NOTICE INVITING TENDER

TENDER No.: BHI/PI(S)/665/1030

FOR

Manpower’s Supply Agency for Augmentation of Raw Material Receipt and Handling Facilities for New OHP, Part-B (Package No.-061) & Augmentation of Fuel & Flux Crushing Facilities (Pkg-064) for Bhilai Steel Plant at Chhattisgarh

Vol. - II

(TE RMS AND CONDITIONS)

ENGINEERING PROJECTS (INDIA) LIMITED
(A GOVT. OF INDIA ENTERPRISE)

B- 252, Street No.-5,
Smriti Nagar, Bhilai,
Chhattisgarh- 490020
Scope of Work, Terms & Conditions

Description of Works:

1. To provide the Manpower’s (Skilled & Unskilled) at the work site at OHP Project (Pkg-061) and Fuel Flux Crushing (Pkg-064) (inside Bhilai Steel Plant) Bhilai, Chhattisgarh.

2. To execute any other work of similar nature assigned to the agency by the Employer from time to time.

3. The agency staff shall work under the control of the Employer’s Site Incharge or any other officer authorized by him. The agency shall provide round the clock service on shift basis as specified and deployment done in consultation with the Employer’s officer shall be final. The supervisor shall submit the attendance of the personnel by 9:30 a.m. daily to the Employer’s officer for verification.

4. The agency will be fully responsible for the performance and fitness of their personnel.
1. The Agency shall arrange for posting of well experienced and trained personnels (including reliever) round the clock throughout all the seven days a week as per requirement.

2. Place for deployment – BSP Projects, Bhilai site.

3. The Agency shall deploy well experienced & trained Supervisors. They will be responsible for allotment of duties to workmen, control their work and ensure effective performance measures.

4. The agency shall be entirely responsible for the safety and security of Epi’s material issued to them. You shall be held responsible for any loss or theft or any of the above items or other misc. items.

5. The personnel deployed by the Agency shall perform duty honestly and diligently. Your organization shall take action for removing from duty any of your staff if they are found to be lethargic, ineffective, and unsuitable or in the event of any complaint against them. 24 hrs notices will be sufficed for such replacement.

6. Security staff the Agency will act according to law to protect the right of private defense of persons and properties to the best of their abilities and before the arrival of police in case of necessity.

7. The Agency shall abide by and follow all statutory requirements, such as PF/ESI deduction, labour laws, Shops & Establishment Act, Bonus Act, ESI Act, Minimum Wages Act (Central Govt.) etc. in so far as they are applicable to your personnel deployed for our work. The successful bidder will maintain all registers related to Contract Labour Rules and Abolition Act as applicable at work site. The Agency will deduct PF/ESI from salary of the deployed staff and deposit the same with relevant authorities. Proof of the same will be submitted with bills of next month. Entire responsibility of the same will be with the Agency. Any penalty / legal action whatsoever will be to the Agency.

8. The Agency shall ensure that the personnels deployed, are having standard physical fitness and free from any contagious or infectious disease in terms of clause 6 of the Private Security Agencies Central Model Rules, 2006. If it is found by the Employer that any of the personnel provided by you is unsuitable on good and reasonable grounds you shall take action for his replacement as early as possible.

9. Agency security staff shall ensure that no unauthorized person enters into premises or loiter at the entrance or make any nuisance. The doors and windows of all the floors of our office premises have to be closed and electric lights fittings and other electrical connections have to be switched off by the security guards deployed by you after closing of the work site. It shall also be the duty of your security staff to lock the main entrance doors of work sites.

10. The personnels deployed by the Agency shall be trained and well experienced in the use of the equipment and shall be able to handle such equipment in the event of occurrence of emergency.
11. Agency’ staff shall immediately intimate Site Incharge in case of occurrence of any untoward incidents arousing suspicion or apprehension of theft or burglary or outbreak of fire or of movement of unauthorized persons in the around the work site premises.

12. The Agency shall arrange for daily checking of personnels deployed on duty at night and frequently at day time and arrange for intelligence services at time of apprehending trouble and render free liaison services between Employer and police.

13. The Agency shall be responsible for any loss or damage caused to our property by the negligence and/or misconduct of your personnel. Such loss or damage will be borne by the Agency. You will also take follow up action on our behalf with the Police, Insurance Company in case of theft or accident like fire and shall render necessary assistance.

14. The Agency shall arrange to take fidelity guarantee policy in respect of your personnel deployed in this premises for a sum of ₹ 2.00 Lakh each.

15. The Agency shall arrange police verification of the personnel deployed in this premises and certificate of police verification of each personnel deployed be submitted to Employer.

16. The Agency shall arrange for leave entitlement/sickness/weekly off of the guards without any extra cost of the Employer. Agency shall also arrange for effective and adequate supervision of the guards to ensure good service by moving inspection of the agency on Saturdays and holidays. The officer will visit our EPI site at Project site office periodically to check the duties/performance of the guard and co-ordinate with the management.

17. Deployment of personnels shall be as per the instructions of the Employer. Agency will provide hand-picked personnel and bearing good/strong physique and experienced in establishment.

18. The payment of total charges for services tendered during a month taking into account any deductions as is necessary, shall be made by the Employer within 7 days of the receipt of bill. The bill shall be raised by you at the first working day of next month for which you have rendered the services along with deposit receipt of EPF, ESI and other statutory fee. To be deposited in respect of personnel deployed for the previous month.

19. The contact shall initially be for a period of 3 months and if found satisfactory can be extended for further period.

20. Employer shall have right to cancel the contract without assigning any reasons by giving one month’s notice to the Agency. However, if the agency desire to terminate the contract before expiry of contract period will give one month notice to EPI for cancellation of the contract.

21. In case of any violation of agreed terms and conditions or imposition or threat of imposition of any new terms and conditions not contained in this work order by one party and not agreed to in writing by other party the latter may and the
work by giving on month’s notice or charge the other party and penalty of one
month wages/fee if any due to lack of notice.

22. The Agency will deposit an amount of **Rs. 10, 00, 000/- (Rupees Ten lakh
only)** towards Security Deposit with the Company in form of demand draft/pay
order in favour of Engineering Projects (India) Ltd. Bhilai within 7 days of
award of work.

23. The above terms & conditions must be known to the personnel when
you/your organization shall provide them at Employer’s work site premises for
duty.

24. The Agency shall be responsible to lodge police/fire complaint to proper
authority (any occurrence/incident/fire/theft etc.) at Employer’s work site
premises and the same to be intimated to the Employer for further course of
action.

25. Insurance shall be covered by your Agency for individuals and supervisor.
The agency shall be fully responsible for safety of the deployed personnel at
work site and at labour camp. Any compensation to the all the deployed
deployed personnel in case of injury, accident, death shall be sole responsibility of the
agency without any financial implication to EPI.

26. Medical care of all the deployed personnel and cleanliness of work place and
labour camp shall be responsibility of the agency.

27. All the legal, socio and necessary coordination with outside agencies like
client, labour union, police, safety departments and other govt. departments
shall be responsibility of the agency without any involvement of EPI.

28. PQ criteria alongwith documents to be submitted duly signed a stamped
enclosed at Annexure-II.

29. Employer may increase / decrease the number and type of personnel as per
requirement site.