jobs

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Category</th>
<th>Total per day</th>
<th>Unit rate including all taxes, duties, including service Tax and benefits (Rates shall be in figure &amp; words)</th>
<th>Total cost, in Rs</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Mechanic/ Fitters (Highly skilled)</td>
<td>20 no’s</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Welder/gas cutter (skilled)</td>
<td>10 no’s</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Riggers (skilled)</td>
<td>05 no’s</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Helper</td>
<td>31 no’s</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Turner/Machinist</td>
<td>1 no’s</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>Mill Wright Fitter</td>
<td>1 no’s</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>Argon Welder</td>
<td>1 no’s</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td>Rubber Liner</td>
<td>1 no’s</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>70 nos.</strong></td>
<td></td>
<td></td>
<td><strong>Total of above quoted costs</strong></td>
</tr>
</tbody>
</table>

Total price in words(A): Rupees

Note: The tenderer shall quote rates both in figures and words. He shall also work out the amount for each item of work and write in both figures and words. On checking if there is difference between the rates quoted by the tenderer in words and in figures or in the amount worked out by him, the following procedure shall be followed:
i) When there is difference between the rates in figures and in words, the rates, which correspond to the amount worked out by the tenderer, shall be taken as correct.

ii) When the amount of an item is not worked out by the tenderer or it does not correspond with the rate written either in figure or in words the rate quoted by the tenderer in words shall be taken as correct.

iii) When the rate quoted by the tenderer in figures and in words tallies but the amount is not worked out correctly the rate quoted by the tenderer shall be taken as correct and not the amount.

iv) In case of any calculation error, unit rates shall be considered as quoted rates. In case of variation in words & figures, amount mentioned in words will be considered for final calculation.

21. TERMS OF PAYMENT:

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:

80% 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 20% of payable amount shall be released after checking and realising all the admissible recoveries if any.

22. Price Escalation:

No escalation on any account shall be payable and price quoted shall be firm till completion of this work under this contract. Offers with price variation clause will be out rightly rejected.

23. Earnest Money:

Earnest money for Rs.2,00,000 (Rupees Two Lakh) is to be deposited in cash or
demand draft drawn in favour of “URANIUM CORPORATION OF INDIA LIMITED” payable at Pulivendula Branch of State Bank of India (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. The earnest money of unsuccessful Tenderers will be refunded on written request in duplicate to the Engineer-In-Charge after commencement of work under this contract.

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 following execution of the contract agreement and after getting written request from the tenderers thereof.

24. Security Deposit:
Total amount of Security deposit shall be limited to 10% 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.

Acceptable mode of payment of Initial Security Deposit /Earnest Money: Bank guarantee issued by SBI, Pulivendula. Bank Guarantee obtained from any Indian nationalized bank of schedule banks to be jointly, severally bound with the Contractor to the purchaser for the amount same above. The terms of the said guarantee shall be such as shall be approved by the purchaser and the obtaining of such guarantee and the cost of guarantee to be entered shall be at the expenses, in all respects, of the contractor. The said guarantee shall be valid till the expiry of the defect liability period and issue of the final certificate by the Engineer, and with a claim period of three months beyond its required validity.

In addition to the above, further amount to the extent of the 5% of awarded value of the work will be deducted from the running account bills by way of percentage deductions. Such percentage deduction shall @10% of the running account bills till the full amount of security deposit is realized / retained by the corporation. Earnest money already deposited shall be adjusted against security deposit upon written request in
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.

25. 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.

26. 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.

27. Jurisdiction:
   Any action / dispute arises out of or from this work order shall be subject to the jurisdiction of court of law at Hyderabad only, irrespective of anything to contrary mentioned in the tender / quotation.

28. Force Majeure:
   In case of closure / breakdown / strike / lockout and other causes beyond control of the corporation preventing normal operation, the corporation shall be at liberty to extend the time for completion or the cancel the order without any financial liability whatsoever.

29. Safety:
   You will take full safety measures and arrange the necessary safety gadgets / appliances etc. by your own so as to ensure that no damage, loss or injury to corporation’s personnel, your personnel, third party or equipment are caused due to the work being carried out by you. You will fully indemnify the corporation against all responsibility and liability whatsoever arising out of accident / injury to your workmen, third party or to corporation’s personnel and properties.
30. **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.

31. **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.

32. **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.

33. **Subletting of contract:**
Subletting of the contract in any form is not allowed.

SCOPE OF WORK

1.0 SCOPE OF WORK

The scope of work shall be hiring of services of various categories of 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 various categories like Mechanic/ Fitter, Welder cum Gas cutter, Rigger and Helper etc. are required, who have hands on experience in running/routine /preventive /breakdown maintenance of material handling plant /processing plant consists of Conveyor belts, Crushers, Screens, Horizontal belt fillers/Pre coat filters/conveyers, crushers, Thickeners, Gear boxes, Agitators, Slurry Pumps, compressor, boilers, pipe lines, valves and other rotating equipments. Mechanic / Fitters should be capable for taking measurement by micro meter, vernier callipers etc. Manpower required for 08 (Eight) working hours in general shift and / or shift maintenance duty as per consultation of Engineer-in-charge.

2. Supplied manpower has to do the job anywhere and at any place under Tummalapalle Process Plant and Underground Mines 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 and no extra payment shall be made to the contractor for performing such jobs. Only extra work hours shall be converted into number of man days. 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. You will provide required tools – tackles, safety appliances and two (02) sets of shirts with logo of your company to your employees & ensure the use of it during the work at site. Colour of shirts will be finalised by UCIL.

8. UCIL will provide work permit for commencement of work after isolation from any other system. However, the contractor or his site supervisor will have to ensure about necessary isolation of the equipment for safe working before commencement of work.

9. Your site supervisor shall ensure thorough removal of all types of technological waste such as steel & iron pieces, various foreign materials debris etc. generated in the process of maintenance jobs by the supplied manpower to the assigned place.

10. 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 statuary requirement.

11. 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.

12. 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.

13. 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.

14. **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.**

15. 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.

16. 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.

17. 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 Technicians, Skilled & Semi skilled 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.

<table>
<thead>
<tr>
<th>S.No</th>
<th>Category</th>
<th>Level of Skill Required</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Mechanic/Fitter</td>
<td>Highly Skilled Worker</td>
<td>20 no’s</td>
</tr>
<tr>
<td>2.</td>
<td>Welder cum Gas cutter</td>
<td>Skilled Worker</td>
<td>10 no’s</td>
</tr>
<tr>
<td>3.</td>
<td>Rigger</td>
<td>Skilled Worker</td>
<td>05 no’s</td>
</tr>
<tr>
<td>4</td>
<td>Helper</td>
<td>Un-skilled Worker</td>
<td>31 no’s</td>
</tr>
<tr>
<td>5</td>
<td>Turner/Machinist</td>
<td>Skilled Worker</td>
<td>1 no’s</td>
</tr>
<tr>
<td>6</td>
<td>Mill Wright Fitter</td>
<td>Skilled Worker</td>
<td>1 no’s</td>
</tr>
<tr>
<td>7</td>
<td>Argon Welder</td>
<td>Skilled Worker</td>
<td>1 no’s</td>
</tr>
<tr>
<td>8</td>
<td>Rubber Liner</td>
<td>Skilled Worker</td>
<td>1 no’s</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td></td>
<td><strong>70 nos.</strong></td>
</tr>
</tbody>
</table>

Contractor shall provide minimum supervisory staff regularly as below:

For UCTL # 1, UCTL # 2, UCTL-3 & Work shop areas : 02 supervisors.

- Monthly average manpower requirement in TMPL Process Plant area : 2100
- 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 and no extra payment shall be made to the contractor for performing such jobs. Only extra work hours shall be converted into number of man days.

3.0 Penalty:

Minimum manpower requirement on Sunday: Plant area 35 nos

a) Penalty for deployment of man power less than 85 % of desired/ requested by UCIL.
   i) For skilled person (Mechanic/ Fitter/ Rigger/Welder: 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) Minimum 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

<table>
<thead>
<tr>
<th>S.No</th>
<th>Category</th>
<th>Qualification &amp; Experience</th>
<th>Nature of Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Mechanic / Fitter (Highly Skilled)</td>
<td>ITI/ Metric/ Non Metric in fitter trade (07 years for ITI or 09 years for Metric pass or 12 years for Non Metric)</td>
<td>Assembling of pumps, gearboxes, agitators, crushers &amp; other rotating equipments and its alignment, Fabrication / erection of structural jobs &amp; pipeline to suit at site without drawing as per instruction.</td>
</tr>
<tr>
<td>2.</td>
<td>Rigger (Skilled)</td>
<td>Metric / Non Metric/ Literate with good physique (7 years for Metric or 09 years for Non-Metric 10 years for Literate)</td>
<td>Should be capable of fixing lifting devices at heights, lifting/shifting of heavy machines/structures to height.</td>
</tr>
<tr>
<td>3.</td>
<td>Welder cum gas cutter (Skilled)</td>
<td>Metric / ITI /Non Metric with good physique (5 years for ITI or 7 years for Metric or 10 years for Non metric/ literate)</td>
<td>Should be capable of gas cutting &amp; welding of MS/GI/CI/SS material at shop floor / at different heights / temporary platforms.</td>
</tr>
<tr>
<td>4.</td>
<td>Helper (Unskilled)</td>
<td>Metric / Non Metric/Literate with good physique &amp; 2- 4 years of experience</td>
<td>Shifting of heavy machines or structures and assist to Fitter/Welder/Rigger</td>
</tr>
<tr>
<td>5.</td>
<td>Turner/ Machinist (Skilled)</td>
<td>ITI / Metric/Literate (7 years for ITI or 9 years for Metric pass or 10 years for literate )</td>
<td>Should have hands on experience on the different operations of Lathe, drill machine, shaping machine, slotting machine, power hacksaw and accuracy on machining jobs. He</td>
</tr>
<tr>
<td>No.</td>
<td>Occupation</td>
<td>Qualification</td>
<td>Experience Requirements</td>
</tr>
<tr>
<td>-----</td>
<td>-----------------------------------</td>
<td>--------------------------------</td>
<td>--------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>6</td>
<td>Mill Wright Fitter (Skilled)</td>
<td>ITI / Metric/Literate</td>
<td>Should have hands one experience in the field of alignment using dial gauges with reverse alignment method for heavy equipments like Ball Mills/Rod mills/ Turbines and critical drives. He should also have experience on levelling, aligning and installing machinery on foundations or base plates and setting, levelling and aligning electric motors or other power sources such as Gear box/pump with the equipment, which millwrights typically connect with some type of coupling and also capable of making alignment protocols.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(7 years for ITI or 9 years for Metric pass or 10 years for literate)</td>
<td>should be capable for taking measurement by micro meter, vernier callipers etc.</td>
</tr>
<tr>
<td>7</td>
<td>Argon Welder (Skilled)</td>
<td>ITI / Metric/ Non Metric</td>
<td>Should have hands on experience in welding of SS/Duplex &amp; super duplex steels in addition to MS/Cast Iron/Cast Steel and enough experience in gas cutting &amp; welding of TIG/MIG/MS/GI/CI/SS material at shop floor / at different heights / temporary platforms.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(5 years for ITI or 7 years for Metric pass or 10 years for Non Metric/ literate)</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Rubber Liner (Skilled)</td>
<td>ITI / Metric/ Non Metric</td>
<td>Should have experience in the field of cold/hot rubber vulcanizing for pipes tanks, chutes, Launders etc...</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(7 years for ITI or 9 years for Metric pass or 10 years for Non Metric/ literate)</td>
<td></td>
</tr>
</tbody>
</table>

**Note:** The list of technicians shall be duly approved by a committee. Before start of the work the bidder shall submit certificates of the skilled manpower for verification & record.

**5.0 GENERAL TERMS AND CONDITIONS OF THE CONTRACT**

i) UCIL site-in-charge or his authorized representative may order to suspend any work that may be subject to damage by the prevailing climatic conditions /
other reasons based on the instruction from customer.

ii) No claim shall be entertained for idle labour due to strike, lockout, legal proceedings etc.

iii) The contractor shall have to arrange local transportation for his staff and labours, deployed for the tendered scope of work without any additional cost to UCIL.

iv) The contractor shall furnish power of attorney in favour of his authorized site-in-charge before start of work.

v) The said contract may be terminated at point of time (due to non-performance / poor performance of contractor / any other reasons) and payment shall be made to the contractor on pro-rata basis. UCIL’s decision shall be final and binding on contractor.

vi) The contractor shall engage proper skilled / qualified / authorized personnel and ensure the expected quality of work. If any of their personnel is found to be unsuitable, by UCIL, the contractor shall withdraw them and provide suitable replacement immediately, failing which UCIL reserves full rights to get the job done by alternate suitable persons at risk and cost of the contractor.

vii) Daily attendance sheet of shift personnel shall be submitted to the UCIL. In case of any Mechanic/ Rigger/ Welder/ Helper remains absent from duties, suitable replacement shall be made without fail. This shall be intimated to UCIL office in writing. Failing to these shall call for hold up of processing of RA Bill.

viii) The contractor shall be responsible to comply with all laws of the land including labour rules and acts in vogue or as may come into vogue during the validity of the contract and shall indemnify UCIL against any claim arising out of any non-compliance including accident to third party.

ix) 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.
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) Lubricants, gaskets, gland packing, bolts, nuts, electrodes, stationary welding machines, consumables, pipes & pipe fittings 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

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: -
<table>
<thead>
<tr>
<th>S. No</th>
<th>Description of item</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>L1 Bidder</td>
</tr>
<tr>
<td>1</td>
<td>Spanners of all sizes for each fitter / rigger</td>
<td>24 sets</td>
</tr>
<tr>
<td>2</td>
<td>Safety appliances like gumboot, helmet</td>
<td>62 sets</td>
</tr>
<tr>
<td>3</td>
<td>Rope pulleys</td>
<td>3 nos</td>
</tr>
<tr>
<td>4</td>
<td>Nylon Rope</td>
<td>300 mtrs</td>
</tr>
<tr>
<td>5</td>
<td>Wire rope slings (upto 16 mm dia x 1 mtr long)</td>
<td>3 nos each</td>
</tr>
<tr>
<td>6</td>
<td>Straight grinder</td>
<td>2 nos</td>
</tr>
<tr>
<td>7</td>
<td>Angle Grinder</td>
<td>2 nos</td>
</tr>
<tr>
<td>8</td>
<td>Portable hand drilling machine</td>
<td>2 nos</td>
</tr>
<tr>
<td>9</td>
<td>Welding accessories like cutogen (cutter), Regulators, gas hoses, welding cables,</td>
<td>4 sets</td>
</tr>
<tr>
<td></td>
<td>holders screen, google, hand gloves, chipping hammer, lighter etc. for welders</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Safety belt</td>
<td>10 nos</td>
</tr>
<tr>
<td>11</td>
<td>Safety goggles</td>
<td>10 nos</td>
</tr>
<tr>
<td>12</td>
<td>First aid kit</td>
<td>3 sets</td>
</tr>
<tr>
<td>13</td>
<td>03 phase Welding machines (Type of welding machine: Transformer/Rectifier/Thyrister</td>
<td>5 nos</td>
</tr>
</tbody>
</table>

**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, 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) 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.

11) **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.

12) 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.

13) The contractor has to tackle all labour related issues and maintain smooth IR relation at site so that the job can progress uninterruptedly.

14) **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.
15) **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.

16) **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

17) **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.

18) **Insurance:** The contactor 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.

19) 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:
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) ESI: 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.

q) 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.

r) 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.

s) 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.

t) In case of breach 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 – AA

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.
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.
3.1 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.

3.1.1 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).

3.1.2 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.

3.1.3 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.

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

3.1.5 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 chance, major project started and major problem.
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

5. Minor injuries, which results in laceration, abrasion, contusion etc.

6. Disabling injuries but not requiring hospitalisation.
(FORM – A)

ACCIDENT INVESTIGATION REPORTS

Name of contractor and project : 
Nature of contract : 
Name of Engineer in charge : 
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)

APPENDIX – 3

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 Male Female 

Working in the project.

Engineers 

Supervisors 

Labours 

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

Disabling injuries 

Non – disabling injuries 

(Signature & stamp of Contractor)

cc:  Engineer – in - charge 
cc:  Safety officer, UCIL (MILL)

Page 41 of 61
Annexure-4

GENERAL SAFETY GUIDE LINES:

1. 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 ¼ to 1 (1/4 horizontal and 1 vertical).

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.

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.

Full body harness safety belt: IS: 3521 - 1999
Fall arrestor: EN 353 -2:2002
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 and 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 S 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**: ___________________________

<table>
<thead>
<tr>
<th>Sl.No</th>
<th>Name of the Employer</th>
<th>Duration of Employment</th>
<th>Work Experience</th>
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<tbody>
<tr>
<td>1.</td>
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<tr>
<td>2.</td>
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</table>
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:

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<tbody>
<tr>
<td>2.1</td>
<td>Pulse</td>
<td></td>
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<tr>
<td>2.2</td>
<td>B.P.</td>
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</tr>
<tr>
<td>2.3</td>
<td>Weight</td>
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</tr>
<tr>
<td>2.4</td>
<td>Height</td>
<td></td>
</tr>
<tr>
<td>2.5</td>
<td>Pallor</td>
<td>Yes</td>
</tr>
<tr>
<td>2.6</td>
<td>Flat foot</td>
<td>Present</td>
</tr>
<tr>
<td>2.7</td>
<td>Gait</td>
<td>Normal</td>
</tr>
<tr>
<td>2.8</td>
<td>Vision</td>
<td>Normal</td>
</tr>
<tr>
<td>2.9</td>
<td>Colour Vision</td>
<td>Normal</td>
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3. Previous History of:

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<tr>
<th></th>
<th>Seizure disorders (Epilepsy)</th>
<th>Yes</th>
<th>No</th>
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<tbody>
<tr>
<td>3.1</td>
<td>Frequent headache or reeling sensation</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>3.2</td>
<td>Mental depression</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>3.3</td>
<td>Acrophobia</td>
<td>Yes</td>
<td>No</td>
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4. Investigation:

<table>
<thead>
<tr>
<th></th>
<th>Urine</th>
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<tr>
<td>4.1</td>
<td>Albumin</td>
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<td>Sugar:</td>
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<tr>
<th></th>
<th>Blood</th>
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<tbody>
<tr>
<td>4.2</td>
<td>CBC</td>
</tr>
<tr>
<td></td>
<td>Random blood sugar (if age is &gt;35 years.)</td>
</tr>
</tbody>
</table>

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)
(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 contractor. 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
**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

<table>
<thead>
<tr>
<th>Sl.No</th>
<th>Work order No</th>
<th>Work Value</th>
<th>Name of concern/ client</th>
<th>Job details</th>
<th>Period: From- To</th>
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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

<table>
<thead>
<tr>
<th>Sl.No</th>
<th>Work order No</th>
<th>Work Value</th>
<th>Name of concern/ client</th>
<th>Job details</th>
<th>Period: From- To</th>
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</table>

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.
**Annexure-C:**

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

<table>
<thead>
<tr>
<th>Sl.No</th>
<th>Details of tools &amp; tackles and other equipments</th>
<th>Quantity: Available with bidder</th>
<th>Quantity: To be deployed for this job</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(Attach extra sheets, if required)

**Annexure-D:**

Details of technical personnel to be deployed

<table>
<thead>
<tr>
<th>Sl.No</th>
<th>Name of Person and father’s name</th>
<th>Address</th>
<th>Age</th>
<th>Qualification</th>
<th>Years of experience</th>
<th>Nature of experience</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- 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

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Page No.</th>
<th>Clause no.</th>
<th>Clause</th>
<th>Deviation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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”.

Page 55 of 61
Details of company profile.

Details of company profile have to be provided as below:

A) Company profile

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Description</th>
<th>Details (please attach Xerox copies)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Name &amp; Address of the firm</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Name of owner /partners</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Telephone nos. office &amp; Residence &amp; mobile no.</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Email address</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Year of establishment</td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>Annual turnover of last three years</td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>Areas of operation /nature of jobs carried out</td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td>Permanent account number</td>
<td></td>
</tr>
<tr>
<td>9.</td>
<td>Service tax registration no.</td>
<td></td>
</tr>
<tr>
<td>10.</td>
<td>P.F. code no</td>
<td></td>
</tr>
<tr>
<td>11.</td>
<td>E.S.I. code no</td>
<td></td>
</tr>
<tr>
<td>12.</td>
<td>Labour license no</td>
<td></td>
</tr>
<tr>
<td>13.</td>
<td>No. of employees on permanent roll</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Degree/Diploma engineers</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Skilled manpower</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Semiskilled manpower</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Unskilled manpower</td>
<td></td>
</tr>
</tbody>
</table>

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
Annexure –G

PRICE FORMAT:

Tenderer will submit price in the format given below:

Manpower required for mechanical maintenance jobs

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Category</th>
<th>Total per day</th>
<th>Total No. of Mandays required</th>
<th>Unit rate including all taxes, duties , including service Tax and benefits</th>
<th>Total cost, in Rs</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Rates in figure</td>
<td>Rates in Words</td>
<td></td>
</tr>
<tr>
<td>1.</td>
<td>Mechanic/ Fitters (Highly skilled)</td>
<td>20 no’s</td>
<td>7300</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Welder/gas cutter (skilled)</td>
<td>10 no’s</td>
<td>3650</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Riggers (skilled)</td>
<td>05 no’s</td>
<td>1825</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Helper</td>
<td>31 no’s</td>
<td>11315</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Turner/Machinist</td>
<td>1 no’s</td>
<td>365</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Mill Wright Fitter</td>
<td>1 no’s</td>
<td>365</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Argon Welder</td>
<td>1 no’s</td>
<td>365</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Rubber Liner</td>
<td>1 no’s</td>
<td>365</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>70 nos.</strong></td>
<td><strong>25550</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total of above quoted costs

\[(7300+3650+1825+11315+365+365+365+365) \text{ man days}\]

Total price in words(A): Rupees
Ref No: 

To,
The Chairman & Managing Director,
Uranium Corporation of India Ltd.
Jaduguda,

Tender No/ NIT No: TMPL/MILL/MECH/045
Job: Supply of services for Mechanical maintenance jobs of Turamdih mill
Sub: Declaration regarding above job

Dear Sir,

With reference to the above this is to inform you that as per Tender conditions

1. I / We have visited site before submission of our offer and noted the job content and site condition etc.

2. I / We confirm that I / we have not changed / modified the tender documents as issued with above Notice Inviting Tender and in case of observance of the same at any stage it shall be treated null and void.

3. I /we confirm that by submitting the application I /we hereby authorizes UCIL to seek verification on the information supplied and related matters.

4. I / we will furnish any other documents / information required by UCIL within seven days of receipt of their letter. Failing to which UCIL may reject our incomplete offer without further correspondence.

5. I do hereby confirm that the information furnished in our offer is true to the best of my knowledge and belief. If any declaration, statement or information given by me / us is at any stage found to be false or untrue, our tender /contract is liable to be terminated forthwith without any notice or compensation in lieu thereof.

Thanking you,

Yours truly,

(Signature authorised person of)
# CHECK LIST FOR DOCUMENTS TO BE SUBMITTED

## 1) Part-I (Techno Commercial Bid and E.M.D.)

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Required documents</th>
<th>Enclosed: Yes/No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Tenderer’s covering letter (in duplicate) mentioning the acceptance of all terms &amp; conditions of tender document for executing the subject work along with</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Earnest money deposit.</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Details of company profile</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td><strong>Tender document in original</strong> (scope of work, special conditions, and general conditions of contract, UCIL’s labour and safety rules) <em>duly signed and stamped on each page by bidder.</em></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Xerox copies of PAN Card</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Copies of work orders for previous five years experience in <strong>Annexure-A</strong> enclosed along with successful completion certificates,</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Statement of present ongoing jobs mentioning the value of work in detail as per <strong>Annexure-B</strong></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>List of tools &amp; tackles, transports and other equipments to be deployed for this job in <strong>Annexure-C</strong></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Details of technical personnel to be deployed in <strong>Annexure-D</strong></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Any deviation from the tender shall be clearly mentioned, if any, under the heading “Deviation”</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Blank Un priced price format</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Any other documents as deemed necessary</td>
<td></td>
</tr>
</tbody>
</table>

## 2) Part-II (Price Bid)

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Required documents</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Tenderer’s covering letter in duplicate</td>
</tr>
<tr>
<td>2</td>
<td>Duly signed and stamped price / rate proposal in triplicate in the</td>
</tr>
</tbody>
</table>
PLEASE SUBMIT

ALL DOCUMENTS

PROPERLY FILED

IN

A

FOLDER