



Construction and Development of e-vehicles Manufacturing
Plant (Greenfield Project)

at

IP Seetharampur, Shabad Village and Mandal, Ranga
Reddy District, Telangana



OLECTRA GREENTECH LIMITED
SY.NO.1673, IP SEETHARAMPURAM, SHABAD (V&M), RANGA REDDY DISTRICT,
TELANGANA 509217

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SECTION-1

NOTICE INVITING TENDER
(PAGE No. 8 to 14)

Olectra Greentech Limited (OGL)
S-22, 3rd Floor, Technocrat Industrial Estate,
Balanagar, Hyderabad – 500 037, Telangana, India
Tel: - 040 – 4698 9999, Extn: - 7526
Email: tenders@olectra.com

Date: 26 / 04 / 2023

NOTICE INVITING TENDER (NIT)

1.0 Olectra Greentech Limited (hereinafter referred to as the "Olectra" or "Owner") invites proposals / bids from Eligible Bidders for "Construction of the e-Vehicles manufacturing plant at Seetharampur, Telangana, India" as per Schedule as under: -

Tendering Document/NIT No.	OGL/Greenfield Project/Seetharampur/ 2022-23, Dated 26 / 04 / 2023
Name of the Work	Construction and Development of e-vehicles Manufacturing Plant (Greenfield Project) at IP Seetharampur, Shabad Village and Mandal, Ranga Reddy District, Telangana
Brief Scope of Work	Construction of Greenfield Project consisting of Infrastructure Facilities and Utilities for Vehicle body production, Chassis production, Chassis VTS, Chassis parking, Bus body PDI, Test track, 3 Wheeler production, Battery assembly + Powertrain, Battery storage, RM warehouse, Scrap yard, Show rooms, Admin building G+4, Creche, Lockers room, Dormitory Kitchen and Dining, Guest house & Staff accommodation, Security block, Training center, Product development, Substation and DG room, Utility building, LPG yard, STP, Water storage system, Fire hydrant tank, Rain water harvesting pond, Parking's, Truck bay, Canal re-routing, Drains, Compound wall, Roads with detailed water, Sewage and drainage system inclusive of Mechanical, Electrical, Control & Instrumentation, Civil & Structural works on 150 acres.
Estimated Cost	Rs. 405,79,15,076/- including GST
Period of Completion	12 months from Letter of Award ("LOA")
Earnest Money Deposit ("EMD")	The Bids shall be submitted with Bid Security / EMD as below: i) The Bid Security / EMD shall be by way of Bank Guarantee for a value of Rs. 40,57,915/- (Rupees Forty-Lakhs Fifty-seven Thousand Nine Hundred and Fifteen only) issued by any Nationalized or Scheduled Bank in India in the format furnished in Section-5 (the BG draft shall be shared to OGL for vetting and confirmation to the email ID's mentioned in clause 6.0 of NIT) . The Bid Security / EMD shall remain valid for a period of 180 days from the date of Bid Submission.

	(or) ii) Demand Draft for the Bid Security / EMD amount of Rs. 40,57,915/- (Rupees Forty-Lakhs Fifty-seven Thousand Nine Hundred and Fifteen only) drawn in favor of "Olectra Greentech Limited" and payable at Hyderabad, India issued by any Nationalized (or) Scheduled Bank will be accepted in lieu of Bank Guarantee.
Non-refundable cost of Tender document	Rs 1.0 Lakhs inclusive of GST at 18% in the shape of DD/Cheque/NEFT/RTGS in favor of Olectra Greentech Limited. Payable at Hyderabad.
Date of Pre-bid Meeting and Venue	08 / 05 / 2023 at 03.00 PM (IST) Conference Hall, Ground Floor, Emerald Tower S-22, Technocrat, Industrial Estate, Balanagar, Hyderabad 500037
Last date & time of submission Bid	17 / 05 / 2023 at 03.00 PM (IST)
Date & Time of Opening of Technical Bid	17 / 05 / 2023 at 05.00 PM (IST)
Date & Time of Opening of Financial Bid	To be Intimated Later
Validity of offer	180 days from the date of opening of Technical Bid

The tender document can be downloaded from our website www.olectra.com or from e-tendering portal www.eprocure.procuretiger.com before the bid due date and time as mentioned above by paying Tender fee amount through DD/NEFT/RTGS to the below mentioned bank account details

Bank account details:

Name : Olectra Greentech Limited
Bank : State Bank of India
Account No : 40602401581
IFSC Code : SBIN0013039
Branch : Commercial Clients Group Branch (13039)
Address : Banjara Hills, Hyderabad - 500 034

"Corrigendum, if any, will be uploaded on above portals only".

2.0 Minimum Eligibility Criteria:

The bidders should meet the following minimum qualifying criteria:

A. Work Experience:

i) The bidder in his own name and style should have experience of having successfully completed similar works during the last 7 years ending previous day of last date of submission of tenders:

a. Three similar works each costing not less than 40% of the estimated cost put to tender

OR

b. Two similar works each costing not less than 60% of the estimated cost put to tender

OR

c. One similar work costing not less than 80% of the estimated cost put to tender.

“Similar works” shall mean “Construction of Manufacturing Plant / Industrial Buildings with RCC / Commercial Buildings/ Airport Buildings / Public Office Buildings / Corporate Office Buildings / Residential / Head Quarters / Power Project Buildings, structures / Pumping Stations”.

B. The experience in similar nature of work should be supported by Certificates issued by the client’s organization. If private works are shown in support of eligibility criteria certified copies of TDS certificates shall be submitted along with the experience certificate

C. Financial Strength:

- i) The Average annual financial turnover for last 3 years shall be at least Rs. 405 Crores (100% of the estimated cost put to tender). The requisite Turn Over shall be duly certified by a Chartered Accountant with his Seal/ signatures and registration number.
- ii) The Bidder should at least have earned profit in minimum one year in the available last three consecutive balance sheets. Copy of Audited Report & Balance sheet for the last three financial years should be submitted.

- 3.0 The intending tenderer must read the terms and conditions of OGL carefully. He should only submit his tender if he considers himself eligible and he is in possession of all the documents required. Information and Instructions for Tenderers shared through mail shall be part of Tender Document.
- 4.0 The Original Tender Document can be downloaded from e-tendering portal www.eprocure.procureriger.com Original Tender Documents can also be collected from the OGL Corporate office for any queries related to the content within the tender, kindly reach out to the address given on Clause No. 6.0 of NIT.
- 5.0 Bids shall be submitted in online on e-tendering portal www.eprocure.procureriger.com and hard copy shall be submitted so as to reach OGL by the Due Date & Time if hardcopies are received after due date and time bid shall be rejected.

6.0 ADDRESS FOR CORRESPONDENCE

Mr. Vijay Kumar Reddy
Manager - Tenders
Olectra Greentech Limited
3rd floor, Unit-22, Technocrat Industrial Estate (TIE),
Balanagar, Hyderabad, Telangana – 500037
Phone No: +91-040-46989999, Extn: 7526 / +91- 9989920888
Fax No: +91-040-46987527
Email: tenders@olectra.com / vijaykumar.v@olectra.com

7.0 OLECTRA’s RIGHT

- 7.1 Bids received after the Due Date and time prescribed for receiving the completed Bids will be summarily rejected.
- 7.2 Olectra reserves the right to reject any Bid or all the Bids received or cancel the entire RFP process at its discretion without assigning any reason whatsoever.
- 7.3 Olectra is not necessarily bound to accept the lowest bid.

8.0 Set of Contract/Tender Documents:

The following documents will constitute set of tender documents:

- a) Volume I (NIT and GCC)
- b) Volume II (Technical Specifications)
- c) Volume III (BOQ)
- d) Volume IV (Drawings)

- 9.0** The tenderers are required to quote strictly as per terms and conditions, specifications, standards given in the tender documents and not to stipulate any deviations.

The bidders are advised to submit complete details with their bids as Technical Bid Evaluation will be done on the basis of documents submitted physically by the bidders. The information should be submitted in the prescribed proforma. Bids with Incomplete /Ambiguous information will be rejected.

The Bank Guarantee for EMD submitted by the bidders shall be strictly in the format prescribed in Section-5 **(the BG draft shall be shared to OGL for vetting and confirmation to the email ID's mentioned in clause 6.0 of NIT)**. In case, EMD is not found verbatim in the prescribed format, the bid will be liable for rejection.

- 10.0** When it is desired by OGL to submit revised financial tender then it shall be mandatory to submit revised financial tender. If not submitted then the tender submitted earlier shall become invalid.

- 11.0** On opening date, the tenderer can visit the corporate office to see the tender opening process.

- 12.0** If the contractor is found ineligible after opening of tenders, his tender shall become invalid and cost of tender document shall not be refunded.

- 13.0** Notwithstanding anything stated above, OGL reserves the right to assess the capabilities and capacity of the tenderer to perform the contract, in the overall interest of OGL. In case, tenderer's capabilities and capacities are not found satisfactory, OGL reserves the right to reject the tender.

- 14.0** The tenderer(s) if required, may submit queries, if any, through E-mail and in written form to the tender inviting authority to seek clarifications within 7 days from the date of publication of the tender document, not less than 2 days prior to the date of Pre-bid meeting (if to be held as per NIT). OGL will reply only those queries which are essentially required for submission of bids. OGL will not reply the queries which are not considered fit like replies of which can be implied /found in the NIT/ Tender Documents or which are not relevant or in contravention to NIT/Tender Documents, queries received after 7 days from the date of receipt of Tender document., Technical Bids are to be opened on the scheduled dates. Requests for Extension of opening of Technical Bids will not be entertained.

- 15.0 List of Documents to be submitted within the period of tender submission:**

- a) Demand Draft or Banker's Cheque/ Bank Guarantee of any Nationalized or all Commercial Scheduled Bank against EMD.
- b) Demand Draft/NEFT/RTGS receipt towards cost of Tender Document.

- c) Memorandum Annexure - I.
- d) Details of Work Experience Certificates - FORM-A.
- e) Details of Similar Works - FORM-B.
- f) Financial Details - FORM-C.
- g) TDS details for Private Sector Projects - FORM-D.
- h) Self-certified copy of Bank Solvency Certificate - FORM-E.
- i) Documents regarding Net Worth of the Company Firm.
- j) Form-H of GCC-Affidavit duly notarized by Notary Public on Non- Judicial Stamp Paper of Rs. 100 for correctness of Documents /Information.
- k) Power of Attorney of the person authorized for signing/submitting the tender.
- l) Valid GST registration/ EPF registration/ PAN NO.
- m) Pre-bid clarifications; if any
- n) General Information – Form-F
- o) Work Experience Certificates consisting of details as mentioned in Form-G
- p) Registration Details of the contractor in the GST Act– Form-I

16.0 (a) No Clarification will be sought in case of non-submission of Cost of tender document fee or EMD of requisite amount or Unconditional letter of acceptance or Affidavit for correctness of document/information. In such cases the bid shall be rejected out rightly without seeking any further clarification/document.

(b) All the submitted documents shall be considered as duly signed by contractor/ authorized representative.

17.0 OGL reserves the right to reject any or all tenders or cancel/withdraw the invitation for bid without assigning any reasons whatsoever thereof. OGL does not bind itself to accept lowest tender. The OGL reserves the right to award the work to a single party or to split the work among two or more parties as deemed necessary without assigning any reason thereof. The contractor is bound to accept the portion of work as offered by OGL after split up at the quoted/ negotiated rates. No claim of the contractor whatsoever shall be entertained by OGL on this account.

18.0 In case of any query, please contact Mr. Vijay Kumar Reddy, Manager – Tenders Phone No: +91- 9989920888, 040-46989999, Fax No: +91-040-46987527 during Office hours from 9.30AM to 6.30PM.

MEMORANDUM

Sl. No.	Description	Cl. No. of NIT/ITT/GCC	Values/Description to be Applicable for Relevant Clause(s)
1)	Name of Work		Construction and Development of e-vehicles Manufacturing Plant (Greenfield Project) at IP Seetharampur, Shabad Village and Mandal, Ranga Reddy District, Telangana
2)	Client/Owner		Olectra Greentech Limited
3)	Type of Tender		Item Rate Tender
4)	Earnest Money Deposit	NIT	Rs. 40,57,915/- (Rupees Forty-Lakhs Fifty-seven Thousand Nine Hundred and Fifteen only)
5)	Estimated Cost	NIT	Rs 405.00 Crores (Rupees Four Hundred and Five Crores Only)
6)	Time allowed for Completion of Work	NIT	12 Months (Twelve Months) from LOA
7)	Schedule of Rates applicable		Civil Works including PEB Works Electricals Works Plumbing Works HVAC Fire Fighting Landscaping Interiors Kitchen Equipment
8)	Validity of Tender	ITT / 6.0	180 (One Hundred and Eighty) Days
9)	Performance Guarantee	GCC / 2.0	2.5% (Two Point Five Percent Only) of contract value within 15 days from the issue of Letter of Award
10)	Security Deposit / Retention Money	GCC / 3.0	7.5% (Seven Point Five Percent Only) of the gross value of each running / final bill.
11)	Time allowed for starting the work		The date of start of contract shall be reckoned from 15 days after the date of issue of letter of Award.
12)	Deviation limit beyond which clause 6.2 & 6.3 of Section 3 shall apply for all works except foundation.		Civil Works including PEB Works: 30% Electricals Works: 20% Plumbing Works: 20% HVAC: 20% Fire Fighting: 20% Landscaping: 20% Interiors: 20% Kitchen Equipment: 20%

13)	Escalation		No escalation shall be applicable on this contract
			(BOQ) quoted by contractor shall be firm and fixed for entire contract period as well as extended period for completion of the works. No escalation shall be applicable on this contract
14)	Recovery rate of work force supplied by OGL to Contractor	GCC /71	Rs.40000/- per person per month (Rupees Forty thousand per person per month only) plus GST @ 18% or as per prevailing rate on the date of recovery.
15)	Defect Liability Period	GCC /38.0	Twelve months from the date of taking over of the works by the OGL.

SECTION-2

INSTRUCTIONS TO TENDERER (PAGE No. 16 to 31)

Instructions to Tenderers (ITT)

1.0	Tenders are invited from experienced and eligible Contractors for Tender for Construction and Development of E-vehicles Manufacturing Plant at IP Seetharampur, Shabad Village and Mandal, Ranga Reddy District (Name of Work)" for Olectra Greentech Limited (Name of Client/Owner) at Hyderabad.
2.0	The work is estimated to cost Rs. 405 crores. This estimate, however, is given merely as a rough guide.
3.0	The tender document can be downloaded from www.eprocure.procuretiger.com portal before the bid due date and time as mentioned above by paying Tender fee amount through NEFT/RTGS/DD to the bank account details mentioned under NIT.
4.0	<p>Earnest Money Deposit</p> <p>Earnest Money Deposit of amount as mentioned in "NIT/ Memorandum (Annexure-I)" required to be submitted along with the tender shall be in the form of Demand Draft/BG payable at place as mentioned in NIT in favour of "Olectra Greentech Limited" from any Scheduled Bank or Bank Guarantee from any Nationalized or all Commercial scheduled banks in the enclosed format. The EMD shall be valid for minimum period of 180 (One Hundred and Eighty) days from the original last day of submission of Tender. The Original EMD should be deposited in office of OGL along with the bid on or before the bid submission due date.</p> <p>The EMD shall be payable to the Olectra Greentech Limited without any condition(s), recourse or reservations.</p> <p>i) The Bid will be rejected by OGL as non-responsive and shall not be considered in case EMD is not received.</p> <p>ii) The EMD of bidders other than L1 will be returned within 30 days, after award of LOA to the successful bidder.</p> <p>iii) The EMD of the successful bidder will be discharged after the contractor has furnished the required acceptable performance bank guarantee. i.e within 15 days from the date of submission of the PBG and after concluding Agreement.</p> <p>iv) No interest shall be paid by OGL on the EMD.</p>
5.0	The documents are to be submitted in the office of OGL before last date & time of submission of tender mentioned in the NIT. Tender documents submitted by intending tenderers shall be opened only of those tenderers, whose Earnest Money Deposit, Cost of Tender Document and other documents placed in the envelope are found in order. The Price Bid of those tenderers whose documents found to be in order shall be opened. The date of opening of price Bid of qualified bidders shall be informed to the tenderer.

6.0	<p>VALIDITY OF TENDER</p> <p>The tender for the works shall remain open for acceptance for a period of 180 (One Hundred and Eighty) days from the date of opening of financial tender. If any tenderer withdraws his tender before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the OGL, then the OGL shall, without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money and bid will be rejected. Further the tenderers shall not be allowed to participate in the tendering process of work.</p>
7.0	<p>ACCEPTANCE OF TENDER</p> <p>OGL reserves the right to reject any or all the tenders in part or full without assigning any reason whatsoever. OGL does not bind itself to accept the lowest tender. The OGL reserves the right to award the work to a single party or split the work amongst two or more parties as deemed necessary without assigning any reason thereof. The Contractor is bound to accept the part work as offered by OGL after split up at the quoted /negotiated rates.</p>
8.0	<p>The tenders shall be strictly as per the conditions of contract. Tenders with any additional condition(s)/modifications shall be rejected and EMD will be forfeited. Tenders in which, any of the prescribed conditions are not fulfilled or found incomplete in any respect are liable to be rejected.</p>
9.0	<p>The witnesses to the Tender/Contract Agreement shall be other than the tenderer/ tenderers competing for this work and must indicate full name, address, and status/occupation with dated signatures.</p>
10.0	<p>On acceptance of tender, the name of the accredited representative(s) of the contractor who would be responsible for taking instructions from Engineer-in-Charge or its authorized representative shall be intimated by the contractor within 07 days of issue date of letter of Awards by OGL.</p>
11.0	<p>The time of completion of the entire work, as contained in contract shall be as mentioned in "Memorandum - Annexure-I", which shall be reckoned from the date of start.</p>
12.0	<p>The tender award, execution and completion of work shall be governed by tender documents consisting of (but not limited to) Letter of Award/Letter of work order, Bill of Quantities, General Conditions of Contract, Specifications, Drawings. The tenderers shall be deemed to have gone through the various conditions including sub-soil water conditions, topography of the land, drainage and accessibility etc. or any other condition which in the opinion of contractor will affect his price/rates before quoting their rates. No claim whatsoever against the foregoing shall be entertained.</p>
13.0	<p>The drawings with the tender documents are Tender Drawing and are indicative only. Tenderer should explore their own survey and soil investigation and feasibility of designs and drawings.</p>
14.0	<p>ADDENDA/ CORRIGENDA</p> <p>Addenda/Corrigenda to the tender documents may be issued prior to the date of submission of the tender to clarify or effect modification in specification and/or contract terms included in various tender documents. The tenderer shall suitably take into consideration such Addenda/Corrigenda while submitting his tender. The tenderer shall return such Addenda/ Corrigenda duly signed and stamped as confirmation of its receipt & acceptance and submit along with the tender document. All addenda/ Corrigenda shall be signed and stamped on each page by the tenderer and shall become part of the tender and contract documents.</p>

15.0	<p>SITE VISIT AND COLLECTING LOCAL INFORMATION</p> <p>Before tendering, the tenderers are advised to visit the site, its surroundings to assess and satisfy themselves about the local conditions such as the working and other constraints at site, approach roads to the site, availability of water & power supply, application of taxes, duties and levies as applicable & any other relevant information required by them to execute complete scope of work. The tenderer may obtain all necessary information as to risks, weather conditions, contingencies & other circumstances (insurgencies etc.) which may influence or affect their tender prices. Tenderer shall be deemed to have considered site conditions whether he has inspected it or not and to have satisfied himself in all respect before quoting his rates and no claim or extra charges whatsoever in this regard shall be entertained / payable by the OGL at a later date.</p>
16.0	<p>ACCESS BY ROAD</p> <p>Contractor, if necessary, shall build temporary access roads to the actual site of construction for the works at his own cost to make the site accessible. The Contractor shall maintain the same in motorable condition at all the times as directed by Engineer-in-Charge at his own cost. The contractor shall be required to permit the use of any roads so constructed by him for vehicles of OGL or any other agencies/ contractors who may be engaged on the project site, free of cost.</p> <p>Non-availability of access roads or approach to site, for the use of the contractor shall in no case condone any delay in the execution of work nor be the cause for any claim for compensation.</p>
17.0	<p>HANDING OVER & CLEARING OF SITE</p> <p>17.1 The Contractor should note that area for construction may be made available in phases as per availability and in conjunction with pace of actual progress of work at site. The work may be required to be carried out in constrained situations. The work is to be carried out in such a way that the traffic, people movement, if any, is kept operative and nothing extra shall be payable to the contractor due to this phasing / sequencing of the work. The contractor is required to arrange the resources to complete the entire project within total stipulated time. Traffic diversion, if required, is to be done and maintained as per requirement of local traffic police or/and as per specification, by the contractor at his own cost and the contractor shall not be entitled for any extra payment, whatsoever, in this regard.</p> <p>17.2 The efforts will be made by the OGL to handover the site to the Contractor free of encumbrances. However, in case of any delay in handing over of the site to the Contractor, the OGL shall only consider suitable extension of time for the execution of the work. It should be clearly understood that the OGL shall not consider any revision in contract price or any other compensation whatsoever viz. towards idleness of Contractor's Labour, equipment etc.</p> <p>17.3 Necessary arrangement including its maintenance is to be made by the contractor for temporary diversion of flow of existing drain and road, as the case may be. The existing drain, road would be demolished, wherever required, with the progress of work under the scope of proposed project. The existing Road and Drain which are not in the alignment of the said project but are affected and/ or need to be demolished during execution for smooth progress of the project, shall be rehabilitated to its original status and condition (including black topping) by the contractor at his own cost. The cost to be incurred by contractor in this regard shall be deemed to be included in the quoted rates of the bill of quantity items and contractor shall not be</p>

	entitled for any extra payment whatsoever in this regard.
	<p>17.4 The information about the public utilities (whether over ground or underground) like electrical/ telephone/ water supply lines, OFC Cables, open drain etc., is the responsibility of contractor to ascertain the utilities that are to be affected by the works through the site investigation.</p> <p>17.5 The contractor shall be responsible to obtain necessary approval from the respective authorities for shifting/ re-alignment of existing public utilities. OGL shall only assist the contractor for liaisoning in obtaining the approval from the concerned authorities.</p> <p>17.6 Any services affected by the works must be temporarily supported by the contractor who must also take all measures reasonably required by the various bodies to protect their services and property during the progress of works. It shall be deemed to be the part of the contract and no extra payment shall be made to the contractor for the same.</p>
18.0	<p>SCOPE OF WORK</p> <p>18.1 The scope of work covered in this tender shall be as per the Bill of Quantities, specifications, drawings, instructions, orders issued to the contractor from time to time during the pendency of work. The drawings for this work, which may be referred for tendering, provide general idea only about the work to be performed under the scope of this contract. These may not be the final drawings and may not indicate the full range of the work under the scope of this contract. The work will be executed according to the drawings to be released as "GOOD FOR CONSTRUCTION" from time to time by the Engineer-in-charge of OGL and according to any additions/ modifications/ alterations/ deletions made from time to time, as required by any other drawings that would be issued to the contractor progressively during execution of work. It shall be the responsibility of the contractor to incorporate the changes that may be in this scope of work, envisaged at the time of tendering and as actually required to be executed.</p> <p>18.2 The quantities of various items as entered in the "BILL OF QUANTITIES" are indicative only and may vary depending upon the actual requirement. The contractor shall be bound to carry out and complete the stipulated work irrespective of the variation in individual items specified in the bill of quantities. The variation of quantities will be governed as per clause No. 6 of GCC of Tender Document.</p>
19.0	<p>APPROVAL OF TEMPORARY / ENABLING WORKS</p> <p>The setting and nature of all offices, huts, access road to the work areas and all other temporary works as may be required for the proper execution of the works shall be subject to the approval of the Engineer- in-charge. All the equipment, labour, material including cement, reinforcement and the structural steel required for the enabling/ temporary works associated with the entire Contract-shall have to be arranged by the Contractor only. Nothing extra shall be paid to the Contractor on this account.</p>

20.0	<p>CLARIFICATION AFTER TENDER SUBMISSION</p> <p>Tenderer's attention is drawn to the fact that during the period, the tenders are under consideration, the tenderers are advised to refrain from contacting by any means, the OGL and/or his employees/ representatives on matters related to the tender under consideration and that if necessary, OGL will obtain clarifications in writing or as may be necessary. The tender evaluation and process of award of works is done by duly authorized Tender Scrutiny Committee and this committee is authorized to discuss and get clarification from the tenderers.</p>
21.0	<p>ORDER OF PRECEDENCE OF DOCUMENTS</p> <p>In case of difference, contradiction, discrepancy, with regard to conditions of contract, Specifications, Drawings, Bill of quantities etc. forming part of the contract, the following shall prevail in order of precedence.</p> <ul style="list-style-type: none"> i) Letter of Award, along with statement of agreed variations and its enclosures, if any. ii) General Conditions of Contract. iii) Description of Bill of Quantity / Schedule of Quantities. iv) Technical specifications (General, Additional and Technical Specification) as given in Tender documents. v) Drawings

Annexure-II

ACCEPTANCE OF TENDER CONDITIONS

From: (To be submitted in ORIGINAL on the letter head of the company by the authorized officer having power of attorney)

To,

Olectra Greentech Limited,
S-22, 3rd Floor, Technocrat Industrial Estate,
Balanagar, Hyderabad - 500 037

Sub: Name of the work & NIT No.: _____

Sir,

- i) This has reference to above referred tender. I/We are pleased to submit our tender for the above work and I/We hereby unconditionally accept the tender conditions and tender documents in its entirety for the above work.
- ii) I/we are eligible to submit the tender for the subject tender and I/We are in possession of all the documents required.
- iii) I/We have viewed and read the terms and conditions of this tender document carefully. The following documents forming part of the tender document and submissions
 - a) Notice Inviting Tender
 - b) Instructions to Tenderers & GCC
 - c) Technical Specifications (Vol-II)
 - d) Bill of Quantities (Vol-III)
 - e) Tender Drawings (Vol-IV)
 - f) Memorandum (Annexure-I)
 - g) Acceptance of Tender Conditions (Annexure-II)
 - h) Details of Work Experience Certificates - FORM-A
 - i) Details of Similar Works - FORM-B
 - j) Financial Details- FORM-C
 - k) TDS details for Private Sector Projects - FORM-D
 - l) Bank Solvency Certificate- FORM-E
 - m) Form-H of GCC –Affidavit for correctness of Documents /Information.
 - n) Addendum/Corrigendum, if any- Duly signed by authorized person
 - o) Pre-bid clarifications, if any
- iv) We have submitted the mandatory documents such as cost of tender document, EMD, and other documents as per NIT and Tender conditions
- v) Should this tender be accepted, I/We agree to abide by and fulfill all terms and conditions referred to above and as contained in tender documents elsewhere and in default thereof, to forfeit and pay OGL, or its successors or its authorized nominees such sums of money as are stipulated in the notice inviting tenders and tender documents.

- vi) If I/we fail to commence the work within 20 days of the date of issue of Letter of Award and/or I/we fail to sign the agreement as per Clause 82 of General Conditions of Contract and/or I/we fail to submit performance guarantee as per Clause 02 of General Conditions of Contract, I/we agree that OGL shall, without prejudice to any other right or remedy, be at liberty to cancel the Letter of Award and to forfeit the earnest money deposit.

Yours faithfully,
(Signature of the tenderer with rubber stamp)

Date:

Tender for:

MANDATORY INFORMATION DOCUMENTS:

DETAILS OF WORK EXPERIENCE CERTIFICATES

S. No	Name of work and its location	Name of Client	Date and No. of Completion Certificate	Date of Start	Date of Completion	Cost of Work on completion	Value of TDS in case of Private Work	Reference and Page No. of Documentary Proof of the detail missing in completion certificate
1.								
2.								
3.								

1. Certified that the Completion Certificates of above works are enclosed with the Tender Documents.
2. Details mentioned in the above Form are as per Completion Certificates and have not been presumed.
3. If any detail is not mentioned in the Work Completion Certificate, documentary proof of the details like drawings, LOA, BOQ, Completion certificate/occupation certificate, copy of final bill, etc., is to be submitted along with the completion certificate.

Signature of Bidder with Seal

Tender for:

MANDATORY INFORMATION DOCUMENTS:

DETAILS OF SIMILAR WORKS

S. No	Name of Work for which experience Certificate has been submitted	Name of Clients	Date and No. of Completion Certificates	Type of Work i.e Residential / Non Residential building	No. of Basements	No. of Storeys	Height of Building	Ref & Page No. of Documentary proof of the detail missing in completion certificates
1								
2								
3								

If any detail is not mentioned in the Work Completion Certificate, documentary proof of detail is to be submitted along with the Completion Certificate.

Signature of Bidder with Seal

FINANCIAL DETAILS

Tender For:

MANDATORY INFORMATION DOCUMENTS:

		1 st FY Rs. Lacs)	(In	2 nd FY Rs. Lacs)	(In	3 rd FY (& last) FY Rs. (In Lacs)
		a		b		c
i.)	Profit/Loss					
ii.)	Gross Annual Turnover of Previous 3 financial years ending as on last day of the preceding Financial Year.					
iii.)	Average Annual Turnover for previous 3 financial years (Rs. In Lacs) = (a+b+c)/3					
iv.)	Net Worth (paid up capital + reserves) as on last day of the preceding Financial Year.					
v.)	Bank Solvency amount as mentioned in the Bank Solvency Certificate					

1. Summarised page of Audited Profit & Loss Account of previous three Financial Years duly certified by the chartered account, is to be submitted.

2. Summarized page of Audited Balance Sheet of last Financial Year (ending on last day of the preceding Financial Year) duly certified by the chartered account, is to be submitted.

Note: This Form-C is to be submitted in original.

**Signature of Chartered
Accountant with Seal**

**Seal and Signature
of bidder**

FORM-D**TDS DETAILS FOR PRIVATE SECTOR PROJECTS**

S. No.	Name of Work	Name of Clients	Project Cost in Crores	No. And Date of Completion Certificate	Cost of the work on completion in Crores	Payments Received as per TDS In Crores	TDS Corresponding to the Payments	Year wise TDS as per Form-26AS/Form 16A relating to the work
1.								
2.								
3.								

Note: Value of Work done will be considered commensurate with value of TDS Certificates.

In case of multiple contracts undertaken from a Client, details of TDS/Form- 26AS for each work mentioned above need to be segregated and given separately.

Signature of Bidder with Seal

Signature of Chartered Accountant
With Stamp and Membership Number

SOLVENCY CERTIFICATE ON LETTER HEAD OF BANK

This is to state that to the best of our knowledge and information that M/s..... having/registered office address.....is customer of bank and has been maintaining his accounts with our branch since.....As per records available with the bank, M/s.....can be treated as solvent up to a limit of Rs..... (Rupees in words.....).

It is clarified that the above information is furnished and this certificate is being issued at the specific request of the customer.

Name, designation, Signature with seal

Notes: -

1. The certificate should have been issued within 6 months from original last date of the submission of the tender.
2. The certificate may be submitted as per bankers' format.

GENERAL INFORMATION

1.	Name of Applicant/Company	
2.	Address for correspondence	
3.	Official e-mail for communication	
4.	Contact Person: Telephone Nos. Fax Nos. Mobile	
5.	Type of Organization: a) An individual b) A proprietary firm c) A firm in partnership (Attach copy of Partnership) d) A Limited Company (Attach copy of Article of Association) e) Any other (mention the type)	
6.	Place and Year of Incorporation	
7.	Name of Directors/Partners in the organization	
8.	Name(s) and Designation of the persons, who is authorized to deal with OGL (Attach copy of power of Attorney)	
9.	Bank Details: Name of Bank, Address of Bank Branch, Account No., RTGS, IFS Code	

Signature of Bidder with Seal

Name of the Client with Address, email & phone no.

WORK EXPERIENCE CERTIFICATE

Date:

Name of Contractor _____

1	Name of work / project & Location				
2	Name and Address of the Clients				
3	Agreement Amount				
4	Cost of work on completion				
5	Date of start				
6	Stipulated date of completion				
7	Actual date of completion				
8	Amount of compensation levied for delayed completion, if any				
9	Type of Work: Residential/ Non Residential Building				
10	No. of Basements in any Building of this work				
11	Maximum Height of any Building of this work				
12	Maximum No. of storeys of any Building of this work				
13	Performance report	Outstanding	Very Good	Good	Poor
(a)	Quality of work				
(b)	Resourcefulness				
(c)	Financial soundness				
(d)	Technical proficiency				
(e)	General behavior				

Date Name & Designation
Signature with Seal
Of issuing Authority

AFFIDAVIT

(To be submitted by bidder on non-judicial stamp paper of Rs.100/ (Rupees Hundred only) duly attested by Notary Public)

Affidavit of Mr.S/o
R/o

I, the deponent above named do hereby solemnly affirm and declare as under:

1. That I am the Proprietor/Authorized signatory of M/s
Having its Head Office/Regd. Office at
2. That the information/documents/Experience certificates submitted by M/s..... along with the tender for (Name of work)
To OGL are genuine and true and nothing has been concealed.
3. I shall have no objection in case OGL verifies them from issuing authority(ies). I shall also have no objection in providing the original copy of the document(s), in case OGL demands so for verification.
4. I hereby confirm that in case, any document, information & / or certificate submitted by me found to be incorrect / false / fabricated, OGL at its discretion may disqualify / reject / terminate the bid/contract and also forfeit the EMD / All dues.
5. I shall have no objection in case OGL verifies any or all Bank Guarantee(s) under any of the clause(s) of Contract including those issued towards EMD and Performance Guarantee from the Zonal / Branch office of issuing Bank and I/We shall have no right or claim on my submitted EMD before OGL receives said verification.
6. I hereby confirm that our firm /company is not blacklisted/ barred /banned from tendering by any State Govt's/PSU. If this information is found incorrect, OGL at its discretion may disqualify / reject / terminate the bid/contract.
7. The person who has signed the tender documents is our authorized representative. The Company is responsible for all of his acts and omissions in the tender.

I,, the Proprietor / Authorised signatory of M/s..... do hereby confirm that the contents of the above Affidavit are true to my knowledge and nothing has been concealed there from and that no part of it is false.

DEPONENT

Verified atthis.....day of

DEPONENT

ATTESTED BY (NOTARY PUBLIC)

GST Registration Details of Contractor/Vender	
Name	
Address (As per registration with GST)	
City	
Postal Code	
Region/State (Complete State Name)	
Permanent Account Number	
GSTIN ID/Provisional ID No.: (copy of Acknowledgement required)	
Type of Business (As per registration with GST)	
Service Accounting Code/HSN Code:	
Contact Person	
Phone Number and Mobile Number	
Email ID	
Compliance Rating (if updated by GSTN)	

SECTION-3

General Conditions of Contract (PAGE No. 33 to 81)

General Conditions of Contract (GCC)

1.0 DEFINITIONS

The Contract means the documents forming the tender and acceptance thereof and the formal agreement executed between Olectra Greentech Limited and the contractor, together with the documents referred to therein including these conditions, the designs, specifications, drawings and instructions issued from time to time by the Engineer-in-Charge and all these documents taken together, shall be deemed to form one contract and shall be complementary to one another.

1.1 Olectra Greentech Limited, hereinafter called 'OGL' propose to get the works executed as mentioned in the Contract.

1.2 In the contract, the following expressions shall, unless the context otherwise requires, have the meanings, hereby respectively assigned to them:
-

- a) **APPROVAL** means approved in writing including subsequent written confirmation of previous verbal approval.
- b) **BILL OF QUANTITIES or SCHEDULE OF QUANTITIES** means the priced and completed Bill of Quantities or Schedule of Quantities forming part of the tender.
- c) **CONTRACTOR** shall mean the individual, firm, LLP or company, whether incorporated or not, undertaking the works and shall include the legal personal representative of such individual or the persons composing such firm or LLP or company, or the successors of such firm or company and the permitted assignees of such individual, firm or company.
- d) **CONTRACT VALUE** means the sum for which the tender is accepted as per the letter of Award.
- e) **DRAWINGS** mean the drawings referred to in the contract document including modifications if any and such other drawings as may from time to time be furnished and/ or approved by OGL
- f) **DATE OF COMMENCEMENT OF WORK:** The date of start of contract shall be within 20 days from the date of issue of letter of Award.
- g) **ENGINEER-IN-CHARGE** means the Engineer of OGL who shall supervise and be in-charge of the work.
- h) **LANGUAGE:** All documents and correspondence in respect of this contract shall be in English Language.
- i) **"LETTER OF AWARD"** shall mean OGL's letter or notification conveying its acceptance of the tender subject to such conditions as may have been stated therein.
- j) **MONTH** means English Calendar month, '**Day**' means a Calendar day of 24 Hrs each.
- k) **"OGL"** shall means Olectra Greentech Limited, a company registered under the Indian Companies Act 1956, with its registered office at S-22, 3rd Floor, Technocrat Industrial Estate, Balanagar, Hyderabad - 500037, Telangana, India or its Administrative officers or its engineer or other employees authorized to deal with any matter with which these persons are concerned and authorized on its behalf.

- l) **SCHEDULE(s)** referred to in these conditions shall mean the standard schedule of rates of the government mentioned in the Memorandum (Annexure-I) with the amendments thereto issued up to the date of receipt of the tender.
- m) **SITE** means the lands and other places on, under, in or through which the works are to be executed or carried out and any other lands or places provided by OGL.
- n) **TENDER** means the Contractor's priced offer to OGL for the execution and completion of the work and the remedying of any defects therein in accordance with the provisions of the Contract, as accepted by the Letter of Award or Award letter. The word TENDER is synonymous with Tender and the word TENDER DOCUMENTS with "Tendering Documents" or "offer documents".
- o) **WRITING** means any manuscript typed written or printed statement under or over signature and/or seal as the case may be.
- p) **WORKS or WORK** shall unless there be something either in the subject or context repugnant to such construction, be construed and taken to mean the works by or by virtue of the contract contracted to be executed whether temporary or permanent, and whether original, altered, substituted or additional.
- q) Headings in the clauses/ conditions of tender documents are for convenience only and shall not be used for interpretation of the clause/condition.
- r) Words imparting the singular meaning only also include the plurals and vice versa where the context requires. Words importing persons or parties shall include firms and corporations and organizations having legal capacities.
- s) **Excepted Risk** are risks due to riots (other than those on account of contractor's employees), war (whether declared or not) invasion, act of foreign enemies, hostilities, civil war, pandemic rebellion revolution, insurrection, military or usurped power, any acts of Government, damages from aircraft, acts of God, such as earthquake, lightning and unprecedented floods, and other causes over which the contractor has no control and accepted as such by the OGL or causes solely due to use or occupation by Government of the part of the works in respect of which a certificate of completion has been issued or a cause solely due to OGL's faulty design of works.
- t) **Market Rate** shall be the rate as decided by the Engineer-in-Charge on the basis of the prevailing cost of materials and labour at the site where the work is to be executed plus the percentage mentioned elsewhere in the tender document to cover, all overheads and profits.

2.0 PERFORMANCE GUARANTEE:

2.1 "Within 15 (Fifteen) days from the date of issue of letter of Award, the Contractor shall submit performance guarantee equivalent to 2.5% of contract value in the form of Bank Guarantee on a Nationalized / Scheduled Bank, shall be valid for 30 days after the expiry of Defect Liability Period (DLP) in case any valid extension of contract period is granted, the validity of Bank Guarantee shall also be extended for the corresponding period plus 60 days beyond that.

2.2 OGL reserve the right of forfeiture performance guarantee on the pro-rata basis of the elapsed contract period in the event of the contractor's failure to fulfill any of the milestones / contractual obligations i.e. defaults in commencing the work, fails to maintain the required progress in terms of relevant clause of GCC, in case of bad work or work not done as per specifications etc. or all performance guarantees in the event of termination of contract as per terms and conditions of contract.

If the Contractor commits any default as aforesaid, the OGL shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the performance guarantee(s) absolutely (not withstanding and/or without prejudice to any other provisions in the contract) by giving the notice in writing in addition to action taken under other provisions contained in this contract or otherwise.

- 2.3** In case where the delay is compensated by the contractor during the completion of next milestone(s), the amount towards forfeited bank guarantee(s)/FDR shall be refunded to the contractor on production of the fresh bank guarantee/FDR of the equivalent amount. Such amount will not accrue any interest to the contractor. Further, such balance/PBG/FD can also be forfeited in case of any failure by contractor to fulfill any contractual obligation in future.
- 2.4** In case a bank guarantee/FDR is forfeited for recovery, un forfeited PBGs/FDRs will remain with OGL which shall be returned after successful completion/ testing/ commissioning and handing over the project to the OGL up to the entire satisfaction of OGL.
- 2.5** In case the contractor fails to submit the performance guarantee(s) of the requisite amount within the stipulated period or extended period, letter of Award automatically will stand withdrawn and EMD of the contractor shall be forfeited.
- 2.6** In case part scope of work has been satisfactorily completed and handed over to OGL by the contractor and the remaining work/buildings are under hold/suspended for more than 3 months due to some hindrance beyond control of contractor/OGL or due to non-availability of site/clearance from OGL, the un-forfeited performance bank guarantee(s)/FDR(s) submitted by the contractor and available with OGL as on date, on specific request of the contractor, may be released and returned back to the contractor in lieu of submission and due verification of a fresh PBG/FDR of the equivalent amount towards balance work.

3.0 SECURITY DEPOSIT/ RETENTION MONEY

- 3.1** The Security deposit or the retention money shall be deducted from each running/ final bill of the contractor @ 7.5 % (Seven Point Five percent only) of the gross value of the Running Account/ final bill.
- 3.2** If the amount of Security Deposit deducted in cash is more than Rs.10.00 lakhs (Rupees Ten lakhs only) in case of contract value more than 3.00 Crore, Rs.5 lakhs in case of contract value up to. Rs.3.00 crore, the excess amount beyond Rs. 10 Lakhs or 5 lakhs (as the case may be) can be replaced by the contractor by submission of Bank Guarantee in the prescribed proforma of OGL or Fixed Deposit Receipt (FDR) pledged in favour of OGL of equivalent amount from any Nationalized Bank or all Commercial Scheduled Bank. The Bank Guarantee/ FDR shall be initially valid up to the 3 months beyond the stipulated defect liability period. In case the time for completion of works gets extended, the contractor shall get the validity of bank Guarantee/ FDR extended to cover such enlarged time for completion of work.
- 3.3** The release/refund of security deposit of the contractor shall be subject to the observance/compliance of the conditions as under and whichever is later:
- a) 5% after successful completion of the Plant Construction and 2.5% after expiry of the defect liability period in conformity with provisions contained in clause

38.0 (Defect liability clause). The expiry of defect liability period shall be extended from time to time depending upon extension of time granted by OGL.

- b) The contractor produces a clearance certificate from the labour office. As soon as the work is virtually completed, the contractor shall apply for the labour clearance certificate to the Labour Officer under intimation to the Engineer-in-Charge. The Engineer-in-Charge, on receipt of the said communication, shall write to the Labour Officer to intimate if any complaint is pending against the contractor in respect of the work. If no complaint is pending, on record till after 3 months after completion of the work and/or no communication is received from the Labour Officer to this effect till six months after the date of completion, it will be deemed to have received the clearance certificate.

3.4 OGL reserves the right of part or full forfeiture of security deposit in addition to other claims in the event of contractor's failure to fulfill any of the contractual obligations or in the event of termination of contract as per terms and conditions of contract.

4.0 NOT USED

5.0 Milestones

S.No	Milestone	Activities	Period for completion
1	M1	Compound wall with Bus Body 1 and 2, Main Roads and Service Roads,	LOI/LOA + 3months
2	M2	Chassis Production, Chassis VTS, Chassis Parking, Bus Body PDI, Test track, Admin Building (G+2), Substation, STP, Water Storage system, DG Room and Security Block.	M1 + 3 months
3	M3	3-Wheeler production shed, Battery Assemble shed and Battery Storage, Raw Material Warehouse, Scrap yard, Showroom, Admin Building (G+2) to 4, Utility Building, LPG yard, Parking's truck bay, Canal re-routing,	M 2+ 3 months
4	M4	Dormitory, Locker Room, Kitchen, Dining, Guest House, Staff Accommodation, Training Centre, Fire Hydrant tank, Rain water harvesting pond, Drains, Roads with detailed water, Sewage and Drainage systems inclusive of Mechanical, Control & Instrumentation civil & Structural Works.	M3 + 3 months

Note: Above indicated milestones are tentative. After receiving LOA, detailed milestone activities shall be submitted by the Successful bidder for OGL's approval.

6.0 DEVIATIONS / VARIATIONS EXTENT AND PRICING

The Engineer-in-Charge shall have power (i) to make any alterations in, omissions from, additions to or substitutions for, the original specifications, drawings, designs and instructions that may appear to him to be necessary during the progress of the work, (ii) to omit part of the works in case of non-availability of a portion of the site or for any other reasons and the contractor shall be bound to carry out the works in accordance with any instructions given to him in writing signed by the Engineer-in-Charge and of such alterations, omissions, additions, or substitutions shall form part of the contract as if originally provided therein and any altered, additions or substituted works which the contractor may be directed to do in the manner specified above as part of the work, shall be carried out by the contractor on the same conditions in all respects including he agreed to do the main work except as hereunder provided:

6.1 The time for the completion of the work shall, in the event of any deviations resulting in additional cost over the tendered value sum being ordered be extended, if requested by the contractor, as follows:

- (i) in the proportion which the additional cost of the altered, additional or substituted work bears to the original tendered value plus
- (ii) 25% of the time calculated in (i) above or such further additional time as may be considered reasonable by the Engineer-in-Charge.

6.2 If the extra items include any work for which no rate is specified in the contract, then such work shall be carried out at the rates entered in the schedule of rates (as mentioned in Memorandum (Annexure-I)) for Civil/ Sanitary Works minus/plus the percentage which the tendered amount of scheduled items bears with the estimated amount of schedule items based on the Schedule of Rates (as mentioned in Memorandum (Annexure-I) for Civil/ Sanitary Works). The scheduled item means the items appearing in The Schedule of Rates (as mentioned in Memorandum (Annexure-I) for Civil/ Sanitary Works) which shall be applicable in this clause. This clause will apply mutates mutandis to electrical work except that Electrical Schedule of Rates as mentioned in Memorandum (Annexure-I) will be considered in place of Civil/ Sanitary works Schedule of rates as mentioned in Memorandum (Annexure-I).

However, in the case of extra item(s), (items that are completely new, and are in addition to the items contained in the contract, and not included in the schedule of rates (as mentioned in Memorandum (Annexure-I))), the contractor may within fifteen days of receipt of order or occurrence of the item(s), claim rates, supported by proper analysis, for the work and the engineer-in-charge shall within one month of the receipt of the claims supported by analysis, after giving consideration to the analysis of the rates submitted by the contractor, determine the rates on the basis of the market rates and the contractor shall be paid in accordance with the rates so determined.

In the case of substituted items (items that are taken up with partial substitution or in lieu of items of work in the contract) the rate for the agreement item (to be substituted) and substituted item shall also be determined in the manner as mentioned in the following para:

- (a) If the market rate for the substituted item so determined is more than the market rate of agreement item (to be substituted), the rate payable to the contractor for the substituted item shall be the rate for the agreement item (to be substituted) so increased to extent of the difference between the market rates of substituted item and the agreement item (to be substituted).
- (b) If the market rate for the substituted item so determined is less than the market rate of the agreement (to be substituted), the rate payable to the contractor for the substituted item shall be the rate for the agreement item (to be substituted) so decreased to the extent of the difference between the market rates of substituted item and the agreement item (to be substituted)

In the case of contract item(s), substituted item(s), contract cum substituted items, which exceed the limits laid down in Memorandum (Annexure-I), the contractor shall within fifteen days of receipt of order of occurrence of the

excess, claim revision of the rates, supported by proper analysis for the work in excess of the above mentioned limits, provided that if the rates so claimed are in excess of the rates specified in the scheduled of quantities, the Engineer-in-Charge shall within one month of receipt of the claims supported by analysis, after giving consideration to the analysis of the rates submitted by the Contractor, determine the rates on the basis of the market rates and the contractor shall be paid in accordance with the rates so determined.

- 6.3** The provisions of the preceding paragraph shall also apply to the decrease in the rates of items for the work in excess of the limits laid down in Memorandum (Annexure-I), and the Engineer-in-charge shall after giving notice of the contractor within one month of occurrence of the excess and after taking into consideration any reply received from him within fifteen days of the receipt of the notice revise the rates for the work in question within one month of the expiry of the said period of fifteen days having regard to the market rates.
- 6.4** The contractor shall send to the Engineer-in-Charge once every three months, an up to date account giving complete details of all claims for additional payments to which the contractor may consider himself entitled and of all additional work ordered by the Engineer-in-Charge which he has executed during the preceding quarter failing which the contractor shall be deemed to have waived his right. However, the Engineer-in-charge may authorize consideration of such claims on merits.
- 6.5** For the purpose of operation of Memorandum (Annexure-I), the following works shall be treated as works relating to foundation unless and otherwise defined in the Contract:
 - (i) For Buildings: All works up to 1.2 m above ground level or up to floor 1 level whichever is lower.
 - (ii) For abutments, piers and well steining: All works up to 1.2m above the bed level.
 - (iii) For retaining walls, wing walls, compound walls, chimneys, overhead reservoirs/tanks and other elevated structures: All works up to 1.2 m above the ground level.
 - (iv) For reservoirs / tanks (other than overhead reservoirs/tanks). All works up to 1.2m above the ground level.

- (v) For basement: All works up to 1.2m above ground level or up to floor 1 level whichever is lower.
- (vi) For Roads, all items of excavation and filling including treatment of sub base.

6.6 Any operation incidental to or necessarily has to be in contemplation of tenderer while filling, tender or necessary for proper execution of the item included in the Schedule of quantities or in the schedule of rates mentioned above, whether or not specifically indicated in the description of the item and the relevant specifications shall be deemed to be included in the rates quoted by the tenderer or the rate given in the said schedule or rates as the case may be Nothing extra shall be admissible for such operations.

7.0 ESCALATION

No claim on account of any escalation on whatsoever ground shall be entertained at any stage of works. All rates as per Bill of Quantities (BOQ) quoted by contractor shall be firm and fixed for entire contract period as well as extended period for completion of the works. No escalation shall be applicable on this contract.

8.0 COMPENSATION FOR DELAY

If the contractor fails to maintain the required progress in terms of clause 16.0 or relevant clause of GCC, to complete the work and clear the site on or before the contract or extended date of completion, he shall, without prejudice to any other right or remedy available under the law to the OGL on account of such breach, the contractor shall pay as agreed amount as compensation calculated at the rates stipulated below by the Engineer in charge (whose decision in writing shall be final and binding) may decide on the amount of tendered value of the work for every completed day / week (as applicable) that the progress remains below that specified in clause 16.0 or the relevant clause in GCC or that the work remains incomplete.

This will also apply to items or group of items for which a separate period of completion has been specified.

i) Compensation for delay of work @ 0.2% per week.

Provided always that the total amount of compensation for delay to be paid under this Condition shall not exceed 10% of the Tendered Value of work (inclusive of GST) or of the Tendered Value of the item or group of items of Work (inclusive of GST) for which a separate period of completion is originally given. The amount of compensation may be adjusted of set-off against any sum payable to the contractor under this or any other contract with OGL. Shown in case, the contractor does not achieve a particular milestone(s), the amount shown against that milestone shall be withheld, to be adjusted against the compensation levied at the final grant of Extension of Time. With-holding of this amount or failure to achieve a milestone, shall be automatic without any notice to the contractor, however, if the contractor catches up with the progress of work on the subsequent milestone(s), the withheld amount shall be released.

In case the contractor fails to make up for the delay in subsequent milestone(s), amount mentioned against each milestone missed subsequently also shall be withheld. However, no interest, whatsoever, shall be payable on such withheld amount.

9.0 ACTION IN CASE WORK NOT DONE AS PER SPECIFICATIONS

All works under or in course of execution or executed in pursuance of the Contract, shall at all times be open and accessible to the inspection and supervision of the Engineer-in-charge, his authorized subordinates in charge of the work and all the superior officers, officer of the Quality Assurance Unit of the OGL or any organization engaged by the OGL for Quality Assurance and of the Chief Technical Examiner's Office, and the contractor shall, at all times, during the usual working hours and at all other times at which reasonable notice of the visit of such officers has been given to the contractor, either himself be present to receive orders and instructions or have a responsible agent duly accredited in writing, present for that purpose. Orders given to the Contractor's agent shall be considered to have the same force as if they had been given to the contractor himself.

If it shall appear to the Engineer-in-charge or his authorized subordinates in-charge of the work or to the officer of Quality Assurance or his

subordinate officers or the officers of the organization engaged by the OGL for Quality Assurance or to the Chief Technical Examiner or his subordinate officers, that any work has been executed with unsound, imperfect, or unskillful workmanship, or with materials or articles provided by him for the execution of the work which are unsound or of a quality inferior to that contracted or otherwise not in accordance with the contract, the contractor shall, on demand in writing which shall be made within twelve months of the completion of the work from the Engineer-in-Charge specifying the work, materials or articles complained of notwithstanding that the same may have been passed, certified and paid for forthwith rectify, or remove and reconstruct the work so specified in whole or in part, as the case may require or as the case may be, remove the materials or articles so specified and provide other proper and suitable materials or articles at his own charge and cost. In the event of the failing to do so within a period specified by the Engineer-in-Charge in his demand aforesaid, then the contractor shall be liable to pay compensation at the same rate as under clause 8.0 of the contract (for non-completion of the work in time) for this default. In such case the Engineer-in-Charge may not accept the item of work at the rates applicable under the contract but may accept such items at reduced rates as the Engineer in charge may consider reasonable during the preparation of on account bills or final bill if the item is so acceptable without detriment to the safety and utility of the item and the structure or he may reject the work outright without any payment and/or get it and other connected and incidental items rectified, or removed and re-executed at the risk and cost of the contractor. Decision of the Engineer-in-Charge to be conveyed in writing in respect of the same will be final and binding on the contractor.

10.0 ACTION IN CASE OF BAD WORK

If it shall appear to the Engineer-in-Charge or his authorized representative in charge of the work or to the Chief Technical Examiner or to any other inspecting agency of Government/ State Government/Owner where the work is being executed, that any work has been executed with unsound, imperfect, or unskillful workmanship or with materials of any inferior description, or that any materials or articles provided by him for the execution unsound or of a quality inferior to that contracted for or of the work are otherwise not in accordance with the contract, the contractor shall on demand in writing which shall be made within twelve months of the completion of the work from the Engineer-in-Charge specifying the work, materials or articles complained of notwithstanding that the same may have been passed, Certified and paid for forthwith rectify, or remove and reconstruct the work so specified in whole or in part as the case may require or as the case may be, remove the materials or articles so specified and provide other proper and suitable materials or articles at his own proper charge and cost, and in the event of his failing to do so within a period to be specified by the Engineer-in-Charge in his demand aforesaid while the contractor failure to do so shall continue, the Engineer-in- Charge may rectify or remove and re-execute the work or remove and replace with others, the material or articles complained of as the case may be at the risk and expense in all respects of the contractor.

11.0 CANCELLATION/TERMINATION OF CONTRACT IN FULL OR PART

11.1 Subject to other provisions contained in this clause the Engineer-in-Charge may, without prejudice to his any other rights or remedy against the contractor in respect of any delay, inferior workmanship, any claims for damages and / or any other provisions of this contract or otherwise, and whether the date of completion has or has not elapsed, by notice in writing absolutely determine the contract in an of the following cases:

- i) If the contractor having been given by the Engineer-in-Charge a notice in writing to rectify, reconstruct or replace any defective work or that the work is being performed in an inefficient or otherwise improper or un-workman like manner shall omit to comply with the requirement of such notice for a period of seven days thereafter; or
- ii) If the contractor has, without reasonable cause, suspended the progress of the work or has failed to proceed with the work with due diligence so that in the opinion of the Engineer-in-Charge (which shall be final and binding) he will be unable to secure completion of the work by the date for completion and continues to do so after a notice in writing of seven days from the Engineer-in-Charge; or
- iii) If the contractor fails to complete the work within the stipulated date or items of work with individual date of completion, if any stipulated, on or before such date(s) of completion and does not complete them within the period specified in a notice given in writing in that behalf by the Engineer- in-Charge; or
- iv) If the contractor persistently neglects to carry out his obligations under the contract and / or commits default in complying with any of the terms and conditions of the contract and does not remedy it or take effective steps to remedy it within 7 days after a notice in writing is given to him in that behalf by the Engineer-in-Charge; or
- v) If the contractor shall offer or give or agree to give to any person in OGL service or to any other person on his behalf any gift or consideration of any kind as an inducement or reward for doing or forbearing to do or for having done or forborne to do any action relation to the obtaining or execution of this or any other contract for OGL; or

- vi) If the contractor shall enter into a contract with OGL in connection with which commission has been paid or agreed to be paid by him or to his knowledge, unless the particulars of any such commission and the terms of payment thereof have been previously disclosed in writing to the Engineer-in-Charge; or
- vii) If the contractor shall obtain a contract with OGL as a result of wrong tendering or other non-bona-fide methods of competitive tendering or commits breach of Integrity; or
- viii) If the contractor being an individual, or if a firm, any partner there of shall at any time be adjudged insolvent or have a receiving order or order for administration of his estate made against him or shall take any proceedings for liquidation or composition (other than a voluntary liquidation for the purpose of amalgamation or reconstruction) under any Insolvency Act for the time being in force or make any conveyance or assignment of his effects or composition or arrangement for the benefit of his creditors or purport so to do, or if any application be made under any Insolvency Act for the time being in force for the sequestration of his estate or if a trust deed be executed by him for benefit of his creditors; or
- ix) If the contractor being a company, shall pass a resolution or the Court shall make an order for the winding up of the company, or a receiver or behalf manager on of the debenture holders or otherwise shall be appointed or circumstances shall arise which entitle the Court or debenture holders to appoint a receiver or manager; or
- x) If the contractor shall suffer an execution being levied on his goods and allow it to be continued for a period of 21 days, or.
- xi) If the contractor assigns, transfers, sublets (engagement of labour on a piece-work basis or of the labour with materials not to be incorporated in the work, shall not be deemed to be subletting) or otherwise parts with or attempts to assign, transfer sublet or otherwise parts with the entire works or any portion thereof without and prior written approval of the Engineer- in-Charge.

When the contractor has made himself liable for action under any of the cases aforesaid, the Engineer-in-Charge may without prejudice to any other right or remedy which shall have accrued or shall accrue hereafter to OGL, by a notice in writing to cancel the contract as whole or only such items of work in default from the contract, the Engineer-in-charge shall have powers:

- a) To determine or rescind the contract as aforesaid in full or part (of which termination or rescission notice in writing to the contractor under the hand of the Engineer-in-Charge shall be conclusive evidence) and get the same executed at the risk & cost of the contractor. Upon such determination or rescission the already retained security deposit recovered under the contract and performance guarantee shall be liable to be forfeited and un- used materials, construction plants, implements, temporary buildings, etc. shall be taken over and shall be absolutely at the disposal of the OGL. Or
- b) To employ labour and to supply materials to carry out the work or any part of the work debiting the contractor with the cost of the labour and the price of the materials of the amount of which cost and price certified by the Engineer-in-Charge shall be final and conclusive) and/ or
- c) After giving notice to the contractor to measure up the work of the contractor and to take such whole, or the balance or part thereof as shall be un-executed or delayed with reference to the General Conditions of Contract clause no. 24.0, out of his hands and to give it to another contractor to complete.

11.2 Any sums in excess of the amounts due to OGL and unsold materials, constructional plant etc. shall be returned to the contractor, provided always that if cost or anticipated cost of completion by OGL of the works or part of the works is less than the amount which the contractor would have been paid had he completed the works or part of the works, such benefit shall not accrue to the contractor.

11.3 In the event of anyone or more of the above courses being adopted by the Engineer-in-Charge the contractor shall have no claim to compensation for any loss sustained by him by reasons of his having purchased or procured any materials or entered into any engagements or made any advances on account or with a view to the execution of the work or the performance of the contract. And in case action is taken under any of the provision aforesaid the contractor shall not be entitled to recover or be paid any sum for any work thereof or actually performed under this contract unless and until the Engineer-in-charge has certified in writing the performance of such work and the value payable in respect thereof and he shall only be entitled to be paid the value so certified.

12.0 CONTRACTOR LIABLE TO PAY COMPENSATION EVEN IF ACTION NOT TAKEN UNDER CLAUSE 11.0

In any case in which any of the powers conferred upon the Engineer-in-Charge by relevant clause thereof, shall have become exercisable and the same are not exercised, the non-exercise thereof shall not constitute a waiver of any of the conditions hereof and such powers shall notwithstanding be exercisable in the event of any future case of default by the contractor and the liability of the contractor for compensation shall remain unaffected. In the event of the Engineer-in-Charge putting in force all or any of the powers vested in him under any clause he may, if he so desires after giving a notice in writing to the contractor, take possession of (or at the sole discretion of the Engineer-in-Charge which shall be final and binding on the contractor) use as on hire (the amount of the hire money being also in the final determination of the Engineer-in-Charge) all or any tools, plant, materials and stores, in or upon the works, or the site thereof belonging to the contractor, or procured by the contractor and intended to be used for the execution of the work/or any part thereof, paying or allowing for the same in account at the contract rates, or in the case of these not being applicable, at current market rates to be certified by the Engineer-in-Charge, whose certificate thereof shall be final and binding on the contractor and/or direct the contractor, clerk of the works, foreman or other authorized agent to remove such tools, plant, materials, or stores from the premises (within a time to be specified in such notice) in the event of the contractor failing to comply with any such requisition, the Engineer-in-Charge may remove them at the contractor's expense or sell them by auction or private sale on account of the contractor and his risk in all respects and the certificate of the Engineer-in-Charge as to the expenses of any such removal and the amount of the proceeds and expenses of any such sale shall be final and conclusive against the contractor.

13.0 CARRYING OUT PART WORK AT RISK & COST OF CONTRACTOR

If contractor:

- (i) At any time makes default during currency of work or does not execute any part of the work with due diligence and continues to do so even after giving a notice in writing of 7 days in this respect from the Engineer-in- Charge; or
- (ii) Commits default in complying with any of the terms and conditions of the contract and does not remedy it or takes effective steps to remedy it within 7 days even after a notice in writing is given in that behalf by the Engineer-in-Charge; or

- (iii) Fails to complete the work(s) or items of work with individual dates of completion, on or before the date(s) so determined, and does not complete them within the period specified in the notice given in writing in that behalf by the Engineer-in-Charge.

The Engineer-in-Charge without invoking action under clause 11.0 of contract may, without prejudice to any other right or remedy against the contractor which have either accrued or accrue thereafter to OGL, by a notice in writing to take the part work/part incomplete work of any item(s) out of his hands and shall have powers to:

- (a) Take possession of the site and any materials, constructional plant, implements, stores, etc., thereon; and/or
- (b) Carry out the part work / part incomplete work of any item(s) by any means at the risk and cost of the contractor.

The Engineer-in-Charge shall determine the amount, if any, is recoverable from the contractor for completion of the part work/ part incomplete work of any item(s) taken out of his hands and execute at the risk and cost of

the contractor, the liability of contractor on account of loss or damage suffered by OGL because of action under this clause shall not exceed 10% of the tendered value of the work.

In determining the amount, credit shall be given to the contractor with the value of work done in all respect in the same manner and at the same rate as if it had been carried out by the original contractor under the terms of his contract, the value of contractor's materials taken over and incorporated in the work and use of plant and machinery belonging to the contractor. The certificate of the Engineer-in-Charge as to the value of work done shall be final and conclusive against the contractor provided always that action under this clause shall only be taken after giving notice in writing to the contractor. Provided also that if the expenses incurred by the department are less than the amount payable to the contractor at his agreement rates, the difference shall not be payable to the contractor.

Any excess expenditure incurred or to be incurred by OGL in completing the part work/ part incomplete work of any item(s) or the excess loss of damages suffered or may be suffered by OGL as aforesaid after allowing such credit shall without prejudice to any other right or remedy available to OGL in law or per as agreement be recovered from any money due to the contractor on any account, and if such money is insufficient, the contractor shall be called upon in writing and shall be liable to pay the same within 30 days.

If the contractor fails to pay the required sum within the aforesaid period of 30 days, the Engineer-in-Charge shall have the right to sell any or all of the contractors' unused materials, constructional plant, implements, temporary building at site etc. and adjust the proceeds of sale thereof towards the dues recoverable from the contractor under the contract and if thereafter there remains any balance outstanding, it shall be recovered in accordance with the provisions of the contract.

In the event of above course being adopted by the Engineer-in-Charge, the contractor shall have no claim to compensation for any loss sustained by him by reason of his having purchased or procured any materials or entered into any engagements or made any advance on any account or with a view to the execution of the work or the performance of the contract.

14.0 SUSPENSION OF WORKS

- a) The contractor shall, on receipt of the order in writing of the Engineer-in-charge, suspend the progress of the works or any part thereof for such time and in such manner as the Engineer-in-charge may consider necessary for any of the following reasons:
- i) On account of any default on part of the contractor, or
 - ii) For proper execution of the works or part thereof for reason other than the default of the contractor, or
 - iii) For safety of the works or part thereof.

The contractor shall, during such suspension, properly protect and secure the works to the extent necessary and carry out the instructions given in that behalf by the Engineer-in-charge.

- (b) If the suspension is ordered for reasons (ii) and (iii) in sub-Para (a) above.
- i) The contractor shall be entitled to an extension of the time equal to the period of every such suspension plus 25% for completion period. No adjustment in contract price will be allowed for reasons of such suspension.
 - ii) In the event of the Contractor treating the suspension as an abandonment of the Contract by OGL, he shall have no claim to payment of any compensation on account of any profit or advantage which he may have derived from the execution of the work in full.

15.0 TERMINATION OF CONTRACT ON DEATH OF CONTRACTOR

Without prejudice to any of the right or remedies under this contract if the contractor dies, the Engineer in-charge shall have the option of terminating the contract without compensation to the contractor.

16.0 TIME ESSENCE OF CONTRACT & EXTENSION FOR DELAY

16.1 The time allowed for execution of the Works as specified in the Memorandum (Annexure-I) or the extended time in accordance with these conditions shall be the essence of the contract. The execution of the works shall commence from such time period as mentioned in MEMORANDUM (ANNEXURE – I) or the date on which the Engineer-in-Charge issues written orders to commence the work. If the Contractor commits default in commencing the execution of the work as aforesaid, the OGL shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the earnest money & performance guarantee absolutely.

16.2 Within 15 (Fifteen) days of Letter of Award, the Contractor shall submit a Time and Progress Chart (CPM/ PERT/ Quantified Bar Chart) and get it approved by the Engineer-in-Charge. The Chart shall be prepared in direct relation to the time stated in the contract documents for completion of items of the works. It shall indicate the forecast (mile-stones) of the dates of commencement and completion of various items, trades, section of the work and may be amended as necessary by agreement between the Engineer-in-Charge and the contractor within the limitations of time stipulated in the contract documents and further to ensure good progress during the execution of the work, the contractor shall in all cases in which the time allowed for any work exceeds one month (save for special jobs for which a separate program has been agreed upon) complete 1/8th of the whole of work before 1/4th of the whole time allowed in the contract has elapsed, 3/8th of the work before one

half of such time has elapsed and 3/4th of the work before 3/4th of such time has elapsed. The physical progress report including photographs shall be submitted by the contractor on the prescribed format & intervals (not exceeding one month) as decided by the Engineer in charge. The compensation for delay as per clause 8.0 shall be leviable at intermediate stages also, in case the required progress in not milestones of time and progress chart, provided always that the total amount of compensation for delay to be paid under this condition shall not exceed 10% of tendered value of work”.

16.3 If the work(s) be delayed by

- i) force-majeure or
- ii) Abnormally bad weather, or
- iii) Serious loss or damage by fire, or
- iv) Civil commotion, local commotion of workmen, strike or lockout, affecting any or the trades employed on the work, or
- v) Delay on the part of other contractors or tradesmen engaged by Engineer-in-Charge in executing work not forming part of the Contract, or
- vi) Non-availability of stores, which are responsibility of the OGL or,
- vii) Non-availability or break down of tools and plant to be supplied or supplied by OGL or,
- viii) Any other cause which, in the absolute discretion of the OGL, is beyond the Contractor’s control, then upon the happening of any such event causing delay, the Contractor shall immediately give notice thereof in writing to the Engineer-in-Charge within 07 days but shall nevertheless use constantly his best endeavor to prevent or make good the delay and shall do all that may be reasonably required to the satisfaction of the Engineer-in-charge to proceed with the works.

16.4 Request for extension of time, to be eligible for consideration, shall be made by the Contractor in writing within fourteen days of the happening of the event causing delay in the prescribed form. The Contractor may also, if practicable, indicate in such a request the period for which extension is desired. In any such case OGL may give a fair and reasonable extension of time for completion of work. Such extension shall be communicated to the Contractor by the Engineer-in-Charge in writing within a reasonable time from the receipt of such request. Non- application by the contractor for extension of time shall not be a bar for giving a fair and reasonable extension by the Engineer-in- Charge and the extension of time so given by the Engineer-in-Charge shall be binding on the contractor.

17.0 TIME SCHEDULE & PROGRESS

17.1 Time allowed for carrying out all the works as entered in the tender shall be as mentioned in the “Memorandum (Annexure-I)” which shall be reckoned from the 10th day from the date on which the letter of award is issued to the contractor. Time shall be the essence of the contract of the contract and contractor shall ensure the completion of the entire work with in the stipulated time of completion.

17.2 The contractor shall also furnish within 10 days of date of issue of letter of Award a CPM network/ PERT chart/ Bar Chart for completion of work within stipulated time. This will be duly got approved from OGL. This approved Network/ PERT Chart shall form a part of the agreement. Achievement of milestones as well

as total completion has to be within the time period allowed.

- 17.3** Contractor shall mobilize and employ sufficient resources for completion of all the works as indicated in the agreed BAR CHART/PERT Network. No additional payment will be made to the contractor for any multiple shift work or other incentive methods contemplated by him in his work schedule even though the time schedule is approved by the Engineer-in-Charge
- 17.4** During the currency of the work the contractor is expected to adhere to the time schedule on mile stone and total completion and this adherence will be a part of Contractor's performance under the contract. During the execution of the work contractor is expected to participate in the review and updating of the Network/BAR CHART undertaken by the OGL. These reviews may be undertaken at the discretion of Engineer-in-charge either as a periodical appraisal measure or when the quantum of work order on the contractor is substantially changed through deviation orders or amendments. The review shall be held at site or any of the offices of OGL at the sole discretion of OGL. The contractor will adhere to the revised schedule thereafter. The approval to the revised schedule resulting in a completion date beyond the stipulated date of completion shall not automatically amount to a grant extension of time to the contractor.
- 17.5** Contractor shall submit (as directed by Engineer-in-Charge) progress reports on a computer- based program (program and software to be approved by Engineer-in- charge) highlighting status of various activities and physical completion of work. The contractor shall send completion report with as built drawings to the office of Engineer-in-Charge, of OGL in writing within a period of 30 days of completion of work. The photographs of the project taken on last day of every month indicating progress of work (in soft copies) shall be attached along with the physical progress reports to be submitted to Engineer-in charge.
- 17.6** OGL will appoint the consultant as per the below
- i) To verify the quality of the work and progress.
 - ii) To verify and certify the physical measurement every month while submitting Contractor RA Bills.
 - iii) The contractor has to co ordinate with employers engineer and his consultant in all matters of the execution of works.

18.0 TAXES AND DUTIES:

- 18.1** The contract price is inclusive of all taxes including GST as applicable as on date of submission of bid, duties, cess and statutory levies payable under any law (as applicable on the date of submission of bid) by the contractor in connection with execution of the contract.
The contract price will be adjusted prospectively for any increase / decrease in the GST rate on works contract notified by Government of India.
- 18.2** Notwithstanding anything contained in clause 18.1, the contractor shall ensure payment of appropriate tax on the supplies made under the contract. The contractor shall take registration under the applicable enactment levying tax on supply of goods or services under the contract and issue invoice having all the particulars prescribed under the applicable provisions of the law, including. description of goods/services, rate and amount of tax paid or payable on the supplies made under the contract, so that OGL can avail credit of such tax, wherever applicable. The contractor shall comply with all applicable provision of Goods and Service Tax (GST) levied by Union Government and State Governments (CGST, UTGST, SGST and IGST). The contractor shall get himself registered and discharge his obligations for payment of taxes, filing of returns etc. under the appropriate provisions of law in respect of all the taxes, duties, levies, cess, etc. OGL would have right to seek necessary evidence that the

contractor is registered under the law and duly discharging its obligations under the tax law, enabling OGL to avail input tax credit.

Whenever interest payment of value is payable on reversal of Input Tax Credit (ITC) for non-payment of value and tax of supply under GST Act, due to any default on contractor's part (i.e due to poor performance/quality or non-fulfilment of terms of contract), the amount of interest so levied on OGL shall be recovered from the contractor.

- 18.3 In case any law requires OGL to pay tax on the contract price on reverse charge basis, the amount of tax deposited by OGL would be considered as paid to the contractor and, accordingly, the price payable to the contractor would stand reduced to that extent.
- 18.4 In case the contractor does not deposit the tax payable on execution of the contract, or has not uploaded the document in computerized tax network as per prevailing law at the time of invoicing, leading to non-availability of inputs credit of the tax to OGL, the amount equitant to such tax shall be deducted from the contract price.
- 18.5 Stamp duty and registration charges, if any, payable on the executed contract document, shall be borne by the contractor.
- 18.6 Tax deduction at source, if any, shall be made by OGL as per law applicable from time to time from the amount payable to the contractor.

19.0 Deleted.

20.0 INCOME TAX DEDUCTIONS (TDS)

Income tax deductions shall be made from all payments made to the contractor including advances, in respect of the work / project undertaken by the Contractor, in accordance with the provisions of the Income Tax Act and Rules made thereunder prevailing and in force from time to time.

21.0 ROYALTY ON MATERIALS:

- 21.1 The contractor shall deposit royalty and obtain necessary permit for supply of Murrum / Gravel, stone, Sand, Kankar and other materials etc. from the local authorities and quoted rates shall be inclusive of royalty.
- 21.2 The contractor shall be deemed to have inspected the site, its surrounding and acquainted itself with the nature of the ground, accessibility of the site and full extent and nature of all operations necessary for the full and proper execution of the contract, space for storage of materials, constructional plant, temporary works, restrictions on the plying of heavy vehicles in area, supply and use of labour, materials, plant, equipment and laws, rules and regulations, is any, imposed by the local authorities.
- 21.3 The rates and prices to be tendered in the bill of quantities are for completed and finished items of works and complete in all respects. It will be Deemed to include all constructional plant, labor, supervision, materials, transport, all temporary works, erection, maintenance, contractor's profit and establishment / overheads, together with preparation of designs & drawings pertaining to casting Yard, shop drawing, fabrication drawing (if required), staging from work, stacking yard, etc. all general risk, all taxes, royalty, duties, cess, octroi and other levies, insurance liabilities and obligations set out or implied in the tender documents and contract and establishment / overheads, together with preparation of designs & drawings pertaining to casting yard, shop drawing, fabrication drawing (if required), staging form work, stacking yard, etc. all general risk, all taxes, royalty, duties, cess, octroi and other levies, insurance liabilities and obligations set out or implied in the tender documents and contract.

21.4 If any temporary/ permanent structure is encountered or safety of such structure in the vicinity is endangered due to execution of the project, the contractor has to protect the structures by any means as per direction of Engineer-in-Charge. If any damage is caused to any temporary or permanent structure(s) in the vicinity due to execution of the project, the contractor has to make good the same by any means as per direction of Engineer-in-Charge. The contractor should inspect the site of work from this point of view. The cost to be incurred in this regard shall be deemed to be included in his quoted rates of BOQ items and the contractor shall not be entitled for any extra payment in this regard.

22.0 INSURANCE OF WORKS ETC

22.1 Contractor is required to take Contractor's All Risk policy or erection all risk policy (as the case may be) from an approved insurance company in the joint name with first name of OGL and bear all costs towards the same for the full period of execution of works including the defect liability period for the full amount of contract against all loss of damage from whatever cause arising other than excepted risks for which he is responsible under the terms of the contract and in such manner that the OGL and the contractor are covered during the period of construction of works and/or also covered during the period of defect liability for loss or damage

- a. The work and the temporary works to the full value of such works.
- b. The materials, constructional plant, centering, shuttering and scaffolding materials and other things brought to the site for their full value.

The contractor is required to submit the original policy document and the receipt for payment of the current premium to OGL.

22.2 INSURANCE UNDER WORKMEN COMPENSATION ACT

Contractor is required to take insurance cover under the Workman Compensation Act, 1923 amended from time to time from an approved insurance company and pay premium charges thereof.

The contractor is required to submit the original policy document and the receipt for payment of the current premium to OGL.

22.3 THIRD PARTY INSURANCE

Contractor is required to take third party insurance cover for an amount of 5% (five percent) of contract value from an approved insurance company for insurance against any damage, injury or loss which may occur to any person or property including that of OGL, arising out of the execution of the works or temporary works.

The contractor is required to submit the original policy document and the receipt for payment for current premium to OGL.

Engineer-in-charge has to ensure that insurance policies are submitted by the contractor within 15days from the date of issue of LOA. In case of failure of the contractor to obtain contractors all risk policy, insurance under workmen compensation act and third-party insurance as described above, OGL reserves the right of forfeiture of the performance Bank Guarantee.

If the contractor could not effect a comprehensive insurance cover against risks which he may required to effect under the terms of the contract, then he shall give his attention to get the best insurance cover available and even in case of effecting a wider insurance cover then the one which the subsidiary of the General Insurance company could offer the OGL's approval, by or through the subsidiary of the General Insurance Company.

22.0 (Refer clause 73.2) The contractor shall at all times indemnify OGL against all claims, damages or compensation under the provision of Payment of wages act-1936, Minimum Wages Act-1948, Employer's liability Act- 1938, the workmen's compensation Act-1947, Industrial Disputes Act-1947 and Maternity Benefit Act-1961 or any modifications thereof or any other law in force or as consequence of any accident or injury to any workman or other persons in or about the works, whether in the employment of the contractor or not, against all costs, charges and expenses of any suit, action or proceedings arising out of such incident or injury and against all sum or sums which may with the consent of the contractor be paid to compromise or compound any such claim. Without limiting his obligations and liabilities as above provided, the contractor shall insure against all claims, damages or compensation payable under the Workmen's Compensation Act 1923 or any modification thereof or any other law relating thereto.

23.0 PAYMENTS

23.1 The Contractor can apply for RA bills once in every month. All the payments shall be released within 90 days for work done and submissions of running account bills. Upon submission of bills 90% of the payment shall be released by OGL and 10% of the amount shall be retained as security deposit and the same shall be released 30 days after expiry of Defect Liability Period. The RA bills shall be submitted to OGL within 45 days of successful completion of work, upon non-submission of bills within the stipulated timeframe 2% of the RA bill amount shall be deducted as penalty.

23.2 All running payments shall be regarded as payments by way of advance against the final payment only and not as payments for work actually done and completed and shall not preclude the recovery for bad, unsound and imperfect or unskilled work to be removed and taken away and reconstructed or re- erected or be considered as an admission of the due performance of the contract, or an part thereof, or the accruing of any claim, nor shall it conclude, determine or affect in any way the powers of the OGL under these conditions or any of them as to the final settlement and adjustments of the accounts or otherwise, or in any other way vary / affect the contract. The final bill shall be submitted by the contractor within three months of the completion of work, otherwise OGL's certificate of the measurement and of the total amount payable for the work accordingly shall be final and binding on contractor. Each running bills should be accompanied by two sets of at-least 20 (Twenty) photographs as per direction of Engineer-in-charge taken from various points depicting status of work as on report / Bill date and monthly progress report for the concerned month in the pro-forma to be given / approved by Engineer-in-charge and tax invoices as per applicable tax laws. Intermittent progress Photographs as and when required shall also be provided by the contractor at his own cost as per direction of Engineer-in-charge. No payment of running account bill shall be released unless it is accompanied by photographs, monthly progress report and tax invoices as above.

It may be noted that GST shall be recoverable as extra on all applicate recoveries e.g. Workmen recovery, LD etc., made from the bills of contractor.

23.3 It is clearly agreed and understood by the Contractor that notwithstanding anything to the contrary that may be stated in the agreement between OGL and the contractor; the contractor shall become entitled to payment only after OGL has received the corresponding bills against the work done. Any delay in the release of payment by OGL to the contractor shall not entitle the contractor to any compensation / interest from OGL.

23.4 All payments shall be released by way of e-transfer through RTGS in India directly at their bank accounts by OGL.

GST shall also be recoverable as extra from all applicable recoveries e.g. Workmen recovery, LD etc. made from the bills of contractor.

23.4.1 Not Used.

23.4.2 An undertaking to the effect that it is only the sole willingness of contractor to avail the Financial Assistance indemnifying OGL against any future claim on account to the Financial Assistance granted may be obtained as per prescribed format.

23.5 Opening of Separate Bank Account for the Project: The contractor shall maintain a separate account with a Scheduled Bank for the purpose of receiving all the payments under the Contract and for utilization of payments received from the employer for disbursement to sub-contractors, sub-vendors, PRW's, suppliers etc. for this contract. The contractor shall maintain separate books of account for all payments under this contract and the Engineer-in-charge shall have access to it at all times.

For tracking of utilization of funds received from the Employer, the Contractor shall submit a monthly statement by 7th of every month to the Engineer-in-charge certifying the transactions pertaining to the above account along with the purpose of such transactions.

In case the Contractor wants to withdraw funds from the above bank account for any purpose other than the Contract, he shall be required to submit an undertaking to the Engineer-in-Charge certifying that all due statutory payments, labour payments and payments to all his sub-contractors/ vendors have been disbursed by him corresponding to the total payment received under the contract.

24.0 MEASUREMENTS OF WORKS

Engineer-in-charge shall, except as otherwise provided, ascertain and determine by measurement, the value of work done in accordance with the contract.

Except where any general or detailed description of the work expressly shows to the contrary, measurement shall be taken in accordance with the procedure set fourth in the CPWD specification. In the case of items which are not covered by specifications, mode of measurement as specified in the Technical specifications of the contract and if for any item no such technical specification not available, then a relevant standard method of measurement issued by the Bureau of Indian Standard shall be followed.

Provided further that, In case of Cancellation / Determination of Contract in Full or Part in accordance with clause 11.0 (and its sub-clauses), following methodology shall be adopted in respect of measurements in addition to what has been mentioned in foregoing: -

- All measurements and levels shall be taken jointly by the Engineer-in- Charge or his authorized representative and by the contractor or his authorized representative from time to time during the progress of the work and such measurements shall be signed and dated by the Engineer-in- Charge and the contractor or their representatives in token of their acceptance. If the contractor objects to any of the measurements recorded, a note shall be made to that effect with reason and signed by both the parties.

- If for any reason the contractor or his authorized representative is not available and the work of recording measurements is suspended by the Engineer-in-Charge or his representative, the Engineer-in-Charge and OGL shall not entertain any claim from contractor for any loss or damages on this account. If the contractor or his authorized representative does not remain present at the time of such measurements after the contractor or his authorized representative has been given a notice in writing three (3) days in advance or fails to countersign or to record objection within a week from the date of the measurement, then such measurements recorded in his absence by the Engineer-in-Charge or his representative shall be deemed to be accepted by the Contractor. The contractor shall, without extra charge, provide all assistance with every appliance, labour and other things necessary for measurements and recording levels.

25.0 COMPUTERISED MEASUREMENT BOOKS

Engineer-in-Charge shall, except as otherwise provided, ascertain and determine by measurement the value of work done in accordance with the contract. All measurements of all items having financial value shall be entered by the contractor and compiled in the shape of the Computerized Measurement Book as per the format of OGL so that a complete record is obtained of all the items of works performed under the contract. All such measurements and levels recorded by the contractor or his authorized representative from time to time, during the progress of the work, shall be got checked by the contractor from the Engineer-in-Charge or his authorized representative as per interval or program fixed in consultation with Engineer-in-Charge or his authorized representative.

After the necessary corrections made by the Engineer-in-charge, the measurement sheets shall be returned to the contractor for incorporating the corrections and for resubmission to the Engineer-in-charge for the dated signatures by the Engineer-in-charge and the contractor or their representatives in token of their acceptance.

Whenever bill is due for payment, the contractor would initially submit draft computerized measurement sheets and these measurements would be got checked/test checked from the Engineer-in-Charge and/or his authorized representative. The contractor will, thereafter, incorporate such changes as may be done during these checks/test checks in his draft computerized measurements, and submit it to OGL online through e-billing, invoice, theoretical v/s actual consumption of material etc. shall also be uploaded in the module. No payment of RA bill shall be released until all obligations and documents as above as per direction of Engineer In- charge are uploaded in the portal.

The contractor shall, without extra charge, provide all assistance with every appliance, labour and other things necessary for checking of measurements /levels by the Engineer-in-Charge or his representative.

The contractor shall give not less than seven days' notice to the Engineer-in-Charge or his authorized representative in charge of the work before covering up or otherwise placing beyond the reach of checking and/or test checking the measurement of any work in order that the same may be checked and/or test checked and correct dimensions thereof be taken before the same is covered up or placed beyond the reach of checking and/or test checking measurement and shall not cover up and place beyond reach of measurement any work without consent in writing of the Engineer-in-Charge or his authorized representative in charge of the work who shall within the aforesaid period of seven days inspect the work, and if any work shall be covered up or placed beyond the reach of checking and/or test checking measurements without such notice having been given or the Engineer-in- Charge's consent being obtained in writing the

same shall be uncovered at the Contractor's expense, or in default thereof no payment or allowance shall be made for such work or the materials with which the same was executed.

Engineer-in-Charge or his authorized representative may cause either themselves or through another officer of the OGL to check the measurements recorded by contractor and all provisions stipulated herein

above or anywhere in the tender document shall be applicable to such checking of measurements or levels.

It is also a term of this contract that checking and/or test checking the measurements of any item of work in the measurement book and/or its payment in the interim, on account of final bill shall not be considered as conclusive evidence as to the sufficiency of any work or material to which it relates nor shall it relieve the contractor from liabilities from any over measurement or defects noticed till completion of the defect's liability period.

26.0 WITHHOLDING AND LIEN IN RESPECT OF SUMS DUE FROM CONTRACTOR

26.1 Whenever any claim or claims for payment of a sum of money arises out of or under the contract or against the contractor, OGL shall be entitled to withhold and also have a lien to retain such sum or sums in whole or in part from the security, if any, deposited by the contractor and for the purpose aforesaid, OGL shall be entitled to withhold the security deposit, if any, furnished as the case may be and also have a lien over the same pending finalization or adjudication of any such claim. In the event of the security being insufficient to cover the claimed amount or amounts or if no security has been taken from the contractor, OGL shall be entitled to withhold and have a lien to retain to the extent of such claimed amount or amounts referred to above, from any sum or sums found payable or which may at any time thereafter become payable to the contractor under the same contract or any other contract pending finalization of adjudication of any such claim.

26.2 It is an agreed term of the contract that the sum of money or moneys so withheld or retained under the lien referred to above by the Engineer-in-Charge or OGL will be kept withheld or retained as such by the Engineer-

in-Charge or OGL till the claim arising out of or under the contract is determined by the competent court and that the contractor will have no claim for interest or damages whatsoever on any account in respect of such withholding or retention under the lien referred to above and duly notified as such to the contractor. For the purpose of this clause, where the contractor is a partnership firm or a limited company, the Engineer-in-Charge or the OGL shall be entitled to withhold and also have a lien to retain towards such claimed amount or amounts in whole or in part from any sum found payable to any partner/limited company, be whether in his individual capacity or

otherwise. OGL as the case may shall have the right to cause an audit and technical examination of the works and the final bills of the contractor including all supporting vouchers, abstract, etc, to be made after payment of the final bill and if as a result of such audit and technical examination any sum is found to have been overpaid in respect of any work done by the contractor under the contract or any work claimed to have been done by him under the contract and found not to have been executed, the contractor shall be liable to refund the amount of over-payment and it shall be lawful for OGL to recover the same from him in the manner prescribed in sub-clause 26.1 of this clause or in any other manner legally permissible; and if it is found that the contractor was paid less than what was due to him under the contract in respect of any work executed by him under it, the amount of such under payment shall be duly paid by OGL to the contractor, without any interest thereon whatsoever.

26.3 LIEN IN RESPECT OF CLAIMS IN OTHER CONTRACTS

Any sum of money due and payable to the contractor (including the security deposit returnable to him) under the contract may be withheld or retained by way of lien by the Engineer-in-Charge or by OGL against any claim of the Engineer-in-Charge or OGL in respect of payment of a sum of money arising out of or under any other contract made by the contractor with the Engineer-in-Charge or the OGL. It is an agreed term of the contract that the sum of money so withheld or retained under this clause by the Engineer-in-Charge or the OGL will be kept withheld or retained as such by the Engineer-in-Charge or the OGL or till his claim arising out of the same contract or any other contract is either mutually settled or determined by the competent court, as the case may be, and that the contractor shall have no claim for interest or damages whatsoever on this account or on any other ground in respect of any sum of money withheld or retained under this clause and duly notified as such to the contractor.

27.0 WORK TO BE EXECUTED IN ACCORDANCE WITH SPECIFICATIONS, DRAWINGS, AND ORDERS ETC.

All items of work in the bill of quantities/ schedule of quantities shall be carried out as per the CPWD/ MORTH (as the case may be) specifications, drawings and instructions of the Engineer-in-Charge of OGL and the rates shall include for supply of required materials including proper storage, consumables, skilled & unskilled labour, supervision and tools, tackles, plant & machinery complete as called for in the detailed specifications and conditions of the contract. Latest updated CPWD specification shall be followed for execution of work.

The contractor shall execute the whole and every part of the work in the most substantial and workman like manner both as regards materials and otherwise in every respect in strict accordance with the specifications. The contractor shall also conform exactly, fully and faithfully to the design, drawings and instructions in writing in respect of the work assigned by the Engineer-in-charge.

The contractor shall comply with the provisions of the contract and execute the works with care and diligence and maintain the works and provide all labour and materials, tools and plants including for measurements and supervision of all works, structural plans and other things of temporary or permanent nature required for such execution and maintenance in so far as the necessity for providing these, is specified or is reasonably inferred from the contract. The contractor shall take full responsibility for adequacy, suitability and safety of all the works and methods of construction.

28.0 MATERIALS TO BE PROVIDED BY THE CONTRACTOR

The contractor shall, at his own expense, provide all materials, required including Cement & Steel for the works. The contractor shall at his own expense and without delay; supply to the Engineer-in-Charge samples of materials to be used on the work and shall get the same approved in advance. All such materials to be provided by the Contractor shall be in conformity with the specifications laid down or referred to in the contract. The contractor shall, if requested by the Engineer-in-Charge furnish proof, to the satisfaction of the Engineer-in-Charge regarding compliance of the material so procured. The contractor shall submit the samples of materials to be tested or analyzed and bear all charges of testing unless cost specifically provided for otherwise elsewhere in the contract or specifications.

The Engineer-in-Charge or his authorized representative shall at all times have access to the works and to all workshops and places where work is being prepared or from where materials, manufactured articles or machinery are being obtained for the works and the contractor shall afford every facility and every assistance and cost in obtaining the right and visit to such access. The Engineer-in-Charge shall have full powers to require the removal from the premises of all materials which in his opinion are not in accordance with the specifications and in case of default, the Engineer-in-Charge shall be at liberty to employ at the expense of the contractor, other persons to remove the same without being answerable or accountable for any loss or damage that may happen or arise to such materials. The Engineer-in-Charge shall also have full power to require other proper materials to be substituted thereof and in case of default, the Engineer-in-Charge may cause the same to be supplied and all costs which may require such removal and substitution shall be borne by the contractor.

The contractor shall ensure that the materials are brought to site in original sealed containers or packing bearing manufacturer's marking and brands (except where the quantity required is a fraction of the smallest packing). Materials not complying with this requirement shall be rejected. The empty containers of such materials shall not be destroyed / disposed-off without the permission of OGL. The contractor shall produce receipted vouchers showing quantities of the materials to satisfy Engineer-in-charge that the materials comply with the specifications. These vouchers shall be endorsed, dated and signed by the contractor. A certified copy of each such vouchers signed both by OGL and the contractor shall be kept on record.

29.0 MATERIALS AND SAMPLES

29.1 The materials/products used on the works shall be one of the approved make/ brands out of list of manufacturers / brands /makes given in the tender documents. The contractor shall submit samples/ specimens out of approved makes of materials/ products to the Engineer-in-Charge for prior approval. In exceptional circumstances Engineer-in-Charge may allow alternate equivalent makes/brands of products/ materials at his sole discretion. The final choice of brand / make shall remain with the Engineer-in-Charge, whose decision in this matter shall be final and binding and nothing extra on this account shall be payable to the Contractor. In case single brand/ make are mentioned, other equivalent makes/ brands may be considered by the Engineer-in-Charge. In case of variance in CPWD/IS/BIS Specifications from approved products/makes specification, the specification of approved product/make shall prevail for which nothing shall be paid extra to the

Contractor. In case no make or brand of any materials, articles, fittings and accessories etc. is specified, the same shall comply with the relevant Indian Standard Specifications and shall bear the ISI/BIS mark. The Engineer of OGL shall have the discretion to check quality of materials and equipment's to be incorporated in the work, at source of supply or site of work and even after incorporation in the work. They shall also have the discretion to check the workmanship of various items of work to be executed in this work. The contractor shall provide the necessary facilities and assistance for this purpose.

- 29.2** The above provisions shall not absolve the contractor from the quality of final product and in getting the material and workmanship quality checked and approved from the Engineer-in-Charge of OGL.
- 29.3** The contractor shall well in advance, produce samples of all materials, articles, fittings, accessories etc. that he proposes to use and get them approved in writing by OGL. The materials, articles etc. as approved shall be *labelled* as such and shall be signed by OGL and the Contractor's representative.
- 29.4** The approved samples shall be kept in the custody of the Engineer-in- Charge of OGL till completion of the work. Thereafter the samples except those destroyed during testing shall be returned to the contractor. No payment will be made to the contractor for the samples or samples destroyed in testing.
- 29.5** The brands of all materials, articles fittings etc. approved together with the names of the manufacturers and firms from which supplies have been arranged shall be recorded in the site order book.
- 29.6** The contractor shall set up and maintain at his cost, a field testing laboratory for all day to day tests at his own cost to the satisfaction of the Engineer-in-Charge. This field-testing laboratory shall be provided with equipment and facilities to carry out all mandatory field test as per MORTH/CPWD (as the case may be) specifications. The laboratory building Shall be constructed and installed with the appropriate facilities, Temperature and humidity controls shall be available wherever necessary during testing of samples. All equipment's shall be provided by the Contractor compatible with the testing requirements specified. The so as to be Contractor shall maintain all the equipment's in good working condition for the duration of the contract. The Contractor shall provide approved qualified personnel to run the laboratory for the duration of the Contract. The number of staff and equipment available must at all times be sufficient to keep pace with the sampling and testing programme as required by the Engineer-in-charge. The Contractor shall fully service the site laboratory and shall supply everything necessary for its proper functioning, including all transport needed to move equipment and samples to and from sampling points on the site, etc. The Contractor shall recalibrate all measuring devices whenever so required by the Engineer-in- charge and shall submit the results of such calibration without delay. All field test shall be carried out in the presence of OGL's representative. All costs towards samples, materials, collection, transport, manpower, testing etc. shall be borne by the Contractor and are deemed to be included in the rates quoted by him in the bill of quantities. The contractor(s) shall display the calibration certificate of each equipment at the location of equipment & shall get recalibrated at least one week before its expiry date.

30.0 MATERIALS PROCURED WITH THE ASSISTANCE OF OGL

If any material for the execution of this contract is procured with the assistance of OGL either by issue from its stores or purchase made under orders or permits or licenses obtained by OGL, the contractor shall hold and

use the said materials economically and solely for the purpose of this contract and shall not dispose them without the permission of engineer-in-charge. The contractor, if required by the OGL, shall return all such surplus or unserviceable materials that may be left with him after the completion of the contract or at its termination on whatsoever reason, on being paid or credited such price as the Engineer-in-charge shall determine having due regard to the conditions of materials. The price allowed to the contractor, however, shall not exceed the amount charged to him excluding the element of storage charges which shall be 10% of the cost charged to contractor. The decision of the Engineer-in-charge shall be final and conclusive. Contractor(s) has / have to deploy security personnel for safeguarding of materials procured at site.

31.0 CONTRACTOR TO SUPPLY TOOLS & PLANTS

The contractor shall provide at his own cost all materials, machinery, tools & plants as require for completion of work. In addition to this, appliances, implements, other plants, ladders, cordage, tackle, scaffolding and temporary works required for the proper execution of the work, whether original, altered or substituted and whether included in the specifications or other documents

forming part of the contract or referred to in these conditions or not, or which may be necessary for the purpose of satisfying or complying with the requirements of the Engineer-in-Charge as to any matter as to which under these conditions he is entitled to be satisfied, or which he is entitled to require together with carriage therefore to and from the work. The contractor shall also supply without charge the requisite number of persons with the means and materials, necessary for the purpose of setting out works, and counting, weighing and assisting the measurement or examination at any time and from time to time of the work or materials. Failing his so doing, the same may be provided by the Engineer-in-Charge at the expense of the contractor and the expenses may be deducted, from any money due to the contractor, under this contract or otherwise and/or from his security deposit or the proceeds of sale thereof, or of a sufficient portion thereof.

32.0 MOBILIZATION OF MEN, MATERIALS AND MACHINERY:

- 32.1** All expenses towards mobilization at site and de-mobilization including bringing in equipment, work force, materials, dismantling the equipments, clearing the site etc. shall be deemed to be included in prices quoted and no separate payment on account of such expenses shall be entertained.
- 32.2** It shall be entirely the Contractor's responsibility to provide, operate and maintain all necessary construction equipments, scaffoldings and safety, Tools, gadget, lifting tackles, and appliances to perform the work in a workman like and efficient manner and complete all jobs as per the specifications and within the schedule time of completion of work. Further, contractor shall also be responsible for obtaining temporary electric and water connection for all purposes. The contractor shall also make standby arrangement for water & electricity to ensure un-interrupted supply.
- 32.3** It shall be the responsibility of the contractor to obtain the approval for any revision and/or modification desired by him from OGL before implementation.
- 32.4** The procurement and supply in sequence and at the appropriate time of all materials and consumable shall be entirely the contractor's responsibilities and his rates for execution of work shall be inclusive of supply of all these items.
- 32.5** It is mandatory for the contractor to provide safety equipments and gadgets to his all workers, supervisory and Technical staff engaged in the execution of the work while working. The minimum requirement (but not limited to) shall be gum boots, safety helmets, Rubber hand gloves, face masks, safety nets, safety belts, googles etc. as per work requirements. Sufficient nos. of these equipments and gadgets shall also be provided to OGL by the contractor at his own cost for

use of OGL officials and / or workforce while working / supervision of work at site. No staff / worker shall be allowed to enter the site without these equipments / gadgets.

The cost of the above equipments/ gadgets is deemed to be included in the rates quoted by the contractor for the items & works as per Bill of Quantities and contractor shall not be entitled for any extra payment in these regard. The above norm is to be strictly complied with at site. In case the contractor is found to be deficient in providing Safety Equipments/ Gadgets in the opinion of Engineer-in-charge, the Engineer-in-charge at his option can procure the same at the risk & cost of contractor and provide the same for the use of worksite and shall make the recoveries from the bills of the by contractor for the same. The contractor shall abide all rules & regulations pertaining to Health, Safety and Environment.

- 32.6** All designs, drawings, bill of quantities, etc., except Bar Bending Schedule, Shop & Fabrication drawings, for all works shall be Supplied to the contractor for their scope of work all buildings services and development

works by OGL in phased manner as the works progress. However, it shall be the duty and responsibility of the contractor to bring to the notice of the OGL in writing as to any variation, discrepancy or any other changes required and to obtain revised drawings and designs and / or approval of the OGL in writing for the same.

- 32.7** One copy of contract documents including drawings furnished to the contractor shall be kept at the site and the same shall at all reasonable times be available for inspection.
- 32.8** All materials, construction plants and equipments etc. once brought by the contractor within the project area, will not be allowed to be removed from the premises without the written permission of the Engineer-in-charge. Similarly, all enabling works built by the contractor for the main construction undertaken by him, shall not be dismantled and removed without the written authority of the OGL.
- 32.9** Contractor shall have to prepare the Bar Bending Schedule, shop and fabrication drawings free of cost, if required for any of the items of work. Five copies of these drawings each including for revision will be submitted to OGL for approval. Before executing the item, shop drawings and bar bending schedule should be approved by OGL.
- 32.10** OGL shall supply Work Force in the various categories to assist the contractor in execution of the works on recoverable basis as per provision mentioned elsewhere in the contract.
- 32.11** All contractors' plant, machinery and equipment shall be kept in perfect condition during currency of the contract.
- 33.0 QUALITY ASSURANCE PROGRAMME**
To ensure that the services under the scope of this contract are in

accordance with the specifications, the Contractor shall adopt Quality Assurance Programme to control such activities at the necessary points. The contractor shall prepare and finalize such Quality Assurance Programme within 15 days from date of issue Letter of Award. OGL shall also carryout quality audit and quality surveillance of systems and procedures of Contractor's quality control activities. A Quality Assurance

Programme of Contractor shall generally cover the following:

- a) His organization structure for the management and implementation of the proposed Quality Assurance Program.
- b) Documentation control system.
- c) The procedure for purpose of materials and source inspection.
- d) System for site controls including process controls.
- e) Control of non-conforming items and systems for corrective actions.
- f) Inspection and test procedure for site activities.
- g) System for indication and appraisal of inspection status.
- h) System for maintenance of records.
- i) System for handling, storage and delivery.
- j) A quality plan detailing out quality practices and procedures, relevant standards and acceptance levels for all types of work under the scope of this contract.

All the quality reports (i.e. checklists & registers) shall be maintained /submitted by the Contractor as per OGL QA-QC manual. Checklists & registers enclosed in the QA-QC manual shall be followed while carrying out construction activities (Items). If any item is not covered by the Check list / Register, the format for the same may be developed and submitted to Engineer-in-charge for approval and the same shall be adopted. These filled in reports shall be duly signed by representatives of contractor and OGL. All the costs associated with printing of formats and testing of materials required as per technical specifications or by Engineer-in-charge shall be included in the contractor's quoted rates in the Schedule / Bill of quantities.

34.0 CONTRACT COORDINATION PROCEDURES, COORDINATION MEETINGS AND PROGRESS REPORTING

The Contractor shall prepare and finalize in consultation with OGL, a detailed contract coordination procedure within 15 days from the date of issue of Letter of Award for the purpose of execution of the Contract. The Contractor shall have to attend all the meetings at any place in India at his own cost with OGL or Consultants of OGL/ Client during the currency of the Contract, as and when required and fully cooperate with such personal and agencies involved during these discussions. The Contractor shall not deal in any way directly with the Consultants of OGL/Owner/ Clients and any dealing/correspondence if required at any time with Clients/ Owners/ Consultants shall be through OGL only. During the execution of the work, Contractor shall submit at his own cost a detailed Monthly progress & programme report to the Engineer-in-charge of OGL by 5th of every month. The format of monthly progress & programme report shall be as approved by Engineer-in-Charge of OGL.

35.0 COMPLETION CERTIFICATE AND COMPLETION PLANS

Within ten days of the completion of the work, the contractor shall give notice of such completion to the Engineer-in-Charge and of the receipt of such notice, the Engineer-in-Charge shall within thirty days inspect the work and if there is no defect in the work, shall furnish the contractor with a final certificate of completion, otherwise a provisional certificate of physical completion indicating defects (a) to be rectified by the contractor and/or (b) for which payment will be made at reduced rates, shall be issued. But no final certificate of completion shall be issued, nor shall the work be considered to be complete until the contractor shall have removed from the premises on which the work shall be executed all scaffolding, surplus materials, rubbish and all huts and sanitary arrangements required for his/their work people on the site in connection with the execution of the works as shall have been erected or constructed by the contractor(s) and cleaned off the dirt from all wood work, doors, windows, walls, floor or other parts of the building, in, upon, or about which the work is to be executed or of which he may have had possession for the purpose of the execution; thereof, and not until the work shall have been measured by the Engineer-in-Charge. If he contractor shall fail to comply with the requirements of this Clause as to removal of scaffolding, surplus

materials and rubbish and all huts and sanitary arrangements as aforesaid and cleaning off dirt on or before the date fixed for the completion of work, the Engineer-in-Charge may at the expense of the contractor remove such scaffolding, surplus materials and rubbish etc., and dispose of the same as he thinks fit and clean off such dirt as aforesaid, and the contractor shall have no claim in respect of scaffolding or surplus materials as aforesaid except for any sum actually realized by the sale thereof less actual cost incurred on removal of materials / debris / malba etc.

The Contractor shall be responsible for handing over of inventories. No payment of final bill shall be released to the contractor until final work completion certificate is obtained.

The contractor shall submit completion plan as required vide General Specifications for Electrical works as applicable within thirty days of the completion of the work. In case, the contractor fails to submit the completion plan as aforesaid, he shall be liable to pay a sum equivalent to of 2.5% of the value the work subject to a ceiling of Rs.5,00,000/ (Rs. Five

Lakhs only) as may be fixed by the Engineer-in-charge concerned and in this respect the decision of the Engineer-in-charge shall be final and binding on the contractor.

36.0 PROHIBITION OF UNAUTHORISED CONSTRUCTION & OCCUPATION

No unauthorized buildings, construction of structures should be put up by the contractor anywhere on the project site, neither any building built by him shall be occupied in un-authorized manner by him or his staff.

It shall be the responsibility of the contractor to see that the building under construction is not occupied by anybody in un-authorized manner during construction, and is handed over to the Engineer-in-Charge with vacant possession of complete building. If such building though completed is occupied illegally, then the Engineer-in-Charge shall have the option to refuse to accept the said building/buildings in that position. Any delay in acceptance on this account will be treated as the delay in completion and for such delay, a levy

of compensation up to 5% of tendered value of work may be imposed by the Engineer-in-Charge whose decision shall be final both with regard to the justification and quantum and shall be binding on the contractor.

However, the Engineer-in-Charge, through a notice, may require the contractor to remove the illegal occupation any time on or before construction and delivery.

37.0 FORECLOSURE OF CONTRACT BY OGL

If at any time after the commencement of the work the OGL shall for any reason whatsoever is required to abandon the work or is not require the whole work thereof as specified in the tender to be carried out, the Engineer-in-Charge shall give notice in writing of the fact to the contractor, who shall have no claim to any payment of compensation whatsoever on account of any profit or advantage which he might have derived from the execution of the work in full, but which he did not derive in consequence of the foreclosure of the whole or part of the works.

38.0 DEFECTS LIABILITY PERIOD

The contractor shall be responsible for the rectification of defects in the works for a period twelve (12) months from the date of taking over of the works by the OGL. Any defects discovered and brought to the notice of the contractor forthwith shall be attended to and rectified by him within 15 days at his own cost and expense. In case the contractor fails to carry out these rectifications, the same may without prejudice to any other right or remedy available, be got rectified by OGL at the cost and expense of the contractor

39.0 SUBLETTING / SUB-CONTRACTING

The sub-contracting, excluding design work shall be limited to 40% of the contract value (or) as specified by Engineer-in-Charge. The value of a sub-contract, other than for design work and bought out items as and when awarded, should be intimated by the Contractor to the Engineer-in- Charge and it should also be certified that the cumulative value of the sub-contracts awarded so far is within the aforesaid limit of 40%. A copy of the contract between the Contractor and sub-contractor shall be given to the Engineer-in-Charge within 15 days of signing and in any case not later than 7 days before the sub- contractor starts the work and thereafter the Contractor shall not carry any modification without the consent in writing of the Engineer-in- Charge. The terms and conditions of sub-contracts and the payments that have to be made to the sub- contractors shall be the sole responsibility of the contractor. Payments to be made to such sub-contractors will be deemed to have been included in the contract price of the Contractor. However, for major sub-contracts (each costing Rs. 50 Lacs or above), it will be obligatory on the part of the Contractor to obtain consent of OGL. OGL will give its consent after assessing and satisfying itself of the capability, experience and equipment resources of the sub-contractor. In case OGL intends to withhold its consent, then OGL will inform the Contractor within 15 days to enable the Contractor to make alternative arrangement to fulfil his programme. Sub-contracting any part of work, however, does not absolve contractor from his responsibility for quality of final product.

No direct payments shall be made to sub-contractors either engaged by the contractor or appointed on the recommendation of the contractor under any circumstances. The main contractor shall be responsible for making such payments to the sub-contractor.

- 39.1** The contractor may entrust specialist items of works like MEP services, HVAC, Lifts, Building Management System, Water Proofing, and Data & Communication networking, interiors, landscaping etc. to the agencies specialized in the specific trade. The contractor shall give the names and details of such firm whom it is going to employ for approval of OGL. These details shall include the expertise, financial status, technical manpower, equipment, resources and list of works executed and on hand of the specialist agency. Further, prior written approval is required from OGL to deploy such agency / sub-contractor.
- 39.2** The terms & conditions applicable to the contractor in respect of the proposed sub-contract, the same terms & conditions shall be imposed on the sub-contractor to enable the contractor to comply with his obligations under the contract with OGL.

The sub-contractor should fulfill the qualifying criteria for contractor for the proposed value of sub-contract similarly provided in the NIT of the project.

- 39.3** Notwithstanding any consent to sub-contract given by the Engineer-in-Charge if in his opinion it is considered necessary, the Engineer-in-Charge shall have full authority to order the removal of any sub-contractor from the site or off- site place of manufacture or storage.

40.0 FORCE MAJEURE

Any delay in or failure to perform of either party, shall not constitute default so as to give rise to any claim for damages, to the extent such delay or failure to perform is caused by an act of God, or by fire, explosion, flood or other natural catastrophe, governmental legislation, orders or regulation etc. The time for performance of the obligation by the parties shall be deemed to be extended for a period equal to the duration of the force majeure event. Both parties shall make their best efforts to minimize the delay caused by the force majeure event. If the failure / delay of the client /owner in handing over the entire site and / or in releasing the funds continues even on the expiry of the stipulated date of completion, OGL, may, at the request of the contractor, foreclose the contract without any liability to either party. In the event of such foreclosure, the contractor shall not be entitled to any compensation whatsoever. If prior to such foreclosure the contractor has brought any materials to the site, the Engineer-in-charge shall always have the option of taking over all such materials at their purchase price or at the local current rates, whichever is lower.

41.0 NO COMPENSATION CLAUSE

The contractor shall have no claim whatsoever for compensation or idle charges against OGL on any ground or for any reason, whatsoever.

42.0 DIRECTION FOR WORKS

- 42.1** All works under the contract shall be executed under the direction and subject to approval in all respect of the Engineer-in-Charge of OGL who shall be entitled to direct at whatever point or points and in whatever manner works are to be commenced and executed.

- 34.1** The Engineer-in-Charge and his representative shall communicate or confirm their instructions to the contractor in respect of the execution of work during their site inspection in a 'Works Site Order Book' maintained at the site office of Engineer-in-Charge. The contractor or his authorized representative shall confirm receipt of such instructions by signing against the relevant orders in the book.

43.0 WORK IN MONSOON AND RAIN

The execution of the work may entail working in the monsoon also. The contractor must maintain labour force as may be required for the job and plan and execute the construction and erection according to the prescribed schedule. No special/ extra rate will be considered for such work in monsoon. The contractors' rate shall be considered inclusive of cost of dewatering due to rains required if any and no extra rate shall be payable on this account. The stipulated period for completion of project includes the monsoon period, holidays & festivals.

The cement shall be procured directly from the reputed manufacturers/stockiest as per approved list of OGL. Relevant vouchers and test certificates will be produced as and when required. The cement shall be stored by the contractor in such suitable covered and lockable stores, well protected from climate and atmospheric effects. The cement go-down shall be constructed by the contractor as per the drawing in CPWD specifications at his own cost. The cement will remain under double lock, one from OGL and other from

44.0 WORK ON SUNDAYS, HOLIDAYS AND DURING NIGHT

For carrying out work on Sunday and Holidays or during night, the contractor will approach the Engineer-in-Charge or his representative at least two days in advance and obtain his permission. The Engineer-in-Charge at his discretion can refuse such permission. The contractor shall have no claim on this account whatsoever. If work demand, the contractor shall make arrangements to carry out the work on Sundays, Holidays and in two, three shifts with the approval of Engineer-in-Charge at no extra cost to OGL.

45.0 WATER AND ELECTRICITY

The contractor shall make his own arrangement for Water & Electrical Power for construction and other purposes at his own cost and pay requisite electricity and water charges. The contractor shall also make standby arrangement for water & electricity to ensure un-interrupted supply.

46.0 LAND FOR LABOUR HUTS/ SITE OFFICE AND STORAGE ACCOMMODATION

46.1 The contractor may construct temporary office, storage, accommodation and labour huts within the site premises where the space is available at site. In case, where surplus land is not available within the site and/or not permitted by the client, the contractor shall arrange the land for temporary office, storage, accommodation and labour huts at his own cost and is responsible for taking the clearance of local authorities, if required, for setting up/construction of labour camp and same is deemed to be included in the rates quoted by the contractor for the works. The contractor shall check the availability of land before tendering and no claim whatsoever in this regard shall be entertained.

The contractor shall ensure that the area of labour huts is kept clean and sanitary conditions are maintained as laid down by the local authorities controlling the area. The land for the above purposes shall be so placed that it does not hinder the progress of work or access to the worksite. The vacant possession of the land used, for the purpose shall be given back by contractor after completion of the work.

The security deposit of the contractor shall be released only after contractor Demolishes all temporary structures of labour huts, site offices and stores including foundations shall be clear and gives possession of this land.

46.2 In the event the contractor has to shift his labour campus at any time during execution of the work on the instructions of local authorities or as per the requirement of the work progress or as may be required by OGL, he shall comply with such instructions at his cost and risk and no claim whatsoever shall be entertained on this account.

47.0 WATCH, WARD AND LIGHTING OF WORK PLACE

The contractor shall at his own cost take all precautions to ensure safety of life and property by providing necessary barriers, OBSTRUCTIONS, lights, watchmen etc. during the progress of work as directed by Engineer-in-charge.

48.0 CEMENT AND CEMENT GODOWN

Cement shall be procured by Contractor confirming to BIS: 8112 and / or BIS: 1489 Specification latest edition or higher Grade as per approved list attached. Contractor. The cement in bags shall be stored in go-downs in easy countable position. Cement bags shall be used on first in first out basis. Cement stored for beyond 90 days will be required to be tested at contractors cost, before use in works.

49.0 STEEL & STEEL STOCKYARD

Steel conforming to BIS specifications (latest edition) shall be procured by the contractor directly from reputed manufacturers/producers as per approved list of OGL. Relevant vouchers & test certificates will be produced by the contractor. Reinforcement steel, structural steel shall be stored and stacked in such manner so as to facilitate easy identification, removal etc. The contractor shall take proper care to prevent direct contact between the steel and the ground/water for which he shall provide necessary arrangement at his own cost including ensuring proper drainage of area to prevent water logging as per directions of the Engineer-in-Charge. Steel shall also be protected, by applying a coat of neat cement slurry over the bars for which no extra payment shall be made. Test certificates for each consignment of steel shall be furnished and tests to be got carried out from the authorized laboratory as per the directions of Engineer-in-Charge, before incorporating the materials in the work.

50.0 BITUMEN WORK

The contractor shall collect the total quantity of tar or bitumen required for the work as per standard formula, before the process of painting started and shall hypothecate it to the Engineer-in-Charge. Although the materials are hypothecated to OGL the Contractor undertakes the responsibility for their proper watch, safe custody and protection against all risks. The materials shall not be removed from site of work without the written consent of the Engineer-in-charge.

If any bitumen or tar remains unused on completion of the work on account of lesser use of materials in actual execution for reasons other than authorized changes of specifications and abandonment of portion of work, a corresponding deduction equivalent to the cost of unused materials as determined by the Engineer-in-Charge shall be made and the material return to the contractors.

51.0 SCHEDULE OF QUANTITIES / BILL OF QUANTITIES

The quantities shown against the various items of work are only approximate quantities which may vary as per the actual requirement at site. No item which is not covered in the bill of quantities shall be executed by the Contractor without the approval of the OGL. In case any extra / substituted item is carried out without specific approval, the same will not be paid.

52.0 WATER PROOF TREATMENT

52.1 The water proof treatment shall be of type and specifications as given in the schedule of quantities.

- 52.2** The water-proofing of basement, roofs, water retaining areas shall be and remain fully effective for a period of not less than 10 (Ten) years to be reckoned from the date of expiring of the Defect Liability period, prescribed in the contract. At any time during the said guarantee period if OGL finds any defects in the said treatment or any evidence of re-infestation, dampness, leakage in any part of buildings or structure and notifies the contractor of the same, the contractor shall be liable to rectify the defect or give re-treatment and shall commence the work or such rectification or re-treatment within seven days from the date of issue of such letter to him. If the contractor fails to commence such work within the stipulated period, the OGL may get the same done by another agency at the Contractor's cost and risk and the decision of the Engineer-in-Charge of OGL for the cost payable by the contractor shall be final and binding upon him.
- 52.3** Re-treatment if required shall be attended to and carried out by the Contractor within seven days of the notice from Engineer-in-Charge of OGL.
- 52.4** The OGL reserves the right to get the quality of treatment checked in accordance with recognized test methods and in case it is found that the chemicals with the required concentration and rate of application have not been applied, or the water proofing treatment is not done as per specifications, the contractor will be required to do the re-treatment in accordance with the required concentration & specifications at no extra cost failing which no payment for such work will be made. The extent of work thus rejected shall be determined by OGL.
- 52.5** Water proofing shall be got done through approved / specialized agencies only with prior approval of Engineer-in-Charge.
- 52.6** The contractor shall make such arrangement as may be necessary to safe guard the workers and residents of the building against any poisonous effect of the chemicals used during the execution of the work.
- 52.7** During the execution of work, if any damage shall occur to the treatment already done, either due to rain or any other circumstances, the same shall be rectified and made good to the entire satisfaction of Engineer-In-Charge by the contractor at his cost and risk.
- 52.8** The contractor shall make his own arrangement for all equipments required for the execution of the job. The contractor whose tender is accepted shall execute Guarantee Bond in the prescribed form as appended for guaranteeing the water proofing treatment.

53.0 INDIAN STANDARDS

Wherever any reference is made to any IS in any particular specifications, drawings or bill of quantities, it means the Indian Standards editions with up to date amendments issued till last date of receipt of tender documents.

53.1 Use of Recycled Aggregate for Concrete at the Project:

The Contractor shall use Recycled aggregate (RA) and Recycled concrete aggregate (RCA) i.e. manufactured aggregate and other recycled products such as screened soil, manufactured sand, brick sub-base, concrete bricks, pavers, tiles etc from construction and demolition (C&D) waste, if available within 100 Km. from site of the work, in lean concrete, PCC and RCC and other related works at the project as per the guidelines specified in IS: 383:2016. He shall also maintain a separate record regarding quantum of recycled aggregate / products used in the project.

If the project is of re-development nature having high magnitude of C&D waste, the contractor shall put up a C&D waste plant at his own cost to utilise the generated C&D waste to manufacture recycled products for using the same in the project.

The assessment regarding the C&D Waste likely to be generated in the work where to be disposed of and what percentage to be contemplated to be used

as C&D recycled products shall be done in advance, before commencement of project.

53.2 USE OF FLY ASH PRODUCTS

As per MOE&F guidelines, the contractor shall use Fly Ash products such as cement, concrete, bricks, blocks, tiles etc. or similar products or a combination or aggregate of them for the projects fall within the radius of 300 kms from a coal or lignite based thermal power plant.

54.0 CENTERING & SHUTTERING

Marine plywood or steel plates or any material mentioned elsewhere in the tender document or as approved by Engineer-in-Charge shall be used for formwork. The shuttering plates shall be cleaned and oiled before every repetition and shall be used only after obtaining approval of OGL's Engineers at site. The number of repetitions allowed for plywood and steel shuttering shall be at the discretion of Engineer-in-Charge of OGL depending upon the condition of shuttering surface after each use and the decision of Engineer-in-Charge in this regard shall be final and binding on the contractor. No claim whatsoever on this account shall be admissible.

55.0 RECORDS OF CONSUMPTION OF CEMENT & STEEL

55.1 For the purpose of keeping a record of cement and steel received at site and consumed in works, the contractor shall maintain a properly bound register in the form approved by the OGL, showing columns like quantity received and used in work and balance in hand etc. This register shall be signed daily by the contractor's representative and OGL's representative.

55.2 The register of cement & steel shall be kept at site in the safe custody of OGL's Engineer during progress of the work. This provision will not, however, absolve the contractor from the quality of the final product.

55.3 In case cement or steel quantity consumed is lesser as compared to the theoretical requirement of the same as per MORTH/CPWD (as the case may be) specifications/ norms, the work will be devalued and/ or a penal rate (i.e. double the rate at which cement/ steel purchased last) recovery for lesser consumption of cement/ steel shall be made in the item rates of the work done subject to the condition that the tests results fall within the acceptable criteria as per MORTH/CPWD (as the case may be) specifications otherwise the work shall have to be dismantled and redone by the contractor at no extra cost. In case of cement, if actual consumption is less than 98% of the theoretical consumption, a recovery shall be Effected from the contractors' bills at the penal rate for the actual quantity which is lower than 98% of theoretical consumption.

56.0 TESTS AND INSPECTION

56.1 The contractor shall carry out the various mandatory tests as per specifications and the technical documents that will be furnished to him during the performance of the work. All the tests on materials, as recommended by CPWD, MORTH and relevant Indian Standard Codes or other standard specifications (including all amendments current at the last date of submission of tender documents) shall be got carried out by the contractor at the field testing laboratory or any other recognized institution/ laboratory, at the direction of the OGL. All testing charges, expenses etc. shall be borne by the contractor. All the tests, either on the field or outside laboratories concerning the execution of the work and supply of materials shall be got carried out by the contractor or OGL at the cost of the Contractor.

57.0 WORKS TO BE OPEN TO INSPECTION

All works executed or under the course of execution in pursuance of this contract shall at all times be open to inspection and supervision of the OGL.

The work during its progress or after its completion may also be inspected, by Chief Technical Examiner of Government of India (CTE) and/

or an inspecting authority of State Government of State in which work is executed and/or by third party checks by owner. The compliance of observations/improvements as suggested by the inspecting officers of OGL/ CTE/ State authorities / owners shall be obligatory on the part of the Contractor at the cost of contractor.

58.0 BORROW AREAS

The contractor shall make his own arrangements to borrow pits and borrow disposal areas including their approaches and space for movement of man, machinery, other equipment's, as required for carrying out the works. The contractor shall be responsible for taking all safety measures, getting approval, making payment of royalties, charges etc. and nothing extra shall be paid to the contractor on this account and unit rates quoted by the contractor for various items of bill of quantities shall deemed to include the same.

59.0 CARE OF WORKS

From the commencement to the completion of works and handing over, the contractor shall take full responsibility for care thereof all the works and in case of any damage/loss to the works or to any part thereof or to any temporary works due to lack of precautions or due to negligence on part of Contractor, the same shall be made good by the Contractor.

60.0 CO-ORDINATION WITH OTHER AGENCIES

Work shall be carried out in such a manner that the work of other Agencies operating at the site is not hampered due to any action of the Contractor. Proper Co-ordination with other Agencies will be Contractor's responsibility. In case of any dispute, the decision of OGL shall be final and binding on the contractor. No claim whatsoever shall be admissible on this account.

61.0 SETTING OUT OF THE WORKS

The contractor shall be responsible for the true and proper setting out of the works and for the correctness of the position, levels, dimensions and alignment of all parts of the works. If at any time during the progress of works, shall any error appear or arise in the position, levels, dimensions or alignment of any part of the works, the contractor shall at his own expenses rectify such error to the satisfaction of Engineer-in-charge.

The checking of any setting out or of any line or level by the engineers of OGL shall not in any way relieve the contractor of his responsibility for the correctness.

62.0 NOTICE BEFORE COVERING UP THE WORK

The contractor shall give not less than seven-day notice before covering up or otherwise placing beyond the reach of measurement any work, to the Engineer-in-charge in order that the same may inspected and be measured. If any work is covered up or placed beyond the reach of inspection / measurement without such notice or his consent being obtained the same shall be uncovered at the contractor expenses and he shall have to make it good at his own expenses.

63.0 SITE CLEARANCE

63.1 The contractor shall ensure that the working site is kept clean and free of obstructions for easy access to job site and also from safety point of view. Before handing over the work to the OGL the contractor shall remove all temporary structures like the site offices, cement godown, stores, labour hutments etc., scaffolding rubbish, debris etc., left over materials tools and plants, equipments etc., clean the site to the site to the entire satisfaction of the Engineer-in-charge. If this is not done the same will be got done by OGL at his risk and cost.

63.2 The contractor shall clean all floors, remove cement / lime / paint drops and deposits, clean joinery, glass panes etc., touching all painter's works and carry out all other necessary items of works to make the premises clean and tidy before handing over the building, and the rates quoted by the contractor shall be deemed to have included the same.

64.0 SET-OFF OF CONTRACTOR'S LIABNILITIES

OGL shall have the right to deduct or set off the expenses incurred or likely to be incurred by it in rectifying the defects and / or any claim under this agreement against the contractor from any or against any amount payable to the contractor under this agreement including security deposit and proceeds of performance guarantee.

65.0 POSSESSION PRIOR TO COMPLETION

65.1 OGL shall have the right to take possession of or use any completed or partially completed work or part of the work. Such possession or use shall not be deemed to be any acceptance of any work not completed in accordance with the contract agreement. If such prior possession or use by OGL delays the progress of work an equitable adjustment in the time of completion will be made and the contract agreement shall be deemed to be modified accordingly. The decision of OGL in such case shall be final binding and conclusive.

65.2 When the whole of the works or the items or the groups of items of work have been completed the contractor will give a notice at that effect to the Engineer in writing. The Engineer shall within 7 days of the date of receipt of such notice inspect the works and give instructions in writing to the contractor specifying the balance items of work which are required to be done by the contractor and shall also notify the contractor of any defect in the works affecting completion.

65.3 The contractor shall during the course of execution prepare and keep updated a Complete set of "as built" drawings to show each and every change from the contract drawings, changes recorded shall be countersigned by the Engineer-in-Charge and the contractor. Four copies of 'as built' drawings shall be supplied to OGL by the contractor within 30 days of the completion. All costs incurred in this respect shall be borne by the contractor.

66.0 EMPLOYMENT OF PERSONNEL

66.1 The contractor shall employ only Indian National as his representatives, servants and workmen after verifying their antecedents and loyalty. He shall ensure that no personnel of doubtful antecedents and any other nationality in any way is associated with the works.

66.2 In case OGL observed misconduct negligence or incompetence etc., on the part of any representative, agent, servant and workmen or employees etc., of the contractor, the OGL shall have full power and without giving any reason to the contractor, instruct the contractor to remove such engineer / staff / worker from site and provide suitable replacements. The decision of the Engineer-in-charge shall be final and binding on the contractor. The contractor shall not be allowed any compensation on this account.

67.0 TECHNICAL STAFF FOR WORKER

67.1 The contractor shall employ at his cost the adequate number of technical staffs during the execution of this work depending upon the requirement of work. For this purpose, the numbers to be deployed, their qualification, experience as decided by OGL shall be final and binding on contractor. The contractor shall not be entitled for any extra payment in this regard.

The technical staff should be available at site, whenever required by OGL to take instruction.

67.2 Within 15 days of Letter of Award, the contractor shall submit a site organizational chart and resume including details of experience of the Project-in-charge and other staff proposed to be deputed by him and the technical team shall be deputed by them on the Project after getting approval from Engineer-in-charge. If desired by the contractor at later date.

67.3 Even after approving the site organizational chart, the engineer-in-charge due to technical reasons and exigency of work can direct the contractor to depute such additional staff as in view of Engineer-in-charge is necessary and having

qualification and experience as approved by the Engineer-in-charge. The removal of such additional staff from the site shall only be with the prior written approval of Engineer-in-charge. The contractor shall not be paid anything extra whatsoever on account of deployment of additional staff and decision of Engineer-in-charge shall be final and binding on the contractor.

67.4 In case the contractor fails to employ the staff as aforesaid he shall be liable to pay a pay reasonable amount not exceeding a sum of Rs.50,000 (Rupees fifty thousand only) for each month of default in the case of each person. The decision of the Engineer-in-charge as to number of Technical staffs to be adequate for the project and the period for which the desired strength of technical staff was not employed by the contractor and as to the reasonableness of the amount to be deducted on this account shall be final and binding on the contractor as to the amount and the contractor's liability to pay the said amount.

68.0 VALUABLE ARTICLES FOUND AT SITE

All gold, silver and other minerals of any description and all precious stones, coins, treasure, relics, antiques and all other similar things which shall be found in, under or upon the site, shall be the property of the owner/ OGL.

69.0 MATERIALS OBTAINED FROM DISMANTLEMENT TO BE OWNER'S PROPERTY

All materials like stone, boulders and other materials obtained during the work of dismantling, excavation etc. will be considered OGL/owner property and such materials shall be disposed-off to the best advantage of OGL / owner according to the instructions in writing issued by the Engineer-in-charge

70.0 FURNISHED OFFICE ACCOMMODATION & MOBILITY COMMUNICATION TO BE ARRANGED BY CONTRACTOR

70.1 On acceptance of tender, the contractor at his own cost will preferably construct Pre-engineered/ Porta cabin's office at site suitably equipped with basic facilities like electricity and drinking water supply and vehicle for the supervisory staff with driver as per the requirement of project, However, the above may not be required for: -

- a) Projects with contract value up to Rs.25 crores; and
- b) For specialized projects / works like waterproofing, HVAC, Lifts etc. of any contract value

The contractor shall maintain the aforesaid facilities intact/operational during the tenancy of the contract or maximum up to 6 months beyond the stipulated contractual completion date if the work is delayed due to any reasons. Operation and maintenance cost on the above facilities shall be borne by the contractor.

70.2 The contractor shall also make sufficient arrangement for photograph / videography so that photographs video can be taken of any specific activity at any point of time. The contractor shall also make arrangement of software like MS Project etc. for the purpose of preparing progress report etc.

70.3 The contractor shall make all arrangements for ground breaking ceremony / inaugural function etc. for the project as required and the cost towards it deemed to be included in his rates/offer. Any expenditure already incurred/to be incurred by OGL, shall be recovered from the contractor.

71.0 UTILISATION OF WORK FORCE OF OGL BY THE CONTRACTOR

- 71.1** OGL shall provide skilled/semi –skilled workmen like office assistant/ work supervisors, work category to assist masons, wiremen, plumbers, operators etc., or any other the contractor in execution of works at the fixed recovery rates as mentioned in the “Memorandum (Annexure – I)” against each work force.
- 71.2** OGL shall deploy the work force as per table below. The recovery shall be effected for the period for which OGL workforce is actually deployed during stipulated time of completion including extended period, if any.
- 71.3** The recovery amount as per 71.2 above on account of deployment of work force of OGL shall not exceed the amount equivalent to the maximum number of workforce as per table below for the stipulated time of completion of the project.

S.No.	Value of the project as per estimated cost put to tender (Rs. In crores)	Maximum Number of work force of various categories
1.	Above Rs.25 crore up to 50 crores	05
2.	Above Rs.50 crore up to 100 crores	10
3.	Above Rs.100 crore up to 200 crores	15
4.	Above Rs.200 crore up to 500 crores	20
5.	Above Rs.500 crore	25

- 71.4** Recoveries of the actual work force provided by OGL as stated above will be made by OGL from the monthly running account bills. The contractor work shall deploy such force on the execution of the works as per their trades.
- 71.5** Further, the monthly rate per work force is for the purpose of recovery only and in no way shall be construed to be the rate applicable for working out analysis, justification of rates, extra items, claims etc.

72.0 PROVIDING PLANTATION OF TREES AT PROJECT SITE AND MAINTENANCE OF THE SAME UPTO DEFECT LIABILITY PERIOD

The contractor at his own cost shall plant Trees including Ornamental of height not less than 05 ft. of different varieties at the project site or in any specified area within the radius of 20kms from the project site, if the space is not available at the project site, with the approval of Engineer in charge within 6 months from the handing over of site to the contractor by OGL. The contractor shall maintain the same in healthy condition up to defect liability period. Number of trees/plants are given below.

S.No.	Value of the project as per agreement (Rs. In crores)	Number of Trees / Plant of various categories
3	Above Rs.300 crore to any value	900 trees plus 1 tree for each Rs.1 Crore value above Rs.300 Crores

Note: In case of change in layout/fouling with facilities/structure, the same may be replanted & their survival growth shall be ensured by the Contractor.

73.0 LABOUR LAWS

73.1 LABOUR LAWS TO BE COMPLIED BY THE CONTRACTOR

The contractor shall obtain a valid license under the contract labour Act (Regulation & Abolition) Act 1970 and the contract labour (Regulation & Abolition) Central Rules 1971 and amended from time to time, and continue to have a valid license until the completion of the work including

defect liability period.

The contractor shall also comply with the provisions of the building and other Construction Workers (Regulation of Employment & Conditions of Service) Act, 1996 and the building and other Construction Workers Welfare Cess Act, 1996.

The contractor shall not engage any labour below the age of 18 under any circumstances. The provisions under Child Labour (Prohibition and Regulation) Amendment Act. 2016 should be strictly adhered to. In case of any non-compliance to the requirements of Labour laws, the contractor shall be liable for all consequences or any penalty imposed in this regard.

Any failure to fulfil above requirement shall attract the penal provisions of this contract arising out the resultant for non-execution of the work before the commencement of work.

73.2 Payment of wages:

- (i) The contractor shall pay to labour employed by him either directly or through subcontractors, wages not less than fair wages as defined in the OGL Contractor's Labour Regulations or as per the provisions of the Contract Labour (Regulation and Abolition) Act, 1970 and the contract Labour (Regulation and Abolition) Central Rules, 1971, wherever applicable.
- (ii) The contractor shall, notwithstanding the provisions of any contract to the contrary, cause to be paid fair wage to labour indirectly engaged on the work, including any labour engaged by his sub-contractors in connection with the said work, as if the labour had been immediately employed by him.
- (iii) The contractor shall transfer/ credit the wages/salary of all laborer's /workers preferably in their bank accounts. He shall be *responsible* for opening of bank accounts of all laborer's/workers employed by the contractor at work site in this regard.

- (iv) In respect of all labour directly or indirectly employed in the works for performance of the contractor's part of this contract, the contractor shall comply with or cause to be complied with the OGL contractor's Labour Regulations in regard to payment of wages, wage period, deductions from wages recovery of wages not paid and deductions unauthorisedly made, maintenance of wage books or wage slips, publication of scale of wages and other terms of employment, inspection and submission of periodical returns and all other matters of the like nature or as per the provisions of the Contract Labour (Regulation and Abolition) Act, 1970, and the Contract Labour (Regulation and Abolition) Central Rules, 1971, wherever applicable.
- (v) (a) The Engineer-in-Charge concerned shall have the right to deduct from the moneys due to the contractor any sum required or estimated to be required for making good the loss suffered by a worker or workers by reason of non-fulfilment of the conditions of the contract for the benefit of the workers, non-payment of wages or of deductions made from his or their wages which are not justified by their terms of the contract or non-observance of the Regulations.
- (b) Under the provision of Minimum Wages (Central) Rules, 1950, the contractor is bound to allow to the labour's directly or indirectly employed in the works one-day rest for 6 days continuous work and pay wages at the same rate as for duty. In the event of default, the Engineer-in-Charge shall have the right to deduct the sum or sums not paid on account of wages for weekly holidays to any labour's and pay the same to the persons entitled thereto from any money due to the contractor by the Engineer-in-Charge concerned
- (vi) 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 Benefits Act, 1961, and the Contractor's Labour (Regulation and Abolition) Act 1970, or the modifications thereof or any other laws relating thereto and the rules made there under from time to time.
- (vii) The contractor shall indemnify and keep indemnified OGL against payments to be made under and for the observance of the laws aforesaid and the OGL Contractor's Labour Regulations without prejudice to his right to claim indemnity from his sub-contractors.
- (viii) The laws aforesaid shall be deemed to be a part of this contract and any breach thereof shall be deemed to be a breach of this contract.

73.3 LABOUR SAFETY PROVISION

The contractor shall be fully responsible to observe the labour safety provisions:

The contractor shall at his own cost take all precautions to ensure safety of life and property by providing necessary barriers, lights, watchmen etc. During the progress of work as directed by Engineer-in-charge

In case of all labour directly or indirectly employed in work for the performance on the contractor's part of this contract, the contractor shall comply with all rules framed by Govt. from time to time for the protection of health and sanitary arrangements for workers.

73.4 OBSERVANCE OF LABOUR LAWS

73.4.1 The contractor shall be fully responsible for observance of all labour laws applicable including local laws and other laws applicable in this matter and shall indemnify and keep indemnified OGL against effect or non-observance of any such laws. The contractor shall be liable to make payment to all its employees, workers and sub-contractors and make compliance with labour laws. If OGL is held liable as "Principal Employer" to pay contributions etc. under legislation of Government or Court decision in respect of the employees of the contractor, then the contractor would reimburse the amount of such payments, contribution etc. to OGL and/ or same shall be deducted from the payments, security deposit etc. of the contractor.

73.4.2 The Contractor shall submit proof of having valid EPF registration certificate. He shall within 7 days of the close of every month, submit to OGL a statement showing the recoveries of contributions in respect of each employee employed by or through him and shall furnish to OGL such information as the OGL is required to furnish under the provisions of para 36 B of the EPF scheme 1952 to the EPF authorities and other information required by EPFO authorities from time to time. He shall also submit a copy of challan every month in token of proof of having deposited the subscription and contribution of workers engaged on the project.

The contractor shall also ensure the compliance of EPF & MP Act, 1952 by the sub-contractors, if any, engaged by the contractor for the above said work.

The contractor shall submit affidavit to indemnify and save harmless the Corporation from and against all actions, suits, proceedings, losses, costs, damages, charges, claims and demands of every nature and description brought or recovered against the Corporation by reasons of any act or omission of the Contractor, his agents or employees in connection with complying the provisions of the Employees Provident Fund & Miscellaneous Provision Act, 1952 as amended from time to time. All sums payable by way of compensation / penalty / damages / interest on the outstanding amounts by the Contractor shall be considered as reasonable and be payable by the Contractor to the Corporation immediately and if the Contractor does not pay the amount immediately the same will be deducted from the security deposit or earnest money or any other amount available with the Corporation or any money payable to the Contractor by the Corporation.

Complying the provisions of the Employees Provident Fund & Miscellaneous Provisions Act, 1952 as amended from time to time. All sums payable by way of compensation / penalty / damages / interest on the outstanding amounts payable by the Contractor shall be considered as reasonable and be payable by the Contractor to the Corporation immediately and if the Contractor does not pay the amount immediately the same will be deducted from the security deposit or earnest money or any other amount available with the Corporation or any money payable to the Contractor by the Corporation.

Contractor should submit a Compliance Certificate along with the details of employees and recoveries made to the OLECTRA GREENTECH LIMITED as per the proforma (Section-5) mentioned in every bill as per the provisions of the EPF and ESI Act as amended from time to time.

73.4.3 The Contractor shall submit proof of having valid ESI registration for Construction site workers located in the ESI implemented areas for every construction site worker before his/her engagement on the OGL site of works as per requirement of ESI act, 1948 amended upto date and rules made there under.

The contractors are required to ensure that in ESI implemented areas, every construction site worker has been registered online and they are required to ensure that these workers and their families have got their photography and capturing of biometrics at nearest ESIC branch office and got their respective Pehchan cards (from ESIC office) issued for extension of ESI benefits to all the engaged construction site workers.

The contractors are required to submit proof of having registered / got issued Pehchan cards in respect of every Construction site worker in ESI implemented areas before engagement on OGL site of works.

The contractors are required to comply with all the relevant provisions of ESI act, 1948 as amended from time to time and deposit of his contribution as may be required under the above said act to the ESI authorities at required intervals / time of deposit and submit the proof to OGL.

The contractor shall at all times indemnify OGL against all claims, damages or compensation under the provision of ESI Act, 1948 or any modifications thereof or as consequence of any accident or injury to any workman or other persons in or about the works, whether in the employment of the contractor or not, against all costs, charges and expenses of any suit, action or proceedings arising out of such incident or injury and against all sum or sums which may with the consent of the contractor be paid to compromise or Compound any such claim.

73.5 MINIMUM WAGES ACT

The contractor shall comply with all the provisions of the minimum wages Act, 1948, contract labour Act (Regulation & Abolition) 1970, and rules framed there under and other labour laws / local laws affecting contract labour that may be brought into force from time to time.

73.6 LABOUR RECORDS

The contractor shall submit by the 4th & 19th of every month to the Engineer-in-Charge of OGL a true statement, showing in respect of the second half of the preceding month and the first half of the current month, respectively, of the following data:

- a) The number of the labour employed by him (category-wise).
- b) Their working hours.
- c) The wages paid to them.
- d) The accidents that occurred during the said fortnight showing the circumstances under which they happened and the extent of damage and injury caused.
- e) The number of female workers who have been allowed Maternity Benefits and the amount paid to them.
- f) Any other information required by Engineer-in-Charge

Failing which the contractor shall be liable to pay to OGL, a sum not exceeding Rs.200/- for each default or materially incorrect statement. The decision of the OGL shall be final in deducting from any bill due to the contractor; the amount levied as fine and is binding on the contractor.

- 73.7** In respect of all labour directly or indirectly employed in the works for the performance of the contractor's part of this contract, the contractor shall comply with or cause to be complied with all the rules framed by Government from time to time for the protection of health and sanitary arrangements for workers employed by the OGL and its contractors.

73.8 Leave and pay during leave shall be regulated as follows: -

1. Leave:

(i) In the case of delivery - maternity leave not exceeding 8 weeks, 4 weeks up to and including the day of delivery and 4 weeks following that day,

(ii) In the case of miscarriage –upto 3 weeks from the date of miscarriage.

2. Pay:

(i) in the case of delivery - leave pay during maternity leave will be at the rate of the women's average daily earnings, calculated on total wages earned on the days when full time work was done during a period of three months immediately preceding the date on which she gives notice that she expects to be confined or at the rate of Rupee one only a day whichever is greater.

(ii) In the case of miscarriage - leave pay at the rate of average daily earning calculated on the total wages earned on the days when full time work was done during a period of three months immediately preceding the date of such miscarriage.

3. Conditions for the grant of Maternity Leave:

No maternity leave benefit shall be admissible to women unless she has been employed for a total period of not less than six months immediately preceding the date on which she proceeds on leave.

4. The contractor shall maintain a register of Maternity (Benefit) in the Prescribed Form and the same shall be kept at the place of work.

73.9 In the event of the contractor(s) committing a default or breach of any of the provisions of the OGL's Labour Regulations and Model Rules for the protection of health and sanitary arrangements for the workers as amended from time to time or furnishing any information or submitting of filing any statement under the provisions of the above Regulations and Rules which is materially incorrect, he / they shall, without prejudice to any other liability, pay to OGL a sum not exceeding Rs.200/- for every default, breach or furnishing, making, submitting, filling such materially incorrect statements and in the event of the contractor(s) defaulting continuously in this respect, the penalty may be enhanced to Rs.200/- per estimated cost of the work put to tender. The decision of the Engineer-in-charge shall be final and binding on the parties.

Should it appear to the Engineer-in-charge that the contractor(s) is / are not properly observing and complying with the provisions of the OGL Contractor's Labour Regulations and Model Rules and the provisions of the contract labour (Regulation and Abolition) Act 1970, and contract labour (R&A) Central Rules 1971, for the protection of health and sanitary arrangements for work-people employed by the contractor(s) (hereinafter referred as "the said Rules") the Engineer-in-charge shall have power to give notice in writing to the contractor(s) requiring that the said Rules be complied with and the amenities prescribed there in be provided to the work people within the period specified in the notice. If the contractor(s) shall fail within the period specified in the notice to comply with and / observe the said Rules and to provide the amenities prescribed therein be provided to the work-people within a reasonable time to be specified in the notice. If the contractor(s) shall fail within the period specified in the notice to comply with and / observe the said rules and to provide the amenities to the work-people aforesaid, the Engineer-in-charge shall have the power to provide the amenities hereinafter mentioned at the cost of the contractor(s). The contractor(s) shall erect, make and maintain at his / their own expense and to approved standards all necessary huts and sanitary arrangements required for his/ their work-people

in connection with the execution of the execution of works, and same shall not have been erected or constructed, according to approved standards, the Engineer-in-charge shall have power to give notice in writing to the contractor(s) requiring that the said huts and sanitary arrangements be remodeled and / or reconstructed according to approved standards, and if the contractor(s) shall fail to remodeled or reconstruct such huts and sanitary arrangements according to approved standards within the period specified in the notice, the Engineer-in-charge shall have the power to remodel or reconstruct such huts and sanitary arrangements according to approved standards at the cost of contractor(s).

73.10 The contractor(s) shall at his / their own cost provide his / their labour with a sufficient number of huts (hereinafter referred to as camp) of the following specifications on a suitable plot of land to be approved by the Engineer-in-charge.

- (i) (a) The minimum height of each hut at the eaves level shall be 2.10m (7 ft.) and the floor area to be provided will be at the rate of 2.7 sq.m. (30 sq.ft.) for each member of the worker's family staying with the labourer.
- (b) The contractor(s) shall in addition construct suitable cooking places having a minimum area of 1.80m x 1.50m (6'x5') adjacent to the hut for each family.
- (c) The contractor(s) shall also construct temporary latrines and urinals for the use of the labourers each, on the scale of not less than four per each one hundred of the total strength, separate latrines and urinals being provided for women.
- (d) The contractor(s) shall construct sufficient number of bathing and washing places, one unit for every 25 persons residing in the camp. These bathing and washing places shall be suitably screened.
- (ii) (1) All the huts shall have walls of sun-dried or burnt-bricks laid in mud mortar or other suitable local materials as may be approved by the Engineer-in-Charge. In case of sun-dried bricks, the walls should be plastered with mud gobri on both sides. The floor may be kutcha but plastered with mud gobri and shall be at least 15 cm (6") above the surrounding ground. The roofs shall be laid with thatch or any other materials as may be approved by the Engineer-in-Charge and the contractor shall ensure that throughout the period of their occupation, the roofs remain water-tight.
- (2) The contractor(s) shall provide each hut with proper ventilation.
- (3) All doors, windows, and ventilators shall be provide with suitable leaves for security purpose.
- (4) There shall be kept an open space of at least 7.2m (8 yards) between the rows of huts which may be reduced to 6m (20 ft.) according to the availability of site with the approval of the Engineer-in-Charge. Back to back construction will be allowed

- (iii) Water Supply - The contractor(s) shall provide adequate supply of water for the use of labourers. The provisions shall not be less than two gallons of pure and wholesome water per head per day for drinking purposes and three gallons of clean water per head per day for bathing and washing purposes. Where piped water supply is available, supply shall be at stand posts and where the supply is from wells or river, tanks which may be of metal or masonry, shall be provided. The contractor(s) shall also at his/ their own cost make arrangements for laying pipe lines for water supply to his/ their labour camp from the existing mains wherever available, and shall pay all fees and charges thereof.
- (iv) The site selected for the camp shall be high ground, removed from jungle.
- (v) Disposal of Excreta- The contractor(s) shall make necessary arrangements for the disposal of excreta from the latrines by trenching or incineration which shall be according to the requirements laid down by the Local Health Authorities. If trenching or incineration is not allowed, the contractor(s) shall make arrangements for the removal of the excreta through the Municipal Committee / authority and inform it about the number of labourers employed so that arrangements may be made by such Committee / authority for the removal of the excreta. All charges in this account shall be borne by the contractor and paid directly by him to the Municipality / authority. The contractor shall provide one sweeper for every eight seats in case of dry system.
- (vi) Drainage – The contractor(s) shall provide efficient arrangements for drainage away sewage water so as to keep the camp neat and tidy.
- (vii) The contractor(s) shall make arrangements for keeping the camp area sufficiently lighted to avoid accidents to the workers.
- (viii) Sanitation – The contractor(s) shall make arrangements for conservancy and sanitation in the labour camps according to the rules of the Local Public Health and Medical Authorities.

74.0 LABOUR CESS

The rates of the contractor shall be inclusive of labour cess. OGL shall make a recovery @ 1% on account of labour cess from each RA bill of the contractor and labour cess so recovered/deducted shall be deposited with the Labour Board of the concerned state. In case the Labour Board is not established in the state, recovery made by OGL on account of labour cess shall be retained under suspense account and will be deposited with the Labour Board at later date as & when the Labour Board is constituted in the state.

Every contractor, sub-contractor, affiliates, their legal assigns or heirs as the case may, shall be responsible for registration of every Building worker who has completed eighteen years of age but has not completed sixty years of age and who has been engaged in any Building or Other Construction Work for not less than Ninety Days during the preceding twelve months; with the Board / Funds as applicable under various sections of "THE BUILDINGS AND OTHER CONSTRUCTION WORKERS (REGULATION OF EMPLOYMENT AND CONDITIONS OF SERVICE) ACT, 1996 and THE BUILDING AND OTHER CONSTRUCTION WORKERS' WELFARE CESS ACT, 1996.

The contractor shall also be responsible for maintaining register of beneficiaries i.e. the workers in such form as may be prescribed by the competent authority & the same shall be kept open at all reasonable times for inspection of relevant authority and officials of client / OGL.

The contractor shall be further responsible for maintaining such register & records; giving such particulars of Building workers employed by him, the work performed by them, the number of hours of work which shall constitute a normal working day, the wages paid to them, the receipts given by them and, such other particulars in such form as may be prescribed by the authority or OGL.

In the event of contractor failing to comply with the above clause(s) in part or in full, OGL, without prejudice to any other rights or remedy available under law or any other clause(s) of contract, shall be at absolute liberty to forfeit any sum or sums that are payable or could become payable on account of execution of contract work and decision of Engineer-in-charge shall be final & binding in this regard on the contractor.

75.0 RECOVERY OF COMPENSATION PAID TO WORKMEN

In every case in which by virtue of the provisions sub-section (1) of section 12, of the Workmen's Compensation Act, 1923, OGL is obliged to pay compensation to a workman employed by the contractor, in execution of the works, OGL will recover from the contractor, the amount of the compensation so paid; and, without prejudice to the rights of the OGL under sub-section (2) of section 12, of the said Act, OGL shall be at liberty to recover such amount or any part thereof by deducting it from the security deposit or from any sum due to the contractor whether under this contract or otherwise. OGL shall not be bound to contest any claim made against it under sub-section (1) of Section 12, of the said Act, except on the written request of the contractor and upon his giving to OGL full security for all costs for which OGL might become liable in consequence of contesting such claim.

76.0 ENSURING PAYMENT AND AMENITIES TO WORKERS IF CONTRACTOR FAILS

In every case in which by virtue of the provisions of the Contract Labour (Regulation and Abolition) Act, 1970, and of the Contract Labour (Regulation and Abolition) Central Rules, 1971, OGL is obliged to pay any amounts of wages to a workman employed by the contractor in execution of the works, or to incur any expenditure in providing welfare and health amenities required to be provided under the above said Act or under the OGL Contractor's Labour Regulations, or under the above said Act or under the rules framed by Government from time to time for a protection of health and sanitary arrangements for workers employed by OGL's Contractors, OGL will recover from the contractor, the amount of wages so paid or the amount of expenditure so incurred; and without prejudice to any other right or remedy available under this contract, OGL shall be at liberty to recover such amount or any part thereof by deducting it from the security deposit or from any sum due by OGL to the contractor whether under this contract or otherwise OGL shall not be bound to contest any claim made against it under sub-section (1) of Section 20, sub-section (4) of Section 21, of the said Act, except on the written request of the contractor and upon his giving to the OGL full security for all costs for which OGL might become liable in contesting such claim.

77.0 CHANGE IN FIRM'S CONSTITUTION TO BE INTIMATED

Where the contractor is a partnership firm, the prior approval in writing of the Engineer-in-Charge shall be obtained before any change is made in the constitution of the firm. Where the contractor is an individual or a Hindu undivided family business concern such approval as aforesaid shall likewise be Obtained before the contractor enters into any partnership agreement where under the partnership firm would have the right to carry out the works hereby under taken by the contractor, If prior approval as aforesaid is not obtained, the contract shall be deemed to have been assigned in contravention of Clause

64.0 hereof and the same action may be taken, and the same consequences shall ensure as provided in the said Clause 64.0

78.0 INDEMNITY AGAINST PATENT RIGHTS

The contractor shall fully indemnify the OGL from and against all claims and proceedings for or an account of any infringement of any patent rights, design, trademark or name or other protected rights in respect of any construction plant, machine, work or material used for in connection with the works or temporary works.

79.0 LAW COVERING THE CONTRACT

This contract shall be governed by the Indian laws for the time being in force.

80.0 LAWS, BYE-LAWS RELATING TO THE WORK

The contractor shall strictly adhere by the provisions, for the time being in force, of law relating to works or any regulations and bylaws made by any Local authority or any water & lighting agencies or any undertakings within the limits of the jurisdiction of which the work proposed to be executed. The contractor shall be bound to give to the authorities concerned such notices and take all approvals as may be provided in the law, regulations or bylaws as aforesaid, and to pay all fees and taxes payable to such authorities in respect thereof.

81.0 CONTRACT AGREEMENT

The contractor shall enter into a Contract Agreement with the OGL within 30 (Thirty) days from the date of Letter of Award failing which no payment shall be released to the contractor. The cost of stamp papers, stamp duty, registration, if applicable on the contract, shall be borne by the contractor. In case, the contractor does not sign the agreement as above or start the work within 10 (Ten) days of the issue of letter of Award, his earnest money is liable to be forfeited and letter of award consequently will stand withdrawn.

82.0 MANNER OF EXECUTION OF AGREEMENT

- I. The agreement as per prescribed Performa as enclosed shall be signed at the office of the OGL within 15 (Fifteen) days from the date of issue of Letter of Award. The Contractor shall provide for signing of the Contract, appropriate Power of Attorney and the requisite documents / materials. Unless and until a formal contract is prepared and executed, the Letter of Award read in conjunction with the Tendering Documents will constitute a binding contract.
- II. The agreement will be signed in five originals and the Contractor shall be provided with one signed original and the other four originals will be retained by OGL.
- III. The contractor shall provide free cost to the OGL all the engineering data, drawings and descriptive materials submitted along with the tender, in at least 3 (Three) copies to form an integral part of the Agreement within 7 (Seven) days after issuing the Letter of Award.
- IV. Subsequent to signing of the agreement, the contractor at his own cost shall provide to the OGL with at five (5) true hard bound copies of Agreement within thirty (30) days of its signing.

83.0 JURISDICTION

The agreement shall be executed at Hyderabad on non-judicial stamp paper purchased in Hyderabad and the courts in Hyderabad alone will have jurisdiction to deal with matters arising there from, to the exclusion of all other courts.

84.0 THIRD PARTY SAFETY AUDIT: (APPLICABLE FOR PROJECTS VALUING RS. 50 CRORE AND ABOVE)

An experienced and reputed agency shall be engaged/ appointed by the contractor at all the projects valuing Rs.50 crore and above from the agencies empaneled by OGL for Monitoring & Auditing of Safety measures in the construction work. The scope of work of the agency so engaged shall be as under:

1. Safety Audit and Implementation of Safety Measures: The agency shall conduct periodic/quarterly safety audit of the project site through their own sufficient number of technically qualified and experienced staff (safety officers and steward) or from the appropriate authorities / statutory bodies to ensure that:

- all safety measures/ safety rules are implemented and followed at site.
- all Personal Protective Equipment (PPE) provided to workers as required under any of the provisions of the Act or the Rules conform to the relevant Indian Standards and to advise all site Engineers / Section-in-Charges / Supervisors to ensure proper use of such PPEs by workers at site.
- a safe working environment is provided to all workers and supervisory staffs.
- use of various material, equipments/ tools & tackles, storage of various materials, provision of lighting & barricading etc. is done in terms of safety.
- at each and every level of the project safety has been kept in mind as an integral part of the activities.
- Keeping the site incident free, without any damages to health, property and environment.
- Proper housekeeping is maintained at site as the housekeeping is directly connected with safety.
- Feedback for successful performance is to be developed and is to be submitted to the Engineer in-charge on Quarterly basis.

2. Training

- To increase the safety consciousness of the workforce and the supervisory staffs, periodic training and motivation towards safe practices are to be conducted by agency. The training should be of visual i.e. through videos & physical i.e. mock drills etc. The agency will conduct mock drills also.

3. Documentation & Record Keeping

- Check / update / correct and incorporate standard operation procedures in Safety Manual submitted by deployed agencies.
- The agency shall prepare periodic reports of each site visits, training & mock drill and according instructions are to be issued to contractors through Engineer In-charge, OGL.

4. The agency shall liaison with law enforcing bodies, statutory bodies, media / press or any other bodies concerned in case any untoward incidents. However, statutory payments, if any, shall be paid by deployed main contractor / OGL.

5. The agency shall engage and deploy the qualified and sufficient number of manpower to audit all the safety measures and Workmen Safety Provisions as per OGL safety guidelines at the site as per following qualifications, however, the decision of Engineer-in-charge in the regard shall be final and binding.:

S.No.	Description	Remarks
1.	Senior Safety Officer (Overall In-charge)	<ul style="list-style-type: none"> • A recognised degree/diploma or equivalent in any branch of engineering or technology; • has had practical experience of working in a construction project site in supervisory capacity for a period of not less than 10-15 years; • Possesses a degree or diploma in construction / industrial safety recognized by the Central / State Government.
2.	Safety Officer	<ul style="list-style-type: none"> • A recognised degree/diploma or equivalent in any branch of engineering or technology; • has had practical experience of working in a construction project site in supervisory capacity for a period of not less than 5-7 years; • Possesses a degree or diploma in construction / industrial safety recognized by the Central / State Government.
3.	Steward	<ul style="list-style-type: none"> • A recognised diploma or equivalent in any branch of engineering or technology; • has had practical experience of working in a construction project site in supervisory capacity for a period of not less than 2-3 years; • Possesses a degree or diploma in construction / industrial safety recognized by the Central / State Government.

6. The duties of Safety Audit agency shall further include the following: -

- a) Plan and organize measures necessary for creating a safe working environment for all workmen engaged at site and to prevent any kind of personal injuries and damage to property;
- b) To advise on safety aspects in all job studies, and to carry out detailed job safety studies of selected jobs and to formulate Job Hazard Analysis Report and Safety Manual during initial mobilization stage of the project.
- c) Prepare action proposed to be taken to prevent personal injuries and damage to property.
- d) Conduct site safety inspections, in order to observe the physical conditions of work and the work practices and procedures followed by workers and to render advice on measures to be adopted for removing the unsafe physical conditions and preventing unsafe actions by workers and to ensure that the same will be implemented at site. To prepare & submit visit report to Engineer-in-charge.
- e) To report and investigate accidents and near-misses and to recommend the preventive measures so as to ensure non-occurrence of such cases and to ensure.
- f) To maintain such records as are necessary relating to accidents, dangerous occurrences and industrial diseases.
- g) To organise in association with the concerned departments, campaigns, competitions, contests and other activities which will create awareness and will develop and maintain the interest of the workers in establishing and maintaining safe conditions of work and procedures.
- h) To design and conduct suitable training and educational programme for the prevention of personal injuries.
- i) Visit to workman camps and monitoring & ensuring the total hygienic conditions are provided for workman.

SECTION-4

LABOUR SAFETY, HEALTH & SANITARY RULES AND REGULATIONS INCLUDING FORMS (PAGE No. 84 to 112)

LABOUR SAFETY PROVISIONS

- 1.0 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 hand holds shall be provided on the ladder and the ladder shall be given an inclination not steeper than $\frac{1}{4}$ to 1 ($\frac{1}{4}$ horizontal and 1 vertical).
- 2.0 Scaffolding or staging more than 3.6m (12 feet) above the ground or floor, swung or suspended from an overhead support or erected with stationery support shall have a guard rail properly attached or bolted, braced and otherwise secured at least 90 cm. (3 feet) high above the floor or platform of such scaffolding or staging and extending along the entire length of the outside and ends thereof with only such opening as may be necessary for the delivery of materials. Such scaffolding or staging shall be so fastened as to prevent it from swaying from the building or structure.
- 3.0 Working platforms, gangways, and stairways should be so constructed that they should not sag unduly or unequally, and if the height of the platform or the gangway or the stairway is more than 3.6m (12 feet) above ground level or floor level, they should be closely boarded, should have adequate width & should be suitable fastened as described in (2.0) above.
- 4.0 Every opening in the floor of a building or in a working platform shall 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).
- 5.0 Safe means of access shall be provided to all working platforms and other working places. Every ladder shall be securely fixed. No portable single ladder shall be over 9m. (30 feet) in length while the width between side rails in rung ladder shall in no case be less than 29 cm. (11.5") for ladder up to and including 3m (10 feet) in length. For longer ladders this width should be increased at least $\frac{1}{4}$ " for each additional 30 cm (1 ft.) of length. Uniform step spacing shall not exceed 30 cm (12"). Adequate precautions shall be taken to prevent danger from electrical equipment. No materials on any of the sites of the work shall be so stacked or placed as to cause danger or inconvenience to any person or the public. The contractor shall provide all necessary fencing and lights to protect the public from accident, and shall be bound to bear the expenses of defense of every suit, action or other proceeding at law that may be brought by any person for injury sustained owing to neglect of the above precautions and to pay any damages and cost which may be awarded in any such suit, action or proceedings to any such person or which may, with the consent of the Contractor, be paid to compensate any claim by any such person.
- 6.0 **EXCAVATION AND TRENCHING**

All trenches, 1.2mts. (four feet) or more in depth, shall at all times be supplied with at least one ladder for each 30m. (100 feet) in length or fraction thereof, ladder shall be extended from bottom of the trench to at least 90cm (3feet) above the surface of the ground. The side of the trenches, which are 1.5 m. (5feet) or more in depth shall be stepped back to give suitable slope or securely held by timber bracing, so as to avoid the danger or sides to collapsing. The excavated materials shall not be placed within 1.5m (5 feet) of the edges of the trench or half of the depth of the trench whichever is more. Cutting shall be done from top to bottom. Under no circumstances undermining or undercutting shall be done.

- 7.0 Demolition - Before any demolition work is commenced and also during the progress of the work following precautions shall be observed:
- 7.1 All roads and open areas adjacent to the work site shall either be closed or suitably protected.
- 7.2 No electric cable or apparatus which is likely to be a source of danger or a cable or apparatus used by the operator shall remain electrically charged.
- 7.3 All practical steps shall be taken to prevent danger to persons employed from risk of fire or explosion or flooding. No floor, roof or other part of the building shall be overloaded with debris or materials as to render it unsafe.
- 8.0 All necessary personal safety equipments as considered adequate by the Engineer-in-charge should be kept available for the use of persons 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. The following safety equipment shall be invariably provided.
- 8.1 Workers employed on mixing asphaltic materials, cement and lime mortars shall be provided with protective footwear and protective goggles.
- 8.2 Those engaged in white washing and mixing or stacking of cement bags or any materials which are injurious to the eye shall be provided with protective goggles.
- 8.3 Those engaged in welding works shall be provided with welders protective eye shields.
- 8.4 Stone breakers shall be provided with protective goggles and protective clothing and seated at sufficiently safe interval.
- 8.5 When workers are employed for works in sewers and manholes, which are in active use, the Contractors shall ensure that the manhole covers are opened and ventilated at least for an hour before the workers are allowed to get into the manholes, and the manholes so opened shall be cordoned off with suitable railing and provided with warning signals or boards to prevent accident to the public. In addition, the contractor shall ensure that the following safety measures are adhered to:
- a. Entry for workers into the sewer line shall not be allowed except under supervision of the JE or any other higher officer.
 - b. At least 5 to 6 manholes upstream and downstream should be kept open for at least 2 to 3 hours before any man is allowed to enter into the manholes for working inside.
 - c. Before entry, presence of Toxic gases should be tested by inserting wet lead acetate paper which changes color in the presence of such gases and gives indication of their presence.
 - d. Presence of Oxygen should be verified by lowering a detector lamp into the manhole. In case, no Oxygen is found inside the sewer line, workers should be sent only with Oxygen kit.

- e. Safety belt with rope should be provided to the workers. While working inside the manholes such rope should be handled by two men standing outside to enable him to be pulled out during emergency.
 - f. The area should be barricaded or cordoned off by suitable means to avoid mishaps of any kind. Proper warning signs should be displayed for the safety of the public whenever cleaning works are undertaken during night or day.
 - g. No smoking or open flames shall be allowed near the blocked manhole being cleaned.
 - h. The malba obtained on account of cleaning of blocked manholes and sewer lines should be immediately removed to avoid accidents on account of slippery nature of the malba.
 - i. Workers should not be allowed to work inside the manhole continuously. He should be given rest intermittently. The Engineer-In-charge may decide the time up to which a worker may be allowed to work continuously inside the manhole.
 - j. Gas masks with Oxygen cylinder should be kept at site for use in emergency.
 - k. Air-blowers should be used for flow of fresh air through the manholes. Whenever called for, portable air-blowers are recommended for ventilating the manholes. The motors for these shall be vapour proof and of totally enclosed type. Non-Sparking gas engines also could be used but they should be placed at-least 2 meters away from the opening and on the leeward site protected from wind so that they will not be a source of friction on any inflammable gas that might be present.
 - l. The workers engaged for cleaning the manholes / sewers should be properly trained before allowing to work in the manhole.
 - m. The workers shall be provided with Gumboots or non-sparking shoes, bump helmets and gloves non sparking tools, safety lights and gas masks and portable air blowers (when necessary). They must be supplied with barrier cream for anointing the limbs before working inside the sewer lines.
 - n. Workmen descending a manhole shall try each ladder step or rung carefully before putting his full weight on it to guard against insecure fastening due to corrosion of the rung fixed to manhole well.
 - o. If a man has received a physical injury, he should be brought out of the sewer immediately and adequate medical aid should be provided to him.
 - p. The extent to which these precautions are to be taken depend on individual situation but the decision of the Engineer-In-charge regarding the steps to be taken in this regard in an individual case will be final.
- 8.6 The Contractor shall not employ men and women below the age of 18 years on the work of painting with products containing lead in any form wherever men above the age of 18 are employed on the work of lead painting the following precautions should be taken.
- 8.6.1 No paint containing lead or lead products shall be used except in the form of paste or readymade paint.

- 8.6.2 Suitable face masks should be supplied for use by the workers when paint is applied in the form of spray or a surface having lead paint is dry rubbed and scrapped.
- 8.6.3 Overalls shall be supplied by the Contractor to the workmen and adequate facilities shall be provided to enable the working painters to wash during the cessation of work.
- 8.6.4.1 a) White lead, sulphate or lead work products containing those pigments shall not be used in painting operation except in the form of paste or of paints ready for use.
- b) Measures shall be taken whenever required in order to prevent danger arising from the application of paint in the form of spray.
- c) Measures shall be taken, whenever practicable to prevent danger arising out of dust caused by dry rubbing down and scrapping.
- 8.6.4.2 a) adequate facilities shall be provided to enable working painter to wash during and on cessation of work.
- b) Suitable arrangements shall be made to prevent clothing put off during working hours being spoiled by painting materials.
- 8.6.4.3 a) Cases of lead poisoning and of suspected lead poisoning shall be notified and shall be subsequently verified by a medical man appointed by the competent authorities of OGL.
- b) The OGL may require when necessary a medical examination of workers.
- c) Instructions with regard to the special hygienic precautions to be taken in the painting trade shall be distributed to working painters.
- 9.0 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 provisions should be made for prompt first aid treatment for all injuries likely to be sustained during the course of the work.
- 10.0 Use of hoisting machines and tackle including their attachment encourage and supports shall conform to the following standard of conditions.
- 10.1 a) these shall be of good mechanical construction, sound material and adequate strength and free from patent, defects and shall be kept in good working order.
- b) 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.
- 10.2 Every crane driver or hoisting appliance operator shall be properly qualified and no person under the age of 21 years should be in-charge of any hoisting machine including any scaffolding, winch or giving signals to operator.

- 10.3 In case of every hoisting machine and of every chain ring hook, shackle swivel and pulley block used in hoisting or as means of suspension the safe working load shall be ascertained by adequate means. Every hoisting machine and all gear referred to above shall be plainly marked with the safe working load. In case of a hoisting machine having a variable safe working load, each safe working load and the conditions under which it is applicable shall be clearly indicated. No part of any machine or any gear referred to above in this clause shall be loaded beyond the safe working load except for the purpose of testing.
- 10.4 In case of OGL machines, the safe working load shall be notified by the Engineer-in-Charge. As regards Contractor's machines the Contractor shall notify the safe working load of the machine to the Engineer-in-charge whenever he brings any machinery to site of work and get verified by the Engineer-in-Charge.
- 11.0 Motors gearing, transmission electric wiring and other dangerous parts of hoisting appliances should be provided with efficient safeguard. Hoisting appliances should be provided with such means as will reduce to the minimum the risk of accidental descent of the load. Adequate precautions should be taken to reduce the minimum the risk of any part of a suspended load becoming accidentally displaced. When workers are employed on electrical installations, which are already energized, insulating mats, wearing apparel, such as gloves sleeves and boots as may be necessary be provided. The worker should not wear any rings, watches and carry keys or other materials, which are good conductors of electricity.
- 12.0 All scaffold, ladders, and other safety devices mentioned or described herein shall be maintained in safe condition and no scaffold ladder or equipment shall be altered or removed while it is in use. Adequate washing facilities should be provided at or near places of work.
- 13.0 These safety provisions should be brought to the notice of all concerned by display on a notice board at a prominent place of work spot. The person responsible for compliance of the safety codes shall be named therein by the contractor.
- 14.0 To ensure effective enforcement of the rules and regulations relating to safety precautions the arrangements made by the Contractor shall be open to inspection by OGL Official or their representatives.
- 15.0 Notwithstanding the above Clauses from (i) to (xiv) there is nothing in these to exempt the contractor from the operations of any other Act or Rule in force in the Republic of India.

MODEL RULES FOR THE PROTECTION OF HEALTH AND SANITARY ARRANGEMENTS FOR WORKERS

1.0 APPLICATION

These rules shall apply to all building and construction works in which 20 (twenty) or more workers are ordinarily employed or are proposed to be employed in any day during the period during which the contractor work is in progress.

2.0 DEFINITION

Work place means a place where twenty or more workers are ordinarily employed or are proposed to be employed in connection with construction work on any during the period during which the contract work is in day Progress.

3.0 FIRST-AID FACILITIES

3.1 At every work place first aid facilities shall be provided and maintained, so as to be easily accessible during working hours, First-Aid boxes at the rate of not less than one box per 150 contract labour or part there of ordinarily employed.

3.2 The First-Aid boxes shall be distinctly marked with a red cross on white background and shall contain the following equipments:

- 3.2.1 a) For work places in which number of contract labour employed does not exceed 50, Each First-Aid box shall contain the following equipment's:
- i. Small sterilized dressings.
 - ii. Medium size sterilized dressings.
 - iii. Large size sterilized dressings.
 - iv. Large sterilized burn dressings.
 - v. 1 (30 ml) bottle containing a two percent alcoholic solution of iodine.
 - vi. 1 (30 ml) bottle containing salvolatile having the dose and mode of administration indicated on the label.
 - vii. 1 snakebite lancet.
 - viii. 1 (30 gms) bottle of potassium permanganate crystals.
 - ix. 1 pair of scissors.
 - x. 1 copy of the First-Aid leaf-let issued by the Director General, Factory Advise Service & Labour Institute, Government of India.
 - xi. 1 bottle containing 100 tablets (each of 5 grams) of aspirin.
 - xii. Ointment for burns.
 - xiii. A bottle of suitable surgical antiseptic solution.

3.2.2 For work places in which the number of contract labour exceed 50. Each First-Aid box shall contain the following equipments:

- i) 12 small sterilized dressings.
- ii) 6 medium size sterilized dressings.
- iii) 6 large size sterilized dressings.
- iv) 6 large size sterilized burn dressings.
- v) 6 (15 gms) packet sterilized cotton wool.
- vi) 1 (60 ml.) bottle containing a two percent iodine alcoholic solution.
- vii) 1 (60 ml.) bottle containing salvolatile having the dose and mode of administration indicated on the label.
- viii) 1 - roll of adhesive plaster.
- ix) 1 snake - bite lancet.
- x) 1 (30 gms.) Bottle of potassium permanganate crystals.
- xi) 1 pair of scissors.
- xii) 1 copy of the First-Aid leaf-let issued by the Director General, Factory Advice Service and Labour Institutes, Government of India.
- xiii) A bottle containing 100 tablets (each of 5 grams) of aspirin.
- xiv) Ointment for burns.
- xv) A bottle of suitable surgical antiseptic solution.

3.3 Adequate arrangements shall be made for immediate recoument of the equipment when necessary.

3.4 Nothing except the prescribed contents shall be kept in the First Aid box.

3.5 The First Aid box shall be kept in charge of a responsible person who shall always be readily available during the working hours of the work place.

3.6 A person in charge of the First-Aid box shall be a person trained in First-Aid treatment in work places where the number of labour employed is 150 or more.

3.7 In work places where the number of labour employed is 500 or more and hospital facilities are not available within easy distance of the works, first- Aid Posts shall be established and run by a trained Compounder. The Compounder shall be on duty and shall be available at all hours when the workers are at work.

3.8 Where work places are situated in places, which are not owns of cities, a suitable motor transport shall be kept readily available to carry injured person or persons suddenly taken ill to the nearest hospital

4.0 DRINKING WATER

4.1 In every work place, there shall be provided and maintained at suitable places, easily accessible to labour, a sufficient supply of cold water fit for drinking.

- 4.2** Where drinking water is obtained from an intermittent public water supply, each work place shall be provided with storage where such drinking water shall be stored.
- 4.3** Every water supply of storage shall be at a distance of not less than 50 feet from any latrines drain or other source of pollution, where water has to be drawn from an existing well which is within such proximity of latrine, drain or any other source of pollution, the well shall be properly chlorinated before water is drawn from it for drinking. All such wells shall be entirely closed in and be provided with a trap-door which shall be dust and water-proof.
- 4.4** A reliable pump shall be fitted to each covered well, trap-door shall be kept locked and opened only for cleaning or inspection which shall be done at least once a month.

5.0 WASHING FACILITIES

- 5.1** In every work place adequate and suitable facilities for washing shall be provided and maintained for the use of labour employed herein.
- 5.2** Separate and adequate screening facilities shall be provided for the use of male and female workers.
- 5.3** Such facilities shall be conveniently accessible and shall be kept clean and hygienic condition.

6.0 LATRINES AND URINALS

- 6.1** Latrines shall be provided in every work place on the following scale, namely:
- a) Where females are employed there shall be at least one latrine for every 25 females.
 - b) Where males are employed, there shall be at least one latrine for every 25 males.

Provided that where the number of males or females exceeds 100, it shall be sufficient if there is one latrine for 25 males or females, as the case may be, upto the first 100, and one for every 50 thereafter.

- 6.2** Every latrine shall be under cover and so partitioned off as to secure privacy, and shall have a proper door and fastenings.
- 6.3** Construction of Latrines: The inside walls shall be constructed of masonry or some suitable heat resisting non-absorbent materials and shall be cement washed inside and outside at least once a year. Latrine shall not be a standard lower than bore-hole system.
- 6.4** (a) Where workers of both sexes are employed, there shall be displayed outside each block of latrine and urinal, a notice in the language understood by the majority of the workers "For Men only" or "For Women only" as the case may be.
- (b) The notice shall also bear the figure of men or of a woman, as the case may be.
- 6.5** There shall be at least one urinal for male workers upto 50 and one for female workers upto 50 employed at a time. Provided that where the number of male or female workmen, as the case may be, exceeds 500, it shall be sufficient if there is one urinal for every 50 males or females upto the first 500 and one for every 100 or part thereof, thereafter.

6.6 a) The latrines and urinals shall be adequately lighted and shall be maintained in a clean and sanitary condition at all times.

b) Latrines and urinals other than those connected with a flush sewerage system shall comply with the requirements of the Public Health Authorities.

6.7 Water shall be provided by means of a tap or otherwise so as to be conveniently accessible in or near the latrines and urinals.

6.8 Disposal of Excreta

Unless otherwise arranged for by the local sanitary authority arrangements for proper disposal of excreta by incineration at the work place shall be made by means of a suitable incinerator. Alternatively, excreta may be disposed off by putting a layer of night soil at the bottom of a pucca tank prepared for the purpose and covering it with a 15 cm layer of waste or for refuse and then covering it with a layer of earth for fortnight (when it will turn into manure).

6.9 The Contractor shall, at his own expense, carry out all instruction issued to him by the Engineer-in-Charge to effect proper disposal of night soil and other conservancy work in respect of the Contractor's workmen or employees on the site. The Contractor shall be responsible for payment of any charges which may be levied by Municipal or Cantonment Authority for

execution of such work on his behalf.

7.0 PROVISION OF SHELTER DURING REST

At every place, there shall be provided, free of cost, four suitable sheds, two for males and the other two for rest separately for the use of man and women labour. The height of each shelter shall not be less than 3 meters from the floor level to the lowest part of the roof. These shall be kept clean and the space provided shall be on the basis of 0.6 sqm. Per head.

Provided that the Engineer-in-Charges may permit, subject to his satisfaction, a portion of the building under construction or other alternative accommodation to be used for the purpose.

8.0 CRECHES

8.1 A every work place, at which 20 or more women workers are ordinarily employed, there shall be provided two rooms of reasonable dimensions for the use of their children under the age of six years. One room shall be used as a play room for the children and the other as their bedrooms.

The rooms shall be constructed on standard not lower than the following:

i) Thatched roof

ii) Mud floor and walls.

iii) Planks spread over the mud floor and covered with matting

8.2 The rooms shall be provided with suitable and sufficient openings for light and ventilation. There shall be adequate provision of sweepers to keep the places clean.

8.3 The Contractor shall supply adequate number of toys and games in the play - room and sufficient number of cots and beddings in the bed-room.

8.4 The Contractor shall provide one Ayaa to look after the children in the crèche when the number of women workers does not exceed 50; and two when, the number of women workers exceed 50.

8.5 The use of the rooms/earmarked as crèches shall be restricted to children, their attendant and mother of the children.

9.0 CANTEENS

9.1 In every work place where the work regarding the employment of contract labour is likely to continue for six months and wherein contract labour numbering one hundred or more are ordinarily employed, an adequate canteen shall be provided by the Contractor for the use of such labour.

9.2 The canteen shall be maintained by the Contractor in an efficient manner.

9.3 The canteen shall consist of at least a dining hall, kitchen, and storeroom, pantry and washing places separately for workers and utensils.

9.4 The canteen shall be sufficiently lighted at all times when any person has access to it.

9.5 The floor shall be made of smooth and impervious material and inside walls shall be lime washed or colour washed at least once in each year.

Provided that the inside walls of the kitchen shall be lime-washed every four months.

9.6 The premises of the canteen shall be maintained in a clean and sanitary condition.

9.7 Waste Water shall be carried away in suitable covered drains and shall not be allowed to accumulate so as to cause a nuisance.

9.8 Suitable arrangements shall be made for the collection and disposal of garbage.

9.9 The dining hall shall accommodate at a time 30 persons of the labour working at time.

9.10 The floor area of the dining hall, excluding the area occupied by the service counter and any furniture except tables and chair shall not be less than one square meter per dinner to be accommodated.

9.11 a) A portion of the dining hall, and service counter shall be partitioned off and reserved for women workers in proportion to their number.

b) Washing places for women shall be separate and screened to secure privacy.

9.12 Sufficient tables, stool, chairs or benches shall be available for the number of dinners to be accommodated.

9.13.1 a) There shall be provided and maintained sufficient utensils, crockery, furniture and any other equipment necessary for the efficient running of the canteen.

b) The furniture, utensils and other equipment shall be maintained in a clean and hygienic condition.

9.13.2 a) Suitable clean clothes for the employees serving in the canteen shall be provided and maintained.

b) A service counter, if provided, shall have top of smooth and impervious material.

- c) Suitable facilities including an adequate supply of hot water shall be provided for the cleaning of utensils and equipment.
- 9.14 The food stuffs and other items to be served in the canteen shall be in conformity with the normal habits of the labour.
- 9.15 The charge for food stuffs, beverages and any other items served in the canteen shall be based on 'No profit' No loss' and shall be conspicuously displayed in the canteen.
- 9.16 In arriving at price of food stuffs, and other articles served in the canteen, the following items shall not be taken into consideration namely:
 - a) The rent of land building;
 - b) The depreciation and maintenance charges for the building and equipment provided for the canteen;
 - c) The cost of purchase, repair and replacement of equipment including furniture, crockery, cutlery and utensils;
 - d) The water charges and other charges incurred for lighting and ventilation;
 - e) The interest and amounts spent on the provision and maintenance and equipment provided for in the canteen;
- 9.17 The accounts pertaining to the canteen shall be audited once every 12 months by registered accountants and auditors.

10.0 ANTI MALARIAL PRECAUTIONS

The Contractor shall at his own expense, conform to all anti-malarial instructions given to him by the Engineer-in-Charge including the filling up of any borrows pits which may have been dug by him.

11.0 AMENDMENTS

OGI may from time to time, add to or amend these rules and issue such directions as it may consider necessary for the purpose of removing any difficulty which may arise in the administration hereof.

CONTRACTOR'S LABOUR REGULATIONS

1.0 SHORT TITLE

These regulations may be called the Contractor "Labour Regulations".

2.0 Definitions

2.0.1 "Workman" means any person employed by the OGL directly or indirectly through a sub-contractor, with or its Contractor or without the knowledge, of the OGL to do any skilled, semi-skilled, un-skilled, manual, supervisory, technical or clerical work for hire or reward, whether, the terms of employment are expressed or implied but does not include any person-

a)	Who being employed mainly in a managerial or administrative capacity; or
b)	Who being employed in a supervisory capacity draws wages exceeding Rupees Two Thousand Five hundred per person or exercises either by the nature of the duties attached to the office or by reason of powers vested to him, functions mainly of managerial nature.
c)	Who is an out worker, that is to say, a person to whom any articles or materials are given out by or on behalf of the principal employer to be made up cleaned, washed, altered, ornamental finished, repaired, adopted or otherwise processed for sale for the purpose of the trade or business of the principal employer and the process is to be carried out either in the home of the out worker or in some other premises, not being premises under the control and management of the principal employer.

2.1 "Fair Wages" means wages whether for time or piece work fixed and notified under the provisions of the minimum Wages Act from time to time.

2.2 "Contractor" shall include every person who undertake to produce a given result other than a mere supply of goods or articles of manufacture through labour or who supplies labour for any work and includes a sub-contractor.

2.3 "Wages" shall have the same meaning as defined in the Payment of Wages Act.

2.3.1 Normally working hours of an adult employee should not exceed 9 hours a day. The working day shall be so arranged that inclusive of interval for rest, if any, it shall not spread over more than 12 hours on any day.

2.3.2 When an adult worker is made to work for more than 9 hours on any day or for more than 48 hours in any week he shall be paid overtime for the extra hours put in by him at double the ordinary rate of wages.

2.4.3.1 Every worker shall be given a weekly holiday on a Sunday, in accordance with the provisions of the Minimum Wages (Central) Rules 1960 as amended from time to time, irrespective of whether such worker is governed by the Minimum Wages Act or not.

2.4.3.2 Whether the Minimum Wages prescribed by the Government under the Minimum Wages Act are not inclusive of the wages for the weekly day of rest, the worker shall be entitled to rest day wages at the rate applicable to the next preceding day, provided he has worked under the same contractor for a continuous period of not less than 6 days.

- 2.4.3.3 Where a contractor is permitted by the Engineer-in-Charge to allow a worker to work on a normal weekly holiday, he shall grant a substitute holiday to him for the whole day on one of the five days immediately before or after the normal weekly holidays and pay wages to such worker for the work performed on the normal weekly holiday at overtime rate.

3.0 DISPLAY OF NOTICE REGARDING-WAGES, ETC.

The contractor shall before he commences his work on contract, display and correctly maintain and continue to display and correctly maintain in a clean and legible condition in conspicuous places on the work, notices in English and in the local Indian languages spoken by the majority of the workers, giving the minimum rates of wages fixed under the Minimum Wages Act, the actual wages being paid, the hours of work for which such wages are earned, wage period, dates of payment of wages and other relevant information as per Appendix 'A'.

4.0 PAYMENT OF WAGES

- 4.1** The contractor shall fix wage periods in respect of which wages shall be payable.

- 4.2** No wage period shall exceed one month.

- 4.3** The wages of every person employed as labour in an establishment or by a contractor where less than one thousand, such persons are employed shall be paid before the expiry of the seventh day and in other cases before the expiry of tenth day after the last day of the wage period in respect of which the wages are payable.

- 4.4** Where the employment of any worker is terminated by or on behalf of the contractor the wages earned by him shall be paid before expiry of the second working day from the date on which his employment is terminated.

- 4.5** All payments of wages shall be made on a working day at the work premises and during the working time and on a date notified in advance and in case the work is completed before the expiry of the wage period, final payment shall be made within 48 hours of the last working day.

- 4.6** Wages due to every worker shall be paid to him direct or to other person authorized by him in this behalf.

- 4.7** All wages shall be paid in current coin or currency or in both.

- 4.8** Wages shall be paid without any deductions of any kind except those specified by the Central Government by general or special order in this behalf or permissible under the Payment of Wages Act 1956.

- 4.9** A notice showing the wage period and the place and time of disbursement of wages shall be displayed at the place of work and a copy sent by the contractor to the Engineer-in-Charge under acknowledgment.

- 4.10** It shall be the duty of the contractor to ensure the disbursement of wages in the presence of the Engineer or any other authorized representatives of the Engineer-in-Charge who will be required to be present at the place and time of disbursement of wages by the contractor to workmen.

- 4.11** The contractor shall obtain from the Engineer or any representative of the Engineer-in-Charge as the case may other authorized be, a certificate under his signature at the end of the entries in the "Register of Wages" or the "Wage- cum-Muster Roll" as the case may be in the following form:

"Certified that the amount shown in column No. 14(net Amount paid) has been paid to the workmen concerned in my presence on..... at ...".

5.0 FINES AND DEDUCTIONS, WHICH MAY BE MADE FROM WAGES

5.1 The wages of a worker shall be paid to him without any deduction of any kind except the following –

a)	Fines
b)	Deductions for absence from duty i.e. from the place or the places where by the terms of his employment he is required to work. The amount of deduction shall be in proportion to the period for which he was absent.
c)	Deduction for damage to or loss of goods expressly entrusted to the employed persons for custody, or from loss of money or any other deduction which he is required to account where such damage or loss is directly attributable to his neglect or default.
d)	Deduction for recovery of advances or for adjustment of over payment of wages, advances granted shall be entered in a register.
e)	Any other deduction, which the Central Government may from time to time allow.

5.2 No fines should be imposed on any worker save in respect of such acts and omissions on his part as have been approved by the Chief Labour Commissioner.

NOTE: An approved list of Acts and Omissions for which fines can be imposed is enclosed at Appendix-I.

5.3 No fine shall be imposed on a worker and no deduction for damage or loss shall be made from his wages until the worker has been given an opportunity of showing cause against such fines or deductions.

5.4 The total amount of fine which may be imposed in any one wage period on a worker shall not exceed an amount equal to three paise in a Rupee of the total wages, payable to him in respect of that wage period.

5.5 No fine imposed on any worker shall be recovered from him in installment, or after the expiry of sixty days from the date on which it was imposed.

5.6 Every fine shall be deemed to have been imposed on the day of the act or omission in respect of which it was imposed.

6.0 LABOUR RECORDS

6.1 The contractor shall maintain a "Register of persons employed" on work on contract in form XIII of the CL (R&A) Central Rules 1971 (Appendix-B).

6.2 The contractor shall maintain a "Muster Roll" register in respect of all workmen employed by him on the work under contract in form XVI of the CL (R&A) Rules 1971 (Appendix-C).

- 6.3** The contractor shall maintain a "Wage Register" in respect of all workmen employed by him on the work in form (Appendix-D).
- 6.4** Register of accidents - The contractor shall maintain a register of accidents in such form as may be convenient at the work place but the same shall include the following particulars:
- a) Full particulars of the labourers who met with accident.
 - b) Rate of wages
 - c) Sex
 - d) Age
 - e) Nature of accident and cause of accident.
 - f) Time and date of accident.
 - g) Date and time when he / she admitted in Hospital.
 - h) Date of discharge from the Hospital.
 - i) Period of treatment and result of treatment.
 - j) Percentage of loss of earning capacity and disability as assessed by Medical officer.
 - k) Claim required to be paid under Workmen's Compensation Act.
 - l) Date of payment of compensation.
 - m) Amount paid with details of the person to whom the same was paid.
 - n) Authority by whom the compensation was assessed.
 - o) Remarks.
- 6.5** Register of Fines The contractor shall maintain a "Register of Fines" in the - form (Appendix-H).
The contractor shall display in a good condition and in a conspicuous place of work the approved list of Acts and Omission for which fines can be imposed (Appendix-I).
- 6.6** Register of Deductions – The contractor shall maintain a "Register of Deductions" for damage or loss in form (Appendix-J).
- 6.7** Register of Advances – The contractor shall maintain a "Register of Advances" in form (Appendix-K).
- 6.8** Register of Overtime - The contractor shall maintain of a "Register Overtime" in form (Appendix-L).
- 7.0 ATTENDANCE CARD-CUM WAGE SLIP:**
- 7.1** The contractor shall issue an attendance card-cum-wage slip to each workman employed by him in the specimen form at (Appendix-E).
- 7.2** The card shall be valid for each wage period.
- 7.3** The contractor shall mark the attendance of each workman on the card twice each day, once at the commencement of the day and again after the rest interval, before he actually starts work.

- 7.4** The card shall remain in possession of the worker during the wage period under reference.
- 7.5** The contractor shall complete the wage slip portion on the reverse of the card at least a day prior to the disbursement of wages in respect of the wage period under reference.
- 7.6** The contractor shall obtain the signature or thump impression of the worker on the wage slip at the time of disbursement of wages and retain the card with himself.
- 8.0 EMPLOYMENT CARD**
The contractor shall issue an Employment Card in form to each worker within three days of the employment of the worker (Appendix-F).
- 9.0 SERVICE CERTIFICATE**
On termination of employment for any reason whatsoever the contractor shall issue to the workman whose services have been terminated, a service certificate in from Appendix-G.
- 10.0 PRESERVATION OF LABOUR RECORDS**
All records required to be maintained under Regulations Nos. 6 and 7 shall be preserved in original for a period of three years from the date of last entries made in them and shall be made available for inspection by the Engineer-in-Charge, Labour Officer.
- 11.0 POWER OF LABOUR OFFICERS TO MAKE INVESTIGATIONS INQUIRY**
The Labour Officer or any other person authorized by OGL on its behalf shall have power to make inquire with a view to ascertaining and enforcing due and proper observance of the Fair Wage Clauses and the Provisions of Regulations. He shall investigate into any complaint regarding the default made by the contractor or sub-contractor in regard to such provision.
- 12.0 INSPECTION OF BOOK AND SLIPS**
The contractor shall allow inspection of all the prescribed labour records to any of his workers or to his agent at a convenient time and place after due notice is received or to the Labour officer or any other person, authorized by the Central Government on his behalf.
- 13.0 SUBMISSION OF RETURNS**
The contractor shall submit periodical returns as may be specified from time to time.
- 14.0 AMENDMENTS**
The OGL may from to time, add or amend the regulations and on any question as to the application, interpretation or effect of these regulations the decision of the Zonal Chief concerned shall be final.

LABOUR BOARD

Name of work

Name of Contractor

Address of Contractor

Name and Address of Unit

Name of Labour Enforcement Officer

Address of Labour Enforcement Officer

Date:

S. No.	Category	Minimum wage fixed	Actual wages paid	Number present	Remarks

Weekly Holiday

Wage Period

Date of Payment of wages

Working hours

Rest interval

FORM 13

See rule 75

REGISTER OF WORKMEN EMPLOYED BY CONTRACTOR

Name and Address of Contractor

Name and Address of Establishment in
under which contract is carried on

Nature and location of work

Name & Address of Principal Employer

Sl. No.	Name and surname of workman	Age & sex	Father's Husbands Name	Nature of employment / designation	Permanent home address of the workman village and Tehsil Taluk and District)	Local address
1.	2.	3.	4.	5.	6.	7.

Date of commencement of employment	Signature or thumb impression of the workman	Date of termination of employment	Reasons for termination	Remarks
1.	2.	3.	4.	5.

FORM XVI

(See Rule 78(2) (193))

MUSTER ROLL

Name and address of contractor

Name and address of establishment in/under
Which contract is carried on

Nature and location of work

Name and Address of Principal Employer

For the month / fortnight

S. No.	Name of the workman	Sex	Father's/ Husband's Name	Dates					Remarks
1.	2.	3.	4.	5.					6.
				1	2	3	4	5	

FORM XVII

(See Rule 78(2) (03))

REGISTER OF WAGES

Name and address of contractor

Name and address of establishment in/under
which contract is carried on

Nature and location of work

Name and Address of Principal Employer

Wage period: per month/ fortnightly

S. No.	Name of Workman	Serial No. in the register of workman	Designation nature of work done	Nos. of days worked	Units of work done	Daily rate of wages/ piece rate	Basic Wages
1.	2.	3.	4.	5.	6.	7.	8.

Dearness allowance	Overtime	Other cash payments (Nature of payments to be indicated)	Total	Deduction if any (indicate nature)	Net Amt paid	Signature thumb impression of the workman	Initial contractor or his representative
9.	10.	11.	12.	13.	14.	15.	16.

FORM XIX

[SEE RULE 78 (2) (B)]

W A G E S L I P

Name and address of contractor

Name and Father's/Husband/s Name of workman

Nature and location of work

For the Week/Fortnight/Month ending

1. No. of days worked
2. No. of Units worked in case of piece rate workers
3. Rate of daily wags/piece rate
4. Amount of overtime wages
5. Gross wages payable
6. Deductions if any
7. Net amount of wages paid

Sign of the Contractor

FORM XIV

(See Rule 76)

EMPLOYMENT CARD

Name and address of contractor

Name and address of establishment under which
The contract is carried out

Nature and location of work

Name and address of Principal Employer

1. Name of the workman
2. S. Name in the register of workman employed
3. Nature of Employment/Designation
4. Wage rate (with particulars of unit in
case of piece work)
5. Wage Period
6. Tenure of employment
7. Remarks

Signature of Contractor

Form XV

(See Rule 77)

(SERVICE CERTIFICATE)

Name and address of contractor

Nature and location of work

Name and address of workman

Age or date of birth

Identification Marks

Father's/Husbands Name

Name and address of establishment in under which contract is carried on

Name and address of Principal Employer

S. No.	Total period of which employed		Nature of work	Rate of wages (with particulars of unit In case of piece work)	Remarks
	From	To			
1.	2.	3.	4.	5.	6.

Signature

Form XII**[See Rule 78 (2) (d)]****REGISTER OF FINES**

Name and address of contractor

Name and address of establishment in/ under which contract is carried on

Nature and location of work

Name and address of workman

Name and address of Principal Employer

S. No.	Name of workman	Father's/Husband Name	Designation/nature of employment	Act/Omission for which fine imposed	Date of offence
1.	2.	3.	4.	5.	6.

Whether workman showed cause against fine	Name of person in whose presence employee's explanation was heard	Wage period and wages payable	Amount of fine Imposed	Date on which fine realized	Remarks
7.	8.	9.	10.	11.	12.

**LIST OF ACTS AND OMISSIONS FOR
WHICH FINES CAN BE IMPOSED**

In accordance with rule of Labour Regulations, to be displayed prominently at the site of work both in English and local language.

1. Willful insubordination or disobedience, whether alone or in combination with other.
2. Theft, fraud or dishonestly in connection with contractors beside a business or property of OGL
3. Taking or giving bribes or any illegal gratifications
4. Habitual late attendance.
5. Drunk-ness fighting riotous or disorderly or indifferent behaviour.
6. Habitual negligence.
7. Smoking near or around the area where combustible or other materials are locked.
8. Habitual indiscipline.
9. Causing damage to work in the progress or to property of the OGL or of the contractor.
10. Sleeping on duty.
11. Malingering or slowing down work.
12. Giving the false information regarding name, age, fathers name etc.
13. Habitual loss of wage cards supplied by the employer.
14. Unauthorized use of employers property of manufacturing or making of unauthorized articles at the work place.
15. Bad workmanship in construction and maintenance by skilled workers, which is not approved by the OGL for which the contractors are compelled to undertake rectifications.
16. Making false complaints and/or misleading statements.
17. Engaging on trade within the premises of the establishment.
18. Any unauthorized divulgence of business affairs of the employees.
19. Collection or canvassing for the collection of any money within the premises of an establishment unless authorized by the employer.
20. Holding meeting inside the premises without previous sanction of the employers.
21. Threatening or intimidating any workman or employee during the working hours within the premises

Form XX

[See Rule 78 (2) (d)]

REGISTER OF DEDUCTION FOR DAMAGES OR LOSS

Name and address of contractor

Name and address of establishment in/ under which contract is carried on

Nature and location of work

Name and address of Principal Employer

S. No.	Name of workman	Father's/Husband Name	Designation/ nature of employment	Particulars of damage of loss	Date of damage/loss
1.	2.	3.	4.	5.	6.

Whether workman showed cause against deductions	Name of person in whose presence employees explanation was heard	Amount of deduction Imposed	No. of installment	Date of recovery		Remarks
				First installment	Last Installment	
7.	8.	9.	10.	11.	12.	13.

Form XXII

(See Rule 78(2))

REGISTER OF ADVANCES

Name and address of contractor

Name and address of establishment in/ under which contract is carried on

Nature and location of work

Name and address of Principal Employer

S. No.	Name of workman	Father's/ Husband's Name	Designation/ nature of employment	Wages period and wages payable	Date and amount of advance given
1.	2.	3.	4.	5.	6.

Purpose / for which advance made	No. of installments by which advance is to be paid	Date and amount of each installment repaid	Date on which last installment was repaid	Remarks
7.	8.	9.	10.	11.

Form XXIII

[See Rule 78(2) (e)]

REGISTER OF OVERTIME

Name and address of contractor

Name and address of establishment in/ under which
contract is carried on

Nature and location of work

Name and address of Principal Employer

S. No.	Name of workman	Father's/ Husband's Name	Sex	Designation/ nature of employment	Date on which overtime worked
1.	2.	3.	4.	5.	6.

Total overtime worked or production in case of piece rated	Normal rate of wages	Overtime rate of wages	Overtime earning	Rate on which overtime wages paid	Remarks
7	8	9	10	11	12

SECTION 5

FORMS AND FORMATS (PAGE No. 114 to 125)

APPLICATION FOR EXTENSION OF TIME

(To be completed by the Contractor)

P A R T – I

1. Name of Contractor
2. Name of the work as given in the Agreement
3. Agreement No.
4. Estimated amount put to tender
5. Date of commencement work as per agreement
6. Period allowed for completion of work as per agreement
7. Date of completion stipulated as per agreement
8. Period for which extension of time has been given previously

Extension granted

- | | | |
|--|--------|------|
| a) First extension vide Engineer-in-charge letter No... ..date | Months | Days |
| b) 2nd extension vide Engineer-in-charge letter No..... date | Months | Days |
| c) 3rd extension vide Engineer-in-charge letter Nodate | Months | Days |
| d) 4th extension vide engineer-in-charge letter Nodate | Months | Days |

Total extension previously given

9. Reasons for which extension have been previously given (copies of the previous application should be attached)

Period for which extension is applied for:

10. Hindrances on account of which extension is applied for with dates on which hindrances occurred, and the period for which these are likely to last.
 - a) Serial No.
 - b) Nature of hindrance
 - b) Date of Occurrence
 - c) Period for which it is likely to last
 - e) Period for which extension required for this particular hindrance.
 - f) Over lapping period, if any, with reference to item

g) Net extension applied for

h) Remarks, if any

Total period for which extension is now applied for on account of hindrances mentioned above Month/ days.

12. Extension of time required for extra work.

13. Details of extra work and on the amount involved:

a) Total value of extra work

b) Proportionate period of extension of time based on estimated amount put to tender on account of extra work.

14. Total extension of time required for 11 & 12

Submitted to the Engineer-in-Charges office.

SIGNATURE OF CONTRACTOR

DATE

APPLICATION FOR EXTENSION OF TIME

(PART – II)

1. Date of receipt of application from Contractor for the work in the Engineer-in-charge office.
2. Acknowledgement issued by Engineer-in-charge vide his letter No. dated
3. Engineer-in-charge remarks regarding hindrances mentioned by the Contractor.
 - i) Serial No.
 - ii) Nature of hindrance
 - iii) Date of occurrence of hindrance
 - iv) Period for which hindrance, is likely to last
 - v) Extension of time period applied for by the contractor
 - vi) Over lapping period, if any, giving reference to items which over lap
 - vii) Net period for which extension is recommended.
 - viii) Remarks as to why the hindrance occurred and justification for extension recommended.
4. Engineer-in-charge recommendations.

The present progress of the work should be stated and whether the work is likely to be completed by the date up to which extension has been applied for. If extension of time is not recommended; what compensation is proposed to be levied under the agreement.

SIGNATURTE OF ENGINEER-IN-CHARGE

APPROVAL OF HEAD

PROFORMA FOR EXTENSION OF TIME

P A R T -III

To

NAME

ADDRESS OF THE CONTRACTOR

SUBJECT:

Dear Sir(s)

Reference your letter No _____ dated _____, in connection with the Grant of extension of time for completion of the work....

The date of completion for the above mentioned work, is as stipulated in the agreement, dated

Extension of time for completion of the above mentioned work is granted upto _____, without prejudice to the right of the OGL to recover compensation for delay in accordance with the provision made in Clause of the said agreement dated the ___/___/__. It is also clearly understood that the OGL shall not consider any revision in contract price or any other compensation whatsoever due to grant of this extension.

Provided that notwithstanding the extension hereby granted, time is and shall still continue to be the essence of the said agreement.

Yours faithfully,

For Olectra Greentech Ltd.

**PROFORMA OF BANK GUARANTEE
IN LIEU OF EMD (TENDER BOND)**

(Judicial Stamp paper of appropriate value as per stamp Act-of respective state)

To,
Olectra Greentech Limited,
S-22, 3rd Floor, Technocrat Industrial Estate,
Balanagar, Hyderabad - 500 037.

In consideration of Olectra Greentech Limited, having its Registered Office at S-22, 3rd Floor, Technocrat Industrial Estate, Balanagar, Hyderabad - 500037, Telangana, India (hereinafter called "OGL" which expression shall unless repugnant to the subject or context include its successors and assigns) having issued Notice Inviting Tender No..... and M/s..... having its Registered Head Office at..... (hereinafter called the "TENDERER") is to participate in the said tender for..... Whereas OGL, as a special case, has agreed to accept an irrevocable and unconditional Tender Bond Guarantee for an amount of Rs..... valid up to..... from the tenderer in lieu of Cash Deposit of Rs. required to be made by the tenderer, as a condition precedent for participation in the said tender. We the..... (hereinafter called the "BANK") having its Registered, Office at..... and branch office at..... do hereby unconditionally and irrevocably undertake to pay to OGL immediately on demand in writing and without demur/protest any amount but not exceeding Rs..... any such demand made by OGL shall be conclusive and binding on us irrespective of any dispute or differences that may be raised by the tenderer. Any change in the constitution of the tenderer or the Bank shall not discharge our liability under the guarantee.

We, the Bank, lastly undertake not to revoke this guarantee during its currency without the prior consent of OGL in writing and this guarantee shall remain valid up to upon expiry of which, we shall be relieved of our liability under this guarantee thereafter.

FOR AND ON BEHALF OF BANK

PLACE:

DATED:

WITNESS.

- 1.
- 2.

Note: The BG draft shall be shared to OGL for vetting and confirmation to the email ID's mentioned in clause 6.0 of NIT

PROFORMA OF BANK GUARANTEE (PERFORMANCE)

(Judicial Stamp paper of appropriate value as per stamp Act-of respective state)

To

Olectra Greentech Limited,
S-22, 3rd Floor, Technocrat Industrial Estate,
Balanagar, Hyderabad - 500 037.

Whereas the OLECTRA GREENTECH LIMITED, having its Registered Office at, S-22, 3rd Floor Technocrat Industrial Estate Balanagar, Hyderabad - 500037, Telangana, India, include its successors and order No. dated (hereinafter called "OGL" which expression shall assigns) having awarded a work order/contract / supply (hereinafter called the contract) to M/s.....
..... (hereinafter called the contractor / supplier) at a total price of Rs..... subject to the terms and conditions contained in the contract.

WHEREAS, the terms and conditions of the contract require the contractor to furnish a bank guarantee for Rs..... (Rupees.....) being% of the total value of the contract for proper execution and due fulfillment of the terms and conditions contained in the contract.

We, the Bank, (hereinafter called the "Bank") do hereby unconditionally and irrevocably undertake to pay to OGL immediately on demand in writing and without protest/or demur all moneys payable by the contractor/supplier to OGL in connection with the execution/supply of and performance of the works/equipment, inclusive of any loss, damages, charges, expenses and costs caused to or suffered by or which would be caused to or suffered by OGL by reason of any breach by the contractor/supplier of any of the terms and conditions

contained in the contract as specified in the notice of demand made by OGL to the bank. Any such demand made by OGL on the bank shall be conclusive evidence of the amount due and payable by the bank under this guarantee. However, the Bank's liability under this guarantee, shall be limited to Rs.....in the aggregate which shall be valid up to and the bank hereby agrees to the following terms and conditions: -

- (i) This guarantee shall be a continuing guarantee and irrevocable for all claims of OGL as specified above and shall be valid during the period specified for the performance of the contract.
- (ii) We, the said bank further agree with OGL that OGL shall have the fullest Liberty without our consent and without affecting in any manner our obligations and liabilities hereunder to vary any of the terms and conditions of the said contract or to extend time for performance of contract by the contractor from time to time or to postpone for any time or from time to time any of the powers exercised by OGL against the contractor / supplier under the contract and forbear or enforce any of the terms and conditions relating to the said contract and we shall not be relieved from our liability by reason of any such variations or extension being granted to the contractor or for any forbearance, act or omission on the part of OGL or any indulgence by OGL to the contractor or by any such matter or thing whatsoever, which under the law relating to the sureties would, but for this provision, have effect of so relieving us.
- (iii) This guarantee/undertaking shall be in addition to any other guarantee or Security whatsoever OGL may now or at any time in relation to the performance of the works/equipment and the company shall have full re-course to or enforce this security in performance to any other security or guarantee which the OGL may have or obtained and there shall be no forbearance on the part of the company in enforcing or requiring enforcement of any other security which shall have the effect of releasing the Bank from its full liability. It shall not be necessary for OGL to proceed against the said contractor/supplier before proceeding against the Bank.

(iv) This guarantee/ undertaking shall not be determined or affected by the liquidation or winding up, dissolution or change of constitution or insolvency of the supplier/ contractor, but shall in all respects and for all purposes be binding and operative until payment of all moneys payable to OGL in paid in terms thereof are by the Bank.

(v) The Bank hereby waives all rights at any time inconsistent with the terms of this Guarantee and the obligations of the bank in terms hereof, shall not be otherwise effected or suspended by reasons of any dispute or disputes having been raised by the supplier/contractor (whether or not pending before any Arbitrator, Tribunal or Court) or any denial of liability by the supplier/contractor stopping or preventing or purporting to stop or prevent any payment by the Bank to OGL in terms hereof.

We, the said Bank, lastly undertake not to revoke this guarantee during its currency except with the previous consent of OGL in writing upon expiry of which, we shall be relieved from all liabilities under this guarantee thereafter.

Signed this day of at.....

For and on behalf of Bank

WITNESS.

1. _____

2. _____

Note: The BG draft shall be shared to OGL for vetting and confirmation to the email ID's mentioned in clause 6.0 of NIT

(IN LIEU OF SECURITY DEPOSIT)

(Judicial Stamp paper of appropriate value as per stamp Act-of respective state)

To,
Olectra Greentech Limited,
S-22, 3rd Floor, Technocrat Industrial Estate,
Balanagar, Hyderabad - 500 037.

In consideration of the OGL having its Registered Office at S-22, 3rd Floor, Technocrat Industrial Estate, Balanagar, Hyderabad-500037, Telangana, India (hereinafter called "OGL") which expression shall include its successors and assigns awarded to M/s.....(hereinafter called "the Supplier/Contractor") which expression shall wherever the subject or context so permits includes its successors and assigns) a Contract in terms inter-alia of OGL's letter NO.....dated.....and the Contract/Purchase Conditions of OGL and upon the condition of the Supplier/Contractor furnishing Security for the performance of the Supplier's obligations and/or discharge of the contractor's/supplier's liability under and/or in connection with the said supply contract up to a sum of Rs..... (Rupees only)
We, ((hereinafter called "The Bank") which expression shall include its successors and assigns) here by undertake and guarantee Payment to OGL forthwith on the same day on demand in writing and without protest or demur of any and all moneys payable by the supplier/contractor to OGL under, in respect or in connection with the said contract inclusive of all the losses, damages, costs, charges and expenses and other moneys payable in respect of the above as specified in any notice of demand made by OGL to the Bank with reference to this guarantee upto and aggregate limit of Rs.....(Rupees.....only) and the bank hereby agree with OGL that:

1. This Guarantee shall continue as guarantee and shall remain valid and irrevocable for all claims of OGL and liabilities of Supplier/Contractor arising up to and until midnight of.....
2. This Guarantee shall be in addition to any other Guarantee or Security whatsoever that OGL now or at any time have in relation to the Supplier's obligations/liabilities under and/or in connection with the said supply/contract, and OGL shall have full authority to take recourse or to enforce this Security in preference to any other Guarantee or Security which OGL may have or obtain and no forbearance on the part of OGL in enforcing or requiring enforcement of any other Security shall have the effect of releasing the Bank from its liability hereunder.
3. OGL shall be at liberty without reference to the Bank and without affecting the full liability of the Bank hereunder to take any other security in respect of the Supplier's/Contractor's obligations and/ or liabilities under or in connection with the said supply/contract or to grant time and / or indulgence to the supplier / contractor or to increase or otherwise vary the prices or the total contract value or to release or to forbear from enforcement of all or any of the conditions under the said supply / contract and / or the remedies of OGL under any other security/securities now or hereafter held by OGL and no such dealings, increase(s) or other indulgence(s) or arrangement(s) with the supplier / contractor or releasing or forbearance whatsoever shall have the effect of releasing the Bank from its full liability to OGL hereunder or prejudicing rights of OGL against the Bank.
4. This Guarantee shall not be determined or affected by the liquidation or winding up, dissolution or change of constitution or insolvency of the supplier / contractor

but shall in all respects and for all purposes be binding and operative until payment of all moneys payable to OGL in terms thereof.

5. The Bank hereby waives all rights at any time inconsistent with the terms of this Guarantee and the obligations of the Bank in terms hereof shall not be otherwise affected or suspended by reason of any dispute or disputes having been raised by the supplier / contractor (whether or not pending before any Arbitrator, Tribunal or Court) or any denial or liability by the supplier/ contractor stopping/ preventing or purporting to stop or prevent any payment by the Bank to OGL in terms thereof.
6. The amount stated in any notice of demand addressed by OGL as to the Guarantor liable to be paid to OGL by the supplier/contractor or as suffered or incurred by OGL on account of any losses or damages, costs, charges and / or expenses shall as between the Bank and OGL be conclusive of the amount so liable to be paid to OGL or suffered or incurred by OGL as the case may be and payable by the Guarantor to OGL in terms hereof subject to a maximum of Rs (Rupees... only),
7. Unless demand or claim under this Guarantee is made on the Guarantor in writing within three months from the date of expiry of the Guarantee i.e. upto the Guarantor shall be discharged from all liabilities under this Guarantee there under.

Notwithstanding anything contained herein before our liability under this guarantee is restricted to Rs. (Rupees.....only). This guarantee will expire on..... Any claim under this Guarantee must be received by us within three months from the date of expiry.

For and on behalf of the Bank

Place

Date

WITNESS:

1.

2.

AGREEMENT FORM

This agreement made this day of (Month) (Year), between the **Olectra Greentech Limited (OGL)**, a company incorporated under the Companies Act, 1956 having its Registered Office at S-22, 3rd Floor, Technocrat Industrial Estate, Balanagar, Hyderabad - 500037, Telangana, India (hereinafter referred to as the "OGL" which expression shall include its administrators, successors, executors and assigns) of the one part and CONTRACTOR) (hereinafter referred to as the 'Contractor' which **M/s (NAME OF** expression shall unless the context requires otherwise include its administrators, successors, executors and permitted assigns) of the other part.

WHEREAS, OGL, has desirous of construction of **(NAME OF WORK)** (hereinafter referred to as the "PROJECT") on behalf of the **(NAME OF OWNER)** (hereinafter referred to as "OWNER"), had invited tenders as per Tender documents vide NIT No. __.

AND WHEREAS **(NAME OF CONTRACTOR)** had participated in the above referred tender vide their tender dated____and OGL has accepted their aforesaid tender and award the contract for (NAME OF PROJECT) on the terms and conditions contained in its Letter of Intent No.__and the documents referred to therein, which have been unequivocally accepted by **(NAME OF CONTRACTOR)** vide their acceptance letter dated resulting into a contract.

NOW THEREFORE THIS DEED WITNESSETH AS UNDER:

ARTICLE 1.0 – AWARD OF CONTRACT

1.1 SCOPE OF WORK

OGL has awarded the contract to (NAME OF CONTRACTOR) for the work of (NAME OF WORK) on the terms and conditions in its letter of intent No. _____ dated _____ and the documents referred to therein. The award has taken effect from (DATE) i.e. the date of issue of aforesaid letter of intent. The terms and expressions used in this agreement shall have the same meanings as are assigned to them in the "Contract Documents" referred to in the succeeding Article.

ARTICLE 2.0 – CONTRACT DOCUMENTS

1.1 The contract shall be performed strictly as per the terms and conditions stipulated herein and in the following documents attached herewith (hereinafter referred to as "Contract Documents").

- a) OGL Notice Inviting Tender vide No. _____ date _____ and OGL's tender documents consisting of:
 - i) Notice Inviting Tender (NIT) and General Conditions of Contract (GCC) along with amendments/errata to GCC (if any) issued (Volume-I).
 - ii) Technical Specifications, Volume-II.
 - iii) Bill of Quantities along with amendments/corrigendum of schedule items, if any (Volume-III).
 - iv) Drawings, Volume IV

b) **(NAME OF CONTRACTOR) letter** proposal dated _____ and their subsequent communication:

i) Letter of Acceptance of Tender Conditions dated _____

ii) _____

iii) _____

1.2 OGL's detailed Letter of Intent No. _____ dated _____ including Bill of Quantities. Agreed time schedule, Contractor's Organisation Chart and list of Plant and Equipments submitted by Contractor.

1.3 All the aforesaid contract documents referred to in Para 2.1 and 2.2 above shall form an integral part of this Agreement, in so far as the same or any part thereof column, to the tender documents and what has been specifically agreed to by OGL in its Letter of Intent. Any matter inconsistent therewith, contrary or repugnant thereto or deviations taken by the Contractor in its "TENDER" but not agreed to specifically by OGL in its Letter of Intent, shall be deemed to have been withdrawn by the Contractor without any cost implication to OGL. For the sake of brevity, this Agreement along with its aforesaid contract documents and Letter of Intent shall be referred to as the "Contract".

ARTICLE 3.0 – CONDITIONS & CONVENANTS

3.1 The scope of Contract, Consideration, terms of payments, advance, security deposits, taxes wherever applicable, insurance, agreed time schedule, compensation for delay and all other terms and conditions contained in OGL's Letter of Intent No. _____ dated _____ are to be read in conjunction with other aforesaid contract documents. The contract shall be duly performed by the contractor strictly and faithfully in accordance with the terms of this contract.

3.2 The scope of work shall also include all such items which are not specifically mentioned in the Contract Documents but which are reasonably implied for the satisfactory completion of the entire scope of work envisaged under this contract unless otherwise specifically excluded from the scope of work in the Letter of Intent.

3.3 Contractor shall adhere to all requirements stipulated in the Contract documents.

3.4 Time is the essence of the Contract and it shall be strictly adhered to. The progress of work shall conform to agreed works schedule/contract documents and Letter of Intent.

3.5 This agreement constitutes full and complete understanding between the parties and terms of the presents. It shall supersede all prior correspondence to the extent of inconsistency or repugnancy to the terms and conditions contained in Agreement. Any modification of the Agreement shall be effected only by a written instrument signed by the authorized representative of both the parties.

3.6 The total contract price for the entire scope of this contract as detailed in Letter of Intent is Rs. _____ (Rupees _____ only), which shall be governed by the stipulations of the contract documents.

ARTICLE 4.0 – NO WAIVER OF RIGHTS

4.1 Neither the inspection by OGL or the Engineer-in-Charge or any of their officials, employees or agents nor order by OGL or the Engineer-in-Charge for payment of money or any payment for or acceptance of, the whole or any part of the work by OGL or the Engineer-in-Charge nor any extension of time nor any possession taken by the Engineer-in-Charge shall operate as waiver of any provisions of the contract, or of any power herein reserved to OGL, or any right to damage herein provided, nor shall any waiver of any breach in the contract be held to be a waiver or any other or subsequent breach.

ARTICLE 5.0 – GOVERNING LAW AND JURISDICTION

5.0 The Laws applicable to this contract shall be the laws in force in India and jurisdiction of Hyderabad Court (s) only.

5.1 Notice of Default

Notice of default given by either party to the other party under the Agreement shall be in writing and shall be deemed to have been duly and properly served upon the parties hereto, if delivered against acknowledgment due or by FAX or by registered mail duly addressed to the signatories at the address mentioned herein above.

IN WITNESS WHEREOF, the parties through their duly authorized representatives have executed these presents (execution whereof has been approved by the Competent Authorities of both the parties) on the day, month and year first above mentioned at New Hyderabad.

For and on behalf of:

For and on behalf of:

(NAME OF CONTRACTOR)

M/s Olectra Greentech Limited

WITNESS:

WITNESS:

1.

1

