Annexure-I

FACILITIES TO BE PROVIDED BY PARTY TO EPI

Immediately on placement of LOI/Work Order (whichever is earlier) by EPI on the PARTY, the PARTY at its own cost shall provide furnished office, facilities etc. exclusively for the use of personnel of EPI as per details given below. These facilities are in addition to the facilities to be provided to the clients/ client’s consultant, if any, as per terms of main contract with clients. The PARTY shall make his rates in their offer sufficiently comprehensive to cover the cost of the facilities as per details shown below and the PARTY shall not be entitled for any extra payment for the same:

DESCRIPTION

A) OFFICE ACCOMMODATION Furnished Office/ Office cum Residential accommodation at one or more locations as per direction of EPI with basic amenities like Toilets, Drinking water arrangement, lights, fans etc. for exclusive use of EPI’s Engineers & Staff and maintenance of the same till Defect Liability Period. The Specifications and Design of accommodation shall be as approved by EPI.

B) FURNITURE OF TOTAL VALUE Rs.1.0 lac

C) OFFICE EQUIPMENT

a) Fax Machine .......................................................... 1 No.

b) Computer (Pentium - IV, Office Edition) with minimum 40 GB HDD along with UPS & Operator (In case Computer Operator is not provided by the PARTY, recovery of Rs. 8000/- per month / per computer shall be made from the PARTY’s bills in this regard) and Latest version of Software like MS Project, Windows, MS Office etc. ........................................1 No.

c) Laser or any other Printer of equiv. Amount of A3 size .................................................................1 No.

d) Internet Facilities (If available in location of Site) ................................................................. Nos.

e) Refrigerator (165 ltr.) or any other gadget of equivalent cost as decided by EPI .................1 No.

f) Air Conditioner with cooling & heating (1.5Ton Capacity) .......................................................... 2 Nos.

g) Aqua Guard (Drinking Water) or any other gadget of equivalent cost as decided by EPI ........ 1 No

h) Photocopy Machine ((CANON NP 3050 or equivalent model) or any other gadget o equivalent cost as decided by EPI ................................................................. 1 No

D) CONSUMABLES

a) All consumables like Stationary, ink etc. shall be provided by PARTY till end of defect liability period. (Stationary items are inclusive of visiting cards, rubber stamps, letter pads, photocopies, photocopy papers & other items of daily office use). Amount shall be restricted to: Rs. 3000/- Per month

b) Running & Maintenance of the equipment mentioned above are to be done by the PARTY at his own cost.
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E) TELEPHONE WITH STD FACILITY AND INSTRUMENT

a) Office Telephone (Fixed Line) ......................... 1 No.
b) Mobile Phone 1No.

Monthly operational expenditure on account of all telephones shall be restricted to. Rs.2000/-
The cost of each Mobile Phone Instrument shall be restricted to Rs 6, 000/- per month

F) VEHICLE (Brand New) Brand New Four wheel drive Scorpio DX vehicle or equivalent
with Driver and accessories valuing Rs. 30,000/- each vehicle 1Nos.

Monthly running shall be restricted to 3000 Kms. each vehicle)

G) OFFICE BOY CUM COOK on Full time basis for EPI 1 Nos.

The vehicles shall be brand new and shall be provided with driver on full time basis. Consumables like
diesel/ petrol/oil lubricants and spare parts etc. shall be provided by the PARTY at their cost. The vehicles
shall be maintained in good working condition. In case of breakdown, replacement of vehicles shall be
provided by PARTY immediately. The cost of registration, transportation etc. shall be borne by the
PARTY. In case a vehicle is not required by EPI, a recovery of Rs. 30,000/- per month per vehicle shall be
made from the PARTY for this purpose till the end of defect liability period. In case Driver, POL,
maintenance of any vehicle is not required by EPI for any vehicle, a recovery of Rs. 20,000.00 per month
per vehicle shall be made from the PARTY for this purpose till the end of defect liability period.

The above gadgets and facilities should be brand new and of reputed make and all facilities shall be
provided and maintained properly (including payment of water & electricity bills etc.) by the PARTY at
Project site or at any other office related with execution of this project till completion of work, handing
over, defect liability period in all respect at his own cost. The PARTY shall also make stand-by
arrangement for water & electricity to ensure un-interrupted supply. The equipment/items shall be the
property of PARTY at the end of contract. The PARTY shall be responsible for watch and ward of site
office and other facilities etc. In case of theft/damage of any equipment/items, the PARTY shall
immediately replace the same within a maximum period of two days.

The PARTY shall provide ‘Sign Board(s)’ as per design approved by EPI and/or Client.

In case the above facilities are not provided by the PARTY within 10 (ten) days of award of work or
replacement is not provided within the specified period, EPI shall arrange the same at the risk and cost of
the PARTY and make the recoveries from the bills of the PARTY for the same. The decision of EPI shall
be final and binding on the PARTY in this regard.