

URANIUM CORPORATION OF INDIA LIMITED
(A GOVERNMENT OF INDIA ENTERPRISES)
P.O-JADUGUDA MINES, DIST.-SINGHBHUM (EAST)
JHARKHAND - 832 102

TENDER DOCUMENT

FOR

Engaging 02 nos. of unskilled persons in each shift (i.e.
in "A", "B" & "C" shift including Sunday and holiday)
in chemical – B section, Jaduguda mill

URANIUM CORPORATION OF INDIA LIMITED
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“A”, “B” & “C” shift including Sunday and holiday) in
chemical – B section, Jaduguda mill**

1. To be submitted on or before 3.00 p.m. on 26/05/2017 in the Office of DGM (I/P & IRs.).
2. Tenders only (Technical part) shall be opened in presence of tenderers who may present at 3.30 PM on 26/05/2017 in the office of DGM (I/P & IRs.).

Issued to M/s. _____
(Contractor)

Signature of officer issuing
the tender document : _____

Designation : _____

Date : _____

URANIUM CORPORATION OF INDIA LIMITED
(A Government of India Enterprise)
P.O.: Jaduguda Mines, Dist: East Singhbhum
Jharkhand-832102

Ref: UCIL/Mill/227/322/2017

02nd May, 2017**NOTICE INVITING TENDER**

Sealed items rate tenders in two parts (Part-I Technical part one set and Part-II Price part) are invited (schedule of Items & Rates in triplicate) from bonafide, resourceful, reliable, experienced and reputed contractor for executing the following work at Jaduguda:-

Sl. No.	Name of the work	Estimated Value including all taxes & duties etc. (Rs.)	Earnest Money Deposit (Rs.)	Cost of Tender Document (Rs.)	Completion Time
1.	Engaging 02 nos. of unskilled persons in each shift (i.e. in "A", "B" & "C" shift including Sunday and holiday) in chemical – B section, Jaduguda mill	11.87 Lakhs/-	23,800/-	1000/-	12 (Twelve) Months

1. Date of sale of tender document from **04/05/2017 to 25/05/2017**

2. The tender document for the above tender shall also be available in UCIL website (www.uraniumcorp.in) from where the tenderer may download the tender document, in which case, they will have to deposit the cost of tender document through SBI Challan along with bid document.

3. Last date & time of submission of filled tender document in the office of DGM (I/P & IRs.) Jaduguda up to 3.00 p.m. on 26/05/2017

4. Date & time of tender opening (only technical part) at 3.30 PM **26/05/2017**

5. Pre qualification criteria

A) The bidder should have experience of having successful completed the similar work of annual contract during last 7 years ending on 31/04/2017 as (i) or (ii) or (iii) below:

i) The party has executed single order costing not less than the amount of Rs. 9.50 Lakh

Or

ii) The party has executed two orders costing not less than the amount of Rs. 5.94 Lakh each.

Or

iii) The party has executed three orders costing not less than the amount of Rs. 4.75 Lakh each.

("Similar work" - Supplying of manpower in any work contract)

6. The party has to enclose the previous work order copy to verify the authenticity. Tenders without service tax registration and EPF A/c. no. will be summarily rejected.

This is an Open Tender in two parts (Technical part & Price Part) – Full details, terms & conditions & other specification of work will be available in the tender document, which can be obtained from the office of DGM (I/P & IRs.) Jaduguda, on payment of cost of tender document (non-refundable) through SBI Challan on all working days except Saturday, Sunday & Holiday between 9.30 AM to 11.30 AM & 2.30 PM to 4.30 PM from **04/05/2017 to 25/05/2017**. The successful tenderer shall have to comply with provisions of contract labour (Regulation & Abolition) Act, 1970 and EPF & MP Act, 1952 and rules framed there under. The Corporation reserves the right to accept or reject any or all tenders either in full or part or to split up the work, if necessary without assigning any reasons therefore.

For Chairman and Managing Director
Uranium Corporation of India Limited

Distribution (Notice Boards)

S.O. (Mill) / Civil (Mill / Mines) / T.O. (Mill / Mines) / Asstt. Manager (Admn.) Mill / Old Admn. Bldg. / Estate Office / Narwapahar / Turamdih / Bhatin Mines / Bagjata / Bandhuhurang / Mohuldih / Relevant Subject File & Folder / File no.- 501

HOD (F)

D.G.M. (Accounts) W

DGM (I/P & IRs.)

Gen. Admn.

Engineer-In charge

Company Secretary – For display the NIT in the Company Website & English and Hindi Newspaper

} for information and please depute your representative during tender opening.

URANIUM CORPORATION OF INDIA LIMITED
(A GOVERNMENT OF INDIA ENTERPRISES)
PO- JADUGUDA MINES, DIST.-SINGHBHUM (EAST)
JHARKHAND – 832102.

(I N D E X)

I	GENERAL CONDITIONS OF CONTRACT
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(GENERAL CONDITIONS OF CONTRACT)

Mill Division

1. Working Hours :-From 7.00 A.M. to 5.00 P.M. on all working day(s) (excluding Sunday & Holidays). However, contractor shall be allowed to work beyond 5.00 P.M. or round the clock on working days or on Sunday & holidays depending upon the urgency but only after obtaining permission from the Engineer-In charge, UCIL. For this contractor shall submit a letter in duplicate for permission to work beyond normal working hours. No extra claims shall be entertained for working beyond normal duty hours in such urgency.
2. Commencement of work :-

Work will commence within 3 (three) weeks from the date of issue of work order. Contractor will report to the Engineer In charge, UCIL immediately on receipt of work order for further instructions for carrying out the job. A letter duly signed under contractor's official seal as a token of acceptance of all terms & conditions of work order must reach in the office within 2 (two) days of receipt of the order. Contractor shall submit work commencement letter in duplicate to the Engineer In charge -UCIL within 2 (two) days of start of work at site as statutory requirement for onward transmission to the competent authority, Govt. of India, Ministry of Labour, Jharkhand. The work order no. & date as well as name of work must be quoted in all correspondences.
3. Completion period of contract: - Period of contract will be applicable as mentioned in the N.I.T. / Enquiry Letter, special conditions of contract, scope of work, etc. of contract document (Date of commencement will be reckoned from the date of start of work at site).
4. Payment: - Bill (s) will be paid as mentioned in clause "Payment Terms" of the special conditions of contract, scope of work etc. of contract document. Payment will be released after satisfactory completion of the work in all respect and certification by the Engineer In charge, UCIL within 30 days of submission of clear bill(s) in 4 (Four) copies in tenderer's letter head. Contractor shall also mention work order no., date as well as name of work and actual date of commencement of work in their every bill (s). Final bill will be released only after submission of Labour Report / Annual Return (in prescribed format) (in the month of January & after completion of whole work) and work completion letter in duplicate by the contractor.
5. Earnest Money Deposit / Security Money Deposit :-Earnest Money or Security Money shall be deposited by way of demand draft drawn in favor of "URANIUM CORPORATION OF INDIA LIMITED" payable at Jaduguda Branch of State Bank of India [Jaduguda Branch Code no 0227] or in cash in Accounts Department, UCIL, if applicable. Tenders received without E.M.D. will be summarily rejected. Earnest Money Deposit shall be converted and adjusted into Security Deposit in the case of successful tenderer. Security Money shall be deposited by the contractor (as mentioned in special conditions of contract) before commencement of work at site. E.M.D. and S.D. shall not bear any interest. 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. Security Deposit will be refunded on written request in duplicate to the Engineer In charge after satisfactory completion of the work or defect liability / guarantee period as applicable. Failure to carry

out the awarded work shall entail forfeiture of the earnest money and security money entirely.

6. Insurance:-The contractor shall ensure & maintain insurance against his liability for accident or injury to workmen or machineries used for the work and shall submit 2 (two) copies of the policy & receipt (s) of premiums paid or satisfactory evidence of insurance coverage at their own cost valid for whole contract period at a time for all the persons to be engaged to the Engineer In charge, UCIL before the commencement of work. Contractor shall also submit the proof of renewal of the same policy at least 2 (two) days before the expiry date of the

previous policy to the Engineer In charge, UCIL. The contractor will not be allowed to carry out any activity without necessary insurance coverage (mentioning working height depend upon the job requirements and as per insurance rules) of their persons. Insurance policy shall also indemnify UCIL against any claim raised by the injured / affected workmen or his family.

7. Safety Rules & Regulations for contractor's employees:-UCIL's Safety Rules & Regulations for contractor's employees as given in the Annexure-B will be complied strictly during the execution of various works at site. Contractor has to follow the Safety Rules & Regulations as per Indian Electricity Rules to do the electrical works. UCIL shall not provide any safety appliances and tools & tackles under any circumstances. Contractor shall ensure the use of safety appliances during the work at site. Contractor will take full safety measures and arrange the necessary safety gadgets / appliances, tools & tackles, helmet (Yellow colour), gumboot, safety belt, shockproof shoe, safety suit / uniform, goggles, gloves, apron, safety net, nose guard, ladders, trolley, wheel borrow etc. **at their own expense** approved by the Safety Officer (Mill), UCIL so as to ensure that no damage, loss or injury to corporation's personnel, contractors' personnel, third party or equipment are caused due to the work being carried out by contractor. Contractor must report in writing (duplicate) to the Engineer-In charge or Safety Officer (Mill)-UCIL immediately on becoming aware of any accident at their site. Safety Officer (Mill) will be the competent authority to stop the work or remove the persons from job, if contractor fails to provide personal protective equipments before the commencement of work at their own cost during work execution period.
8. Security Rules & Regulations and Entry Passes :-Contractor shall strictly abide by the prevailing security rules and regulations and also to be enforced by UCIL time to time. Entry to the works premises is strictly restricted and only bonafide pass (permission) holders are allowed. The contractor will have to submit the details of the persons to be employed for this work within two days of award of work. The contractor will be allowed to start the work only after submission of the details in prescribed verification forms (in duplicate) along with passport size photographs for each labourer separately to the Competent Authority, UCIL. Contractor will make necessary Entry Passes from concerned officials of CISF Unit, UCIL sufficiently in advance.
9. Safe Transportation / Storage of Materials: - Contractor will have to make their own arrangement for to and fro transportation of men, material and machine, etc. including loading & unloading / lifting / shifting at their own expense under this contract. Contractor will also be responsible for safe keeping of materials at their own cost issued by UCIL either free of cost or chargeable basis. The contractor shall build suitable stores at his own cost for safe keeping of materials as per instruction of the Engineer In charge -UCIL, if required or UCIL will provide the same subject to availability. In case contractor is allowed to construct any structure, contractor shall have to demolish and clear the same before handing over the completed work. On completion of work or during the course of work all materials issued to the tenderer should be accounted for. A statement of material issued / consumed during the month & record of job done during a day are to be submitted by the party to the Engineer –In charge, UCIL.

For this contractor will maintain a register (record) at his own cost as per direction. Tenderer will issue & transport all material from UCIL – Stores / Go down to work site in safe custody. Contractor shall have to return / store all material including surplus / dismantled material from their work site to a specified place in UCIL premises and cut the unused dismantled materials in small pieces as per direction / instruction of the Engineer In charge, UCIL and a material reconciliation statement to be submitted along with the final bill. If contractor fails to remove the scrap or materials within 7 (seven) days, it will be done through any other agency at contractor's risks & costs. And work place should be kept clean and all dismantled, left out material should be disposed properly every day as per instruction of the Engineer In charge, UCIL. Corporation have the right to retain the final bill till site clearance is completed.

10. Material (s) Supply by UCIL and Contractor: - The corporation will not provide any accommodation, tools and tackles, men, material, machineries, transport, forklift, stationery (writing materials), scaffolding / shuttering etc. for this work. No facility / supply other than mentioned in special conditions of contract, scope of work and schedule of items will be provided by UCIL as free or on chargeable basis. *If any other materials / facilities that are not covered under this tender but are required to complete the work will have to be arranged by the contractor at their own expense.* No extra claim shall be entertained against the materials that are not covered under this contract. But contractor shall submit free samples (materials) for approval, if required and materials approved by the Engineer In charge, UCIL shall only be used. UCIL reserves the right to reject goods which are not as per specification and in case of rejection contractor shall have to replace material free of cost.
11. Tax & Duties :- The quoted rate(s) should be inclusive of all taxes, duties, insurance charges and personnel protective equipments charges including service tax, if applicable. And imposition of any new taxes / duties by the State Govt. or Central Govt. during the contract execution period will also be paid by the contractor. Hence, no other taxes, duties and royalty, etc. would be paid extra. Offers with price variation clause will be out rightly rejected.
12. Price Escalation :-

Only minimum wages, PF, ESI and bonus shall be payable at prevailing rates as per latest administrative instruction regarding minimum wages.
13. Labour Licence: - Labour Licence for the workmen to be engaged for this work shall be obtained by the contractor as per provision of Contract Labour (Regulation and Abolition) Act, 1970 as may be applicable and as amended from time to time.
14. License for engaging Inter-State Migrant Workmen :-Contractor shall obtain licence under the Inter - State Migrant Workmen (Regulation of Employment and Conditions of Service) Act, 1979, if they engage on any day of the preceding 12 months (as defined under section 2 (e) of the said act), 5 or more interstate migrant workmen for execution of the contract. Contractor shall have to submit declaration also, in case they have not engaged inter statemigrant workmen.

15. Labour Acts & Rules :-

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

- i. Workmen Compensation Act-1923,
 - ii. Payment of wages Act-1936
 - iii. Employees Liability Act,1938
 - iv. Industrial Dispute Act,1947
 - v. Minimum Wages Act,1948
 - vi. Employees State Insurance Act,1948
 - vii. Mines Act, 1952
 - viii. EPF & MP Act, 1952
 - ix. Maternity Benefit Act,1961
 - x. Contract Labour (Regulations & Abolition) Act, 1970
 - xi. Inter - State Migrant Workmen (Regulation of Employment and Conditions of Service) Act, 1979
- xii) All statutory provisions of Atomic Energy Regulatory Board

16. Annual Labour Return:-Contractor shall have to submit a letter of work commencement / completion IMMEDIATELY in *duplicate* in prescribed format and shall also deposit labour report / annual return in Format No. XXV in the first week of January every year (*Format to be obtained from Site Office - Mill*) to the Engineer In charge- UCIL as statutory requirement for onward transmission to the Competent Authority, Govt. of India, Ministry of Labour, Jharkhand.

17. Labour Employment Conditions for executing work:-

As given in clauses 1 to 13 in Annexure-A.

18. Work Measurement & Inspection / Work Instructions : - It is to be done jointly as per schedule of items & scope of work etc. by the Engineer-In charge, UCIL and the contractor or his authorised representative. The measurement thus taken will be final and acceptable to both parties. In case contractor's representative is not available for measurement, the concerned Engineer In charge-UCIL will carry out measurement and that will be binding to the contractor. Weighment recorded at UCIL weigh-bridge or estimated quantity duly certified before the start of work on daily basis by the Engineer In charge, UCIL will be final. Contractor will submit copy of weighment cards, slips, material gate passes etc. to the Engineer In charge on daily basis and maintain registers of record at their own cost and shall also submit record register on periodic basis for verification and signature. Time to time Engineer In charge, UCIL shall inspect the site, tools & tackles of the contractor and detailed work instructions will also be given by the Engineer – In charge, UCIL.

19. Jurisdiction / Dispute: - Any action / dispute arise out of or from this work order shall be subject to the jurisdiction of court of law at Jamshedpur only, irrespective of anything to the contrary mentioned in the tender / quotation. Any statutory obligation has to be made by the contractor. Tenderer will extend all help.

20. Penalty (Liquidated Damage): - If the progress of work is not found satisfactory or the contractor fails to complete the works within the time frame of completion, the corporation reserves the right to impose penalty / liquidated damage @ ½ % per week maximum up to 5% on the awarded / contract value for each complete week between the time for completion and actual date of completion. The amount of penalty / compensation may be adjusted or set of against any sum payable to the contractor under this or any other contract with the corporation. And after ten week from the actual date of completion of

whole work if the contractor fails to complete the work, corporation reserves the right to terminate the contract and get the balance work done through any other agency at contractor's risks and costs.

21. Force Majeure :- In case of closure / breakdown / strike / lockout or any other causes beyond control of the corporation preventing normal operation, the corporation shall be at liberty to extend the time for completion or cancel the order without any financial liability whatsoever.
22. Visit of site and locality prior to quote rate (s) :-Before submission of tender, the tenderers are advised to make themselves fully conversant with the SCHEDULE OF ITEMS, SCOPE OF WORK, SPECIAL CONDITIONS OF CONTRACT, GENERAL CONDITIONS OF CONTRACT, ANNEXURE-A (LABOURERS) & ANNEXURE-B (safety of contractor's employees), if any. Contractor shall keep one copy of this tender document for reference purpose before submission of tender. They are also advised to physically visit the site to understand the site working conditions, nature of jobs prior to quote for the same. Also request to inspect the motor / machine / fans / AC and other equipments etc.
23. Submission and opening of Tender / Bid :- Tender / quotation / bid shall be submitted in a manner asked strictly in accordance with the tender terms & conditions laid down in the Enquiry / Tender document giving full details necessary for assessing their offer. Contractor shall sign and stamp on each pages of this tender documents. Canvassing in any form is strictly prohibited and disqualifies the tenderer for the tender submitted for. Tenders will be rejected, if sealed tender envelopes are not super scribed on the top as per instructions given. Tenders will not be received after due date and time. Tenders will not be accepted by Fax. Tenders submitted without earnest money deposit will be summarily rejected. If any of the date under this contract is declared holiday, the event scheduled on that day will be automatically shifted on the next working days Sealed tenders / quotations in triplicate should be submitted in two parts / envelopes as given below (or as mentioned in our enquiry letter) to the Competent Authority- UCIL. The above envelopes shall be super scribed on the top as Part-I (Techno Commercial Bid and E.M.D.) and Part-II (Price Bid) respectively with NIT / Enquiry No. & Date/full name of the work / Tender Opening Date / Name & Address of the tenderer. No two or more concerns in which an individual as a proprietor or partner shall submit tender for the execution of the same works, if they do so, all such tenders shall be liable to be rejected.
 - 1) *Part-I (Techno Commercial Bid and E.M.D.)* envelope shall contain papers / proof of earnest money deposit along with tenderer's covering letter (in duplicate) mentioning the acceptance of all terms & conditions of tender document for executing the subject work. Contractor shall also attach tender document in original (scope of work, special conditions of contract, general conditions of contract, UCIL's labour and safety rules), zerox copies of PAN Card, TIN (Tax Identification Number) Registration Certificate, work orders regarding previous three years experience, successful completion certificates, statement of present status mentioning the value of work in detail, list of tools & tackles, technical personnel, transports and other equipments, balance sheet, income tax clearance certificate for last three financial years, if any & any other documents as deemed necessary (*duly signed and stamped on each page*).
 - 2) *Part-II (Price Bid)* envelope shall contain papers of duly signed and stamped price / rate proposal only in triplicate along with tenderer's covering letter in duplicate. Offers with price variation clause will be out rightly rejected. Tenderer shall quote rates(s) / price(s) as per price format (schedule of items and quantities) enclosed along with tender document. Otherwise, offers of parties quoting without this price format will be out rightly rejected.

The tenders after receipt shall be opened on the stipulated date and time by the Chairman and Managing Director or his representative in presence of the intending bidders. The price part of the tender will be opened only after evaluation and scrutiny of Techno-Commercial Bid & E.M.D, if required and incomplete offers are likely to be rejected.

24. Deviation:-Any deviation from the tender shall be clearly mentioned in the Part-I (Techno Commercial Bid) under the heading "Deviation".
25. Rate (s) in figures and words:-The tenderer should mention their price / item rates in figures as well as in words. In case of any dispute / ambiguity, the price / rate mentioned in words shall be considered as final. Insertions, postscripts, additions and alterations shall not be recognised unless confirmed by the tenderer's signature. Tenderer shall quote rates(s) / price(s) in triplicate duly signed and stamped on each page as per price format (schedule of items and quantities) enclosed along with tender document. Otherwise, offers of parties quoting without this price format will be out rightly rejected. Contractor shall have to submit price / rate proposal in a separate sealed cover marked Part-II (Price Bid).
26. Validity: - The offer should remain valid for a minimum period of 3 (three) months from the date of opening of the final price part. The Tenderers shall not be allowed to increase, amend or withdraw his tender within this period and if he does so the earnest money deposit and security deposit may be forfeited.
27. Documents not transferable:-Tender documents are not transferable. These tender documents are the property of corporation. Contractor shall keep one copy of these documents at site in good condition for inspection and use by the Engineer In charge, UCIL or his representative or by other inspecting officer. None of these documents shall be used by the contractor for any purpose other than that of this contract.
28. Variation in Quantity of items:-The quantity mentioned under the "schedule of item (s) and quantities" of this tender is tentative. The actual quantity may vary from that indicated in the tender document due to actual conditions of the site or due to other reasons. The contractor shall carry out all additional work up to the total variation of $\pm 10\%$ of the awarded value. The other terms & conditions and rate (s) shall remain firm within this limit.
29. Indemnity:-Contractor will fully indemnify the corporation against all responsibility and whatsoever arising out of accident / injury to contractor's workmen, third party or to corporations' personnel and properties.
30. Muster Roll:-The contractor has to submit a copy of the muster roll every week to the Engineer In charge / Site In charge, UCIL after making minimum rate of wages payable to different categories of workmen covered under Minimum Wages Act, 1948 in presence of the representative of UCIL & contractor will also make arrears payment if any, under intimation to the Engineer In charge-UCIL.
31. Temporary work closure: - If the work site is required to be suspended for some days / period because of non- availability of shutdown or any reason, contractor may close the site temporarily underwritten intimation *in triplicate* to the Engineer-In charge, UCIL. During the above period, the contractor will be in touch with the Engineer In charge- UCIL for further instructions, if any & contractor will provide their contact address with phone numbers. No extra claim against any idling of contractor's site crew / staff & machineries, etc. will be entertained.
32. Welfare and Health of Contract Labour:-The contractor shall have to provide the facilities under the provision of "Contract Labour (Regulation and Abolition) Act, 1970 – Section – 16, 17, 18 and 19, Chapter -V, Welfare and Health of Contract Labour".

33. Contract Agreement:-Contract Agreement should be executed in prescribed format on a non-judicial stamped paper within 2 (two) weeks from the date of issue of work order / L.O.I. However, no payment will be made without execution of contract agreement.
34. Training, etc.:-Contractor shall have to bring all their labourers for necessary training & guidance in *Mill Training Centre* at their own cost before actual commencement of the work. The work shall be carried out with the help of experienced / skilled persons or ITI with NCVT certificate holders or equivalent, etc. And Supervisor having Supervisory Certificate of Competency is to be engaged for supervision or as per direction of the Engineer-In-charge. Persons holding H.T. Licence of relevant section as per I.S. will be allowed to do the job of electrical works. Contractor shall have to submit a letter of authorisation (in duplicate) in favour of his experience / qualified and responsible representative as "Site Supervisor" to look after the work site and receive official letters and instructions or to issue / receive materials from stores in absence of main contractor at site.
35. Award of Contract:-The Corporation reserves the right to accept or reject any or all tender either in full or part or to split up the work, if necessary, without assigning any reasons therefore.
36. Medical facilities:-The contractor shall be fully responsible for any first aid / emergency treatment or serious medical treatment to his employees. UCIL will provide medical facilities on chargeable basis to contractor's employees.
37. Defects Liability Period: - The defect liability period / guarantee period for this job shall be from the certified date of handing over of job, if applicable. The contractor shall rectify the defects, if any, detected / reported during the guarantee period under this tender from the certified date of completion of work. The contractor shall be responsible to make good and remedy at his own expense within such period, as may be stipulated by the Engineer-In charge before the expiry of the guarantee period.
38. NOTE:-

In addition to above conditions, the other terms & conditions shall be applicable as per enclosed special conditions of contract & scope of work under this tender document.

II

SPECIAL CONDITIONS OF CONTRACT

1. **Completion Time:**
12 (Twelve) months from the date of commencement of work.
2. **Earnest Money / Security Money Deposit:**
Security Deposit equivalent to 10% of the ordered value is required to be deposited under this contract. In which, the initial security deposit (including earnest money already deposited) equivalent to 5% of the ordered value is required to be deposited in Accounts Department-UCIL in cash or demand draft before the start of the work. In addition to the above, further balance security deposit will be deducted from the running account bills @ 10% of the gross value of every R.A. Bills till the full amount of security deposit equivalent to 5 % of the ordered value is recovered by the Corporation.
3. **Payment terms:**
11 R.A. Bills and One Final Bill will be paid against this work after submission of bills in three copies.
4. **No. of unskilled labours deployed – 02 nos. in each shift ‘A’, ‘B’ & ‘C’ including Sunday & Holidays.**
5. **Working Hours:**
A – Shift: 6.00 AM To 2.00 PM
B – Shift: 2.00 PM To 10.00 PM
C – Shift: 10.00 PM To 6.00 AM
6. All unskilled labours shall report to Shift Supervisor of Chemical Section-B for necessary instruction.
7. **Safety Appliances:** The contractor is required to provide all tools & tackles, safety appliances like Gumboot, Gloves, Helmet (Yellow), Goggles to the persons engaged for this job. UCIL shall provide all necessary safety appliances on chargeable basis to the contractor if they will not provide to their worker for safe execution of work.
8. **Pre-Employment Medical Examination:** The Contractor shall submit pre-employment medical examination report of their workmen engaged for this job. Permanent gate pass shall be issued only after submission of pre-employment medical examination report.
9. **Rate:** The rate quoted by the bidder shall be inclusive of all taxes & duties, including insurance charges and service tax.

The bidder shall quote the rate considering the cost of reliever also & no extra payment shall be made on account of reliever.
10. The above terms & conditions shall be a part of the contract also and shall supersede all other stipulations / conditions to the contrary. Please refer enclosed general conditions of contract also.

III

SCOPE OF WORK

1. Scope of Work:

The scope of work per shift under this tender is as follows:

- 1.01 To run (or assist in running) the Pyrolusite grinding mill and Lime slaker in Reagent plant and wash of carbide sludge on requirement.
- 1.02 To clean the spillage in Reagent plant (i.e. Pyrolusite and Lime spillage.), conveyor area of slaker feeder belt and distributor belt (at the top of the Burnt lime bins) and Lime elevator area.
- 1.03 Any type of help in Leaching section (Like sample collection in leaching, cleaning of spillage of slurry in leaching pachucas and tanks or Pachuca cleaning).
- 1.04 To assist mechanical/electrical persons in time of need.
- 1.05 Apart from above mentioned works, miscellaneous works may be assigned by shift –in-charge /engineer-in-charge; if needed.

2. Manpower requirement per shift:

02 nos. of unskilled labours in each shift including Sundays and holidays.

CONTRACT LABOURER EMPLOYMENT ACT & RULES

1. The contractor shall employ labourer in sufficient number to maintain required rate of progress and quality to ensure workmanship of the degree specified in the contract and to the satisfaction of the Engineer – Incharge. The contractor shall not employ in connection with the works any person who has not attained the age of fifteen years.
2. Contractors should employ only the persons with established identity.
3. Dy. Commandant, CISF,UCIL 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 Dy. Commandment, CISF,UCIL.
4. CISF control room / Contractor will not allow any inter-state labourer as a contract labour in any case.
5. The contractor shall furnish to the Engineer–Incharge, 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- Incharge 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 thereunder and the amount paid to them.
6. The contractor shall pay to labourers employed by him wages not less than fair wages as defined in the Contract Labour (Regulation & Abolition) Act 1970 and rules made thereunder.
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 Incharge 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 Incharge shall on a report having been made by an inspection staff as defined under the Contract Labour (Regulation & Abolition) Act 1970, and rules made thereunder 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 thereunder 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 thereunder / 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, the 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.
13. MODEL RULES FOR LABOUR WELFARE :-
 - (i) 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 Incharge shall be entitled to do so and recover the cost thereof from the Contractor.
 - (ii) 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 Incharge 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 CONTACTORS' 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, Jaduguda for a specified contract.

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

2. Contractor shall have a full time Safety Officer / Engineer when the contractor employ 500 or more persons or when engaged specifically in hazardous work. In the case of contractors employing fewer than 500 persons, his safety representative shall be an employee in a high supervisory capacity and his safety duties may be in addition to his other technical / administrative duties.
3. Contractor shall have at least one person fully trained in First Aid to be present at the site of work all time.
4. Contractor must report to the Safety Officer (Mill) – through their contracting officer every accident involving:-
 - Their personnel
 - UCIL property or personnel.
 - Property or personnel of other contractors working at the site.

4.1 Contractor must report to the Safety Officer (Mill) immediately on becoming aware of any accident of Type - A (see Appendix –1) giving the following information :-

- Name of the informant

- Nature and location of incident being reported

- Name of Supervisor / Engineer – Incharge, location and telephone no. where he can be reached.

4.1.1 Contractor shall submit their investigation reports, through their contracting officer, to the Safety officer (Mill) immediately but not later than 3 (three) working days after the occurrence of accident in the Form – A (see Appendix - 2)

4.1.2 In the case of Type – B accidents (see Appendix – 1) , Contractors shall submit ` their investigating reports, through their contracting officer, to the Safety officer (Mill) immediately but not later than 3 (three) working days after the occurrence of accident in the Form – A .

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

4.2.1 Prime contractor reports shall include the man days lost and occurrence of accident under the jurisdiction of the Sub -Contractors.

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

CLASSIFICATION OF ACCIDENTS

TYPE – A

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

TYPE – B

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

(FORM – A)

ACCIDENT INVESTIGATION REPORTS

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

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

What was injured person doing at the time of accident :

Description of accident (in detail) :

Nature of injuries :

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

What was wrong with working methods / instructions :

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

Name of witness : 1.
2.

Safety representative's remarks with signature and date

(FORM –B)

SUMMARY OF ACCIDENT FOR THE MONTH OF

Name of the contractor :
Name of project :
Name of the sub – contractor :
Name of safety representative
of the project :
Total nos. of persons working in the project : Male Female
Engineers :
Supervisors :
Labours :
Total nos. of accidents
(including Type A & B) :
Disabling injuries :
Non – disabling injuries :

(Signature & stamp of Contractor)

cc: Engineer – Incharge
cc: Safety officer, Jaduguda Mill

VI

SPECIAL CONDITIONS FOR SAFETY

Important Instructions to Contractors

1. After getting work order, contractor will have to submit their Site In-charge contact number to the following officials of UCIL for better co-ordination.
 - a) Respective Section-In-charge,
 - b) Safety officer (Mill),
 - c) Respective Site In-charge and
 - d) Mill In-charge.
2. The contractors will have also to collect contact numbers of all above mentioned personnel for proper co-ordination during execution of any job.
3. Before starting up any work against work order issued by UCIL to the contractor, contractor will have to submit **medical fitness certificate** of their workmen to the Safety Officer (Mill) **along with X-ray report with film, Blood test report with blood group & Audiometry test report countersigned by authorised medical officer of UCIL Hospital.** (If contract period shall be more than 3 months).
4. After receiving medical fitness certificate, Safety officer shall sign the request letter for preparation of gate pass of their workers.
5. The Party is required to submit the Affidavit as per the format before starting the job.
6. All workers of contractor shall report to the Mill Training Centre for their **safety induction training.**
7. Only after safety induction training, they shall be engaged for any job.
8. **The contractor shall inform in writing to UCIL's Site-In-charge & a copy to Safety Officer (Mill) in one day advance about the work taken up next day & safety precautions taken up during execution of work and PPE's to be provided to their workmen.**
9. Before starting any job, a **safety pep-talk** shall be given by their experienced supervisor/site in-charge.
10. Before starting critical jobs, contractor shall have to fill Job Hazard Analysis form as per the format attached as **Annexure 'X'**. They shall have to prepare **Specific Safety Job Procedure** before starting any critical jobs such as dismantling & erection jobs at height etc. Also a checklist (**as Annexure 'Y'**) for the same shall be prepared and implemented. **Height Pass System shall be followed as per attached format. (Annex-VIII).**
11. For critical jobs they shall be given **Safety Work Permit.**
12. After issue of safety work permit, safety personnel shall check all the safety related aspect as per the checklist prepared by the contractor and then only allow them to carry out the work.
13. During execution of critical job, site in-charge / safety personnel of the contractor and site in-charge of UCIL shall be present.

14. For bigger contract, contractor will have to engage **Qualified Safety Personnel** (having qualification diploma in industrial safety) for assessment of safety related issues.
15. After completion of job safety permit shall be handed over to the respective section-in-charge.
16. Gate pass to the Contractor labour shall be issued only after production of PPE's by them. Safety shoe & helmet are mandatory for issuing gate pass. No contract workmen shall be allowed without PPE.
17. Washing of clothing of contract worker is mandatory. Their clothing shall be washed in our washing facility at Mill Division, Jaduguda on chargeable basis @ Rs. 0.5 per cloth washing charges shall be deducted from Contractor's bill.

(2)

Annexure 'Y'

Check List for erection and dismantling job at height

(Put a \checkmark mark)

S.No.	Particular	Yes : No :
1.	Job Hazard Analysis Done	Yes : No :
2.	Safety training given to workmen	Yes : No :
3.	All engineering aspect such as load assessment, support requirement, safety etc, done.	Yes : No :
4.	Safe Operating Procedure made	Yes : No :
5.	PPE has been provided to all workmen	Yes : No :
6.	Safety work permit issued.	Yes : No :
7.	Height pass is available with the workmen who will work at height.	Yes : No :
8.	Safety net is used if work is carried out above 15 m.	Yes : No :
9.	Medically fitness certificate has submitted by all workmen.	Yes : No :
10.	Engagement of qualified safety personnel.	Yes : No :
11.	Engagement of site supervisor	Yes : No :
12.	Double sling is available in case of use of hydra crane.	Yes : No :
13.	Hand over of permit after job is over.	Yes : No :

(Signature of Site In-charge / Supervisor)

MEDICAL EXAMINATION OF CONTRACT WORKER

FORM 1

CANDIDATE'S STATEMENT AND DECLARATION

The candidate must make the required statement below prior to his medical and must sign the declaration appended thereto. His attention is specially directed to the warning contained in it:

1. State your name in full (in block letters) : _____

2. State your age, date of birth and place of birth : _____

3. (a) Have you ever had chickenpox, small pox, intermittent or any other fever, enlargement or suppuration of glands, spitting of blood, asthma, heart disease, lung disease, fainting attacks, rheumatism, and appendicitis? : _____

OR

(b) Any other disease or accident requiring confinement to bed and medical or surgical treatment ? : _____

4. Details of Vaccination/ Immunization : _____

5. Have you or any of your near relations been afflicted with tuberculosis, asthma, fits, epilepsy, insanity or birth defects ? : _____

6. Have you suffered from any form of nervousness due to overwork or any other cause ? : _____

7. Have you been examined and declared unfit for Government Service by a Medical Officer/Medical Board, within the last three years ? : _____

8. Furnish the following particulars concerning your family:

Father's age if living and state of health	Father's age at death and cause of death	No. of brothers living, their ages and state of health	No. of brothers dead, their ages at death And cause of death
Mothers age if living and state of health	Mother's age at death and cause of death	No. of sisters living, their ages and state of health	No. of sisters dead, their ages at death and cause of death

9. Past Occupation:

Give details of Name of the Company and Job Hazards if any.

10. Personal History:

Diet: _____

Smoking: _____

Other Habits: _____

11. Marital Status:

Married /Unmarried: _____ No. of Children: _____

I declare all the above answers to be, to the best of my belief, true and correct.

I also solemnly affirm that I have not received disability certificate/pension on account of any disease or other condition.

Candidate's signature: _____ Signed in my presence: _____

Signature of Medical Officer: _____

Note: The candidate shall be held responsible for the accuracy of the above statement. By willfully suppressing any information, he will incur the risk of losing the appointment or forfeiting all claims to superannuation allowance / gratuity, if appointed.

FORM 2

EXAMINING PHYSICIAN'S REPORT

1. Personal Details:

Name : _____ Sex: Male/ Female
Date of Birth: _____ Marital Status: Married/ Unmarried
Designation: _____ Division & Section: _____
Nature of job: _____

General _____

Appearance: _____

Present posting:

Type of job _____ (occupational hazard, if any) _____

Marks of Identification:

I. _____

II. _____

Signature of
Medical Officer: _____

Signature of
Candidate: _____

2. History:

a) Personal: _____

b) Family: _____

c) Past History: Major Illness/Operations/Injuries with date

d) Occupational: Previous _____ Duration with year _____

Type of work done _____

(Details of past exposure to any significant occupational hazards)

e) Female Candidate:

Menstrual History: i) Age at menarche: _____ ii) LMP: _____

iii) History of miscarriages/abortions/ still births/ congenital malformation

etc. _____

3. General Examination:

- a) Temperature: _____ °C b) Pulse: _____ /min
 c) Height: _____ cm. d) Weight: _____ kg.
 e) Blood Pressure: _____
 f) Acuity of Vision:

		Without glasses	With glasses	Strength of glasses		
				Sph	Cyl	Axis
Distant Vision	RE					
	LE					
Near Vision	RE					
	LE					

Note: Detailed visual acuity test to be performed specifically for personnel to be posted as Drivers, Crane operators, Fork-lift operators, Locomotive operators, Firemen, Security personnel)

- Night Blindness: _____
 - Colour Vision: _____
 - Depth of Vision: _____
 - Fundus Examination: _____
- g) Skin condition: Normal/Abnormal Comment if any _____
- h) Teeth: Normal/Abnormal Comment if any _____
- i) Lymph nodes: Normal/Abnormal Comment if any _____
- j) ENT: Normal/Abnormal Comment if any _____
- k) Special Investigation
- i) Varicose Veins: _____
 - ii) Deformities: _____
 - iii) Hernia: _____
 - iv) Hydrocele: _____
 - v) Haemorrhoids: _____
 - vi) Lymph nodes: _____
 - vii) Oedema: _____
 - viii) Fistula: _____
 - ix) Thyroid: _____
- l) Others: _____

4. Systemic Examination:

- a) Respiratory system: _____
- b) Cardiovascular system: _____
- c) Gastro-intestinal system: _____
- d) Locomotor system: _____
- e) Central Nervous system: _____
- f) Genito-Urinary system: _____
- g) Others: _____

5. Laboratory Investigation: (Routine)

- a) WBC: _____ TLC: _____ /cmm
DLC: _____
- b) Urine:
Sp. Gravity: _____; Sugar: _____ ;
Reaction: _____; Albumin: _____;
Microscopic Examination: _____
- c) Chest X-ray Report: _____

- d) Bio-Chemistry:

6. Job Specific Test (if any) (Audiometry, Spirometry, etc.)

7. Remarks:

Signature of
Medical Officer: _____

FORM 3

MEDICAL CERTIFICATE OF FITNESS FOR EMPLOYMENT

I hereby certify that I have examined Shri/ Smt./ Kum. _____ ,
a candidate for employment in the _____ Department
and found him/ her medically

- i) Fit
- ii) Unfit on account of _____
- iii) Temporarily Unfit on account of _____
his / her marks of identification

1. _____

2. _____

and Blood Group is _____

Medical Officer's

signature: _____

Name : _____

Designation: _____

VIII

APPLICATION FOR ISSUE OF HEIGHT PASS (Contractor's employees)

Part-1

(Valid only for **6 months** from issue unless cancelled /withdrawn earlier by the issuing authority .It can be revalidated free of cost on due application to In-charge Safety Section-UCIL. In case of loss, applicant must apply and appear for the practical test again)

1. Full name of applicant (Block letters) :
2. Present address :

3. Permanent address :

4. Age :
5. Sex :
6. Height :
7. Gate pass No :
8. Date of issue Gate Pass :
9. Name of Contractor with whom engaged at present :
10. Contract work order No :
11. Description of present job :
12. Previous experience of working at height :

Name of the employer	Duration of Employment	Work experience

13. Do you suffer from any of these ailments: (Write YES/NO against each)

a) Blood pressure :

b) Flat foot :

c) Epilepsy :

d) Mental Depression :

e) Frequent Headache or reeling sensation:

f) Limping Gait :

Declaration:

I here by declare that the above information furnished by me is true & correct .I shall always wear the safety belt & tie the life line when ever working at height above 10.ft or in depth .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 influence of alcohol.

Date:

Name of the applicant:

Signature :

Signature of Engineer In charge
(Concerned contractor)

Signature of Safety officer
(Concerned contractor)

To
Engineer in charge UCIL

MEDICAL EXAMINATION FOR ISSUE OF HEIGHT PASS

Part-2

a) Blood pressure :

b) Flat foot :

c) Epilepsy :

d) Mental Depression :

e) Frequent Headache or reeling sensation:

f) Limping Gait :

I, Dr....., have examined Shri.....
and found that he is **suffering / not suffering** from any height related illness.

I certify him **fit / not fit** to work at height.

Date of medical test: -----

Signature of Doctor Registration No & Seal: -----

PHYSICAL TEST FOR ISSUE OF HEIGHT PASS

Part-3

Date of physical test:

(The above applicants has appeared at the following practical tests conducted by In-charge Safety of UCIL and the results are given below)

- | | |
|---|-------------|
| a) Walking freely over a horizontal bar at 01 ft .height | PASS / FAIL |
| b) Wearing a safety belt & tying the nut | PASS / FAIL |
| c) Walking freely over a horizontal structure at 10ft .height | PASS / FAIL |
| d) General physique | PASS / FAIL |

The above applicants performance in the above test has been satisfactory /Un satisfactory .He has been issued a height pass bearing Sl.No. _____
(if found unsatisfactory mention reason)

Date of issue:

Seal:

Signature of Engineer in-charge
(UCIL)

Signature of Issuing authority
Name:
Designation:

URANIUM CORPORATION OF INDIA LIMITED
MILL DIVISION, JADUGUDA



Gate Pass
Size Photo

HEIGHT PASS (for contractor's employees)

H.P. No. _____ Date _____
Name Sri _____
Gate Pass No. _____ Agency _____
Age _____ Blood Group _____
Training imparted on _____

UNDER TAKING

I _____ understand safety precaution to work at height through safety training with the demonstration of use of helmet, full body harness, fall arrestor, safety net, working platform and life line.

Signature:.....

Date of issue: _____ valid upto _____
Revalidation up to _____

Authorized to work at height.

Recommended by
Contractor Safety officer

Issued by
UCIL Safety Officer

X

(Form to be filled in Non-Judicial paper of Rs. 20/- & submitted by the Contractor workers) attested by Notary Public.

Affidavit cum Declaration

I,..... S/o..... of village..... P.O.....
P.S.....Town District.....Jharkhand, 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 Jaduguda.
- (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.

Verification

Identified by Sri.....
Advocate at Jamshedpur

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

Deponent

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

Advocate