

TENDER SPECIFICATION

YTPS: SCT: 202407- 199

“Part Works of Stage-2 (Unit 3 and 4) Electrical LT package: Erection, Testing and Commissioning including Handling of materials at site BHEL stores / storage yard, transportating to site of erection and supply & application of final painting of LT electrical works for Unit-3 and 4 of 5X800 MW Yadadri TPS, Nalgonda, Telangana.”

VOLUME – I



BHARAT HEAVY ELECTRICALS LIMITED

(A Government of India Undertaking)

Power Sector – Southern Region

BHEL Site Office

5x800MW Yadadri TPS

Damarcherla (M), Nalgonda (D)

PIN – 508355

Telangana

2024

Volume-I: NOTICE INVITING TENDER

Bharat Heavy Electricals
Limited



NOTICE INVITING TENDER (NIT)

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To,

All Bidders

Dear Sir/Madam

Sub: NOTICE INVITING TENDER

Sealed offers in two-part bid system {National competitive bidding (NCB)} are invited from reputed & experienced bidders (meeting PRE QUALIFICATION CRITERIA as mentioned in Annexure-1) for the subject job by the undersigned on the behalf of BHARAT HEAVY ELECTRICALS LIMITED as per the tender document. Following points relevant to the tender may please be noted and complied with.

1.0 Salient Features of NIT

SL NO	ISSUE	DESCRIPTION
i	TENDER NUMBER	YTPS: SCT: 202407- 199
ii	BROAD SCOPE OF JOB	Part Works of Stage-2 (Unit 3 and 4) Electrical LT package: Erection, Testing and Commissioning including Handling of materials at site BHEL stores / storage yard, transportating to site of erection and supply & application of final painting of LT electrical works for Unit-3 and 4 of 5X800 MW Yadadri TPS, Nalgonda, Telangana.
iii	DETAILS OF TENDER DOCUMENT	
a	Volume-IA	Technical Conditions of Contract (TCC) consisting of Scope of work, Technical Specification, Procedures, Terms of payment, etc. Applicable
b	Volume-IB	Special Conditions of Contract (SCC) ELECTRICAL AND C&I WORKS (30.03.2022, REV 00) Applicable
c	Volume-IC	General Conditions of Contract (GCC) PS:MSX:GCC, REV 02, 16TH JUNE'2021 (AMENDED UPTO AMENDMENT 09 DATED 15.12.2023-SR) Applicable
d	Volume-ID	Forms and Procedures (SR dated: 18.05.2022) Applicable
e	Volume-IE	Health, Safety & Environment Plan HSEP14 Rev. 02, Dec. 21, 2022 Applicable
f	Volume-II	Price Schedule (Absolute value). Applicable
iv	ISSUE OF TENDER DOCUMENTS	Tender documents will be available for downloading from BHEL website (www.bhel.com) as per schedule below: Start – 01/08/2024, Time 15:-00 Hrs Closes - 08/08/2024, Time 15:-00 Hrs Applicable

Head Office: BHEL PSSR, BHEL Integrated Office Complex, TNEB Road, Pallikaranai, Chennai-600100
Registered Office: BHEL House, Siri Fort, New Delhi – 110 049, India
Website: www.bhel.com

		Brief information of the tenders shall also be available at central public procurement portal. (https://eprocure.gov.in/epublish/app)	
v	DUE DATE & TIME OF OFFER SUBMISSION	Date - 08/08/2024, Time -15:00 Hrs Bid shall be submitted (By Post or Person) in the Tender Box available at following Address: Finance Department – BHEL 5x800 MW Yadadri TPS Damarcherla (M), Nalgonda (D) – 508355 (Telangana) or through E-mail at tender.yadadri@bhel.in	Applicable
vi	OPENING OF TENDER	Date - 08/08/2024, Time -17:00 Hrs Notes: 1. In case the due date of opening of tender becomes a non-working day, then the due date & time of offer submission and opening of tenders get extended to the next working day. 2. Bidder may depute representative to witness the opening of tender.	Applicable
vii	EMD AMOUNT	Rs.2,00,000/- (Rupees Two Lakhs Only) Cancelled cheque / Bank mandate in original is required for creation of vendor code for refund of EMD or processing payment.	Applicable
viii	COST OF TENDER	Free	Not Applicable
ix	LAST DATE FOR SEEKING CLARIFICATION	Date - 06/08/2024, Time -17:00 Hrs Clarification requirement will be sent to the officer inviting tender.	Applicable
x	SCHEDULE OF Pre Bid Discussion (PBD)	Date - __/__/2024, Time - __: __ Hrs onwards	Not Applicable
xi	INTEGRITY PACT & DETAILS OF INDEPENDENT EXTERNAL MONITOR (IEM)	Annexure 7 Integrity Pact (IP)	Applicable
xii	Latest updates	Latest updates on the important dates, Amendments, Correspondences, Corrigenda, Clarifications, Changes, Errata, Modifications, Revisions, etc. to Tender Specifications will be hosted in BHEL webpage (www.bhel.com → Tender Notifications → View Corrigendums) & Central Public Procurement portal (https://eprocure.gov.in/epublish/app). Bidders to keep themselves updated with all such information.	Applicable

2.0 The offer shall be submitted as per the instructions of tender document and as detailed in this NIT. Bidders to note specifically that all pages of tender document, including these NIT pages of this particular tender together with subsequent correspondences shall be submitted by them, duly signed & stamped, as part of offer. **Rates/Price including discounts/rebates, if any, mentioned anywhere/in any form in the techno-commercial offer other than the Price Bid shall not be entertained.**

3.0 Not used.

4.0 Unless specifically stated otherwise, bidder shall deposit EMD as per clause 1.9 of General Conditions of Contract.

For Electronic Fund Transfer the details are as below:-

- **Step 1: Vendors may visit SBI collect website**, the URL of which is <https://www.onlinesbi.sbi/sbicollect> where they get the home page with various categories of institutions.
- **Step 2: Select PSU - Public Sector Undertakings** – leading to a page with list of PSUs
- **Step 3: Type BHEL and search**, they get to see all BHEL divisions wherein they shall select BHEL PSSR Chennai. The screen shot of the same is given below.

The screenshot shows the SBI Collect website interface. At the top, there's a navigation bar with the SBI logo and links for HOME, TRANSACTION HISTORY, FAQ'S, and CUSTOMER SUPPORT. Below this is a 'Payment Progress' section with a horizontal timeline showing five steps: Select Payee (current step), Enter Payment Details, Verify Payment Details, Complete Payment, and Print Receipt. The 'Select Payee' section includes a search bar with 'bhel' entered, a 'Filter by State' dropdown set to 'Tamil Nadu', and a table of results. The table has two columns: 'Name of PSU-Public Sector Undertaking' and 'State'. The results are 'BHEL BAP RANIPET' and 'BHEL PSSR CHENNAI', both from 'Tamil Nadu'. At the bottom, there's a 'Back' button and a footer with the State Bank of India logo and links for Privacy Statement, Disclosures, and Terms of Use.

- **Step 4: Select EMD receipts.** Having selected the Payee in the Payment Progress, it will lead to the payment details – a drop down list of values. From that list, vendors shall select EMD receipts. Upon clicking the entry EMD receipts, a form will open asking for the remitters details and the details of the tender.
- **Step 5: Confirm details and pay**
- Fill in all the details correctly, verify the details, and complete the payment as it is leading to the payment gateway.
- **Step 6: Take a printout** on completing the payment and enclose the copy of the same along with the bid submission. Store the copy of receipt for future reference.

For Electronic Fund Transfer the details are as below:-

Name of the Beneficiary -: Bharat Heavy Electricals Limited

Account No	00000010610819499
Branch	SBI SME GUINDY BRANCH
Branch Code	004327
IFSC Code	SBIN0004327

(Note -: In case of tender to be submitted through E-mail, proof of remittance of EMD should be attached in the E-mail and originals, as applicable, shall be sent to the officer inviting tender within a reasonable time, failing which the offer is liable to be rejected).

- 5.0 **Procedure for Submission of Tenders:** The bidder should respond by submitting their offer through E-mail at **tender.yadadri@bhel.in**. Offers are invited in two-parts only.

Documents Comprising in the Tender:

The tender shall be submitted through E-mail having attachment less than 20MB (In case, attachment is more than 20MB, 2 or 3 or so on mail may be submitted and should be indicated as 1 of 2, 2 of 2 or 1 of 3, 2 of 3, 3 of 3, etc.) EXCEPT EMD (in physical form) as mentioned below:

I. Technical Tender (UN priced Tender):

All Technical details (e.g. Eligibility Criteria requested (as mentioned below)) should be attached in E-mail. Bidders shall furnish the following information along with technical tender (preferably in pdf format):

- Earnest Money Deposit (EMD) furnished in accordance with NIT Clause 4.0. Alternatively, documentary evidence for claiming exemption as per clause 29 of NIT.
- Technical Bid (without indicating any prices).

II. Price Bid:

- Prices are to be quoted in the attached Price Bid format (password protected) through E-mail. The password of the submitted Price Bid shall be asked from Bidder through E-mail for opening of the Price Bid.
- The price should be quoted for the accounting unit indicated in the tender document.
- Note:** It is the responsibility of tenderer to go through the Tender document to ensure furnishing all required documents in addition to above, if any. Any deviation would result in REJECTION of tender and would not be considered at a later stage at any cost by BHEL.
- A person signing (digitally or manually) the tender form or any documents forming part of the contract on behalf of another shall be deemed to warrantee that he has authority to bind such other persons and if, on enquiry, it appears that the persons so signing had no authority to do so, the purchaser may, without prejudice to other civil and criminal remedies, cancel the contract and hold the signatory liable for all cost and damages.
- A tender, which does not fulfil any of the above requirements and/or gives evasive information/reply against any such requirement, shall be liable to be ignored and rejected.

Bidders are requested to submit their completed bid as per laydown procedure either as per SI. No. 5 or SI. No. 6.

- 6.0 **Procedure for Submission of Tenders (To be used in case of Paper bid):** Tender to be submitted to Officer inviting Tender, as detailed below:

Tender Box, Finance Department, BHEL Site Office, YTPS, Damaracherla, Nalagonda, Telangana 508355.

- PART-I consisting of 'PART-I A (Techno Commercial Bid)' & 'PART-I B (EMD)' in two separate sealed and super-scribed envelopes (ENVELOPE-I & ENVELOPE-II)
- PART-II (Price Bid) – in sealed and super-scribed envelope (ENVELOPE-III)
- One set of tender documents shall be retained by the bidder for their reference

- 6.1 The contents for ENVELOPES and the superscription for each sealed cover/Envelope are as given below. **(All pages to be signed and stamped) (To be used in case of Paper bid):**

Sl. No.	Description	Remarks
	Part-I	
	ENVELOPE – I super-scribed as: PART-I (TECHNO COMMERCIAL BID) TENDER NO : NAME OF WORK : PROJECT: DUE DATE OF SUBMISSION:	
	CONTAINING THE FOLLOWING:-	
i.	Covering letter/Offer forwarding letter of Tenderer.	
ii.	Duly filled-in 'No Deviation Certificate' as per prescribed format to be placed after document under sl no (i) above. Note: - In case of any deviation, the same should be submitted separately for technical & commercial parts, indicating respective clauses of tender against which deviation is taken by bidder. The list of such deviation shall be placed after document under sl no (i) above. It shall be specifically noted that deviation recorded elsewhere shall not be entertained. - BHEL reserves the right to accept/reject the deviations without assigning any reasons, and BHEL decision is final and binding. - In case of acceptance of the deviations, appropriate loading shall be done by BHEL - In case of unacceptable deviations, BHEL reserves the right to reject the tender	
iii.	Supporting documents/ annexure/ schedules/ drawing etc. as required in line with Pre-Qualification criteria. It shall be specifically noted that all documents as per above shall be indexed properly and credential certificates issued by clients shall distinctly bear the name of organization, contact ph. no, FAX no, etc.	
iv.	All Amendments/Correspondences/Corrigenda/Clarifications/Changes/ Errata etc. pertinent to this NIT.	
v.	Integrity Pact Agreement (Duly signed by the authorized signatory)	
vi.	Duly filled-in annexures, formats etc. as required under this Tender Specification/NIT	
vii.	Notice inviting Tender (NIT)	
viii.	Volume – I A : Technical Conditions of Contract (TCC) consisting of Scope of work, Technical Specification, Drawings, Procedures, Bill of Quantities, Terms of payment, etc.	
ix.	Volume – I B : Special Conditions of Contract (SCC)	
x.	Volume – I C : General Conditions of Contract (GCC)	
xi.	Volume – I D : Forms & Procedures	
xii.	Volume – II (UNPRICED – without disclosing rates/price, but mentioning only 'QUOTED' or 'UNQUOTED' against each item	
xiii.	Any other details preferred by bidder with proper indexing.	
	PART-I B	
	ENVELOPE – II super-scribed as: PART-I (EMD) TENDER NO : NAME OF WORK :	

	PROJECT: DUE DATE OF SUBMISSION:	
	CONTAINING THE FOLLOWING:-	
	Earnest Money Deposit (EMD) in the form as indicated in this Tender	

	PART-II	
	PRICE BID consisting of the following shall be enclosed	
	ENVELOPE-III super-scribed as: PART-II (PRICE BID) TENDER NO : NAME OF WORK : PROJECT: DUE DATE OF SUBMISSION:	
	CONTAINING THE FOLLOWING	
I	Covering letter/Offer forwarding letter of Tenderer enclosed in Part-I	
li	Volume II – PRICE BID (Duly Filled in Schedule of Rates – rate/price to be entered in words as well as figures)	

	OUTER COVER	
	ENVELOPE-IV (MAIN ENVELOPE / OUTER ENVELOPE) superscribed as: TECHNO-COMMERCIAL BID & PRICE BID & EMD TENDER NO: NAME OF WORK: PROJECT: DUE DATE OF SUBMISSION:	
	CONTAINING THE FOLLOWING:	
I	- o Envelopes I - o Envelopes II - o Envelopes III	

SPECIAL NOTE: All documents/ annexures submitted with the offer shall be properly annexed and placed in respective places of the offer as per enclosure list mentioned in the covering letter. BHEL shall not be responsible for any missing documents.

- 7.0 Deviation with respect to tender clauses and additional clauses/suggestions in Techno-commercial bid / Price bid shall NOT be considered by BHEL. Bidders are requested to positively comply with the same.
- 8.0 BHEL reserves the right to accept or reject any or all Offers without assigning any reasons thereof. BHEL also reserves the right to cancel the Tender wholly or partly without assigning any reason thereof. Also BHEL shall not entertain any correspondence from bidders in this matter (except for the refund of EMD).
- 9.0 **Assessment of Capacity of Bidders: Not Applicable**
- 10.0 Since the job shall be executed at site, bidders must visit site/ work area and study the job content, facilities available, availability of materials, prevailing site conditions including law & order situation, applicable wage structure, wage rules, etc. before quoting for this tender. They may also consult this office before submitting their offers, for any clarifications regarding scope of work, facilities available at sites or on terms and conditions
- 11.0 For any clarification on the tender document, the bidder may seek the same in writing or through e-mail, as per specified format, within the scheduled date for seeking clarification, from the office of the undersigned. BHEL shall not be responsible for receipt of queries after due date of seeking clarification due to postal delay or any other delays.

Any clarification / query received after last date for seeking clarification may not be normally entertained by BHEL and no time extension will be given.

12.0 Pre Bid Meeting: Not used for this tender.

13.0 In the event of any conflict between requirement of any clause of this specification/ documents/drawings/data sheets etc. or requirements of different codes/standards specified, the same to be brought to the knowledge of BHEL in writing for clarification before due date of seeking clarification (whichever is applicable), otherwise, interpretation by BHEL shall prevail. Any typing error/missing pages/ other clerical errors in the tender documents, noticed must be pointed out before pre-bid meeting/submission of offer; else, BHEL's interpretation shall prevail.

14.0 Unless specifically mentioned otherwise, bidder's quoted price shall have deemed to be in compliance with tender including PBD.

15.0 Bidders shall submit Integrity Pact Agreement (Duly signed by authorized signatory who signs in the offer), **if applicable**, along with techno-commercial bid. This pact shall be considered as a preliminary qualification for further participation. **The names and other details of Independent External Monitor (IEM) for the subject tender is as given at point (1) above.**

"Integrity Pact (IP)"

- (a) IP is a tool to ensure that activities and transactions between the Company and its Bidders/ Contractors are handled in a fair, transparent and corruption free manner. Following Independent External Monitors (IEMs) on the present panel have been appointed by BHEL with the approval of CVC to oversee implementation of IP in BHEL.

Sl. No.	IEM	Email
1.	Shri Otem Dai, IAS (Retd.)	lem1@bhel.in
2.	Shri Bishwamitra Pandey, IRAS (Retd.)	lem2@bhel.in
3.	Shri Mukesh Mittal, IRS (Retd.)	lem3@bhel.in

- (b) The IP as enclosed with the tender is to be submitted (duly signed by authorized signatory) along with techno-commercial bid (Part-I, in case of two/ three part bid). Only those bidders who have entered into such an IP with BHEL would be competent to participate in the bidding. In other words, entering into this Pact would be a preliminary qualification.
- (c) Please refer Section-8 of IP for Role and Responsibilities of IEMs. In case of any complaint arising out of the tendering process, the matter may be referred to any of the above IEM(s). All correspondence with the IEMs shall be done through email only.

Note:

No routine correspondence shall be addressed to the IEM (phone/ post/ email) regarding the clarifications, time extensions or any other administrative queries, etc. on the tender issued. All such clarification/ issues shall be addressed directly to the tender issuing (procurement) department's officials whose contact details are provided below:

Details of contact person(s):

(1)

Name: P Vineel
Deptt: SCT & PUR
Address: BHEL Yadadri site, PSSR
Phone: 9959496311
Email: vineelp@bhel.in

(2)

Name: D Sandeep Kumar
Deptt: SCT & PUR
Address: BHEL Yadadri site, PSSR
Phone: 9492222211 / 8688981078
Email: dsandeep@bhel.in

- 16.0 The Bidder has to satisfy the Pre-Qualifying Requirements stipulated for this Tender in order to be qualified. The Price Bids of only those bidders will be opened who will be qualified for the subject job on the basis of satisfying the Pre-Qualification Criteria specified in this NIT as per Annexure-I (as applicable), past performance etc. and date of opening of price bids shall be intimated to only such bidders. BHEL reserves the right not to consider offers of parties under HOLD.
- 17.0 In case BHEL decides on a 'Public Opening', the date & time of opening of the sealed PRICE BID shall be intimated to the qualified bidders and in such a case, bidder may depute one authorized representative to witness the price bid opening. BHEL reserves the right to open 'in-camera' the 'PRICE BID' of any or all Unsuccessful/Disqualified bidders under intimation to the respective bidders.
- 18.0 Validity of the offer shall be for **three months** from the latest due date of offer submission (including extension, if any) unless specified otherwise.
- 19.0 **Reverse Auction (RA): Not Applicable**
- 20.0 On submission of offer, further consideration will be subject to compliance to tender & qualifying requirement and customer's acceptance, as applicable.
- 21.0 **Indian Agent of Foreign Principals: Not used for this tender.**
- 22.0 The bidders shall not enter into any undisclosed M.O.U. or any understanding amongst themselves with respect to tender.
- 23.0 Consortium Bidding: Not used for this tender.
- 24.0 The bidder shall submit documents in support of possession of 'Qualifying Requirements' duly self-certified and stamped by the authorized signatory, indexed and properly linked in the format for PQR. In case BHEL requires any other documents/proofs, these shall be submitted immediately.
- 25.0 The bidder may have to produce original document for verification if so decided by BHEL.
- 26.0 The consultant / firm (and any of its affiliates) shall not be eligible to participate in tender(s) for the related works or services for the same project, if they were engaged for the consultancy services.
- 27.0 Guidelines/rules in respect of Suspension of Business dealings, Vendor evaluation format, Quality, Safety & HSE guidelines, Experience Certificate, etc. may undergo change from time to time and the latest one shall be followed. The abridged version of extant 'Guidelines for suspension of business dealings with suppliers/ contractors' is available on www.bhel.com on "**supplier registration page**".
- 28.0 The offers of the bidders who are on the banned/ hold list and also the offer of the bidders, who engage the services of the banned/ hold firms, shall be rejected. The list of banned/ hold firms is available on BHEL website <http://www.bhel.com>.
- 28.1 Integrity commitment, performance of the contract and punitive action thereof:
- 28.1.1 **Commitment by BHEL:**
- BHEL commits to take all measures necessary to prevent corruption in connection with the tender Process and execution of the contract. BHEL will during the tender process treat all Bidder(s) in a transparent and fair manner, and with equity.
- 28.1.2 **Commitment by Bidder/ Supplier/ Contractor:**
- (i) The bidder/ supplier/ contractor commit to take all measures to prevent corruption and will not directly or indirectly influence any decision or benefit which he is not legally entitled to nor will act or omit in any manner which tantamount to an offence punishable under any provision of the Indian Penal Code, 1860 or any other law in force in India.
- (ii) The bidder/ supplier/ contractor will, when presenting his bid, disclose any and all payments he has made, and is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract and shall adhere to relevant guidelines issued from time to time by Govt. of India/ BHEL.

- (iii) The bidder/ supplier/ contractor will perform/ execute the contract as per the contract terms & conditions and will not default without any reasonable cause, which causes loss of business/ money/ reputation, to BHEL.

If any bidder/ supplier/ contractor during pre-tendering/ tendering/ post tendering/ award/ execution/ post-execution stage indulges in mal-practices, cheating, bribery, fraud or and other misconduct or formation of cartel so as to influence the bidding process or influence the prices or acts or omits in any manner which tantamount to an offence punishable under any provision of the Indian Penal Code, 1860 or any other law in force in India, then, action may be taken against such bidder/ supplier/ contractor as per extent guidelines of the company available on www.bhel.com and / or under applicable legal provisions.

29.0 Micro and Small Enterprises (MSE) - Not used for this tender.

- 30.0 The Bidder along with its associate/ collaborators/ sub-contractors/ sub-vendors/ consultants/ service providers shall strictly adhere to BHEL Fraud Prevention Policy displayed on BHEL website <http://www.bhel.com> and shall immediately bring to the notice of BHEL Management about any fraud or suspected fraud as soon as it comes to their notice.

31.0 PREFERENCE TO MAKE IN INDIA:

For this procurement, the local content to categorize a supplier as a Class I local supplier/ Class II local Supplier/Non-Local Supplier and purchase preferences to Class I local supplier, is as defined I Public Procurement (Preference to Make in India), Order 2017 dated 04.06.2020 issued by DPIIT. In case of subsequent orders issued by the nodal ministry, changing the definition of local content for the items of the NIT, the same shall be applicable even if issued after issue of this NIT, but before opening of Part-II bids against this NIT.

31.1 Compliance to Restrictions under Rule 144 (xi) of GFR 2017

- I. Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. The Competent Authority for the purpose of this Clause shall be the Registration Committee constituted by the Department for Promotion of Industry and Internal Trade (DPIIT).
- II. "Bidder" (including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.
- III. "Bidder from a country which shares a land border with India" for the purpose of this Clause means: -
 - a. An entity incorporated established or registered in such a country; or
 - b. A subsidiary of an entity incorporated established or registered in such a country; or
 - c. An entity substantially controlled through entities incorporated, established or registered in such a country; or
 - d. An entity whose beneficial owner is situated in such a country; or
 - e. An Indian (or other) agent of such an entity; or
 - f. A natural person who is a citizen of such a country; or
 - g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above
- IV. The beneficial owner for the purpose of (III) above will be as under:
 1. In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.

Explanation

- a. "Controlling ownership interest" means ownership of or entitlement to more than twenty-five per cent of shares or capital or profits of the company.
 - b. "Control" shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholder's agreements or voting agreements.
 2. In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership.
 3. In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person has ownership of or entitlement to more than fifteen percent of the property or capital or profits of the such association or body of individuals.
 4. Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
 5. In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.
- V. An Agent is a person employed to do any act for another, or to represent another in dealings with third person.
- VI. The successful bidder shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.
- Note:
- (i) The bidder shall provide undertaking for their compliance to this Clause, in the Format provided in Annexure-11.
 - (ii) Registration of the bidder with Competent Authority should be valid at the time of submission as well as acceptance of the bids.
- 32.0 Bid should be free from correction, overwriting, using corrective fluid, etc. Any interlineation, cutting, erasure or overwriting shall be valid only if they are attested under full signature(s) of person(s) signing the bid else bid shall be liable for rejection.
- All overwriting/cutting, etc. will be numbered by bid opening officials and announced during bid opening. **(Clause applicable in case of Paper Bid only.)**
- 33.0 In the course of evaluation, if more than one bidder happens to occupy L-1 status, effective L-1 will be decided by soliciting discounts from the respective L-1 bidders.
- In case more than one bidder happens to occupy the L-1 status even after soliciting discounts, the L-1 bidder shall be decided by a toss/ draw of lots, in the presence of the respective L-1 bidder(s) or their representative(s).
- Ranking will be done accordingly. BHEL's decision in such situations shall be final and binding.
- 34.0 The Bidder declares that they will not enter into any illegal or undisclosed agreement or understanding, whether formal or informal with other Bidder(s). This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
- 34.A A Bidder shall submit only one bid in a particular bidding process. In case of a holding company having more than one subsidiary having common business ownership/ management, only one business entity amongst the holding company and its subsidiaries should quote for a particular tender. Similar restrictions shall apply to closely related sister companies. Bidder's sister/ Associated/ Allied concern(s) participating or applying against the same tender, shall lead to disqualification of Bidders. Sister/ Associated/ Allied concern means a company, society, partnership firm or proprietorship firm having one or more common persons as Director/ Partner/ Member/ Owner. A Bidder who

submits more than one bid will cause all the proposals submitted in the particular bid to be disqualified. In relation to the above, a person will include firm(s) of Proprietorship / Partnership Firm / Limited Liability Partnership / Private Limited / Limited company / Society registered under Society's Act / Statutory Bodies / any other legal entity, as the case maybe, & will be deemed to have submitted multiple bids in a particular bid if a person bids in any of the two formats given below:

- i. individual or proprietorship format and/or
- ii. a partnership or association of persons format and/or
- iii. a company format

Whereby,

A company shall for this purpose include any artificial person whether constituted under the Indian laws or of any other country.

A person shall be deemed to have bid in a partnership format or in association of persons format if he is a partner of the firm which has submitted the bid or is a member of any association of persons which has submitted a bid.

A person shall be deemed to have bid in a company format if the person holds:

- i. more than 10% (ten percent) of the voting share capital of the company which has submitted a bid, or
- ii. is a director and / or Key Managerial Personnel of the company which has submitted a bid, or holds more than 10% (ten percent) of voting share capital in and/or is a director and / or Key Managerial Personnel of a holding company of that company which has submitted the bid.

By making a bid pursuant to the Tender Documents, the bidder / tenderer shall be deemed to have declared that the bidder / tenderer has not made any other bid or multiple bids as understood or deemed in terms of this clause.

All the bids of a bidder who has submitted multiple bids, as per the clause, shall be rejected.

35.0 Order of Precedence:

In the event of any ambiguity or conflict between the Tender Documents, the order of precedence shall be in the order below:

- a. Amendments/Clarifications/Corrigenda/Errata etc. issued in respect of the tender documents by BHEL
- b. Notice Inviting Tender (NIT)
- c. Price Bid
- d. Technical Conditions of Contract (TCC)—Volume-1A
- e. Special Conditions of Contract (SCC) —Volume-1B
- f. General Conditions of Contract (GCC) —Volume-1C
- g. Forms and Procedures —Volume-1D

It may please be noted that guidelines/ circulars/ amendments/ govt. directives issued from time to time shall also be applicable.

for BHARAT HEAVY ELECTRICALS LTD
(SCT)

Enclosure:

- (i) Annexure-1: Pre Qualifying Requirements.
- (ii) Annexure-2: Check List.
- ~~(iii) Annexure-3: Certificate by Chartered Accountant~~
- ~~(iv) Annexure-4: Reverse Auction Process Compliance Form~~
- ~~(v) Annexure-5: Authorization of representative who will participate in the online Reverse Auction Process~~
- ~~(vi) Annexure-6: RA Price Confirmation and Breakup~~
- (vii) Annexure-7: Integrity Pact
- (viii) Annexure-8: Undertaking as per C4 of Annexure-1 i.e. PQR

- (ix) Annexure-9: Declaration regarding Details of related firms and their area of activities
- (x) Annexure-10: Declaration regarding Minimum Local Content in Line With Revised Public Procurement (Preference To Make In India), Order 2017 Dated 04th June, 2020) And Subsequent Order(s)
- (xi) Annexure-11: Declaration Regarding Compliance to Restrictions Under Rule 144 (xi) of GFR 2017
- (xii) Other Tender documents as per this NIT

PRE-QUALIFYING REQUIREMENTS (PQR)

JOB	<i>Part Works of Stage-2 (Unit 3 and 4) Electrical LT package</i>		
SL NO	PRE QUALIFICATION CRITERIA	Bidders claim in respect of fulfilling the PQR Criteria	
		Name and Description of qualifying criteria	Page no of supporting document. Bidder must fill up this column as per applicability
A	Submission of Integrity Pact duly signed (if applicable) (Note: To be submitted by Prime Bidder & Consortium/Technical Tie up partner jointly in case Consortium bidding is permitted, otherwise by the sole bidder)	Applicable	
B	Technical B.1: The bidder should have executed Electrical or C&I work for any one of the following in the last seven years from the latest date of bid submission: B.1.1 One Work, each with a value not less than 1.7 Crore Or B.1.2 Two works, each with a value not less than Rs. 1 Crore. Or B.1.3 Three works, each with a value not less than Rs. 50 Lakhs. And B2: The bidder should have executed any of the following works: B.2.1: Executed C&I Works for BTG/GT in one unit of $\geq 190\text{MW}$. Or B.2.2: Executed Electrical works consisting of a minimum rating of 1.6MVA Transformer, HT/LT Busduct, and HT/LT Switchgear.	Applicable	
C-1	<u>Financial</u> <u>TURNOVER</u> Bidder must have achieved an average annual financial turnover (Audited) of Rs. 60 Lakhs or more over three consecutive FY from immediate four previous FYs shall be reckoned. (FY to be	Applicable	

	considered shall be FY 2020-2021, 2021-22 & 2022-23)		
C-2	NETWORTH (only in case of Companies) Net worth of the Bidder based on the latest Audited Accounts as furnished for 'C-1' above should be positive.	Applicable	
C-3	PROFIT Bidder must have earned profit in any one of the five Financial Years as applicable in the last five Financial Years. Proceeding at the present (i.e 2018-19, 2019-20, 2020-21, 2021-22, 2022-23)	Applicable	
C-4	Bidder must not be under Insolvency Resolution Process or Liquidation or Bankruptcy Code Proceedings (IBC) as on date, by NCLT or any adjudicating authority/authorities, which will render him ineligible for participation in this tender, and shall submit undertaking (Annexure-8) to this effect.	Applicable	
D	Assessment of Capacity of Bidder to execute the work as per sl. no. 9 of NIT (if applicable)	Not Applicable	By BHEL
E	Approval of Customer (if applicable) Note: Names of bidders (including consortium/Technical Tie up partners in case consortium bidding is permitted) who stand qualified after compliance of criteria A to D shall be forwarded to customer for their approval.	Not Applicable	BY BHEL
F	Price Bid Opening Note: Price Bids of only those bidders shall be opened who stand qualified after compliance of criteria A to E	Applicable	BY BHEL
G	Consortium criteria (if applicable)	Not Applicable	

Explanatory Notes for the PQR (unless otherwise specified in the PQR):

Notes for Technical Criteria (B2):

1.If any two or more packages are clubbed together, respective technical criterion (B2) shall have to be ensured with provision of consortium partner for smaller package (value wise).

2.Unless otherwise specified, for the purpose of "B2 Technical Criteria", the word 'EXECUTED' means achievement of milestones as defined below -

- "ACHIEVEMENT OF PHYSICAL QUANTITIES" as per PQRs.
- "READINESS FOR COAL FILLING" of at least one Bunker, in respect of Mill Bunker Structure.
- "CHARGING" in respect of Power Transformers/ Bus Ducts/ "HT/LT Switchgears" / "HT/LT Cabling"
- For C&I works: "SYNCHRONISATION" in case of power project / "WORK EXECUTION of the value as defined in PQR" in case of industry

3. For the purpose of evaluation of the PQR, one MVV shall be considered equivalent to 3.5 TPH where ever rating of HRSG/BOILER is mentioned in MW. Similarly, where ever rating of Gas Turbine is mentioned in terms of Frame size, ISO rating of the same in terms of MW shall be considered for evaluation.

Common Explanatory Notes:

1. For evaluation of PQR, in case Bidder alone does not meet the pre-qualifying technical criteria B1 above, bidder may utilize the experience of its Parent/ Subsidiary Company along with its own experience, subject to following:
 - a. The parent company shall have a controlling stake of $\geq 50\%$ in the subsidiary company (as per Format-I).
 - b. The Parent Company/ Subsidiary Company of which experience is being utilized for bidding shall submit Security Deposit(SD) equivalent to 1% of the total contract value
 - c. The parent/ subsidiary company and bidder shall provide an undertaking that they are jointly or severally responsible for successful performance of the contract (as per Format-2).
 - d. In case Bidder is submitting bid as a Consortium Partner, option of utilizing experience of parent/subsidiary Company can be availed by Prime Bidder only.
 - e. Parent Company/ Subsidiary Company of which experience is being used for bidding, cannot participate as a 'Standalone Bidder' or as a 'Consortium bidder'.
2. Completion date for achievement of the technical criteria specified in the Common QR should be in the last 7 years ending on the 'latest date of Bid Submission' of Tender irrespective of date of the start of work.
3. "Executed" means the bidder should have achieved the technical criteria specified in the Common QR even if the Contract has not been completed or closed.
4. In case the Experience/PO /WO certificate enclosed by bidders do not have separate break up of prices for the E&C portion for Electrical and C&I works i.e the certificates enclosed are for composite order for supply and erection of Electrical and C&I and other works if any), then value of Erection & Commissioning for the Electrical and C&I portion shall be considered as 15% of the price for supply & erection of Electrical and C&I.
5. Consortium is not applicable for this contract

BIDDER SHALL SUBMIT ABOVE PRE-QUALIFICATION CRITERIA FORMAT, DULY FILLED-IN, SPECIFYING RESPECTIVE ANNEXURE NUMBER AGAINST EACH CRITERIA AND FURNISH RELEVANT DOCUMENT INCLUSIVE OF WORK ORDER AND WORK COMPLETION CERTIFICATE ETC IN THE RESPECTIVE ANNEXURES IN THEIR OFFER.

Credentials submitted by the bidder against "PRE QUALIFYING CRITERIAS" shall be verified for its authenticity. In case, any credential (s) is/are found unauthentic, offer of the bidder is liable to the rejection. BHEL reserves the right to initiate any further action as per extant guidelines for Suspension of Business Dealings.

ANNEXURE - 2**CHECK LIST****NOTE: - Tenderers are required to fill in the following details and no column should be left blank**

1	Name and Address of the Tenderer		
2	Details about type of the Firm/Company		
3.a	Details of Contact person for this Tender	Name: Mr/Ms Designation: Telephone No: Mobile No: Email ID: Fax No:	
3.b	Details of alternate Contact person for this Tender	Name: Mr/Ms Designation: Telephone No: Mobile No: Email ID: Fax No:	
4	EMD DETAILS (Not Applicable)	DD No: Date: Bank: Amount: <u>Please tick (✓) whichever applicable:-</u> ONE TIME EMD / ONLY FOR THIS TENDER	
5	Validity of Offer	TO BE VALID FOR THREE MONTHS FROM DUE DATE	
		APPLICABILITY (BY BHEL)	ENCLOSED BY BIDDER
6	Whether the format for compliance with PRE QUALIFICATION CRITERIA (ANNEXURE-I & IA) is understood and filled with proper supporting documents referenced in the specified format	Applicable	YES / NO
7	Audited profit and Loss Account for the last three years	Applicable	YES / NO
8	Copy of PAN Card	Applicable	YES / NO
9	Whether all pages of the Tender documents including annexures, appendices etc. are read understood and signed	Applicable	YES / NO
10	Integrity Pact	Applicable	YES / NO
11	Offer Forwarding Letter (as per Format-3 of NIT)	Applicable	YES / NO
12	Declaration by Authorized Signatory (as per Format-4 of NIT)	Applicable	YES / NO
13	No Deviation Certificate (as per Format-5 of NIT)	Applicable	YES / NO

14	Declaration confirming knowledge about Site Conditions (as per Format-6 of NIT)	Applicable	YES / NO
15	Declaration for relation in BHEL (as per Format-7 of NIT)	Applicable	YES / NO
16	Non-Disclosure Certificate (as per Format-8 of NIT)	Applicable	YES / NO
17	Bank Account Details for E-Payment (as per Format-9 of NIT)	Applicable	YES / NO
18	Capacity Evaluation of Bidder for current Tender	Not Applicable	YES / NO
19	Tie Ups/Consortium Agreement are submitted as per format	Not Applicable	YES / NO
20	Power of Attorney for Submission of Tender/ Signing Contract Agreement (as per Format-10 of NIT)	Applicable	YES / NO
21	Analysis of Unit rates	Applicable	YES / NO
22	Undertaking as per clause C4 of Annexure-1 to NIT i.e. PQR (as per Annexure-8 to NIT)	Applicable	YES / NO
23	Declaration regarding Minimum Local Content In Line With Revised Public Procurement (Preference To Make In India), Order 2017 Dated 04th June, 2020) And Subsequent Order(s) (as per Annexure-10 to NIT)	Applicable	YES / NO
24	Declaration Regarding Compliance to Restrictions Under Rule 144 (xi) of GFR 2017 (as per Annexure-11 to NIT)	Applicable	YES / NO

NOTE:

1. STRIKE OFF 'YES' OR 'NO', AS APPLICABLE.
2. TENDER NOT ACCOMPANIED BY THE PRESCRIBED ABOVE APPLICABLE DOCUMENTS ARE LIABLE TO BE SUMMARILY REJECTED.

DATE :

Sign. of the AUTHORISED SIGNATORY
(With Name, Designation and Company seal)

ANNEXURE – 3

Certificate by Chartered Accountant on letter head

(applicable up to 31st Dec'2021 in line with MSME notification no. S.O. 2119 (E), dated 26th June'2020 and gazette notification no. S.O. 2347(E) dtd. 16.06.2021))

;

NOT APPLICABLE FOR THIS TENDER

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Annexure 7

Integrity Pact (IP)

IP is a tool to ensure that activities and transactions between the company and its Bidders / Contractors are handled in a fair, transparent and corruption free manner. A panel of Independent External Monitors (IEMs) have been appointed to oversee implementation of IP in BHEL. The IP as per format given at Volume 1D Formats (refer as in Annexure-IA) of this tender is to be submitted (duly signed and stamped by the authorized signatory who signs in the offer) along with Techno Commercial Bid. Only those bidders who have entered into such an IP with BHEL would be competent to participate in the bidding. In other words, entering into this pact would be a preliminary qualification.

Details of IEM for this tender is furnished below:

Sl. No.	IEM	Email
1.	Shri Otem Dai, IAS (Retd.)	lem1@bhel.in
2.	Shri Bishwamitra Pandey, IRAS (Retd.)	lem2@bhel.in
3.	Shri Mukesh Mittal, IRS (Retd.)	lem3@bhel.in

a) Please refer section- 8 of the IP (refer as in Annexure-IA) for Role and Responsibilities of IEMs. In case of any complaint arising out of the tendering process, the matter may be referred to the IEM mentioned in the tender.

Note: No routine correspondence shall be addressed to the IEM (Phone / Post / E mail) regarding the clarifications, time extensions or any other administrative queries, etc. on the tender issued. All such clarification / issued shall be addressed directly to the tender issuing (Procurement) department. For all clarifications / issues related to the tender, please contact:

1. P Vineel Dy.Managaer, SCT&PUR,

BHEL Site Office, Yadadri TPP, Veerlapalem, Damaracherla, Nalagonda, Telangana. 508355.

Ph : 9959496311, email : vineelp@bhel.in

Handwritten signature

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Annexure-VII

INTEGRITY PACT

Between

Bharat Heavy Electricals Ltd. (BHEL), a company registered under the Companies Act 1956 and having its registered office at "BHEL House", Siri Fort, New Delhi - 110049 (India) hereinafter referred to as "The Principal", which expression unless repugnant to the context or meaning hereof shall include its successors or assigns of the ONE PART

and

_____, (description of the party along with address), hereinafter referred to as "The Bidder/ Contractor" which expression unless repugnant to the context or meaning hereof shall include its successors or assigns of the OTHER PART

Preamble

The Principal intends to award, under laid-down organizational procedures, contract/s for

BHEL:YTPS:SCT:202407-199 (hereinafter referred to as "Contract"). The Principal values full compliance with all relevant laws of the land, rules and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder(s)/ Contractor(s).

In order to achieve these goals, the Principal will appoint panel of Independent External Monitor(s) (IEMs), who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1 Commitments of the Principal

1.1 The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:

1.1.1 No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

1.1.2 The Principal will, during the tender process treat all Bidder(s) with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential/ additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.

1.1.3 The Principal will exclude from the process all known prejudiced persons.

1.2 If the Principal obtains information on the conduct of any of its employees which is a penal offence under the Indian Penal Code 1860 and Prevention of Corruption Act 1988 or any other statutory penal enactment, or if there be a substantive suspicion in this regard, the Principal will inform its Vigilance Office and in addition can initiate disciplinary actions.

Section 2 - Commitments of the Bidder(s)/ Contractor(s)

2.1 The Bidder(s)/ Contractor(s) commit himself to take all measures necessary to prevent corruption. The Bidder(s)/ Contractor(s) commits himself to observe the following principles during participation in the tender process and during the contract execution.

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2.1.1 The Bidder(s)/ Contractor(s) will not, directly or through any other person or firm, offer, promise or give to the Principal or to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material, immaterial or any other benefit which he/ she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.

2.1.2 The Bidder(s)/ Contractor(s) will not enter with other Bidder(s) into any illegal or undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.

2.1.3 The Bidder(s)/ Contractor(s) will not commit any penal offence under the relevant Indian Penal Code (IPC) and Prevention of Corruption Act; further the Bidder(s)/ Contractor(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

2.1.4 Foreign Bidder(s)/ Contractor(s) shall disclose the name and address of agents and representatives in India and Indian Bidder(s)/ Contractor(s) to disclose their foreign principals or associates. The Bidder(s)/ Contractor(s) will, when presenting his bid, disclose any and all payments he has made, and is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.

2.2 The Bidder(s)/ Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

2.3 The Bidder(s)/ Contractor(s) shall not approach the Courts while representing the matters to IEMs and shall await their decision in the matter.

Section 3 - Disqualification from tender process and exclusion from future contracts

If the Bidder(s)/ Contractor(s), before award or during execution has committed a transgression through a violation of Section 2 above, or acts in any other manner such as to put his reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s)/ Contractor(s) from the tender process, terminate the contract, if already awarded, exclude from future business dealings and/ or take action as per the separate "Guidelines on Banning of Business dealings with Suppliers/ Contractors", framed by the Principal.

Section 4 - Compensation for Damages

4.1 If the Principal has disqualified the Bidder (s) from the tender process before award / order acceptance according to Section 3, the Principal is entitled to demand and recover the damages equivalent to Earnest Money Deposit/ Bid Security.

4.2 If the Principal is entitled to terminate the Contract according to Section 3, or terminates the Contract in application of Section 3 above, the Bidder(s)/ Contractor (s) transgression through a violation of Section 2 above shall be construed breach of contract and the Principal shall be entitled to demand and recover from the Contractor an amount equal to 5% of the contract value or the amount equivalent to Security Deposit/ Performance Bank Guarantee, whichever is higher, as damages, in addition to and without

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prejudice to its right to demand and recover compensation for any other loss or damages specified elsewhere in the contract.

Section 5 - Previous Transgression

5.1 The Bidder declares that no previous transgressions occurred in the last 3 (three) years with any other company in any country conforming to the anti-corruption approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.

5.2 If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason or action can be taken as per the separate "Guidelines on Banning of Business dealings with Suppliers/ Contractors", framed by the Principal.

Section 6 - Equal treatment of all Bidder (s)/ Contractor (s) / Sub-contractor (s)

6.1 The Principal will enter into Integrity Pacts with identical conditions as this Integrity Pact with all Bidders and Contractors.

6.2 In case of Sub-contracting, the Principal Contractor shall take the responsibility of the adoption of Integrity Pact by the Sub-contractor(s) and ensure that all Sub-contractors also sign the Integrity Pact.

6.3 The Principal will disqualify from the tender process all Bidders who do not sign this Integrity Pact or violate its provisions.

Section 7 - Criminal Charges against violating Bidders/ Contractors /Subcontractors

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the Vigilance Office.

Section 8 -Independent External Monitor(s)

8.1 The Principal appoints competent and credible panel of Independent External Monitor (s) (IEMs) for this Integrity Pact. The task of the IEMs is to review independently and objectively, whether and to what extent the parties comply with the obligations under this Integrity Pact.

8.2 The IEMs are not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the CMD, BHEL.

8.3 The IEMs shall be provided access to all documents/ records pertaining to the Contract, for which a complaint or issue is raised before them as and when warranted. However, the documents/records/information having National Security implications and those documents which have been classified as Secret/Top Secret are not to be disclosed.

8.4 The Principal will provide to the IEMs sufficient information about all meetings among the parties related to the Contract provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the IEMs the option to participate in such meetings.

8.5 The advisory role of IEMs is envisaged as that of a friend, philosopher and guide. The advice of IEMs would not be legally binding and it is restricted to resolving issues raised by a Bidder regarding any aspect of the tender which allegedly restricts competition or bias towards some Bidders. At the same time,

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it must be understood that IEMs are not consultants to the Management. Their role is independent in nature and the advice once tendered would not be subject to review at the request of the organization.

8.6 For ensuring the desired transparency and objectivity in dealing with the complaints arising out of any tendering process or during execution of Contract, the matter should be examined by the full panel of IEMs jointly, who would look into the records, conduct an investigation, and submit their joint recommendations to the Management.

8.7 The IEMs would examine all complaints received by them and give their recommendations/ views to the CMD, BHEL at the earliest. They may also send their report directly to the CVO, in case of suspicion of serious irregularities requiring legal/ administrative action. Only in case of very serious issue having a specific, verifiable Vigilance angle, the matter should be reported directly to the Commission. IEMs will tender their advice on the complaints within 30 days.

8.8 The CMD, BHEL shall decide the compensation to be paid to the IEMs and its terms and conditions.

8.9 IEMs should examine the process integrity, they are not expected to concern themselves with fixing of responsibility of officers. Complaints alleging mala fide on the part of any officer of the Principal should be looked into by the CVO of the Principal.

8.10 If the IEMs have reported to the CMD, BHEL, a substantiated suspicion of an offence under relevant Indian Penal Code / Prevention of Corruption Act, and the CMD, BHEL has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Vigilance Office, the IEMs may also transmit this information directly to the Central Vigilance Commissioner, Government of India.

8.11 After award of work, the IEMs shall look into any issue relating to execution of Contract, if specifically raised before them. As an illustrative example, if a Contractor who has been awarded the Contract, during the execution of Contract, raises issue of delayed payment etc. before the IEMs, the same shall be examined by the panel of IEMs. Issues like warranty/ guarantee etc. shall be outside the purview of IEMs.

8.12 However, the IEMs may suggest systemic improvements to the management of the Principal, if considered necessary, to bring about transparency, equity and fairness in the system of procurement.

8.13 The word 'Monitor' would include both singular and plural.

Section 9 - Pact Duration

9.1 This Integrity Pact shall be operative from the date this Integrity Pact is signed by both the parties till the final completion of contract for successful Bidder, and for all other Bidders 6 months after the Contract has been awarded. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings.

9.2 If any claim is made/ lodged during currency of this Integrity Pact, the same shall be binding and continue to be valid despite the lapse of this Pact as specified above, unless it is discharged/ determined by the CMD, BHEL.

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Section 10 - Other Provisions

10.1 This Integrity Pact is subject to Indian Laws and exclusive jurisdiction shall be of the competent Courts as indicated in the Tender or Contract, as the case may be.

10.2 Changes and supplements as well as termination notices need to be made in writing.

10.3 If the Bidder(s)/ Contractor(s) is a partnership or a consortium or a joint venture, this Integrity Pact shall be signed by all partners of the partnership or joint venture or all consortium members.

10.4 Should one or several provisions of this Integrity Pact turn out to be invalid, the remainder of this Integrity Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

10.5 Only those bidders / contractors who have entered into this Integrity Pact with the Principal would be competent to participate in the bidding. In other words, entering into this Integrity Pact would be a preliminary qualification.

10.6 In the event of any dispute between the Principal and Bidder(s)/ Contractor(s) relating to the Contract, in case, both the parties are agreeable, they may try to settle dispute through Mediation before the panel of IEMs in a time bound manner. In case, the dispute remains unresolved even after mediation by the panel of IEMs, either party may take further action as the terms & conditions of the Contract. The fees/expenses on dispute resolution through mediation shall be shared by both the parties. Further, the mediation proceedings shall be confidential in nature and the parties shall keep confidential all matters relating to the mediation proceedings including any settlement agreement arrived at between the parties as outcome of mediation. Any views expressed, suggestions, admissions or proposals etc. made by either party in the course of mediation shall not be relied upon or introduced as evidence in any further arbitral or judicial proceedings, whether or not such proceedings relate to the dispute that is the subject of mediation proceedings. Neither of the parties shall present IEMs as witness in any Alternative Dispute Resolution or judicial proceedings in respect of the dispute that was subject of mediation.


For & On behalf of the Principal
(Office Seal)
AMARESH KUMAR SINGH
Addl General Manager (Civil & SCT)
BHEL-PSSR-5X800MW YADADRI TPP
VEERLAPALEM, DAMARACHERLA,
Nalgonda Dist. Telangana-508 355.

For & On behalf of the Bidder/ Contractor
(Office Seal)

Witness: 
(Name & Address) P. VINCEL

By Mr. Set Anur,
BHEL PSSR, YADADRI TPP.

Witness: _____
(Name & Address) _____

UNDERTAKING

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir/Madam,

Sub: DECLARATION REGARDING INSOLVENCY/ LIQUIDATION/ BANKRUPTCY PROCEEDINGS

Ref: NIT/Tender Specification No:

I/We, _____
declare that, I/We am/are not under insolvency resolution process or liquidation or Bankruptcy Code Proceedings (IBC)
as on date, by NCLT or any adjudicating authority/authorities, which will render us ineligible for participation in this tender.

**Sign. of the AUTHORISED SIGNATORY
(With Name, Designation and Company seal)**

Place:

Date:

DECLARATION

Date: _____

To: _____
Address: BHEL, _____

email: _____

Sub: **Details of related firms and their area of activities**

Dear Sir/ Madam,

Please find below details of firms owned by our family members that are doing business/ registered for same item with BHEL, _____ (NA, if not applicable)

1	Material Category/ Work Description	
	Name of Firm	
	Address of Firm	
	Nature of Business	
	Name of Family Member	
	Relationship	
2	Material Category/ Work Description	
	Name of Firm	
	Address of Firm	
	Nature of Business	
	Name of Family Member	
	Relationship	
...		

Note: I certify that the above information is true and I agree for penal action from BHEL in case any of the above information furnished is found to be false.

Regards,

(_____)

From: M/s _____
Supplier Code: _____
Address: _____

DECLARATION

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir/Madam,

Sub: One Bid per Bidder w.r.t. Clause No. 34A of NIT – reg.

Ref: NIT/Tender Specification No:

I/ We, M/s (Name of the bidder) certify the following with reference to the subject Tender.

1) I/ We have not submitted multiple bids, in any of the two formats given below:

- a) individual or proprietorship format and/or
- b) a partnership or association of persons format and/or
- c) a company format

wherein,

- A company shall for this purpose include any artificial person whether constituted under the Indian laws or of any other country.
 - A person shall be deemed to have bid in a partnership format or in association of persons format if he is a partner of the firm which has submitted the bid or is a member of any association of persons which has submitted a bid.
 - A person shall be deemed to have bid in a company format if the person holds:
 - i. more than 10% (ten percent) of the voting share capital of the company which has submitted a bid, or
 - ii. is a Director and / or Key Managerial Personnel of the company which has submitted a bid, or
 - iii. holds more than 10% (ten percent) of voting share capital in and/or is a director and/or Key Managerial Personnel of a holding company of that company which has submitted the bid.
- 2) None of our Sister/ Associated/ Allied concerns (i.e, a company, society, partnership firm or proprietorship firm having one or more common persons as Director/ Partner/ Member/ Owner) have submitted any other bid for this Tender.

I/We understand that all the bids of a bidder who has submitted multiple bids, in terms of Clause No. 34A of NIT, shall be rejected.

Signature of the AUTHORISED SIGNATORY

Annexure 10

**DECLARATION REGARDING MINIMUM LOCAL CONTENT IN LINE WITH
REVISED PUBLIC PROCUREMENT (PREFERENCE TO MAKE IN INDIA), ORDER 2017
DATED 04TH JUNE, 2020) AND SUBSEQUENT ORDER(S)**

(To be typed and submitted in the Letter Head of the Entity/Firm providing certificate as applicable)

To,
(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub: Declaration reg. minimum local content in line with Public Procurement (Preference to Make in India), Order 2017-Revision, dated 04th June, 2020 and subsequent Orders)

Ref : 1) NIT/Tender Specification No:
2) All other pertinent issues till date

We hereby certify that the items/works/services offered by **(SPECIFY ORGANIZATION NAME HERE)** has a local content of _____ % and this meets the local content requirement for 'Class-I local supplier' / 'Class II local supplier' ** as defined in Public Procurement (Preference to Make in India), Order 2017-Revision dated 04.06.2020 issued by DPIIT and subsequent order(s).

The details of the location(s) at which the local value addition is made are as follows:

1. _____	2. _____
3. _____	4. _____
...	
...	

Thanking you,
Yours faithfully,

(Signature, Date & Seal of
Authorized Signatory of the Bidder)

** - Strike out whichever is not applicable.

Note:

1. Bidders to note that above format Duly filled & signed by authorized signatory, shall be submitted along with the techno-commercial offer.
2. In case the bidder's quoted value is in excess of Rs. 10 crores, the authorized signatory for this declaration shall necessarily be the statutory auditor or cost auditor of the company (in the case of companies) or a practising cost accountant or practicing chartered accountant (in respect of suppliers other than companies).
3. In the event of false declaration, actions as per the above order and as per BHEL Guidelines shall be initiated against the bidder.

Annexure 11**DECLARATION REGARDING COMPLIANCE TO
RESTRICTIONS UNDER RULE 144 (xi) OF GFR 2017**

(To be typed and submitted in the Letter Head of the Entity/Firm providing certificate as applicable)

To,
(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub: Declaration regarding compliance to Restrictions under Rule 144 (xi) of GFR 2017

Ref : 1) NIT/Tender Specification No:
2) All other pertinent issues till date

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries. I certify that _____ (**specify the name of the organization here**), is not from such a country / has been registered with the Competent Authority (attach valid registration by the Competent Authority, i.e., the Registration Committee constituted by the Dept. for Promotion of Industry and Internal Trade (DPIIT)); and will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority. (attach relevant valid registration, if applicable)

I hereby certify that we fulfil all requirements in this regard and is eligible to be considered.

Thanking you,
Yours faithfully,

**(Signature, Date & Seal of
Authorized Signatory of the Bidder)**

Note:

Bidders to note that if the above certification given by a bidder, whose bid is accepted, is found to be false, then this would be a ground for immediate termination and further action in accordance with law and as per BHEL guidelines.

Certificate for relationship between Parent Company / Subsidiary Company and the bidder

To,

.....

.....

Dear Sir,

Sub: Bid for NIT No dated..... for “.....” (name of the tender).

We hereby certify that M/s is Parent Company/ Subsidiary Company of M/s (the bidder) and details of equity holding of the Parent Company in Subsidiary Company as on (not earlier than seven days prior to the Bid Submission Date) are given as below:

Name of Parent Company	Name of Subsidiary Company	Percentage of Equity Holding of Parent Company in Subsidiary Company

(Insert Name and Signature of Statutory Auditor or practicing Company Secretary of the Bidder)

Format-2**Undertaking from the Parent Company/ Subsidiary Company of the bidder**
(On the Letter Head of Parent Company/ Subsidiary Company, as applicable)

From,
Name:
Full Address:

Telephone No.:
E-mail address:
Fax/No.:

To,
.....
.....

Dear Sir,

We refer to the NIT No..... dated..... for “.....” (name of the Tender).

“We have carefully read and examined in detail the NIT/Tender Terms and Conditions, including in particular, Clause of the NIT/Tender, regarding submission of an Undertaking, as per the prescribed Format 1 of the NIT/ Tender.

We confirm that M/s..... (the Bidder) has been authorized by us to use our Technical capability for meeting the Technical Criteria as specified in Clause.....of the PQR of the NIT/Tender referred above.

We agree to submit the Security Deposit equivalent to 1% of the total contract value in addition to Security Deposit to be submitted by Bidder as per Clause.....of the NIT/Tender for fulfilment of all obligations in terms of provisions of the contract, in the event of(the Bidder) being selected as the Successful Bidder.

We confirm that we along with M/s.....(the bidder), are jointly or severally responsible for successful performance of the contract.

We confirm that our company shall not participate in the above tender as a ‘Standalone Bidder’ or as a ‘Consortium bidder’ and also shall not authorize any other bidder to use our Technical capability for the above tender.

All the terms used herein but not defined, shall have the meaning as ascribed to the said terms under the referred NIT/Tender.

Signature of Managing Director/Authorized signatory of Parent/ Subsidiary Company

OFFER FORWARDING LETTER / TENDER SUBMISSION LETTER
(To be typed and submitted in the Letter Head of the Company / Firm of Bidder)

Offer Reference No:.....

Date:.....

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub: Submission of Offer against Tender Specification No:

I/We hereby offer to carry out the work detailed in the Tender Specification issued by Bharat Heavy Electricals Limited, Power Sector - Southern Region Yadadri, in accordance with the terms and conditions thereof.

I/We have carefully perused the following listed documents connected with the above work and agree to abide by the same.

1. Amendments/Clarifications/Corrigenda/Errata/etc. issued in respect of the Tender documents by BHEL
2. Notice Inviting Tender (NIT)
3. Price Bid
4. Technical Conditions of Contract

Should our Offer be accepted by BHEL for Award, I/we further agree to furnish 'Security Deposit' for the work as provided for in the Tender Conditions within the stipulated time as may be indicated by BHEL.

I / We further agree to execute all the works referred to in the said Tender documents upon the terms and conditions contained or referred to therein and as detailed in the appendices annexed thereto.

I/We have deposited/depositing herewith the requisite Earnest Money Deposit (EMD) as per details furnished.

Authorized Representative of Bidder

Signature:

Name:

Address:

Place:

Date:

DECLARATION BY AUTHORISED SIGNATORY OF BIDDER
(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub: **Declaration by Authorized Signatory**

Ref: 1) NIT/Tender Specification No:

2) All other pertinent issues till date

I/We, hereby certify that all the information and data furnished by me with regard to the above Tender Specification are true and complete to the best of my knowledge. I have gone through the specifications, conditions, stipulations and all other pertinent issues till date, and agree to comply with the requirements and Intent of the specification.

I further certify that I am authorized to represent on behalf of my Company/Firm for the above mentioned tender and a valid Power of Attorney to this effect is also enclosed.

Yours faithfully,

(Signature, Date & Seal of Authorized Signatory of the Bidder)

Date:

Enclosed : Power of Attorney

NO DEVIATION CERTIFICATE

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : No Deviation Certificate

Ref :

- 1) NIT/Tender Specification No:
- 2) All other pertinent issues till date

We hereby confirm that we have not changed/ modified/materially altered any of the tender documents as downloaded from the website/ issued by BHEL and in case of such observance at any stage, it shall be treated as null and void.

We also hereby confirm that we have neither set any Terms and Conditions and nor have we taken any deviation from the Tender conditions together with other references applicable for the above referred NIT/Tender Specification.

We further confirm our unqualified acceptance to all Terms and Conditions, unqualified compliance to Tender Conditions.

We confirm to have submitted offer in accordance with tender instructions and as per aforesaid references.

Thanking you,

Yours faithfully,

(Signature, date & seal of authorized representative of the bidder)

DECLARATION CONFIRMING KNOWLEDGE ABOUT SITE CONDITIONS
(To be typed and submitted in the Letter Head of the Company / Firm of Bidder)

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub: **Declaration confirming knowledge about Site conditions**

Ref: 1) NIT/Tender Specification No:

2) All other pertinent issues till date

I / We, _____ hereby declare and confirm that we have visited the Project Site as referred in BHEL Tender Specifications and acquired full knowledge and information about the Site conditions including Wage structure, Industrial Climate, the Law & Order and other conditions prevalent at and around the Site. We further confirm that the above information is true and correct and we shall not raise any claim of any nature due to lack of knowledge of Site conditions.

I / We, hereby offer to carry out work as detailed in above mentioned Tender Specification, in accordance with Terms & Conditions thereof.

Yours faithfully,

(Signature, Date & Seal of Authorized Representative of the Bidder)

Date:

Place:

DECLARATION FOR RELATION IN BHEL

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder failing which the offer of Bidder is liable to be summarily rejected)

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub: Declaration for relation in BHEL

Ref: 1) NIT/Tender Specification No:,

I / We hereby submit the following information pertaining to relation/relatives of Proprieter/ Partner(s)/ Director(s) employed in BHEL

Tick (✓) any one as applicable:

1. The Proprieter, Partner(s), Director(s) of our Company/Firm DO NOT have any relation or relatives employed in BHEL

OR

2. The Proprieter, Partner(s), or Director(s) of our Company / Firm HAVE relation / relatives employed in BHEL and their particulars are as below:

- (i)
- (ii)

Signature of the Authorised Signatory

Note:

1. Attach separate sheet, if necessary.
2. If BHEL Management comes to know at a later date that the information furnished by the Bidder is false, BHEL reserves the right to take suitable against the Bidder / Contractor.

NON DISCLOSURE CERTIFICATE(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

I / We understand that BHEL PSSR is committed to Information Security Management System as per their Information Security Policy.

Hence, I / We M/s..... who are submitting offer for providing services to BHEL PSSR against Tender Specification No: _____, hereby undertake to comply with the following in line with Information Security Policy of BHEL PSSR, Chennai-35.

- To maintain confidentiality of documents & information which shall be used during the execution of the Contract.
- The documents & information shall not be revealed to or shared with third party which shall not be in the business interest of BHEL PSSR.

(Signature, date & seal of Authorized Signatory of the bidder)

Date:

MANDATE FORM**ELECTRONIC CLEARING SERVICE (CREDIT CLEARING)/ REAL TIME GROSS SETTLEMENT (RTGS) FACILITY FOR RECEIVING PAYMENTS****A. DETAILS OF BANK ACCOUNT HOLDER:-**

NAME OF THE ACCOUNT HOLDER	
COMPLETE CONTACT ADDRESS	
TELEPHONE NUMBER/FAX/MAIL	

B. BANK ACCOUNT DETAILS

BANK NAME	
BRANCH NAME WITH COMPLETE ADDRESS, TELEPHONE NUMBER AND EMAIL	
WHETHER THE BANK IS COMPUTERISED?	
WHETHER THE BANK IS RTGS ENABLED? IF YES, THEN WHAT IS THE BRANCH'S IFSC CODE	
IS THE BRANCH IS ALSO NEFT ENABLED?	
TYPE OF BANK ACCOUNT (SB/CURRENT/CASH CREDIT)	
COMPLETE BANK ACCOUNT NUMBER (LATEST)	
MICR CODE OF BANK	

DATE OF EFFECT:-

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect I would not hold the user Institution responsible. I have read the option invitation letter and agree to discharge responsibility expected of me as a participant under the scheme.

Date:

(Signature of Customer)

Certified that the particulars furnished above are correct as per our records.

(Bank's Stamp)

()

Date

Signature of Bank Manager

Please attach a photocopy of cheque along with the verification obtained from the bank.

In case your Bank is presently not "RTGS Enabled", then upon its up gradation to "RTGS Enabled" branch, please submit the information again in the above proforma to the Department at earliest.

POWER OF ATTORNEY for SUBMISSION OF TENDER / SIGNING CONTRACT AGREEMENT

(To be typed on non-judicial Stamp Papers of appropriate value as applicable and Notarized)

KNOW ALL MEN BY THESE PRESENTS, that I / We do hereby make, nominate, constitute and appoint Mr., whose signature given below herewith to be true and lawful Attorney of M/s..... hereinafter called 'Company', for submitting Tender/entering into Contract and inter alia, sign, execute all papers and to do necessary lawful acts on behalf of Company with M/s Bharat Heavy Electricals Ltd, Power Sector Southern Region, No 11, Head Office: BHEL PSSR, BHEL Integrated Office Complex, TNEB Road, Pallikaranai Chennai-600100 in connection with.....

..... vide Tender Specification No: _____, dated _____.

And the Company do hereby agree to ratify and confirm all acts, deeds, things or proceedings as may be lawfully done by the said attorney and by or on behalf of the company and in the name of the company, by virtue of the powers conferred herein and the same shall be binding on the company and shall have full force and effect.

IN WITNESS WHEREOF the common seal of the company has been hereunto affixed in the manner hereinafter appearing on the document.

Dated at _____, this _____ day of _____

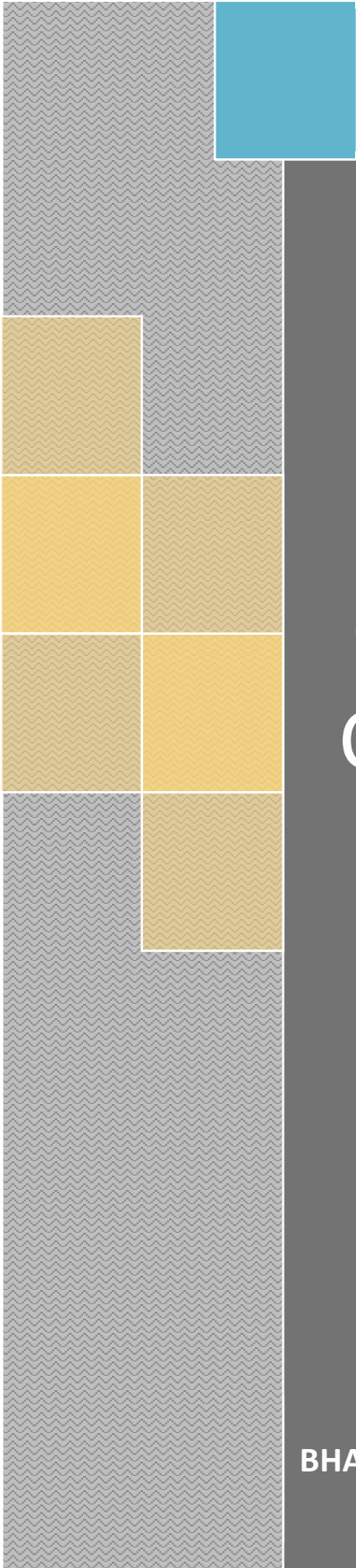
Director / CMD / Partner / Proprietor

Signature of Mr..... (Attorney)

Attested by: Director/CMD/Partner/Proprietor

Witness:

Notary Public



VOLUME – IA Part I & II TECHNICAL CONDITIONS OF CONTRACT (TCC)

BHARAT HEAVY ELECTRICALS LIMITED



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10	Pro forma for Bank Guarantee (in lieu of Security Deposit)	Chapter-10	03
11	Procedure 2.3-Procedure For Conduct Of Conciliation Proceedings	Chapter-11	11
12	T&P Hire Charges (Valid upto 31.08.2023)	Chapter-12	12
13	Proforma for Bank Guarantee (in lieu of Earnest Money)	Chapter-13	03

VOLUME-IA PART –I CHAPTER –I **PROJECT INFORMATION**

1.1.1.	Project Information	
1.	Name of the Project	YADADRI Thermal Power Station
2.	Station Capacity	5X800 MW (Coal based)
3.	Owner	Telangana State Power Generation Corporation Limited (TSGENCO)
4.	Site Location	Site is located 7 km from the NH565 (SH2). Veerlapalem village, Dameracherla Mandal, NALGONDA DISTRICT, TELANGANA STATE
5.	Latitude	16° 42'20.40 N
6.	Longitude	79° 34'41.56 E
7.	Nearest Town	30 Km Miryalaguda
8.	Nearest Railway Station	6.5 Km Damercherla
9.	Nearest Airport	130 Kms (Vijayawada)
10.	Site Conditions	
a.	Ambient Temperature	
i.	Daily minimum (average)	10°C
ii.	Daily maximum (average)	47°C
iii.	Design Ambient Temperature	50°C
iv.	Ambient temperature (performance)	38°C
b.	Relative Humidity for design / efficiency	48-84 %
c.	Annual rainfall, mm	600 mm
d.	Plant Elevation above MSL	85 m above MSL
e.	Mean Wind Speed	8 km/h
f.	Wind Pressure	As per the latest revision of IS 875/1987

VOLUME-IA PART – I CHAPTER – II

SCOPE OF WORKS

LT ELECTRICAL WORKS

1.2. The scope of works covers LT Electrical works of Main Plant (3 & 4) boiler area (all electrical related works like switchgear, Busduct, cable tray, cables, above ground earthing & lightning protection) of 5x800 MW Yadadri TPS as mentioned below, including supply of labour, tools and plants. The scope of works is indicative but not limited to the given below.

1.2.1. **SCOPE OF LT ELECTRICAL WORKS FOR EACH PACKAGE:**

1.2.1.1. The Scope of the work in each package will comprise of but not limited to the following:

(All the works mentioned hereunder shall be carried out within the accepted rate unless otherwise specified.)

The broad scope of LT Electrical works for each package covered in this tender are Erection and Commissioning of LT Switchgears (415V/220V), LT Bus Ducts, LT Cabling, Tray works, Control panels & auxiliaries, start up control Panels, and commissioning of LT Drives, including Permanent Nomenclature of individual feeders & Panels etc. Detailed Scope is as mentioned in the BOQ and elsewhere in this specification.

A. Erection, Testing and Commissioning:

1. 415 V LT Switchgears, 415 V AC & 220 V DC Distribution Boards, Starter panels.
2. Starter panels/ Scanner panels/ temperature panels and control cabinets.
3. LT Bus Ducts.
4. Laying and termination of LT Cables including supply of ferrules, tag plates and cable dressing materials as detailed in scope of cabling.
5. Laying of special cables like CAT 5, CAT 6, fiber optic cables and splicing of OFC cables.
6. Cable Trays & Accessories and tray supports.
7. Local Push button stations, local starters, Junction boxes, etc.
8. Earth flats for aboveground earthing of LT equipment and Earthing the equipment with the nearby earthpits as per site requirements.
9. Installation of above ground earthing grid, earthing of equipment/cable racks/ trays etc. as applicable
10. Installation of Lightning protection.

B. Commissioning of the following which are erected by other contractor

1. LT Unidirectional drives, Bidirectional drives & Electrical hoists
2. Control panels, insulators, special instruments, etc. erected by Mechanical/other contractor.

Note: If any peripheral Electrical item associated with the above said main equipment which was not erected by other contractor but it is required for complete commissioning shall be erected and commissioned by the contractor.

C. Others:

1. Painting including supply of paints, as detailed in scope of respective item/equipment.
2. Contractor shall have valid electrical license to carry out the work indicated in the BOQ.
3. Arranging required capacity of portable DG set to cater power supply for carrying out tray and cabling works for equipment located at long distance.
4. Supply of consumables as per the relevant clauses elsewhere specified in the tender.
5. Embossing Permanent nomenclature on individual feeders/Trays/LT panels/LT Equipment/other LT Systems as per site requirement.

Necessary arrangements for Protecting and safe guarding the Erected equipment from any damages and pilferages.

1.2.1.2. Scope of bidder also covers on getting Electrical Inspector/statutory authority's approval for charging of all LT installations erected by them.

1.2.1.3. The scope of work covers identification of items at stores / yards, checking, reporting the damages if any, loading, transportation, unloading at Contractor's stores / working yard, keeping in safe custody in contractor's stores, pre-assembly, calibration, checking, erection, testing and commissioning, supply of consumables like electrodes, gas, cable dressing materials, tag plates, PVC sleeves for wire marking, lugs (specific sizes), specific type of fasteners, paints and its consumables. Deployment of skilled / unskilled manpower, engineers / supervisors, T & P, Material handling equipment's, Testing instruments, returning of un-used materials / items to BHEL stores.

1.2.1.4. It is not the intent to specify herein all details of material. Any item related to this work not covered by this but necessary to complete the system will be deemed to have been included in the scope of the work.

1.2.1.5. The scope of specification covers the material receipt from BHEL stores, transportation to erection site, installation, testing and commissioning of the electrical equipment, hardware, software (data concentrator) communication along with accessories as detailed in Bill of Materials.

1.2.1.6. If any item or equipment not covered but requires be erected / commissioned, the same shall be carried out by the contractor. Equivalent unit rate for those item or equipment shall be considered wherever possible from the BOM.

Note: Detailed BOM in system-wise and BHEL unit wise with detailed specification of various equipment's and items are given in the VOLUME- IA PART-I CHAPTER-IX. The rate schedule is the summary of BOM i.e. consolidated list of BOM. Contractor

shall go through the detailed BOM and specification before filling the rate in the rate schedule.

VOLUME-IA PART – I CHAPTER – III
Facilities & CONSUMABLES in the scope of
Contractor / BHEL

Sl. No.	Description	Scope of BHEL	Scope of Bidder	Remarks
1.3.1.	PART-A-ESTABLISHMENT			
1.3.1.1.	A FOR CONSTRUCTION PURPOSE:			
	1. Open space for office	Yes		
	2. Open space for storage	Yes		
	3. Construction of bidder's office, canteen and storage building including supply of materials and other services		Yes	
	4. Bidder's all office equipment, office / store / canteen consumables		Yes	
	5. Canteen facilities for the bidder's staff, supervisors and engineers etc.		Yes	
	6. Firefighting equipment like buckets, extinguishers etc.		Yes	
	7. Fencing of storage area, office, canteen etc. of the bidder		Yes	
1.3.1.2.	B FOR LIVING PURPOSES OF THE BIDDER			
	1. Open space	Yes		
	2. Living accommodation		Yes	
1.3.1.3.	C ELECTRICITY			
	1 Electricity For construction purposes (to be specified whether chargeable or free)	Yes		
	1.a Single point source	Yes		Free of Charges
	1.b Further distribution for the work to be done which include supply of materials and execution		Yes	

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Sl. No.		Description	Scope of BHEL	Scope of Bidder	Remarks
	2	Electricity distribution for the office, stores, canteen etc. of the bidder within the plant premises		Yes	
	2.a	Distribution from single point including supply of materials and service		Yes	
	2.b	Supply, installation and connection of material of energy meter including operation and maintenance		Yes	Calibration certificate to be provided
	2.c	Duties and deposits including statutory clearances for the above		Yes	
	2.d	Demobilization of the facilities after completion of works		Yes	
	3	Electricity for living accommodation of the bidder's staff, engineers, supervisors etc.		Yes	Refer Cl.1.3.4.2
1.3.1.4.	D	WATER SUPPLY			
	1	For construction purposes:	Yes		Free of Charges
	1.a	Making the water available at single point	Yes		Free of Charges
	1.b	Further distribution as per the requirement of work including supply of materials and execution		Yes	
1.3.1.5.	E	Water supply for bidder's office, stores, canteen etc. within the plant premises			
	1	Making the water available at single point		Yes	
	2	Further distribution as per the requirement of work including supply of materials and execution		Yes	
1.3.1.6.	F	LIGHTING			
	1	For construction work (supply of all the necessary materials) At office storage area, At the preassembly area, At the construction site/area		Yes	

Sl. No.		Description	Scope of BHEL	Scope of Bidder	Remarks
	2	For construction work (Execution of the lighting work/ arrangements) At office Storage Area, At the preassembly area, at the construction site/area		Yes	
1.3.1.7.	G	COMMUNICATION FACILITIES for site operations of the bidder			
	1	Telephone, Fax, internet, internet, email etc. (min 2 Nos of PC & Printer) – 2 Data entry operator with computer knowledge		Yes	
1.3.1.8.	H	COMPRESSED AIR SUPPLY			
	1	Supply of Compressor and all other equipment required for compressor & compressed air system including pipes, valves, storage systems etc		Yes	
	2	Installation of above system and operation & maintenance of the same		Yes	
	3	Supply of the all the consumables for the above system during the contract period		Yes	
1.3.2.	PART-B -ERECTION FACILITIES				
	1	Engineering works for construction			
	2	Providing the erection drawings for all the equipment covered under this scope	Yes		
	3	Drawings for construction methods		Yes	In consultation with BHEL
	4	As-built drawings – wherever deviations observed and executed and also based on the decisions taken at site- example – routing of small bore pipes	Yes	Yes	In consultation with BHEL
	5	Shipping lists etc for reference and planning the activities	Yes	Yes	In consultation with BHEL

Sl. No.	Description	Scope of BHEL	Scope of Bidder	Remarks
6	Preparation of site erection schedules and other input requirements		Yes	
7	Review of performance and revision of site erection schedules in order to achieve the end dates and other commitments	Yes		In consultation with BHEL
8	Weekly erection schedules based on SI No. 6		Yes	In consultation with BHEL
9	Daily erection / work plan based on SI No. 7		Yes	In consultation with BHEL
10	Periodic visit of the senior official of the bidder to site to review the progress so that works is completed as per schedule. It is suggested this review by the senior official of the bidder should be done once in every two months.		Yes	In consultation with BHEL
11	Preparation of preassembly bay		Yes	
12	Laying of racks for gantry crane if provided by BHEL or brought by the contractor/bidder themselves			Not Applicable

1.3.3. LAND

- 1.3.3.1. Minimum Open space will be provided at free of charges to the contractor within the plant premises or adjacent to the plant boundary for construction of temporary office shed, contractor's stores shed(s). Contractor shall adopt pre-engineered / pre-fabricated constructions made of steel with single / double skin, insulated for un- insulated roof and wall coverings (fabricated out of permanently color coated metal sheets) for his site office, covered store or any other temporary building. Alternatively, contractor can adopt readymade 'porta cabin" or similar construction.
- 1.3.3.2. BHEL shall not provide to the contractor any residential accommodation to any of their Labour/Staff and the contractor has to make their own arrangements. Only Land for Labour colony will be provided by BHEL adjacent to the plant boundary to contractor at free of cost. Contractor has to make their own arrangements for labour colony.

- 1.3.3.3. Contractor has to furnish the details of requirements of area of space for his office, stores, storage shed, labour colony etc. at site before starting the work to BHEL Site Engineer.
- 1.3.3.4. Location and area requirement for office / storage sheds / fabrication yard shall be discussed and mutually agreed to.
- 1.3.4. **ELECTRICITY:**
 - 1.3.4.1. The construction power (415V) will be provided at a single point for construction purpose free of charge. Construction power shall be provided from the nearest Substation / tapping point within the plant premises. For the purpose of measurement of power consumed, the contractor shall provide Energy meter with valid calibration certificate. Distribution from this source to different locations is to be arranged by the bidder at their cost.
 - 1.3.4.2. Electricity for labour colony will be provided at single point on chargeable basis at the prevailing rate of TSGENCO. Distribution from this source to different locations is to be arranged by the bidder at their cost.
 - 1.3.4.3. Any duty, deposit involved in getting the Electricity shall be borne by the bidder. As regards to contractor's office shed also, all such expenditure shall be borne by the contractor. Demand charges if any to be borne by the contractor.
 - 1.3.4.4. Provision of distribution of electrical power from the given points to the required places with proper distribution boards, approved cables and cable laying including supply of all materials like cables, switch boards, pipes etc., observing the safety rules laid down by electrical authority of the State/ BHEL / their customer with appropriate statutory requirements shall be the responsibility of the tenderer / contractor.
 - 1.3.4.5. BHEL is not responsible for any loss or damage to the contractor 's equipment as a result of variations in voltage / frequency or interruptions in power supply.
 - 1.3.4.6. Necessary "Capacitor Banks" to improve the Power factor to a minimum of 0.8 shall be provided by the contractor at their cost. Penalty if any levied by customer on this account will be recovered from contractor's bills.
 - 1.3.4.7. Contractor has to make their own arrangements for their electricity requirement for their labour colony at their cost if Electricity is not provided by TSGENCO.
 - 1.3.4.8. As there are bound to be interruptions in regular power supply, power cut/load shedding in any construction sites, contractor should make their own arrangement for alternative source of power supply through deployment of adequate number of DG sets at their cost during the power breakdown /failure to get urgent and important work to go on without interruptions. No separate payment shall be made for this contingency
- 1.3.5. **CONSTRUCTION WATER**
 - 1.3.5.1. Water (Raw water) required for construction purposes will be provided at one single point within the plant area at free of charge for construction purpose and

bidder has to make their own arrangement for further distribution by arranging required pipes, valves, pumps, etc.

- 1.3.5.2. Water (Raw water) for labour colony shall be provided at single point on chargeable basis at the prevailing Government Tariff and bidder has to make their own arrangement for further distribution by arranging required pipes, valves, pumps, etc.
- 1.3.5.3. Incase non-availability of water, the contractor shall make their own arrangements of **water suitable for construction purpose** to have uninterrupted work. No separate payment shall be made for any contingency arrangement made by contractor, due to delay / failure for providing water supply. Contractor has to make their own arrangements for their water requirement for their labour colony at their cost.
- 1.3.6. **DRINKING WATER:** Bidder shall provide drinking water at the work spot at their cost.
- 1.3.7. **CONSUMABLES:**
 - 1.3.7.1. Such of those consumables as indicated as consumables provided by BHEL alone will be provided to the contractor by BHEL free of charge for erection activities. Other required consumables like electrodes, all gases, and other materials for this scope of work are to be arranged by the contractor at their cost.
 - 1.3.7.2. All the required electrodes (in their scope) as approved by BHEL shall be arranged by contractor at their cost. It shall be the responsibility of the contractor to obtain prior approval of BHEL, before procurement regarding, suppliers, type of electrodes etc. On receipt of the electrodes at site, it shall be subject to inspection and approval by BHEL. The contractor shall inform BHEL details regarding type of electrodes, batch number and date of expiry etc.
 - 1.3.7.3. All electrodes including stainless steel electrodes required for shall be arranged by the contractor at their cost. The bidder shall use the Customer approved quality welding electrodes only.
 - 1.3.7.4. The contractor shall provide within finally accepted price / rates, all consumables like welding electrodes (including alloy steel and stainless steel), all gases (inert, welding, and cutting), soldering material, dye penetrants, radiography films. Other erection consumables such as tapes, jointing compound, grease, mobile oil, M-seal, Araldite, petrol, CTC / other cleaning agents, grinding and cutting wheels are to be provided by the contractor. Steel, H&S, packers, shims, wooden planks, scaffolding and pre-assembly materials, hardware items etc. required for temporary works such as supports, scaffoldings, bed are to be arranged by them. Sealing compounds, gaskets, gland packing, wooden sleepers, for temporary work, required for completion of work except those which are specifically supplied by manufacturing unit are also to be arranged by them.

- 1.3.7.5. All the shims, gaskets and packing, which go finally as part of equipment, shall be supplied by BHEL free of cost.
- 1.3.7.6. In the event of failure of contractor to bring necessary and sufficient consumables, BHEL shall arrange for the same at the risk and cost of the contractor. The entire cost towards this along with standard BHEL overhead shall be deducted from the contractor's immediate due bills.
- 1.3.8. **MATERIAL SUPPLY:**
- 1.3.8.1. BHEL will supply the materials/equipment indicated in the weight schedule from their respective manufacturing units which are to be executed/incorporated in the permanent system.
- 1.3.9. **POSSESSION OF GENERATORS:**
- 1.3.9.1. As there are bound to be interruptions in regular power supply, power cut/ load shedding in any construction sites, suitable extension of time, if found necessary only be given and contractor is not entitled for any compensation. It shall be the responsibility of the tenderer / contractor to provide, and maintain the complete installation on the load side of the supply with due regard to safety requirements at site. It shall be responsibility of the contractor to have at least (2 to 4) diesel operated generator sets per Package for welding to get urgent and important work to go on without interruptions. The consumables required to operate the generators are to be provided by tenderers. This may also be noted while quoting. No separate payment shall be made for this contingency.
- 1.3.10. **LIGHTING FACILITY (with ELCB):**
- 1.3.10.1. Adequate lighting facilities such as flood lamps, hand lamps and area lighting shall be arranged by the contractor at the site of construction, pre assembly yard and contractor's material storage area etc. at their cost.
- 1.3.11. **GASES:**
- 1.3.11.1. All the required gases like Oxygen / Acetylene / argon /Nitrogen required for work shall be supplied by the Contractor at their cost. It shall be the responsibility of the contractor to plan the activities and store sufficient quantity of these gases. Non-availability of gases cannot be considered as reason for not attaining the required progress.
- 1.3.11.2. BHEL reserves the right to reject the use of any gas in case required purity is not maintained.
- 1.3.11.3. The contractor shall submit weekly / fortnightly / monthly statement report regarding consumption of all consumables for cost analysis purposes.
- 1.3.11.4. The contractor shall ensure safe keeping of the inflammable cylinder at a separate place away from normal habit with proper security etc.
- 1.3.12. **ELECTRODES SUPPLY AND STORAGE:**
- 1.3.12.1. The bidder shall use the BHEL / Customer approved quality welding electrodes only.

- 1.3.12.2. It shall be the responsibility of the contractor to obtain prior approval of BHEL, before procurement, regarding suppliers, type of electrodes etc. On receipt of the electrodes at site, it shall be subject to inspection and approval by BHEL. The contractor shall inform BHEL details regarding type of electrodes, batch number and date of expiry etc.
- 1.3.12.3. Shortage of any of the electrodes or the equivalent suggested by BHEL shall not be quoted as reason for deficiency in progress or for additional rate. Contractor shall submit weekly/ fortnightly/ monthly statement/ report regarding consumption and available stock of all types of electrodes for avoiding stoppage of work on consumable scarcity.
- 1.3.12.4. Storage of electrodes shall be done in an air conditioned / controlled humidity room as per requirement, at their own cost by the contractor.
- 1.3.12.5. All low hydrogen electrodes shall be baked / dried in the electrode drying oven (range 375 deg. C - 425 deg. C) to the temperature and period specified by the BHEL Engineer before they are used in erection work and each welder should be provided with one portable electrode drying oven at the work spot. Electrode drying oven and portable drying ovens shall be provided by contractor at their cost.
- 1.3.12.6. In case of improper arrangement of procurement of above electrodes BHEL reserves the right to procure the same from any source and recover the cost from the contractor's first subsequent bills at market value plus departmental charges of BHEL communicated from time to time. Postponement of such recovery is not permitted.
- 1.3.12.7. BHEL reserves the right to reject the use of any electrodes at any stage, if found defective because of bad quality, improper storage, date expiry, unapproved type of electrodes etc. It shall be the responsibility of the contractor to replace at their cost without loss of time.
- 1.3.13. **OTHER FACILITIES:**
- 1.3.13.1. Adequate waterless urinals [at least 2 nos per level] shall be arranged by the contractor within quoted rates, at site of construction at different level and different areas like boiler structure, with proper disposal arrangement.
- 1.3.14. **MATERIALS /CONSUMABLES TO BE ARRANGED BY THE CONTRACTOR AT THEIR COST FOR ERECTION AND COMMISSIONING OF RESPECTIVE EQUIPMENTS/ITEMS.**
- 1.3.14.1. All welding electrodes, filler wires, gases shall be arranged by the contractor at their cost.
- 1.3.14.2. Supply of paints, Ferrules, lugs for sizes up to 2.5 sq mm shall be in the scope of the contractor within the quoted rate.
- 1.3.14.3. Other items
1. Provision for Temporary scaffoldings
 2. Insulation tapes

3. Paints required for primer coating & final coating and for protective coating. paint of approved colour, consumables like thinner brushes, emery paper etc.,
4. Solder wire (Lead 60/40)
5. Protocol / calibration report sheets as per BHEL format
6. PVC wire marker sleeves and tag plates
7. Panel / JB sealing compound material (for cable entry from bottom / top of panel)
8. Materials required for cable dressing
9. Anchor fasteners for wall mounted cable trays & JBs wherever required.

1.3.15. **POWER REQUIREMENT:**

- 1.3.15.1. For the purpose of planning, contractor shall furnish the estimated requirement of power (month wise) for execution of work in terms of maximum kW demand before starting the work at site to BHEL Site Engineer.

1.3.16. **CONTRACTOR'S OBLIGATION ON COMPLETION:**

- 1.3.16.1. On Completion of work, all the temporary buildings, structures, pipe lines, cable etc. shall be dismantled and leveled and debris shall be removed as per instruction of BHEL by the contractor at their cost. In the event of their failure to do so, the expenditure towards clearance of the same will be recovered from the contractor. The decision of BHEL Engineer in this regard is final.

VOLUME-IA PART – I CHAPTER – IV
T&PS AND MMEs TO BE DEPLOYED BY CONTRACTOR
PER PACKAGE

1.4. T&PS and MMEs TO BE DEPLOYED BY CONTRACTOR:

Major T&P and testing equipment given in the below list is tentative requirement considering parallel working in all areas mentioned in scope of work. However, mobilization schedule and quantity/ numbers as mutually agreed at site for major T&Ps, have to be adhered to.

1.4.1. Tentative list of Major T&P shall be deployed for execution within quoted Price:

a. Mobile Crane 14 T capacity – 02 Nos. (min)

1.4.2. T&Ps mentioned above is tentative requirement considering parallel working in all areas mentioned in scope of work. However, mobilization schedule and quantity / numbers as mutually agreed at site for major T&Ps, have to be adhered to. Numbers / time of requirement of T&Ps will be reviewed time to time by BHEL site and contractor will provide required T&Ps / equipments to ensure completion of entire work within schedule / target date of completion without any additional financial implication to BHEL. Vendor will give advance intimation and certification regarding capacity etc. prior to dispatch of heavy equipments. Also on completion of the respective activity, demobilization of T&P in total or in part can be done with the due approval of engineer in charge. Retaining of the T&P's during the contract period will be mutually agreed in line with construction requirement.

1.4.3. Computerized ferrules printing machine (min – 01 No.) shall be provided for making printed ferrules for all the cables.

1.4.4. EQUIPMENT REQUIRED FOR TESTING, COMMISSIONING & OPERATION:

The tentative list of testing equipment shall be arranged by contractor in sufficient number to carry out the job simultaneously in more than one area within the quoted rate.

- i. Insulation tester:
 - a) Motorized Megger - 0 - 1000 - 2000 - 5000V, 0 - 25000 M ohms (make: Kyoritsu) with PI option.
 - b) Hand operated Megger - 0.5 KV/1.0 KV/2.5 KV, 0- 1000 M Ohms
- ii. Earth resistance tester 0 to 1, 10, 100 ohms
- iii. Transformer oil test kit
- iv. Torque wrench
- v. Voltmeter AC 0 - 125 - 250 - 625 V AC
- vi. Ammeter AC 0 - 2A - 10A AC
- vii. Wattmeter - ac/dc - 0 - 125 - 250 V 0-5-10A.
- viii. Multimeter - analogue: AC V 2.5V - 2500V, AC A - 100 mA - 10 A
DC V 25.V - 2500V, dc A - 50mA - 10A

- ix. Digital Multi meters (make: Fluke) AC 0V-600V, DC 0V-300V
- x. Resistance - 0 - 200 M ohms
- xi. Digital: voltages AC & DC - 100mv - 1000 V
- xii. Current 10-mA - 10A Resistance - 0-20 M ohms
- xiii. Oil Filtration Machine 1 kl/hr for Oil filtration of ESP-High Voltage Rectifier transformer
- xiv. VARIAC - 1 /3 phase - 5A, 15A 3 phase - 10A, 20A.
- xv. Primary injection kit - 0-10000 A.
- xvi. Relays testing kit for Secondary injection test (Make: Omicron)- 0-5A.
- xvii. HV Test kit - 50 KV AC 400kVA.
- xviii. Wheat stone bridge - 0.05 m ohm - 100 ohm.
- xix. Oscilloscope
- xx. Air compressor.
- xxi. Oil Tank for transformer oil filtration
- xxii. Winding inductance/capacitance test kit
- xxiii. 220V DC power pack for control supply required for testing of panels
- xxiv. Vacuum pump.
- xxv. Phase sequence meter - 110V - 450V - 25 to 65Hz.
- xxvi. Frequency meter - 0 - 115 - 230 - 4500 - 45 - 601/s.
- xxvii. Tong tester - 0 - 5A - 10A, 30A, 60A, 150A - 600A, 500A-1000A.
- xxviii. Tachometer etc.
- xxix. SF6 filling and evacuating equipment.
- xxx. mA Source
- xxxi. Standard pressure gauges – If required
- xxxii. Temperature oil bath– If required
- xxxiii. Tan Delta Test kit – Only if HV transformers are include in rate schedule
- xxxiv. Oil specific gravity and PPM measuring Equipment-Only if HV Transformers are included in rate schedule
- xxxv. Dew point measurement instrument kit
- xxxvi. 3 Phase relay testing kit (Of type omicron etc.) To be brought when required
- xxxvii. Contact resistance measurement kit
- xxxviii. Micro Ohm meter
- xxxix. Equipment for DGA test on Transformers (Guidelines attached in elsewhere in this specification)
- xl. HT discharge rod (min 11 kV) – 3 sets (min)
- xli. Lockout Tagout (LOTO) system for implementing during testing, commissioning & initial operation of Electrical equipment

xlii. Insulating Rubber mats & Hand gloves (as required)

Note: The list mentioned above is tentative requirement considering parallel working in all areas mentioned in scope of work. However, mobilization schedule and quantity /numbers as mutually agreed at site for major T&Ps, have to be adhered to.

1.4.5. **ACCURACY REQUIREMENT OF TESTING INSTRUMENTS**

S.No.	INSTRUMENT / TOOL	RANGE	ACCURACY
1	Power Pack	0 to 50V DC, 3A	$\pm 2\%$
2	Analog Multimeter	Voltage 2.5 to 2500V AC	$\pm 1.0\%$
		Current 100 mA to 10A AC	$\pm 2.0\%$
		Current 250 micro A to 1A DC	$\pm 1.5\%$
		Resistance up to 100 ohms	$\pm 3.0\%$
		Voltage 2.5V to 2500V DC	$\pm 1\%$
3	Digital Multimeter	Voltage 200mV to 1000 V DC	$\pm 1\% + 1 \text{ digit}$
		Philips Voltage 200mV to 1000 V AC	$\pm 1\% + 1 \text{ digit}$
		Hcl Current 200mA to 20 A AC	$\pm 0.8\% + 1 \text{ digit}$
		Philips Current 20 mA to 20 A AC	$\pm 0.8\% + 1 \text{ digit}$
		Resistance (Hcl) 2120 200* to 200M*	$\pm 0.5\% + 1 \text{ digit}$
		Resistance (Hcl) 2105 200* to 200M*	$\pm 0.25\% + 1 \text{ digit}$
		Hcl Voltage 200mA to 750 V	$\pm 0.8\% + 1 \text{ digit}$
		Philips Current 20 mA to 20 A DC	$\pm 0.5\% + 1 \text{ digit}$
		Hcl Current 200 mA to 010 A AC	$\pm 1\% + 1 \text{ digit}$
4	Vibration Measuring Equipment	Velocity up to 50 mm/sec.	$\pm 0.5\% \text{ mm/sec}$
		Displacement up to 300 microns	$\pm 2 \text{ microns}$

S.No.	INSTRUMENT / TOOL	RANGE	ACCURACY
5	Secondary Injection Kit	Up to 5A	$\pm 0.5\text{mA}$
6	Motor operated Megger	up to 200 Ohms	$\pm 5\%$ at Centre scale
7	Tongue tester	0/300/600A AC	$\pm 5\%$
		0 to 300A DC	$\pm 5\%$
8	Tachometer (Hand held)	0 to 4000 rpm	+ 5%
9	Phase Sequence Meter		N/A
10	Three Phase Variac	15 A Capacity	N/A
11	Feeler Gauges	300 mm long and 100 mm long	± 2 microns
12	Dial Gauges	0 to 10mm	± 0.01 mm
13	Hand operated Megger 500V / 1000V/2.5 KV	Up to 1000 M Ohms	$\pm 5\%$ at Centre Scale $\pm 10\%$ at end of Scale
14	Motorized Megger 2.5 KV	Up to 1000 M Ohms	$\pm 5\%$ at Centre Scale $\pm 10\%$ at end of Scale
15	Earth Resistance tester (Tester)	0 to 1, 10 Ohms	$\pm 5\%$ at Centre Scale range
16	AC tongue Tester	0 to 1000A AC	$\pm 3\%$
17	DC Tongue Tester	0 to 300A DC	$\pm 5\%$
18	High Voltage test Kit	Up to 50 KV AC -50 ma capacity	$\pm 10\%$
		Up to 70 KV DC	$\pm 10\%$
19	DC Ammeter	0 to 300 A	
20	DC Voltmeter	0 to 500 V	

S.No.	INSTRUMENT / TOOL	RANGE	ACCURACY
21	Micro Ohm meter	10A and 100 A	
22	Primary Injection kit	0-10000A	
23	Single Phase Variac	0-15 Amps	
24	Motor Direction tester		
25	DC Tong Tester (mA)	0-500 mA	
26	Contact Resistance Tester for Breaker contact Resistance measurement		
27	Motorized Megger 5kV	10000 Mega Ohms	

Note:

1. For loading and transportation, all necessary T & P such as Trailers, Cranes, Winches, welding generators, slings, jacks, sleepers, rails etc., are to be arranged by the contractor. All the tools & plants required for this scope of work, except the tools & plants provided by BHEL are to be arranged by the contractor within the quoted rates.
2. **Note for Contractor's Instruments:**
 - a. The contractor shall arrange all the above T&P, equipment and instruments as indicated except testing instruments which are proprietary in nature.
 - b. The contractor at their cost shall arrange all cranes and truck / tractor, trailers required for material handling purpose and also cranes required for erection.
 - c. Any other tools and plants instruments and equipment required in addition to the above for the successful completion of this job will have to be arranged by the contractor at their cost.
 - d. Necessary accessories for the above shall also be provided by the contractor.
 - e. The above instruments / equipment will be sent for testing and calibration wherever from time to time and maintained by contractor as required by BHEL.

- f. All testing instruments shall have calibration certificate issued by recognized / accredited agencies.
- g. List of such agencies and periodicity of calibration required for different instruments will be furnished by BHEL at site.
- h. Contractor shall maintain calibration records as per the BHEL format and produce them whenever called for by BHEL Engineers.
- i. Contractors shall arrange experienced/qualified persons for using these calibration instruments at laboratory and also at work spot.
- j. Wherever frequent calibration is required; contractor shall arrange adequate number of instruments such that the work does not suffer for want of test instruments.

1.4.6. **PROTECTION / HANDLING OF TOOLS AND PLANT ARRANGED BY THE CONTRACTOR**

- 1.4.6.1. Equipment, vehicles, tools and plants and materials brought to site by the contractor from their resources shall have distinctive identification marks and the contractor shall intimate the description and quantity to BHEL in writing.
- 1.4.6.2. All construction materials brought by the contractor shall have prior approval regarding quality and quantity by BHEL. The contractor shall also provide without extra cost necessary enclosures containers and protective materials for proper storage of materials inside, whenever so instructed by the purchaser without any extra cost.
- 1.4.6.3. No material or equipment or tools etc., shall be taken out of the work-site without the written consent of BHEL.
- 1.4.6.4. BHEL shall not be responsible for the safety and protection of the materials of the contractor and the contractor shall make their arrangements for proper watch and ward for their materials.
- 1.4.6.5. Until such time the work is taken over by BHEL, the contractor shall be responsible for proper protection including proper fencing, guarding, lighting, flagging, and watching. The contractor shall during the progress of work properly cover up and protect any part of the work liable to damage by exposure to the weather and shall take every reasonable precaution against accident or damage to the work from any cause.
- 1.4.7. In the event of non-mobilisation of Tools, Plants, Machinery, Equipment, Material or non-availability of the same owing to breakdown and as a result progress of work suffered, BHEL reserves the right to make alternative arrangement (available or higher capacity) in line with SCC clause no. 4.2.1.7 and hire charges shall be applicable as under:
 - i. **BHEL provides its own Capital T&P:** If BHEL provides owned T&P then BHEL, hire charges (as per BHEL norms) will be recovered from the contractor

as per the prevailing BHEL Corporate hire charges applicable (as enclosed in Volume I Book I TCC- Volume IA Part II) as per following cases:

- In case the T&P is specifically listed in “T&Ps to be deployed by Contractor”, ‘Rates of hire charges applicable to outside agencies other than contractors working for BHEL’ will apply.
- In case the T&P is not specifically listed in “T&Ps to be deployed by Contractor”, ‘Rates of hire charges applicable to contractors working for BHEL’ will apply.

The hire charges of Capital Tools & Plants are exclusive of operating expenses e.g., Operator, fuel & Consumables and the same shall be arranged by the contractor at his cost.

- ii. **BHEL provides hired T&P:** In all cases other than that specified in SI No. i above, actual expenses incurred by BHEL along with applicable overheads will be back-charged to the contractor.

VOLUME-IA PART – I CHAPTER – V
T&Ps AND MMEs TO BE DEPLOYED BY BHEL ON
SHARING BASIS PER PACKAGE

T&Ps AND MMEs TO BE DEPLOYED BY BHEL ON SHARING BASIS

- 1.5.1. List of T&Ps to be made available by BHEL to contractor free of hire charges on sharable basis as below.
 - 1.5.1.1. EOT Crane at TG Hall without operator based on requirement.
- 1.5.2. EOT crane without operating personnel shall be made available in the TG Hall free of charge. The contractor has to arrange operator for EOT Crane. As the above crane is deployed for the purpose of shifting the panels within power house building on sharing basis at free of hire charges and also for various contractors The decision of BHEL Engineers will be final with regard to allotment of crane.
- 1.5.3. Experienced Crane operator for EOT crane to be arranged by the bidder at their cost.
- 1.5.4. Providing manpower assistance required for free movement of Trailing cable of EOT Crane is also scope of the bidder at their cost.
- 1.5.5. The availability of crane is likely to be hampered from time to time due to routine preventive maintenance or breakdown maintenance. Contractor has to make alternative arrangement or plan / modify / alter their activities to suit the above conditions and the contractor will not be liable for any compensation or extension of time due to this non-availability, for maintaining the erection schedule.
- 1.5.6. In the event of the crane not available for longer duration due to major breakdown or any other reasons, BHEL will reschedule the work in consultation with bidder and direct the bidder to concentrate on other areas till such time the cranes are made available.
- 1.5.7. Crane operators deployed by the contractor shall be tested by BHEL before he is allowed to operate the cranes.
- 1.5.8. All the distribution boards, connecting cables, hoses etc., and temporary connection work including electrical connections for the BHEL issued T & Ps shall have to be arranged by the contractor at their cost.
- 1.5.9. Contractor shall make good any loss or damage to the equipment's supplied to them and day to day maintenance and operations of equipment's shall be borne by the contractor including all consumables like petrol, oil and air filters etc.,

VOLUME-IA PART – I CHAPTER-VI

TIME SCHEDULE

TIME SCHEDULE

- 1.6.1.1. The entire work of erection testing and commissioning of each package as detailed in the Tender Specification shall be completed within **6 (Six) months** from the date of commencement of work at site.
- 1.6.1.2. During the total period of contract, the contractor has to carry out the activities in a phased manner as required by BHEL and the program of milestone events.
- 1.6.1.3. The erection work shall be commenced on the mutually agreed date between the bidder and BHEL engineer and shall be deemed as completed in all respect only when the unit is in operation. The decision of BHEL in this regard shall be final and binding on the contractor. The scope of work under this contract is deemed to be completed only when so certified by the site Engineer.
- 1.6.1.4. The contractor is required to refer Form 15 in Volume 1- BOOK 2 for all the instructions to be taken immediately after receipt of LOI.
- 1.6.2. **COMMENCEMENT OF CONTRACT PERIOD**
- 1.6.2.1. The date of commencement of contract period shall be the mutually agreed date between the bidder and BHEL engineer to start the work at site. In case of discrepancy the decision of BHEL engineer is final
- 1.6.3. **MOBILIZATION FOR ERECTION, TESTING, ASSISTANCE FOR COMMISSIONING ETC.,**
- 1.6.3.1. The activities for erection, testing etc. shall be started as per directions of Construction manager of BHEL. The contractor has to augment their resources in such a manner that following major milestones of erection & commission are achieved on specified schedules:
- 1.6.3.2. In order to meet above schedule in general, and any other intermediate targets set, to meet customer / project schedule requirements, contractor shall arrange & augment all necessary resources from time to time on the instructions of BHEL Engineer.
- 1.6.3.3. In case the project is to be advanced, the erection works in the scope of the contractor is to be advanced to meet the project requirement. No extra payment whatsoever shall be paid on this account.
- 1.6.4. **PENALTY FOR Delays**
- 1.6.4.1. Final deduction towards LD (if applicable), on account of delay attributable to contractor shall be based on final delay analysis on completion / closure of contract.

1.6.4.2. In case of termination of contract due to any reason attributable to contractor before completion of work, the amount already withheld shall not be released and be converted in to recovery.

1.6.4.3. **Note:** * Executable contract value-value of work for which inputs/fronfs were made available to contractor and were scheduled for execution till the date of achievement of that milestone.

1.6.5. **CONTRACT PERIOD**

1.6.5.1. The contract period for completion of entire work for under scope shall be Six (6) months from the "COMMENCEMENT OF CONTRACT PERIOD" as specified earlier.

1.6.6. **GUARANTEE PERIOD FOR EACH PACKAGE**

The guarantee period of 3 months shall commence from the date of completion of works without pending points.

VOLUME-IA PART – I CHAPTER-VII

TERMS OF PAYMENT

1.7. Terms of Payment:

The progressive payment for erection, testing and commissioning on accepted rate / price of contract value will be released as mentioned below.

	Progressive Payment against monthly running bills will be made up to 90 % of the value of the completed erection in each package (unit) Pro rata as per Clause no 1.7.2.1.1 to 1.7.2.9.4 of the following table.	
Sl. No.	Activity / Work Description	% of unit rate
1.7.2.	PRO RATA PAYMENTS (90%)	
1.7.2.1.	Cable tray and accessories	
1.7.2.1.1.	Fabrication and fixing / welding / bolting in position	60%
1.7.2.1.2.	Earthing of cable trays	15%
1.7.2.1.3.	Tagging of cable trays (including touch up painting & cable tray numbering on sides)	8%
1.7.2.1.4.	Covering of trays where ever envisaged	7%
	Total =	90%
1.7.2.2.	Cable laying including Earthing wires	
1.7.2.2.1.	Laying of cables / Wires	50%
1.7.2.2.2.	Glanding and termination (except HT terminations)	15%
1.7.2.2.3.	Testing and charging	10%
1.7.2.2.4.	Dressing and clamping	15%
	Total =	90%
1.7.2.3.	Junction box/Push button station (local)	
1.7.2.3.1.	Erection including fixing of terminal blocks where ever applicable	75%
1.7.2.3.2.	Name plate fixing where ever applicable and labelling (inside and outside)	15%
	Total =	90%
1.7.2.4.	Misc. Structural steel including cable tray supports, Canopies etc., Conduits, pipes etc.	
1.7.2.4.1.	Fabrication / Pre assembly	45%
1.7.2.4.2.	Erection, Alignment, welding/bolting and if applicable chipping/grouting/painting	45%
	Total =	90%

1.7.2.5.	Switch Gears / MCC/ PCC / Distribution Boards / Marshalling Box / Starter Units / Electrical Hoists/ Panels/ Cubicles / Desks / UPS / Batteries / Chargers / VFD / LA assy / NGT/NGR/SP/ Circuit breaker/ Miscellaneous Equipments/ etc.	
1.7.2.5.1.	Placement, Alignment and coupling / interconnection where ever applicable, erection of associated accessories etc	50%
1.7.2.5.2.	Pre-commissioning checks and tests	15%
1.7.2.5.3.	Charging, Loop testing and commissioning	15%
1.7.2.5.4.	System commissioning	10%
	Total =	90%
1.7.2.6.	Earthing / Lightning protection strips, Earthing pits	
1.7.2.6.1.	Fabrication, erection, alignment, welding /bolting of earthing / lightning protection strips; earth pits Completion	65%
1.7.2.6.2.	Testing / commissioning	25%
	Total =	90%
1.7.2.7.	LT Bus Ducts	
1.7.2.7.1.	Pre assembly of Bus Ducts and accessories, erection, alignment, bolting/welding etc. complete with supporting structure and earthing.	50%
1.7.2.7.2.	Pre commissioning checks	25%
1.7.2.7.3.	Testing & Charging	10%
1.7.2.7.4.	Final Painting	5%
	Total =	90%
1.7.2.8.	Testing / Commissioning of Equipment (like motors, actuators, ESP transformer, misc equipment, etc) erected by other agencies.	
1.7.2.8.1.	Local testing (Including oil filtration for ESP transformers)	45%
1.7.2.8.2.	Remote testing, Loop testing, and commissioning	40%
1.7.2.8.3.	System commissioning	5%
	Total =	90%

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1.7.2.9.	Other items	
1.7.2.9.1.	Rubber mats / Display Boards / Miscellaneous items / etc : on installation	90%
1.7.2.9.2.	Specialized Commissioning Services - on pro rata basis.	90%
1.7.2.9.3.	Civil Works / structural works – Pro rata on completion of actual work.	90%
1.7.2.9.4.	Termination, HT Termination, Straight through jointing etc : on pro rata basis	90%
1.7.3.	Further 10 % payment on pro-rata basis common to all PG shall be released on achievement of the following stage / milestones events for the erected items in each package (unit) as mentioned in 1.7.4. of the following table.	
1.7.4.	STAGE / MILESTONE PAYMENTS (10%)	% of unit rate
1.7.4.1	On receipt of certificate from Electrical inspector for energising equipment (Full system)	1%
1.7.4.2	Boiler Light Up	1%
1.7.4.3	ABO/EDTA cleaning	1%
1.7.4.4	Rolling and Synchronization	1%
1.7.4.5	Coal Firing	0.5%
1.7.4.6	Area cleaning and scrap removal	0.5%
1.7.4.7	Full Load	0.5%
1.7.4.8	Trial Operation of Unit	0.5%
1.7.4.9	Punch List points / pending points liquidation	1%
1.7.4.10	Submission of 'As Built Drawings'	1%
1.7.4.11	Monthly Material Reconciliation	1%
1.7.4.12	Completion of Contractual Obligation	1%
	Total for Stage / Milestone Payments (10%)	10%

Note:

1. Retention of amount as per Cl. 2.22 of GCC (Volume IC) – Applicable
2. RA bill payments as per Chapter-X of SCC (Volume IB) - Applicable
3. Secured advance and advance for mobilization is not applicable for this contract. PVC and ORC are not applicable.

NO CLAIM WHAT SO EVER MAY BE, WILL BE ENTERTAINED UNDER THIS CONTRACT, AFTER DULY SIGNING THE FINAL BILL ALONG WITH MEASUREMENT BOOKS AND ACCEPTED BY BHEL.

VOLUME-IA PART – I CHAPTER-VIII

TAXES AND DUTIES

1.8.1. Goods and service Tax (GST) & Cess

- 1.8.1.1. The successful bidder shall furnish proof of GST registration with GSTN Portal in the State in which the Project is being executed, covering the services under this contract. Registration should also bear endorsement for the premises from where the billing shall be done by the successful bidder on BHEL for this project/ work.
- 1.8.1.2. Contractor's price/rates shall be exclusive of GST & Cess (if applicable) (herein after termed as GST). Contractor shall submit to BHEL the GST compliant tax invoice/debit note/revised tax invoice on the basis of which BHEL will claim the input tax credit in its return. Since this is a works contract, the applicable rate shall be @ 18% GST, as applicable presently.
- 1.8.1.3. Bidder shall note that the GST Tax Invoice complying with GST Invoice Rules wherein the 'Bill To' details will as below:
BHEL GSTN : 36AAACB4146P1ZG
NAME : BHARAT HEAVY ELECTRICALS LIMITED
ADDRESS : BHEL- PSSR SITE OFFICE,
Yadadri Thermal Power Station, 5X800 MW (Coal based),
Veerlapalem village, Dameracherla Mandal,
Nalgonda District, Telangana State
- 1.8.1.4. GST charged in the tax invoice/debit note/revised tax invoice by the contractor shall be released separately to the contractor only after contractor files the outward supply details in GSTR-1 on GSTN portal and input tax credit of such invoice is matched with corresponding details of outward supply of the contractor and has paid the GST at the time of filing the monthly return.
- 1.8.1.5. In case BHEL has to incur any liability (like interest / penalty etc.) due to denial/reversal / delay of input tax credit in respect of the invoice submitted by the contractor, for the reasons attributable to the contractor, the same shall be recovered from the contractor.
- 1.8.1.6. Further, in case BHEL is deprived of the Input tax credit due to any reason attributable to contractor, the same shall not be paid or Recovered if already paid to the contractor.
- 1.8.1.7. Tax invoice/debit Note/revised tax invoice shall contain all such particulars as prescribed in GST law and comply to the timelines for issue of the same. Invoices shall be submitted on time to the concerned BHEL Engineer In Charge.
- 1.8.1.8. TDS under GST (if/ as & when applicable) shall be deducted at prevailing rates on gross invoice value from the running bills.

- 1.8.1.9. E-way bills / Transit passes / Road Permits, if required for materials / T&P etc., bought into the project site is to be arranged by the Contractor only.
- 1.8.1.10. BHEL shall not reimburse any amounts towards any interest / penalty etc., incurred by contractor. Any additional claim at a later date due to issues such as wrong rates / wrong classification by contractor shall not be paid by BHEL.
- 1.8.2. **All taxes and duty other than GST & Cess**
The contractor shall pay all (except the specific exclusion viz GST & Cess) taxes, fees, license charges, deposits, duties, tools, royalty, commissions, Stamp Duties, or other charges / levies, which may be levied on the input goods & services consumed and output goods & services delivered in course of his operations in executing the contract and the same shall not be reimbursed by BHEL. In case BHEL is forced to pay any of such taxes, BHEL shall have the right to recover the same from his bills or otherwise as deemed fit.
- 1.8.3. **Statutory Variations**
Statutory variations are applicable under the GST Acts, against production of proof. The changes implemented by the Central / State Government during the tenure of the contract viz. increase / decrease in the rate of taxes, applicability, etc. and its impact on upward revision / downward revision are to be suitably paid/ adjusted from the date of respective variation. The bidder shall give the benefit of downward revision in favour of BHEL. No other variations shall be allowed during the tenure of the contract.
- 1.8.4. **New Taxes/Levies –**
In case Government imposes any new levy / tax after submission of bid during the tenure of the contract, BHEL shall reimburse the same at actual on submission of documentary proof of payment subject to the satisfaction of BHEL that such new levy / tax is applicable to this contract.
- 1.8.5. **Direct Tax**
BHEL shall not be liable towards Income Tax of whatever nature including variations thereof arising out of this contract as well as tax liability of the bidder and their personnel. Deduction of tax at source at the prevailing rates shall be effected by BHEL before release of payment as a statutory obligation, unless exemption certificate is produced by the bidder. TDS certificate will be issued by BHEL as per the provisions of Income Tax Act.

VOLUME-IA PART – I CHAPTER IX **WEIGHT SCHEDULE/BOQ**

ELECTRICAL LT - BILL OF QUANTITY (BOQ)

Sl. No	item no. as per BBU	Description of Items as per BBU	Qty	UOM
1	F.2.18 & F.2.23	415V UNIT BOILER VALVE & DAMPER DB (3HA/4HA) : Rating 250A. App. Dimension in mm (LxHxD) : 19550 X 2425 X 900, No. of Panels: 23 & No. of Shipping Sections: 12	2	Set
2	F.3.34, 3.52, 3.35, 3.53	415V UNIT BOILER (3DA/4DA)/ TURBINE SERVICE PMCC (3DB/4DB) : Rating 3200/4000A, App. Dimension in mm (LxHxD): 23750/23950x2425 X 900, No. of Panels: 28/30 & No of Shipping sections: 14/15	2	Set
3	F.3.37 & F.3.55	415V VENTILATION MCC (3TA/4TA): Rating 1000A, App. Wt. (in kg) 13500, App. Dimension in mm (LxHxD): 16300 X 2425X1300, No. Of Panels: 17 & No. of Shipping Sections: 9	2	Set
4	F.3.40, 3.58 & F.3.49	415V STATION SERVICE PMCC (ODF/ODJ)/COMPRESSOR HOUSE STAGE-II MM(OSG)::Rating 4000A/1000A/630A, App. Dimension in mm (LxHxD): 12800/12900/13350X2425X1600/1300, No. of Panels: 14/11/14 & No. of Shipping Sections: 7/6/7	2	Set
5	F.3.45 & C1.3	415V PTP STAGE-I&II MCC (OWD) /SOOT BLOWER MCC: Rating 4000/3200A, Approximate Dimension in mm (LxHxD) : 226000/22100 x2425x900/1000, No. Of Panels : 27/26 & No. of Shipping Sections: 9	2	Set
6	F.2.19 & F.2.24	415V UNIT BOILER ACDB (3HB/4HB): Rating 630A, App. Dimension in mm (LxHxD): 10700 X 2425 X 1300, No. of Panels: 13 & No. of Shipping Sections: 7	2	Set

7	F.4.9 to 4.16,4.23,4.25, 4.27,4.30,4.32, &4.42 to 4.49	415 V, LT NSPBD TYPE BUSDUCT 4000A/3200A/2500A/1600A/1000A	100	Mtr
	III	LAYING OF LT POWER CABLES 1.1 kV, XLPE INSULATED, GALVANISED STEEL ARMoured SINGLE/MULTICORE CABLES FRLS (Al/Cu CABLES)		
9	A.1.1, A.1.13, A.3.1	1C-400 Sq. mm / 3C-150 sq.mm	4796	Mtr
10	A.1.2	1C-630 sq.mm	5217	Mtr
11	A.1.3,A.1.5,A.1.9,A.1.20	1C-35 sq.mm / 2C-10 sq.mm / 3C-10 sq.mm / 4C-10 sq.mm	62291	Mtr
12	A.1.4 & A.1.7	1C-120 sq.mm / 2C-50 sq.mm	1000	Mtr
13	A.1.6,B.1.4,C.3.1	2C-25 sq.mm / 3C - 16 Sq.mm	1000	Mtr
14	A.1.10 & A.1.16	3C-25 sq.mm / 3.5C-25 sq.mm	32117	Mtr
15	A.1.11,B.1.3,A.1.17,A.1.8,A.3.2	3C-50 sq.mm / 3.5C-50 sq.mm / 2C-95 sqmm (Cu)	9485	Mtr
16	A.1.12 & A.1.18	3C-95 sq.mm / 3.5C-95 sq.mm	15530	Mtr
17	A.1.14 & A.1.19	3C-185 sq.mm (Al)	3469	Mtr
18	A.1.15,B.1.1,B.1.2,A.3.3	3C-240 sq.mm/ 3.5C-240 Sq,mm / 2C-150 Sq.mm	4100	Mtr
19	IV	END TERMINATION OF LT POWER / CONTROL CABLES - 1.1 kV, XLPE INSULATED, GALVANISED STEEL ARMoured SINGLE/ MULTICORE CABLES FRLS (Al/Cu CABLES)		
20	A.5.1	1C-400 Sq. mm (Al)	52	Nos.
21	A.5.2	1C-630 sq.mm (Al)	160	Nos.
22	A.5.3	1C-35 sq.mm (Al)	10	Nos.
23	A.5.4	1C-120 sq.mm (Al)	10	No's
24	A.5.5	2C-10 sq.mm (Al)	68	No's

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25	A.5.6	2C-25 sq.mm (Al)	10	Nos.
26	A.5.7	2C-50 sq.mm (Al)	10	Nos.
27	A.5.8	2C-95 sq.mm (Al)	10	Nos.
28	A.5.9	3C-10 sq.mm (Al)	478	Nos.
29	A.5.10	3C-25 sq.mm (Al)	264	Nos.
30	A.5.11, B.4.3	3C-50 sq.mm (Al)	52	Nos.
31	A.5.12	3C-95 sq.mm (Al)	136	Nos.
32	A.5.13	3C-150 sq.mm (Al)	16	Nos.
33	A.5.14	3C-185 sq.mm (Al)	48	Nos.
34	A.5.15	3C-240 sq.mm (Al)	36	Nos.
35	A.5.16	3.5C-25 sq.mm (Al)	80	Nos.
36	A.5.17	3.5C-50 sq.mm (Al)	36	Nos.
37	A.5.18	3.5C-95 sq.mm (Al)	16	Nos.
38	A.5.19	3.5C-185 sq.mm (Al)	16	Nos.
39	A.5.20	4C-10 sq.mm (Al)	76	Nos.
40	B.4.1	3.5C-240 Sq.mm (Al)	10	Nos.
41	B.4.2	2C-150 Sq.mm (Al)	10	Nos.
42	B.4.4, C.5.1	3C - 16 Sq.mm (Al)	10	Nos.
43	A.6.1	1C-400 sq.mm (Cu)	5	Nos.
44	A.6.2	2C-95 sq.mm (Cu)	5	Nos.
45	A.6.3	3C-240 sq.mm (Cu)	5	Nos.
46	V	LAYING AND TERMINATION OF LT POWER/CONTROL CABLES 1.1 kV, XLPE INSULATED, GALVANISED STEEL ARMoured SINGLE/ MULTICORE CABLES FRLS (CU CABLES)		

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47	A.2.1, B.2.2, E.17.2, A.2.2, A.3.5, B.2.1, B.3.1, B.3.2, C.2.1, C.4.1, E.17.3	2C - 2.5 sq.mm / 3C - 2.5 sq.mm / 4C x 2.5 sqmm	226175	Mtr
48	A.2.3, A.3.4, A.4.1, C.4.2, A.4.2, A.4.3, C.4.3	2C - 6 sq.mm / 5C - 2.5 sq.mm / 5C - 4 sq.mm / 7C - 2.5 sq.mm	47210	Mtr
49	A.4.4, E.17.1, B.3.3, C.4.4, C.4.5	12C - 2.5 sq.mm / 10C - 2.5 Sq.mm / 9C-2.5 Sq.mm	38883	Mtr
50	E.17.4	24 pair x 0.5 sqmm (Cu)	99	Mtr
51	VI	ERECTION OF PRE FABRICATED CABLE TRAYS AND ACCESSORIES LIKE BEND, TEE, ELBOW, CROSS & REDUCERS ETC.		
52	A.7.1& B.5.1	600 mm wide-Cable Tray Ladder Type	12580	Mtr
53	A.7.2& B.5.2	450 mm wide-Cable Tray Ladder Type	870	Mtr
54	A.7.3&B.5.3	300 mm wide-Cable Tray Ladder Type	3600	Mtr
55	A.7.4&B.5.4	150 mm wide-Cable Tray Ladder Type	2340	Mtr
56	A.7.5	600 mm wide-Cable Tray Perforated Type	4610	Mtr
57	A.7.6	450 mm wide-Cable Tray Perforated Type	360	Mtr
58	A.7.7	300 mm wide-Cable Tray Perforated Type	1730	Mtr
59	A.7.8	150 mm wide-Cable Tray Perforated Type	1040	Mtr
60	A.7.9	100 mm wide-Cable Tray Perforated Type	1000	Mtr
61	VII	INSTALLATION OF HOT DIP GALVANIZED STEEL FLATS		
62	A.9.1& B.7.1	GS FLAT 75 X 10 mm (6 kg/m)app	6220	Mtrs
63	A.9.2 & B.7.2	GS FLAT 50 X 6 mm (2.5 kg/m) app	4700	Mtrs
64	A9.3	GS FLAT25X6 mm(1.2 Kg/m)app	500	Mtrs
65	A9.4	GS FLAT 25X3 mm(0.6 Kg/m)app	200	Mtrs
66	A.9.5 & B.7.3	GS WIRE 3.15 DIA 8 SWG (0.131 kg/m) app	5000	Mtrs

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67	A.11.1	GS Rod 20 mm dia LONG 1000 mm vertical air termination, Test links (150 x 25 x 6), Flexible copper conductor, 50mm GI class C pipe 3 mtr long	120	Set
68	VIII	FABRICATION & ERECTION OF STRUCTURAL STEEL		
69	A.8.1,A.8.2,A8.3,A8.4, B.6.1,B.6.2, B.6.3	Structural Steel (ISMC, ISMB, ISA, etc)	92	MT
70	XI	ERECTION AND COMMISSIONING OF CONTROL PANEL SYSTEM		
71	C.1.1	DC Scanner fan starter panels	2	Set
72	C.1.2	Furnace temp. panel	4	set
73	XII	ERECTION OF JUNCTION BOXES / PUSH BUTTON STATIONS		
74	B.10.1,F.5.1, F.5.2,F.5.3, F.5.4&F.5.5	Local Start Stop Pushbuttons	600	Set
75	B.10.2,B.10.8 B.10.9	Junction Boxes for ESP applications	330	Set
76	XIII	COMMISSIONING OF THE FOLLOWING ERECTED BY MECHANICAL/OTHER CONTRACTOR		
77	B.11.4	Hoist/Cranes/Monorail	10	set
78	A.12.6	LT Unidirectional & Bidirectional drives (0.2 kW to 110 kW)	1500	Nos.
79	XIV	ERECTION OF MISCELLANEOUS ITEMS		
80	F.5.6&F.5.7	AC/DC Fuse DB	4	Nos.
81	F.5.8	Data concentrator Panels	1	Set
	XV	LAYING AND TERMINATION OF OFC CABLES		
83	F.5.9	OFC cable includes fixing of fibre optic components and termination kits LIU, face plates,cabinets,SC coupler,grounding etc	20000	Mtrs
84	F.5.10	Optical Fibre Plicing	100	No

*For Cables sizes upto 2.5 sqmm, the quoted rate shall include laying and terminations both.
Ref. Cl.No. 1.13.6.9

NOTE:

1. The BOQ Ref. no given above may be linked with the BOQ Ref no in Price bid.
2. The Price bid contains the consolidated list of BOQ with brief description of items. The quantity indicated in the BOQ / Price bid is approximate only and is liable for variation. Payment will be as per actual quantity executed as certified by BHEL Engineer.
3. Before filling in the Price bid, the bidder shall go through the detailed specification of all items of BOQ as well as Scope of Work as specified in relevant Clause of this document.
4. For Terms of Payment, Bidders shall refer Chapter VII of Volume IA Part I, Technical Conditions of Contract.
5. Also refer Volume II, Price Bid.

VOLUME-IA PART –I CHAPTER –X

GENERAL

The scope of the work will comprise of but not limited to the following:

(All the works mentioned hereunder shall be carried out within the accepted rate unless otherwise specified.)

1.9.

- a. Contractors are requested to furnish the following at PSSR-5X800MW Yadadri Site immediately after release of Letter of Intent (LOI)
 - I. Security Deposit.
 - II. Unqualified Acceptance for Detailed LOI/ Work Order.
 - III. Rs.100/- Stamp Paper for preparation of Contract Agreement.
- b. Bidders are requested to furnish the proof of documents for the following at PSSR-Site.
 - I. Provident Fund Registration Number.
 - II. Labour License No.
 - III. Workmen Insurance Policy No.

1.9.1. In addition to the clause 2.8 of General Conditions of Contract (Volume-IC of Book-II) the contractor shall comply with the following.

1.9.1.1. **BOCW Act & BOCW Welfare Cess Act**

- i. The Contractor should Register their Establishment under BOCW Act 1996 read with rules 1998 by submitting Form I (Application for Registration of Establishment) and Form IV (Notice Of Commencement / Completion of Building Other Construction Work) to the respective Labour Authorities i.e.,
 - a) Assistant Labour Commissioner (Central) in respect of the project premises which is under the purview of Central Govt.–NTPC, NTPL etc.
 - b) Appropriate State authorities in respect of the project premises which is under the purview of State Govt.
- ii. The Contractor should comply with the provisions of BOCW Welfare Cess Act 1996 in respect of the work awarded to them by BHEL.
- iii. The contractor should ensure compliance regarding Registration of Building Workers as Beneficiaries, Hours of work, welfare measures and other conditions of service with particular reference to Safety and Health measures like Safety Officers, safety committee, issue of Personal protective equipments, canteen, rest room, drinking water, Toilets, ambulance, first aid centre etc.

- iv. The contractor irrespective of their nature of work and manpower (Civil, Mechanical, Electrical works etc) should register their establishment under BOCW Act 1996 and comply with BOCW Welfare Cess Act 1996.
- v. Contractor shall make remittance of the BOCW cess as per the Act **in consultation with BHEL** as per the rates in force (presently 1%). BHEL shall reimburse the same upon production of documentary evidence. However, BHEL shall not reimburse the fee paid towards the registration of establishment, fees paid towards registration of Beneficiaries and contribution of Beneficiaries remitted.
- vi. Non-compliance to Provisions of the BOCW Act & BOCW Welfare Cess Act is not acceptable. In case of any non-compliance, BHEL reserves the right to withhold any sum as it deems fit. Only upon total compliance to the BOCW Act and also discharge of total payment of Cess under the BOCW Cess Act by the Contractor, BHEL shall consider refund of the Amounts

1.9.1.2. **PROVIDENT FUND**

- i. The contractor is required to extent the benefit of Provident Fund to the labour employed by you in connection with this contract as per the Employees Provident Fund and Miscellaneous Provisions Act 1952. For due implementation of the same, you are hereby required to get yourself registered with the Provident Fund authorities for the purpose of reconciliation of PF dues and furnish to us the code number allotted to you by the Provident Fund authorities within one month from the date of issue of this letter of intent. In case you are exempted from such remittance an attested copy of authority for such exemption is to be furnished. Please note that in the event of your failure to comply with the provisions of said Act, if recoveries therefore are enforced from payments due to us by the customer or paid to statutory authorities by us, such amount will be recovered from payments due to you.
- ii. The final bill amount would be released only on production of clearance certificate from PF / ESI and labour authorities as applicable.

1.9.1.3. **OTHER STATUTORY REQUIREMENTS**

- i. The Contractor shall submit a copy of Labour License obtained from the Licensing Officer (Form VI) u/r25 read with u/s 12 of Contract Labour (R&A) Act 1970 & rules and Valid WC Insurance copy or ESI Code (if applicable) and PF code no. along with the first running bill.
- ii. The contractor shall submit monthly running bills along with the copies of monthly wages (of the preceding month) u/r78(1)(a)(1) of Contract Labour Rules, copies of monthly return of PF contribution with remittance Challans under Employees Provident Fund Act 1952 and copy of renewed WC Insurance policy or copies of monthly return of ESI contribution with Challans

under ESI Act 1948 (if applicable) in respect of the workmen engaged by them.

- iii. The Contractor should ensure compliance of Sec 21 of Contract Labour (R&A) Act 1970 regarding responsibility for payment of Wages. In case of “Non-compliance of Sec 21 or non-payment of wages” to the workmen before the expiry of wage period by the contractor, BHEL will reserve its right to pay the workmen under the orders of Appropriate authority at the risk and cost of the Contractor.
- iv. The Contractor shall submit copies of Final Settlement statement of disbursal of retrenchment benefits on retrenchment of each workmen under I D Act 1948, copies of Form 6-A (Annual Return of PF Contribution) along with copies of PF Contribution Card of each member under PF Act and copies of monthly return on ESI Contribution – Form 6 under ESI Act 1948 (if applicable) to BHEL along with the Final Bill.
- v. In case of any dispute pending before the appropriate authority under ID Act 1948, WC Act 1923 or ESI Act 1948 and PF Act 1952, BHEL reserve the right to hold such amounts from the final bills of the Contractor which will be released on submission of proof of settlement of issues from the appropriate authority under the act.
- vi. In case of any dispute prolonged / pending before the authority for the reasons not attributable to the contractor, BHEL reserves the right to release the final bill of the contractor on submission of Indemnity bond by the contractor indemnifying BHEL against any claims that may arise at a later date without prejudice to the rights of BHEL.

1.9.1.4. **DEPLOYMENT OF SKILLED / SEMI-SKILLED TRADESMEN**

The following clause is applicable in case the contract value / contract price is Rs. Five crores and above.

The contractor shall, at all stages of work deploy skilled / semi-skilled tradesmen who are qualified and possess certificate in particular trade from CPWD Training Institute / Industrial Training Institute / National Institute of Construction Management and Research (NICMAR), National Academy of Construction, CIDC or any similar reputed and recognized Institute managed / certified by State / Central Government. The number of such qualified tradesmen shall not be less than 20% of total skilled / semi-skilled workers required in each trade at any stage of work. The contractor shall submit number of man days required in respect of each trade, its scheduling and the list of qualified tradesmen along with requisite certificate from recognized Institute to Engineer-in-Charge for approval. Notwithstanding such approval, if the tradesmen are found to have inadequate skill to execute the work of respective trade, the contractor shall substitute such tradesmen within two days of written notice from Engineer-in-Charge. Failure on the part of contractor to obtain approval of Engineer-in-Charge or failure to deploy

qualified tradesmen will attract a compensation to be paid by contractor at the rate of Rs. 100 per such tradesman per day. Decision of Engineer-in-Charge as to whether particular tradesman possesses requisite skill and amount of compensation in case of default shall be final and binding.

- 1.9.2. The scope of the work will comprise of but not limited to the following. All the works mentioned hereunder shall be carried out within the accepted rate unless otherwise specified.

1.9.2.1. **OTHER GENERAL REQUIREMENTS**

- 1.9.2.2. The scope of specification covers the installation, testing and commissioning of the erected equipment / instrument along with accessories as detailed in Bill of Quantity.

- 1.9.2.3. Identification of equipment at storage yard, technical assistance for checking and making the shortage/damage reports, taking delivery at storage yard and pre-assembly of equipment wherever required, erecting the equipment, aligning, fastening, supporting, cleaning, checking and carrying out statutory tests as required, trial operation, pre-commissioning, commissioning and post-commissioning activities up to the time of completion of commissioning activities and commercial operation of the unit and handing over to customer or till completion contract period (including extended period) whichever is earlier, along with the supply of all consumables, tools and tackles and testing instruments.

- 1.9.3. Scope of work covered under this specification requires quality workmanship, engineering and construction management. The contractor shall ensure timely completion of work. The contractor shall have adequate tools, measuring instruments, calibrating equipment etc., in their possession. He shall also have adequate trained, qualified and experienced engineers, supervisory staff and skilled personnel. The manpower deployment identified by contractor shall match with above scope of works.

- 1.9.3.1. It is not the intent to specify herein all details of material. Any item related this work not covered by this but necessary to complete the system will be deemed to have been included in the scope of the work.

- 1.9.3.2. The contractor shall have valid ELECTRICAL LICENCE as required to carry out the scope of work indicated in the BOQ.

- 1.9.3.3. All the work shall be carried out as per instructions of BHEL engineer. BHEL engineer's decision regarding the correctness of the work and method of working shall be final and binding on the contractor.

- 1.9.3.4. Contractor shall erect all items/materials etc. as per sequence prescribed by BHEL at site. BHEL engineer depending upon the availability of materials/work fronts etc will decide the sequence of erection/commissioning methodology. No claims for extra payment from the contractor will be entertained on the grounds of deviation

- from the methods of erection/commissioning adopted in erection/commissioning of similar job or for any reasons whatsoever.
- 1.9.3.5. Site testing wherever required shall be carried out for all items / materials installed by the contractor to ensure proper installation and functioning in accordance with drawings, specifications and manufacturer's recommendations and Field quality plans of BHEL.
- 1.9.4. The contractor shall co-ordinate and provide assistance for satisfactory testing, pre-commissioning, commissioning and trial run of the connected equipment under overall guidance of BHEL and shall locate any cause of malfunction and rectify the same for proper operation. Testing shall also include any additional tests, which the Engineer feels necessary because of site conditions and also to meet system specification.
- 1.9.4.1. During the course of erection, testing and commissioning certain rework / modification/ rectification / repairs / fabrication etc. may be necessary on account of feedback from other power stations or units already commissioned and/ or units under erection and commissioning and also on account of design changes and manufacturing incompatibilities and site operation / maintenance requirements. Contractor shall carryout such rework / modification / rectification / fabrication / repairs etc, promptly and expeditiously. Payments for such works shall be governed by Cl. No. 1.10.8.6 of TCC and Cl. No. 2.16.1 of GCC.
- 1.9.4.2. The work shall be executed under the usual conditions without affecting power plant construction and in conjunction with other operations and contracting agencies at site. The contractor and their personnel shall co-operate with the personnel of other agencies, co-ordinate their work with others and proceed in a manner that shall not delay or hinder the progress of work as a whole.
- 1.9.4.3. If any item or equipment not covered but requires being erected/commissioned, same shall be carried out by the contractor. Equivalent or proportional unit rate shall be considered wherever possible from the BOQ.
- 1.9.5. After completing all the works, contractor shall hand over all remaining extra materials with proper identification tags in a packed condition to BHEL stores. In case of any use over actual design requirements, BHEL reserves the right to recover the cost of material used in excess or misused. Decision of BHEL engineer in this regard will be final and binding on the contractor.
- 1.9.5.1. Contractor shall, transport all materials to site and unload at site / working area, or pre-assembly yard for inspection and checking. All material handling equipment required shall be arranged by the contractor.
- 1.9.5.2. Contractor shall retain all T&P / Testing instrument / Material handling equipment etc., at site as per advice of BHEL engineer and same shall be taken out from site only after getting the clearances from engineer in charge.

- 1.9.5.3. Contractor shall remove all scrap materials periodically generated from their working area in and around power station and collect the same at one place earmarked for the same. Load of scraps is to be shifted to a place earmarked by BHEL. Failure to collect the scrap is likely to lead to accidents and as such BHEL reserves the right to collect and remove the scrap at contractor's risk and cost if there is any failure on the part of contractor in this respect. All the package materials, including special transporting frames, etc., shall be returned to the BHEL stores / customer's stores by the contractor.
- 1.9.5.4. The scrap generated after executing the work shall be returned to BHEL earmarked area every week and the same shall be vetted by the Engineer-in-charge, to be produced along with the running bill.
- 1.9.5.5. The contractor at their cost shall arrange necessary security measures for adequate protection of their machinery, equipment, tools, materials etc. BHEL shall not be responsible for any loss or damage to the contractor's construction equipment and materials. The contractor may consult the Engineer-in-Charge on the arrangements made for general site security for protection of their machinery equipment tools etc.,
- 1.9.5.6. The contractor shall ensure that their premises are always kept clean and tidy to the extent possible. Any untidiness noted on the part of the contractor shall be brought to the attention of the contractor's site representative who shall take immediate action to clean the surroundings to the satisfaction of the Engineer-in-Charge.
- 1.9.6. The Contractor may have to execute work in such a place and condition where other agencies also will be under such circumstances. However, completion time for erection agreed will be subject to the condition that contractor's work is not hampered by the agencies.
- 1.9.6.1. All the surplus, damaged, unused materials, package materials, containers, special transporting frames, gunny bags etc. shall be returned to the BHEL stores / customer's stores by the contractor.
- 1.9.7. If required by BHEL, the contractor shall change the sequence of their operation so that work on priority sectors can be completed within the projects schedule. The contractor shall afford maximum assistance to BHEL in this connection without causing delay to agreed completion date.
- 1.9.7.1. Any wrong erection shall be removed and re-erected promptly to comply with the design requirements to the satisfaction of Site Engineer.
- 1.9.7.2. Contractor has to work in close co-ordination with other erection agencies at site. BHEL engineer will co-ordinate area clearance. In a project of such magnitude, it is possible that the area clearance may be less/more at a particular given time. Activities and erection program have to be planned in such a way that the

- milestones are achieved as per schedule/ plans. Contractor shall arrange & augment the resources accordingly.
- 1.9.7.3. The contractor must obtain the signature and permission of the security personnel of the customer for bringing any of their materials inside the site premises. Without the Entry Gate Pass these materials will not be allowed to be taken outside.
- 1.9.7.4. The contractor is strictly prohibited from using BHEL's regular components like angles, channels, beams, plates, pipe/tubes, and handrails etc for any temporary supporting or scaffolding works. Contractor shall arrange themselves all such materials. In case of such misuse of BHEL materials, a sum as determined by BHEL engineer will be recovered from the contractor's bill. The decision of BHEL engineer is final and binding on the contractor.
- 1.9.7.5. The contractor will be responsible for the safe custody and proper accounting of all materials in connection with the work. If the contractor has drawn materials in excess of design requirements, recoveries will be effected for such excess draws at the rate prescribed by manufacturing units.
- 1.9.7.6. No member of the already erected structure/ platform, pipes, grills, platform, other component and auxiliaries should be cut without specific approval of BHEL engineer.
- 1.9.7.7. Contractors shall ensure that all their Staff/Employees are exposed to periodical training program conducted by qualified agencies/ personnel on ISO 9001 /2015 Standards.
- 1.9.7.8. For other agencies, such as piping, Boiler, ESP, TG, Instrumentation, insulation etc., to commence their work from/on the equipment's coming under this scope, Contractor has to clear the front, expeditiously and promptly as instructed by BHEL Engineer. Some time it may be required to re-schedule the activities to enable other agencies to commence/continue the work so as to keep the overall project schedule.
- 1.9.7.9. The terminal points decided by BHEL are final and binding on the contractor for deciding the scope of work and effecting the payment for the work done up to the terminals.
- 1.9.7.10. For the purpose of planning, contractor shall furnish the estimated requirement of power (month wise) for execution of work in terms of maximum kW demand.
- 1.9.7.11. On Completion of work, all the temporary buildings, structures, pipe lines, cable etc. shall be dismantled and leveled and debris shall be removed as per instruction of BHEL by the contractor at their cost. In the event of their failure to do so, the

expenditure towards clearance of the same will be recovered from the contractor. The decision of BHEL Engineer in this regard is final.

- 1.9.7.12. Prior to erection of any components inspection to be done for any foreign materials and damages and they are to be attended as per directions of BHEL engineer.
- 1.9.7.13. All the equipment /material to be taken inside the plant building shall be cleaned thoroughly before taking them inside and erect.
- 1.9.7.14. It is the responsibility of the contractor to do the alignment, checking, etc., if necessary, repeatedly to satisfy BHEL Engineer / Customer Engineers with all the necessary tools and tackles, manpower etc. without any extra cost. The alignment will be completed only when jointly certified so, by the BHEL Engineer & Customer. Also the contractor should ensure that the alignment is not disturbed afterwards.
- 1.9.7.15. No temporary supports shall be welded on the pressure parts of piping. Welding of temporary supports, cleats, etc. on the boiler columns shall be avoided. In case of absolute necessity contractor shall take prior approval from BHEL Engineer. Further, any cutting or alternation of member of the structure of platform or other equipment shall not be done without specific prior approval of BHEL Engineer.
- 1.9.7.16. In electrical MCC's the fixed and moving contacts in contactors & Copper strips shall be removed and kept in safe custody. The same shall be re-erected during commissioning of the system.
- 1.9.7.17. Whenever cable glands are supplied along with MCC'/JB's/ PB's/etc. they shall be removed and kept in safe custody. The same shall be re-erected during cable termination.
- 1.9.7.18. Permanent nomenclature/identification on LPBS/Junction boxes/Local Motor Starter boxes/AC Fuse DB/DC Fuse DB/Heater JB/Control panel, LT panel & individual feeders, SP Bus duct, heater JB, Transformers are to be done by the contractor as per the requirement decided BHEL Engineer at site.
- 1.9.7.19. All the necessary certificates and licenses required to carry out this scope of work are to be arranged by the contractor then and there is no extra cost in this regard. Also refer the clause - ELECTRICAL INSPECTORATE'S APPROVAL below.

1.9.8. **ELECTRICAL INSPECTORATE'S APPROVAL**

- 1.9.8.1. Contractor is responsible for getting Electrical Inspector/statutory authority's approval for all electrical installation covered in their scope. This also includes the Electrical equipment that are erected by mechanical contractor for which commissioning assistance is to be provided by the Electrical contractor.
- 1.9.8.2. All electrical installation covered in contractor's scope which also includes equipment covered in commissioning assistance are to be inspected/approved by the electrical inspector/statutory authority. For getting electrical inspector approval, contractor shall arrange the following:
 - a. Work Completion certificate for all the equipment covered in the contract

- b. Details of Equipment (specification).
- c. Test results conducted at site for all the equipment including electrical equipment erected by Mechanical contractor.

Any other documents as required by statutory authority. Any expenditure related to documentation shall be borne by contractor.

- 1.9.8.3. Contractor shall carry out the modifications/rectifications, if any, as suggested by the authority at their cost. However, it is not applicable for equipment erected by Mechanical contractor.
- 1.9.8.4. Contractor shall also have valid electrical installation license on their company as well as for individuals acceptable to respective state electrical inspectorate requirement.
- 1.9.8.5. The contractor shall arrange necessary statutory inspections and obtain certificate for installation work at their cost. Any Expenditure related to documentation shall be borne by the contractor. Contractor shall pay all fees relates to electrical inspectorate approval. However, BHEL shall reimburse all statutory fees on production of receipts (FEES FOR VISITS, INSPECTION FEES, REGISTRATION FEES and any other statutory fees).
- 1.9.8.6. **Any modification work required by inspector shall be attended by the contractor. Modifications which had raised due to execution deficiencies are at the cost of contractor whereas modifications which are due design change shall be treated as extra work.**
- 1.9.9. **SITE INSPECTION**
 - 1.9.9.1. Various Inspection / quality control / quality assurance procedures/methods at various stages of erection and commissioning will be as per BHEL / Customer quality control procedure / codes and other statutory provisions and as per BHEL Engineer's instructions.
 - 1.9.9.2. The owner / employer or their authorized agents may inspect various stages of work during the currency of the contract awarded to them. The contractor shall make necessary arrangements for such inspection and carry out the rectification pointed out by the owner / employer without any extra cost to the owner / employer. No cost whatsoever such duplication of inspection of work be entertained.
 - 1.9.9.3. BHEL / Customer will have full power and authority to inspect the works at any time, either on the site or at the contractor's premises. The contractor shall arrange every facility and assistance to carry out such inspection. On no account will the contractor be allowed to proceed with work of any type unless such work has been inspected and entries are made in the site inspection register by customer / BHEL.
 - 1.9.9.4. Wherever the performance of work by the contractor is not satisfactory in respect of workmanship, deployment of sufficient labour or equipment, delay in execution of work or any other matter, BHEL shall have the right to engage labour at normal ruling rates and get the work executed through other agency and debit the cost to

the contractor and the contractor shall have no right to claim compensation thereof. In such a case, BHEL shall have the right to utilize the materials and tools brought by the contractors for the same work.

1.9.10. **MANPOWER REQUIREMENT**

1.9.10.1. Manpower requirement for Erection and Commissioning shall as follows:

- a. There shall be a Resident manager as Site In Charge at site, under whom there shall be sufficient area engineers who shall take care of the erection activities.
- b. Resident Engineer should have a minimum qualification of Electrical Engineering Degree with minimum 5 years' experience or Diploma in Electrical /Electronic engineering with minimum 10 years of experience in Thermal Power Station.
- c. Supervisor should have a minimum qualification of Diploma in electrical engineering or any graduate with minimum 5 years of experience in Thermal Power Station.
- d. Lab Technicians should have experience in Thermal Power Stations.
- e. Contractor should have one Store Keeper, one Transport Supervisor for the safe transportation of materials.
- f. Planning / safety Engineers should be available and they should have experience in construction field especially in power plant.
- g. Licensed supervisor-01 No. with valid HT and LT electrical license
- h. Dedicated commissioning engineer should be deployed for commissioning of the equipment.

1.9.10.2. There shall be a separate Erection In-charge for LT electrical works. They shall work independently with required manpower, T&P etc., including storage facilities.

1.9.10.3. The Erection In-charge shall have minimum 2 erection engineers who shall be in charge of BUS DUCT, SWITCHGEAR & CONTROL PANELS AND CABLES & TRAYS.

1.9.10.4. Each area engineer shall be provided with minimum four (04) supervisors and adequate number of Technicians / electricians and other erection staff and T&P etc. The testing Engineers / supervisors / electricians shall be identified separately for each package and the minimum requirement shall be as indicated in previous Clause. Besides, there shall be separate engineers for Planning, Safety and Quality.

1.9.10.5. The Site in charge shall be provided with PCs and good communication facilities like telephone, fax, email etc. at the cost and expense of the contractor. Lack of communication facilities will not be an excuse for extension of completion date.

1.9.10.6. All instructions from BHEL / Customer will be directed to the contractor through the Site in-charge and he shall be responsible for all the contractor's activities at

site. The contractor shall name their authorized representative prior to or immediately on commencement of operations at site.

- 1.9.10.7. The Site In charge shall be present at site during all normal working hours and their contact address after normal working hours shall be made available to BHEL so that if any emergency arises, the presence of the contractor's site Representative at site can be called for.
- 1.9.10.8. The contractor shall not change the site Representative without the consent of BHEL. Should BHEL require the replacement of the contractor's site Representative for justifiable reasons (including inadequate progress of work) the contractor shall ensure that replacement is made as soon as possible and work is not allowed suffering delay on this account.
- 1.9.10.9. The contractor shall provide to the satisfaction of BHEL sufficient and qualified staff for the execution of works. If and whenever any of the contractor's staff is found guilty of any misconduct or be incompetent or insufficiently qualified in the performance of their duties the contractor shall remove them from site as directed by Site Engineer.
- 1.9.10.10. The contractor shall ensure that all their supervisor's staff and workmen conduct themselves in a proper manner. They shall all be persons who are familiar with and skilled at the jobs allocated to them. Any misconduct / inefficiency noted on the part of the contractor's personnel shall be brought to the attention of the contractor's site representative who shall immediately take such action as necessary including the removal of such misconducting / inefficient persons, if so required by the Engineer-in-Charge.
- 1.9.10.11. The contractor shall ensure that replacement for such persons removed from site is provided immediately and the work is not allowed to suffer delay on that account.
- 1.9.10.12. There shall be separate Erection In-charges, each for HT and LT electrical work. They shall work independently with required manpower, T&P etc., including storage facilities
- 1.9.11. **DOCUMENTATION**
 - 1.9.11.1. The following information shall be furnished by the bidder within two weeks of award of contract for purchaser's approval.
 - a. Bar chart covering planned activities at site
 - b. Detailed organization chart
 - c. Details of T&P available with contractors with documents proofs.
 - 1.9.11.2. The following information shall be furnished by the bidder after testing and inspection:
 - a. Test certificates of various tests conducted at site. All inspection and test certificates shall be signed by customer's representative also, wherever called for as per field quality plan.

- b. **As built drawings:** After successful completion, testing and commissioning of installation work, Purchaser's drawings / documents shall be updated in line with the actual work carried out and as built drawings / documents shall be submitted by the contractor as agreed for the project.
- 1.9.11.3. VOLUME-IA PART- II CHAPTER -5 of this booklet contains general guidelines for Erection and Commissioning of Electrical package.

VOLUME-IA PART –I CHAPTER –XI

FOUNDATIONS AND GROUTING

The scope of the work will comprise of but not limited to the following.

(All the works mentioned hereunder shall be carried out within the accepted rate unless otherwise specified)

1.10.1. FOUNDATIONS, GROUTING AND CIVIL WORKS

- 1.10.1.1. Foundation for the equipment to be erected shall be provided by BHEL/ clients of BHEL. The dimension of the foundation and anchor bolt pits shall be checked by the contractor for their correctness as per drawings. Further, top elevation of foundations shall be checked with respect to bench mark etc. All adjustments of foundations surfaces, enlarging the pockets in foundations etc. as may be required for the erection of equipment plants shall be carried out by the contractor.
- 1.10.1.2. Cleaning of foundation surfaces, pocket holes and anchor bolt pits etc., de-watering, making them free of oil, grease, sand and other foreign materials by soda wash, water wash, compressed air or any other approved methods etc., form/shuttering work are within the scope this work.
- 1.10.1.3. The contractor at their cost shall arrange for grouting of foundation bolt holes of equipment as specified in the drawings / specification or as advised by the Engineer of BHEL after preparing the foundation top surface for grouting, all the materials for grouting (sand, gravel & cement including special Cement) shall be arranged by the contractor. The grouting has to be done up to basement level. The required consumables like Portland cement, gravel, sand etc., have to be provided by the contractor at their cost. The required special cement like conbextra, GP1, GP2, PAGAL, shrinkomp etc., or its equivalent as approved by BHEL if required shall be arranged by the contractor at their cost. It shall be the responsibility of the contractor to obtain prior approval of BHEL, regarding suppliers, type of grouting cements before procurement of grouting cements.
- 1.10.1.4. It shall be contractor's responsibility to check the various equipment foundations for their correctness with respect to level, orientation, dimensions etc., and ascertained dimensions shall be measured and submitted to BHEL for approval before erection. Also minor chipping, dressing of foundations up to 30 mm for obtaining proper face for packer plates/shims, and may be required for the erection of the equipment/plants will have to be carried out by the contractor without extra cost.
- 1.10.1.5. The surface of foundations shall be dressed to bring the surface of the foundations to the required level and smoothness prior to placement of equipment.
- 1.10.1.6. Foundation pockets are to be cleaned thoroughly before placing the equipment. Verticality of foundation bolts to be checked along with correctness of the threads and freeness of the nuts movement. If required cleaning of the threads to be done with proper dies.

- 1.10.1.7. The concrete foundation, surfaces shall be properly prepared by chipping, as required to bring the top of such foundation to the required level to provide the necessary roughness for bondage and to ensure enough bearing strength. All laitance and surface film shall be removed and cleaned and the packers placed with suitable mortar prior to erection of the equipment. Packer plates should not only be blue matched with foundation but also inter-packer contact surfaces between the packers and foundation frame etc., shall also be blue matched by Prussian Blue match checks and required percentage contact shall be achieved by chipping and scrapping as per BHEL Engineers instructions.
- 1.10.1.8. The certificates of the grout are to be submitted to BHEL. If necessary, test cubes are to be made and tested at site to ensure the quality of the grout as per relevant IS standards. In case grouting with Portland cement is approved, necessary cement, sand etc to be arranged by the contractor including the fine aggregates.
- 1.10.1.9. Certain packer plates and shims over and above the quantity received as part of supplies from manufacturing units of BHEL will have to be cut out from steel plates/sheets at site by the contractor to meet site requirement. However, machining of the packers, wherever necessary, will be arranged by BHEL at free of cost.
- 1.10.1.10. Shims and packer plates required for temporary use are to be arranged by the contractor within the quoted rate.
- 1.10.1.11. The contractor at their cost shall arrange for grouting of anchor points of T & Ps issued to them. Necessary grout materials are to be arranged by the contractor at their cost.
- 1.10.1.12. Works such as minor rectification of foundation bolts, reaming of holes, drilling of dowels, matching of bolts and nuts, making new dowel pin etc. are covered in the scope of work.
- 1.10.1.13. Minor civil works like drilling, chipping and punching holes on slabs and brick-walls and grouting related to installation of LIR / LIE / Local Gauge Board, control panels, Junction boxes etc., shall be included in the erection cost of such items. No separate payment is applicable. The scope also includes supply of grouting material. More details regarding scope of civil are given in the respective equipment erection.
- 1.10.1.14. **PROCEDURE FOR GROUTING:** Contractor has to carry out the grouting as per the work instructions for grouting available at site.

VOLUME-IA PART –I CHAPTER -XII
MATERIAL HANDLING, TRANSPORTATION
AND SITE STORAGE

The scope of the work will comprise of but not limited to the following:

(All the works mentioned hereunder shall be carried out within the accepted rate unless otherwise specified.)

1.11.1. COLLECTION OF BHEL SCOPE OF SUPPLY MATERIALS

- 1.11.1.1. BHEL shall issue materials covered in BHEL scope from their stores at site. The contractor shall collect such materials from BHEL stores and transport to site of work at their cost.
- 1.11.1.2. The contractor shall inspect such materials as soon as received by the contractor and shall bring to the attention of the Engineer-in-Charge any shortage / damage or other defects noticed before taking over the materials. Materials once taken over will be deemed to have been received in good condition and in correct quantities except for intrinsic defects which cannot be observed by visual and dimensional inspection and weighing.
- 1.11.1.3. Upon receipt by the contractor the responsibility for any loss, damage and / or misuse of such materials shall rest with the contractor.
- 1.11.1.4. All materials issued by BHEL shall be properly stored and systematic records of receipts, issue and disposal will be maintained. Periodic inventory shall be made available to BHEL Engineer-in-Charge.
- 1.11.1.5. All materials issued by BHEL shall be utilized as directed by Engineer-in-Charge or most economically in the absence of such direction. The contractor shall be responsible for the return to BHEL Stores of all surplus material, as determined by the Engineer-in-Charge.
- 1.11.1.6. If the materials issued by BHEL are lost, damaged or unaccounted, the cost of such items shall be recovered from payments to the contractor. However, the contractor shall raise FIR and inform BHEL all details.

1.11.2. STORAGE

- 1.11.2.1. Materials shall be stacked neatly, preserved and stored in the contractor's shed/ work area in an orderly manner. In case it is necessary to shift and re-stack the materials kept at work area/ site to enable other agencies to carry out their work, same shall be done by the contractor at no extra cost.
- 1.11.2.2. The equipment should be preferably in its original package and should not be unpacked until it absolutely necessary for its installation. The equipment should be best protected in its cases. It should be arranged away from walls.
- 1.11.2.3. The wooden pallet provided for packing itself can be retained for raised platform to protect equipment from ground damp, sinking into around and to circulate air under the stored equipment. This will also help in lifting the packing with fork lift truck.

- 1.11.2.4. Periodic inspection of silica gel placed inside the equipment is necessary. It has to be replaced when decolonization takes place or regenerated. BHEL shall supply the material and contractor shall replace.
- 1.11.2.5. Due care should be taken to ensure that the equipment is not exposed to fumes gases etc. which can affect electrical contacts of relays and terminal boards.
- 1.11.2.6. The storage room and the equipment should be checked at regular interval of three months to ensure protection from termites, mound growth, condensation of water etc. which can damage the equipment.
- 1.11.2.7. Contractor shall keep BHEL informed about such problem and try to rectify the problem at their risk and cost.
- 1.11.2.8. All the instrument, materials and goods kept in the store room should be identified and registered in a book. Inspection report should be recorded. Any discrepancy observed should be communicated to site.
- 1.11.2.9. Packing material shall be retained if the cubicle to be repacked after inspection
- 1.11.2.10. The loose items supplied for the main equipment falls into various categories like tools, modules, prefabricated cables, console inserts, recorders, modules and display units, printers, sensors and transducers, PCs, monitors, cable glands, cable ducts, frames etc. are to be categorized and stored separately with proper identification.
- 1.11.2.11. **Sub-Assemblies:**
 - a. All sub-assemblies should be kept in a separate place where it is easily accessible.
 - b. Sub-assemblies should have a protective cover in case it is stored without wooden packing / case to prevent accumulation of dust. Silica gel packets should also be kept along with it.
 - c. Sub-assemblies should not be stacked one above the other.
- 1.11.2.12. **Loose items (wherever applicable):** The loose items supplied for the main equipment falls into various categories like tools, modules, prefabricated cables, console inserts, recorders, modules and display units, printers, sensors and transducers, PCs, monitors, cable glands, cable ducts, frames are to be categorized and stored separately.
- 1.11.2.13. Materials shall be stacked neatly, preserved and stored in the contractor's shed / work area in an orderly manner. In case it is necessary to shift and re-stack the materials kept at work area / site to enable other agencies to carry out their work, same shall be done by the contractor at no extra cost.
- 1.11.2.14. Sometimes it may become necessary for the contractor to handle certain unrequired components at Customer's / BHEL's stores in order to take out the required materials. The contractor has to take this contingency also into account. No extra payment is payable for such contingencies.

- 1.11.2.15. The contractor shall provide any fixtures, concrete blocks & wooden sleepers, which are required for temporary supporting / storage of the components at site.
- 1.11.2.16. Contractor has to arrange required fire resistant tarpaulins to protect the machined components / assembled parts drawn from BHEL before and after erection at their cost.
- 1.11.2.17. The contractor shall take delivery of item, materials and consumables from the storage yard / stores / sheds of BHEL / customer which are within a radius of 5 kms, after getting approval of engineer / customer in the prescribed indent forms of BHEL / customer. He shall also make arrangements for safe custody, watch and ward of equipment after it has been handed over to them till they are fully erected, tested and commissioned.
- 1.11.2.18. Loading at BHEL / Customer stores and storage yard, transport to site, unloading at site / working area of equipment placement on respective foundation/location, fabrication yard, pre-assembly bay or at working area are in the scope of work. The scope includes taking materials / Equipment from customer stores / storage yard also. Contractors Quoted / Accepted rate shall be inclusive of the same. Required cranes, tractors, trailer or trucks / slings / tools and tackles / labour including operators, Fuel lubricants etc for loading & unloading of materials will be in the scope of contractor.
- 1.11.2.19. The equipment / materials from the storage yard shall be moved in sequence to the actual site of erection / location at the appropriate time as per the direction of BHEL Engineer so as to avoid damage / loss of such equipment at site.

VOLUME-IA PART – I CHAPTER- XIII
SCOPE OF LT ELECTRICAL WORKS-DETAILED

1.12.1.

1.12.1. **SCOPE OF WORKS FOR LT BUSDUCTS**

- 1.12.1.1. LT Bus ducts shall be of Non-segregated Phase Type, rectangular shape, made out of Aluminium enclosure with Aluminium busbar. The Aluminium busbars shall be supported with insulators. LT Busducts are used for connecting LT Transformers and PCC / MCC and will be supplied in different sectional lengths as per layout.
- 1.12.1.2. BHEL will supply necessary busduct supporting materials like GI or MS angle/channels along with bus ducts. The support materials supplied may be either prefabricated or of standard length and the same shall be fabricated and installed as per site requirements.
- 1.12.1.3. The scope of work includes Receipt from BHEL stores/yards, unloading all the busduct materials and accessories and equipment as indicated in the BOM and relevant drawings at the area where the busducts are to be erected, inspection, installation of all the materials, testing and commissioning of total busduct, painting and handing over. Minor civil works like chipping, grouting, including supply of grouting material is also included in the scope of work.
- 1.12.1.4. The unit rate quoted for E&C of bus ducts shall include fabrication and installation and painting of busduct supports (For MS supports if any). No separate rate shall be paid applicable for the same.
- 1.12.1.5. If there is any mismatch or inadequacy of the holes on the bus duct flange, the same shall be drilled at site to facilitate matching of bus duct flange with Transformer or PCC/MCC flanges without any extra cost.
- 1.12.1.6. Length of LT Busducts mentioned in the BOQ is approximate only and payment shall be made as per actual length erected. Variations in width, height and weight (including weight of support structure) will not be considered for payment.
- 1.12.1.7. Placement of embedment and erection and alignment of steel support structures, Assembly of busduct, Fixing of wall bushings/wall frame assembly, providing earthing connections. Minor civil work such as chipping and drilling holes on concrete if necessary, enlarging of pockets in concrete pedestals and grouting of busduct support structures including supply of materials required for civil works. Grouting of bus duct and support structures and connecting to earth grid /earth pits as detailed in the relevant bus duct drawings.
- 1.12.1.8. Modification if any required in the support structures due to site conditions, the same shall be carried out without any extra cost. (Pockets will be provided

- during casting in which anchor bolts will be grouted for supporting the structures)
- 1.12.1.9. Carrying out required level of cleaning inside as well as outside of the bus duct for the purpose of conducting high voltage test before commissioning of the unit. Every bus duct piece has to be tested for IR value (for 415 Volts bus ducts) and both IR and HV test at rated voltage (for voltage levels above 415 Volts) before erection. This is in addition to the final IR value and HV testing before charging. After long shut downs, the IR value / HV tests will have to be carried out before charging.
 - 1.12.1.10. Extension of embedment if required and erection of required supports structures as detailed in the drawing. Tightening of all bolts in the joints and flanges by torque wrench to the approved pressure (Anti oxidation compound will be used for joints which will be arranged by contractor). Conducting air-tightness test after erection to meet the requirement of BHEL/Customer Standards.
 - 1.12.1.11. Rectification of leakage, if any without any extra charges- For air tightness test, contractor shall arrange necessary pipe, PVC, hoses, fitting, valve, pressure regulator, rotameter etc., at their cost. Contractors shall tap the air from nearest Instruments air tapping point available at site.
 - 1.12.1.12. Fixing of Space Heaters terminal to junction box, taking through rigid/flexible conduit pipe, Fixing of flexible joints, seal off bushing, rubber bellows, CTs wiring, conduit/ GI pipes breather tapping etc., after testing.
 - 1.12.1.13. Fixing of Current transformers and wiring from CT terminal to junction box/Marshalling box, taking through rigid/flexible conduit pipe.
 - 1.12.1.14. Fixing of Space Heaters and wiring from Space Heaters terminal to junction box, taking through rigid/flexible conduit pipe.
 - 1.12.1.15. Carrying out minor repair, rectification of enclosure and conductors if it has happened during transit without any extra cost.
 - 1.12.1.16. Arranging all T&P material handling equipment required for erection, except those arranged by BHEL.
 - 1.12.1.17. Calibration of all inspection, measuring and test equipment (IMTEs) before using it.
 - 1.12.1.18. Furnishing copy of the calibration certificate to the concerned BHEL Engineer for verification and approval. Presentation of necessary log sheets, protocols, test certificate as per Field Quality Plan (FQP) and getting them signed by BHEL/Customer Engineers, and submitting the same to BHEL as per the instructions of concerned BHEL Engineer.
 - 1.12.1.19. Maintaining the equipment after commissioning till taken over by Customer.
 - 1.12.1.20. Milli volt drop test is to be carried out for all bolted joints.

- 1.12.1.21. Carrying out final painting as per the standard color codes recommended by BHEL including supply of paints, thinner and other consumables etc., as required as part of erection. (For more details, refer scope of painting).
- 1.12.2. **SCOPE OF WORKS FOR LT SWITCHGEAR, 415 V- POWER MOTOR CONTROL CENTERS (PMCC)/MCC/DISTRIBUTION BOARDS, ELECTRONIC CONTROL PANEL (ECP), BATTERY CHARGER PANEL AND OTHER CONTROL PANELS:**
- 1.12.2.1. LT MCCs/PMCCs/MCCs are simple module type with isolators and fuses. However, some of the MCCs are Double Front draw out type consisting of circuit breakers unit, contactors/starter fuse switch units, MCB etc., arranged in multi-tier construction.
- 1.12.2.2. The scope of work shall include receipt of panels, accessories & spares including rubber mats from site stores/yard, inspection, handling of accessories between stores and erection location, storage, erection of accessories, fabrication and installation of base frames wherever required, testing commissioning, touch up painting and maintenance up to handing over.
- 1.12.2.3. The base frames shall normally be supplied along with the boards. These shall be aligned, leveled and grouted in position as per approved drawings. All minor concrete chipping and finishing works are deemed to be included in the scope of the job. If grouting bolts are required for the panel, the same shall be supplied by the contractor at no extra cost.
- 1.12.2.4. Wherever the base channels are not available, the same shall be fabricated, erected and painted at site. The material for this shall be supplied by BHEL. If base frame is to be fabricated, separate rate shall be paid on Tonnage basis.
- 1.12.2.5. For the panels to be mounted on the trenches, channel supports have to be provided across the cable trenches over which the base frames of the panels shall be mounted. The contractor shall carry out fabrication and erection of these support structures. Separate rate shall be paid on Tonnage basis for fabrication and erection of support structures.
- 1.12.2.6. The MCCs will be located in MCC room at any elevation in the Power house, as per plant layout. The LTMSB/ACP/ECP will be located in the ESP control room as per layout. All other panels are located in their respective control rooms. The contractor shall take the panels to the desired locations either through floor openings or temporary openings. No claims will be entertained for taking the panels to the location owing to change of route or non-availability of openings as per nearest route.
- 1.12.2.7. Panels will be delivered in different shipping sections. The contractor shall set each section of equipment on its foundation or supporting structures and

- assemble the panels as required. Necessary interconnection of busbar, inter panel wiring, etc. will have to be done by the contractor.
- 1.12.2.8. Electronic Control Panels (ECP) will be supplied with additional loose items such as Areca Controllers and their accessories. All the items shall be fixed and wired in the panel as per the layout; testing and commissioning shall be as per instructions of the site engineer within the quoted rate. Please also refer the Cl.No. 1.13.2.18
- 1.12.2.9. Generally the panels shall be supplied with complete Relays/ Instruments and other Components mounted and wired. However, if necessary, dismantling of the existing Relays/ Instruments/ Components, making minor modifications in wiring to suit operating conditions, mounting and wiring of new Relays/ instruments / components shall be carried out without any extra cost. Mounting and wiring of any instruments, meters, relays, push buttons, indicating lamps, contactors etc., if supplied loose for safety in transit, shall also be included in the scope of the job. However, if any major wiring modification is involved inside the panel, the same shall be carried out at extra cost. The decision of BHEL Engineer shall be final in respect of above extra works.
- 1.12.2.10. The contractor shall do touch up painting of switchgear panels wherever necessary including supply of paints within the quoted rate.
- 1.12.2.11. The contractor shall calibrate and commission all switchgear/panel mounted instruments, protection relays, transducers, Recorders, Indicators, energy meters etc., with well experienced Engineers/ Technicians.
- 1.12.2.12. MCC/PCC incomer bus shall be connected to main source/PCC of customer. The contractor shall co-ordinate for proper connection at both ends.
- 1.12.2.13. Erection of Resistance box of DC drives shall be part of erection of DC starter panels.
- 1.12.2.14. Scope of work shall include drilling of bottom gland plates for cable entry for all the cables to be terminated on the panel, as per requirement.
- 1.12.2.15. Contractor shall co-ordinate with other cable-laying agency for proper cable termination.
- 1.12.2.16. The contractor shall close unused opening at the panel bottom plate with suitable material in consultation with Site Engineer as part of panel erection.
- 1.12.2.17. Rubber mats for Switchgear shall be supplied by BHEL, and these shall be laid, wherever required, by the contractor.
- 1.12.2.18. If panels are supplied with monitor, printers, furniture, controller etc. or any loose items or equipments, the erection of above shall be part of respective panel. No separate rate shall be payable for loose supplied items unless specifically indicated in the BOQ.

- 1.12.2.19. The scope of work shall include Testing, Calibration and adjustment of relays, electronic cards and instruments mounted on the panels.
- 1.12.2.20. In certain cases, Switchboards incomer bus shall be connected to busducts, through adapter box. The contractor shall co-ordinate for proper busbar connection. If any modification is required in the bus conductor for matching busduct busbar, the same shall be carried out without extra cost.
- 1.12.2.21. The commissioning of Switchgear shall also involve the trial runs and commissioning of all connected equipment like servomotors and drives etc., The contractor will have to keep his people round the clock, if necessary during the trial runs and promptly take action for any repair, checks and rectification etc., required in the equipment erected by him. (Separate rate shall be paid for commissioning of associated electrical drives as per Rate Schedule only once for an equipment). Contractor shall re-commission the equipments once commissioned by him in case a need arises. Contractor will not be paid commissioning charges more than once for same equipment. Commissioning engineers / supervisors with other technicians, helpers as required will have to come in shifts during commissioning of plant as per BHEL's requirement.
- 1.12.2.22. All T&P, Material handling equipment including cranes and Relay Testing/ HV Testing Calibration equipment/ Instruments shall be arranged by contractor.
- 1.12.2.23. All testing Instruments/ Equipment deployed to site shall be calibrated before putting the same into service. A copy of calibration certificate shall be submitted to BHEL Engineer for his verification and approval.
- 1.12.2.24. Contractor shall prepare all erection/ commissioning log sheets, protocols/test certificates as per field quality plan, get it signed by the concerned BHEL/ Customer Engineer and submit the same to BHEL Engineer as per his instruction.
- 1.12.2.25. The contractor shall maintain the charged and commissioned equipment till the same is taken over by customer.
- 1.12.2.26. If any removal/ Re-fixing of contactors/relays become necessary for the completion of the system, the same shall be done by the contractor at no extra cost.
- 1.12.2.27. Contractor shall put his watch and ward for the equipment under his custody and erected in location against theft and damage by other agencies working on the same area.
- 1.12.2.28. Any loose supplied items like lamps, lens, contactor, fuse/relays/instruments etc., missed from the custody of the contractor shall be replaced by the contractor at no extra cost.
- 1.12.2.29. Dimensions & weights indicated in the BOQ against various panels are approximate only. There may be variations in the weight and dimensions. Variations in depth, height or weight of the panel shall not be considered for

payment. Any variation in length within $\pm 20\%$ shall not be considered for payment. If the panels have any variation in length beyond $\pm 20\%$ as compared to actual length indicated in the BOQ, payment shall be considered proportional to the length of the panel only.

- 1.12.2.30. BHEL shall provide vendors' support for commissioning of proprietary type of microprocessor based instruments, protection relays which require software loading and programmer etc. However overall responsibility lies with contractor and the contractor shall provide all support like manpower, standard T&P, instruments etc. for calibration and commissioning of above proprietary type instruments.
- 1.12.2.31. The contractor shall carry out testing and commissioning works with their own testing equipments and testing teams. Testing shall be done under the supervision of BHEL/Customer Engineers.
- 1.12.2.32. Subject to availability, BHEL shall provide EOT crane for the purpose of shifting the panels with in the PH building on sharing basis at free of cost. However, the contractor shall arrange operator and other T&P.

1.12.3. **SCOPE OF WORK FOR CABLES TERMINATION**

- 1.12.3.1. The scope of termination shall include termination of cables on various panels / JBs / Push buttons etc. installed by others also. The contractor shall co-ordinate with such agencies and do the termination, including drilling of gland plates for fixing cable glands, if required.
- 1.12.3.2. Re-termination if required during testing / commissioning shall be carried out without additional cost.
- 1.12.3.3. Scope of termination shall include supply of insulating sleeves. The sleeves shall be fire resistant and long enough to over pass conductor insulation.
- 1.12.3.4. Contractor shall arrange all type of termination and crimping Tools / equipment required for the connections / terminations.
- 1.12.3.5. Contractor should use sleeve printers for printing sleeve as wire markers. Cut ferrules will not be permitted to be used. Cross ferruling shall be done for all wire terminations.
- 1.12.3.6. After cable terminations, the debris shall be removed then & there.
- 1.12.3.7. Necessary lugs above 2.5 sq. mm shall be supplied by BHEL free of cost.
- 1.12.3.8. Separate rate shall be paid for termination of higher size cables more than 2.5 sqmm. Such cables will be indicated separately in the BOQ/ Rate Schedule.

1.12.4. **SCOPE OF WORK FOR CABLE TRAYS & SUPPORTS**

- 1.12.4.1. Scope of cable tray works covers erection various sizes of ladder & perforated trays with tray accessories such as bends(vertical and Horizontal), tees, cross, reducers, coupler plates, fasteners etc.

- 1.12.4.2. **The scope of erection shall also covers erection all type of trays and its accessories such as coupler plates/fixing plates, anchor bolts, fasteners, Tees, Reducers, Bends (vertical and Horizontal), cross etc.,**
- 1.12.4.3. If accessories such as Tees, Reducers, Bends (vertical and Horizontal), cross not supplied, same shall be fabricated wherever required, from the straight Trays. The accessories supplied may be modified to suit site routing as part of work.
- 1.12.4.4. The scope also covers making offsets by means of cutting standard tray sections and inserting suitable size of trays to match with the existing arrangement.
- 1.12.4.5. The unit rate for erection of trays shall be on meter basis which includes **erection of trays and accessories, fabrication of trays accessories and modification of straight trays, if required.**
- 1.12.4.6. No separate rate shall be paid for any fabrication of tray accessories or any modification on straight trays.
- 1.12.4.7. If trays covers are supplied same shall be erected after completion of cable laying and no separate payment will be made for fixing these covers. GI strip clamps are to be used for fixing the tray covers.
- 1.12.4.8. Welded Joints of trays shall be painted with red lead and aluminium paint in turn with bitumen as per IS 3043. The unit rate shall also include supply of paints, thinner, other consumables and brush etc.
- 1.12.4.9. Cable tray mounting structure shall be welded to the plate inserts or to steel structural beams/ members. Welding of cable tray mounting structure to steel structural beams/ members shall be done with prior approval **of Customer/ BHEL Engineer. Cable tray tag number shall be painted on trays.**
- 1.12.5. **SCOPE OF WORK FOR RIGID & FLEXIBLE CONDUITS (AS APPLICABLE):**
- 1.12.5.1. Cables shall normally be laid on cable trays. However, in case of shorter routes where trays are not possible, suitable GI pipe/flexible conduits shall be used as per instruction of BHEL Site Engineer.
- 1.12.5.2. **The scope of works for flexible conduit includes drilling of the holes on the plates, fixing of the end connectors, providing suitable supports and fixing tag marks wherever specified as required by BHEL. The supply of suitable clamps, fasteners and tag plates are in contractor's scope.**
- 1.12.6. **SCOPE OF WORK OF JUNCTION BOXES / MARSHALLING BOX / STARTER BOXES AND PUSH BUTTON BOXES:**

- 1.12.6.1. Different type of Electrical Junction boxes/Bush button boxes shall be supplied. The scope of installation of Junction boxes/Bush button boxes shall be as follows:
- 1.12.6.2. The unit rate quoted for erection of junction boxes/push button boxes shall include providing necessary supports, drilling of bottom gland plates for cable glands as required, Painting the tag No of JB or fixing a separate tag plate as required on junction boxes/push button boxes, minor chipping, grouting as required for mounting the JB/PB and supply of all bolts and nuts (Fasteners) including grouting bolts as required for mounting the junction box/push button.
- 1.12.6.3. Fabrication and fixing of supports shall be on tonnage basis.
- 1.12.6.4. The contractor shall close all unused holes on the gland plates using GROMMET or other suitable material issued by BHEL, within the quoted rate.
- 1.12.6.5. All bolts and nuts (Fasteners) required for mounting the junction box shall be arranged by the contractor.
- 1.12.6.6. If any intermediate JB's are required to terminate power cables for drives, the same shall be installed and also any modification like replacement of terminals, enlarging gland holes etc. required to accommodate power cables shall be carried out as part of this works. Equivalent Unit rate shall be paid for installation of such JB's. Decision of site engineer will be final regarding the equivalent rate.
- 1.12.7. **SCOPE OF ABOVE GROUND EARTHING & LIGHTNING PROTECTION**
- 1.12.7.1. Earthing scope also covers, earthing of all cable trays, metallic frames of all current carrying equipment, supporting structures adjacent to current carrying conductors, Transformer, Busducts, panels, motors, JB, push button boxes etc as required .
- 1.12.7.2. Drawings of main earth grid to be provided by others would be made available to the contractor to enable them to carry out rest of the earthing system work.
- 1.12.7.3. Different type of earthing materials shall be supplied by BHEL and the contractor shall lay and connect the earthing materials as per site requirement. Unit rate for earthing material shall be paid on meter basis if appearing in the BOQ.
- 1.12.7.4. The connection between earthing pads/ terminal to the earth grid shall be made short and direct and shall be free from kinks and splices.
- 1.12.7.5. Generator neutral from the NGT/NGR cubicle shall be earthed using two dedicated rod electrodes, which shall in turn be connected to the main plant grid.
- 1.12.7.6. Installation of treated earth pit as per IS:3043 including providing concrete chamber with CI cover(hinge type) and nomenclature / identification of the pit. (Only GI pipe & funnel shall be supplied by BHEL).

1.12.8. **LIGHTNING PROTECTION SYSTEM INSTALLATION**

- 1.12.8.1. The scope of works for Lightning Protection system includes installation of vertical air terminations, Horizontal conductors, vertical risers, down conductors, test links, earth electrodes, supply of saddles & clamps, minor civil works etc.
- 1.12.8.2. **HORIZONTAL AND VERTICAL DOWN CONDUCTORS:** The horizontal conductors shall be installed on the top of the building with suitable clamps/saddles arrangements. This horizontal conductor shall be connected with down conductors which in turn will be connected to risers through test links. Both horizontal and down conductors shall be supported on the clamps/saddles and spacers which will be fixed on the walls/columns or on top of the parapet walls.
- 1.12.8.3. The scope of work for horizontal and vertical conductor shall include supply of supports, clamps, saddles, spacers, Anchor fasteners etc.
- 1.12.8.4. **TEST LINKS** shall be installed in the vertical down conductors at ground level as shown in the lightning protection drawings. Supply of GI fasteners like washer/bolt/nut required for fixing Test Link and connecting Test Link to earth electrodes through GI Flat by welding also is part of the scope.
- 1.12.8.5. **RISER ROD AND VERTICAL ELECTRODE:** Riser Rod and Vertical Electrode, of 40 mm dia, in standard lengths, will be supplied by BHEL. The vertical rod shall be made from the standard length for 3 Mtr and driven into earth. The riser rod shall be suitably fabricated as per requirement and connected to the down conductor and vertical electrode.
- 1.12.8.6. Excavation of earth for laying of riser rod, welding with vertical electrode and down conductor, refilling of the excavated earth, consolidation etc. shall be part of the work for installation of riser rod. Even if the building plinth area has already been consolidated, the same shall be removed, conductors shall be installed, welded, refilled and consolidated.
- 1.12.8.7. The scope of work for vertical electrode shall cover driving into the earth with suitable tools, and welding to the riser rod, consolidation etc.
- 1.12.8.8. **VERTICAL AIR TERMINATIONS:** The vertical air terminations shall be located in different locations of the buildings. The vertical terminal shall mostly be fixed on the top of peripheral wall using a GI base plate of size 150x150x6 mm. The vertical air terminal shall be grouted on the wall and minor civil works required for grouting the air terminals including supply of grouting materials are in the scope of Contractor.
- 1.12.8.9. Supply of base plates, and related civil works, grouting and supply of grouting materials are part of the scope for vertical air terminations.
- 1.12.9. **SCOPE OF WORK FOR FABRICATION & INSTALLATION OF STEEL MATERIALS**

- 1.12.9.1. Scope of steel fabrication and installation covers, fabrication and installation of various type of supports for cable tray, Junction Box / Panel, bus ducts etc. with angles and channels of different size.
- 1.12.9.2. The fabrication steel materials such as angles, channels, plates, etc shall be supplied in standard lengths by BHEL. Fabrication shall be carried out by the contractor as per schemes in consultation with site engineers.
- 1.12.9.3. For fixing frames or supports if any minor grouting is required the same shall be carried out by the contractor. After installation of frames, grouting of the same is in the scope of contractor.
- 1.12.9.4. Supply of all cement, sand etc. required for grouting of supports is in the scope of contractor.
- 1.12.9.5. A composite unit rate shall be quoted for fabrication and installation of steel, on tonnage basis. The unit rate shall be paid on tonnage basis and no rate shall be paid for the erection of fabricated items i.e. the rate quoted for the steel material includes fabrication and installation. All the fabricated steel materials shall be painted as per the details given in the scope of painting and no separate rate shall be paid for painting. The above rate shall include supply & fixing of fasteners, supply & painting of paints, supply & grouting of grouting material as required.
- 1.12.9.6. Any minor chipping as required as detailed in VOLUME-IA PART –I CHAPTER -XI, including supply of all cement, sand etc. as required for grouting of supports are in the scope of contractor, the same shall be carried out at free of cost. After installation of frames, supports the grouting of the same is in the scope of contractor
- 1.12.10. **SCOPE OF CIVIL WORKS**
 1. In addition to the scope of works as detailed in VOLUME-IA PART –I CHAPTER –XI, the following scope of civil works shall be carried out by the bidder within the quoted price. Minor civil works like drilling, chipping for transformer /bus duct foundations and punching & opening in concrete floors, slabs, brick walls, grouting of bus duct columns, base frame of panels, Transformer etc. including supply of cement, sand, concrete etc., cleaning of all debris due to electrical installation.
 2. The scope of civil works includes supply of grouting materials like grouting cement, sand etc., and cleaning of all debris.
 3. No separate payment will be applicable for above civil works.
- 1.12.11. **SCOPE OF CALIBRATION**
 1. Contractor shall calibrate all the local instruments, panel mounted instruments including transducers, protective relays, Recorders, Indicators etc. that will be supplied along with equipment mounted in or in loose.

2. Contractor shall maintain calibration records as per the BHEL prescribed format.
3. All testing Instruments/ Equipment deployed for calibration shall be calibrated before taking it into service. A copy of calibration certificate shall be submitted to BHEL Engineer for their verification and approval.
4. All testing instruments shall have calibration certificate issued by recognized/accredited agencies.
5. Contractor has to calibrate all the instruments covered in their scope and maintain the calibration records as per the relevant FQP formats.
6. Initial loading of software and programming required by proprietary type microprocessor based instruments and protection relays will be done by Original Equipment Manufacturer (OEM). Further injections such as Primary and Secondary injection shall be done by contractor. However overall responsibility lies with the contractor and the contractor shall provide all support like manpower, standard T&P, Instruments etc for calibration and commissioning of above proprietary type instruments.
7. If BHEL is unable to provide or arrange OEM support for above mentioned proprietary instruments, contractor shall carry out the calibration through authorized agency, at extra cost. The actual cost of such calibration carried out by outside agency shall be reimbursed by BHEL. However if above such calibrator is available with BHEL at site the calibration shall be carried out by the contractor within the quoted rate.

1.12.12. **LUMPSUM UNIT RATE**

Unit rate to be quoted on lump sum basis shall include installation of all loose items which are not explicitly mentioned, but comes as part of the system, integration of total system and commissioning. No separate rate shall be payable for loose items. The quantities of loose supplied items are approximate only. No proportional rate will be applicable for any variation in quantity or for any additional items supplied as part of equipment.

1.12.13. **NOTE:**

1. The scope of work also includes collecting the replacement instruments/parts from BHEL/customer stores, stockyard etc.
2. Separate group shall be identified for commissioning. The above group shall be available right from Trial run to full load operation including shift operation.

VOLUME-IA PART – I CHAPTER – XIV

PROGRESS OF WORK

(All the works mentioned hereunder shall be carried out within the accepted rate unless otherwise specified.)

1.13. PROGRESS OF WORK

- 1.13.1. Refer forms F -14 and F-15 furnished in Volume IA, Part II, Chapters 8 & 9 as well as to forms F-16- F-18 of volume I D (Forms & Procedure) of Volume -I Book-II. Plan and review will be done as per the formats.
- 1.13.2. The progress reports shall indicate the progress achieved against plan, indicating reasons for delays, if any. The report shall also give remedial actions which the contractor intends to make good the slippage or lost time so that further works can proceed as per the original plan the slippages do not accumulate and affect the overall program.
- 1.13.3. It is the responsibility of the contractor to provide all relevant information on a regular basis regarding erection progress, labour availability, equipment deployment, testing, etc.
- 1.13.4. During the course of erection, if the progress is found unsatisfactory, or if the target dates fixed from time to time for every milestone are to be advanced, or in the opinion of BHEL, if it is found that the skilled workmen like fitters, operators, technicians employed are not sufficient BHEL will induct required additional workmen to improve the progress and recover all charges incurred on this account including all expenses together with BHEL overheads from contractor's bills.
- 1.13.5. Contractor is required to draw mutually agreed monthly erection programs in consultation with BHEL well in advance. Contractor shall ensure achievement of agreed program and shall also timely arrange additional resources considered necessary at no extra cost to BHEL.
- 1.13.6. Progress review meetings will be held at site during which actual progress during the week vis-a-vis scheduled program shall be discussed for actions to be taken for achieving targets. Contractor shall also present the program for subsequent week. The contractor shall constantly update / revise their work program to meet the overall requirement. All quality problems shall also be discussed during above review meetings. Necessary preventive and corrective action shall be discussed and decided upon in such review meetings and shall be implemented by the contractor in time bound manner so as to eliminate the cause of nonconformities.
- 1.13.7. The contractor shall maintain a record in the format as prescribed by BHEL of all operations carried out on each weld and maintain a record indicating the number of welds, the names of welders who welded the same, date and time of start and completion, preheat temperature, radiographic results,

- rejection if any, percentage of rejection etc. and submit copies of the same to the BHEL Engineer as required.
- 1.13.8. The contractor shall submit daily, weekly and monthly progress reports, manpower reports, materials reports, consumables (gases / electrodes / ferrules / lugs) report, cranes availability report and other reports as per Performa considered necessary by the Engineer as per the BHEL formats.
- 1.13.9. The contractor shall submit weekly / fortnightly / monthly statement report regarding consumption of all consumables for cost analysis purposes.
- 1.13.10. The manpower reports shall clearly indicate the manpower deployed, category wise specifying also the activities in which they are engaged.
- 1.13.11. The monthly report shall be submitted at the end of every month as a booklet and shall contain the following details :-
- a. Colour photographs of the works progress.
 - b. Erection progress in terms of tonnage, percentage of work completion, welding joints, radiography, stress relieving, etc., completed as relevant to the respective work areas against planned.
 - c. Site Organization chart of engineers & supervisors as on the last day of the month with further mobilization plan
 - d. Category- wise man hours engaged during the previous month under the categories of fitters, welders, riggers, khalasis, grinder-men, gas-cutters, electricians, crane operations, store keepers, lab technicians, helpers, security etc. Data shall be split up under the work areas like Boiler (pressure parts, structures) Rotating machines, Electro static precipitator, Insulation, Piping, Steam turbine, Condenser, Generator etc.
 - e. Consumables report giving consumption of all types of gases and electrodes during the previous month.
 - f. Availability report of cranes & T&Ps
 - g. Safety implementation report in the format
 - h. Pending material and any other inputs required from BHEL for activities planned during the subsequent month.
- 1.13.12. The contractor to reflect actual progress achieved during the month and shall be submitted to BHEL, so that slippages can be observed and necessary action taken in order to ensure that the situation does not get out of control will update the construction schedule forming part of this contract each month.

VOLUME-IA PART – I CHAPTER- XV

TESTING AND COMMISSIONING

The scope of the work will comprise of but not limited to the following:

1.14. **TESTING, PRE – COMMISSIONING & COMMISSIONING AND POST COMMISSIONING** (All the works mentioned hereunder shall be carried out within the accepted rate unless otherwise specified.)

1.14.1. **SCOPE OF COMMISSIONING OF EQUIPMENT ERECTED BY THE MECHANICAL CONTRACTOR**

The scope of commissioning assistance to be provided by the contractor will cover the equipment / drives erected by the mechanical contractors as detailed in the BOQ and in relevant clauses of this TCC.

1.14.1.1. **ALL TYPES OF DRIVES AND GENERATOR:**

- a. Cable identification, checking and meggering.
- b. IR value of Generator, motor, measurement of winding resistance etc.
- c. Dry out all the motors if required to improve IR value.
- d. Checking direction of rotation of motors and testing and commissioning from local as well as remote.
- e. Checking the bushing and HV test / Tan delta test
- f. Attending to any defects till the handing over of the unit to customer.
- g. Erection of peripheral electrical items required for successful commissioning

1.14.1.2. **HOIST/MONORAIL/GANTRY CRANE:**

- a. Termination of power cable at Junction box & Hoist/Monorail/Gantry Crane control panel. However laying of power cable shall be done by Mechanical agency and payment for the cable termination shall be made by BHEL as per the BOQ rate schedule quoted by contractor.
- b. Pre commissioning checks and commissioning of Hoist/Monorail/Gantry Crane. Providing assistance during load test.
- c. Replacement of any defective items like contactor, relays etc. in the control panel shall be carried out without any extra cost. The required material for replacement of defective items shall be provided by BHEL.

1.14.2. **SCOPE OF PRE-COMMISSIONING / COMMISSIONING AND POST COMMISSIONING WORKS:**

Scope of pre-commissioning / commissioning starts with the commissioning of various equipment erected by the contractor and making them available to commission various materials / systems and main power plant. The scope of work of various commissioning activities of the main plants is referred below:

- a. Trial run of various equipment
- b. Light up of boiler
- c. Boiler chemical cleaning

- d. Boiler alkali boil out
- e. Turbine barring gear
- f. Steam blowing of piping
- g. Turbine rolling
- h. Safety valve floating
- i. First synchronization
- j. Heavy oil firing and synchronization
- k. Coal firing
- l. Trial Operation/Full Load

The above activities, tests, trial runs may have to be repeated till satisfactory results are obtained and also to satisfy the requirements of customer / consultant / statutory authorities like boiler inspector, electrical inspector etc.

- 1.14.2.1. The contractor shall co-ordinate with BHEL and other contractor's during the main plant commissioning to ensure successful commissioning of total plant.
- 1.14.2.2. The pre-commissioning activities of the main power plant will start with energizing of startup power supply systems followed by trial run of various drives prior to light up of boiler. Commissioning operations shall continue till trial operation of the unit. The contractor shall simultaneously start checking cables erected by them to match with the various milestone activities /commissioning program of the project. All these works need specialized testing engineers, supervisors including electricians in each area to co-ordinate with BHEL Engineers and other agencies round the clock to match with commissioning schedule of unit. Contractor shall earmark separate manpower for various commissioning activities. The manpower shall not be disturbed or diverted for erection work.
- 1.14.2.3. The mobilization of testing team shall be planned in time and shall be undertaken round the clock. Contractor shall discuss on day to day / weekly / monthly basis the requirement of testing manpower, consumables, tools and tackles with BHEL engineer and arrange for the same. If at any time the requisite manpower, consumables, T & P are not arranged then BHEL shall make alternate arrangements and the cost will be recovered from contractor.
- 1.14.2.4. Prior to commissioning and after commissioning, protocols have to be made with BHEL / Customer. The formats will be given by BHEL and have to be printed by the contractor in adequate numbers. It shall be specifically noted that above personnel of the contractor may have to work round the clock along with BHEL commissioning engineers which may involve over time payment which forms part of Contractors Scope.
- 1.14.2.5. Any rework / rectification / modification is required to be done because of contractor's faulty erection, which is noticed during commissioning at any stage, the same has to be rectified by the contractor at their cost. During commissioning, any improvement rework / rectification / modification due to design improvement / requirement is involved, the same shall be carried out

promptly and expeditiously. Claims if any, for such works from the contractor shall be governed by clauses covered elsewhere.

- 1.14.2.6. Minimum requirement of Man Power for testing/checking works shall be as follows: (Requirement given below is per unit):

LT Portion:

	SWITCHGEAR/PANEL	CABLING
Engineer	1	2
Supervisor	2	2
Technician	6	6

The above testing / checking group shall be identified at the Pre-commissioning time. The above commissioning group shall have the knowledge of various systems referred in the tender and possess adequate experience in testing. The above manpower for commissioning is only tentative and if any additional manpower required as per site requirement, the same shall be arranged by the contractor. If the contractor fails to deploy the above Engineer / Supervisor / Technician at appropriate time of commissioning, no payment shall be made against commissioning activities as per terms of payment.

- 1.14.2.7. All T&P / instruments required for testing including the Generator Circuit Breaker (27 kV) are to be arranged by the contractor.
- 1.14.2.8. All testing activities shall be carried out as per relevant standard, code of practice, manufacturer's instructions and BHEL norms. The contractor shall follow the checklist of BHEL prior to taking up testing & commissioning activities and the activities shall be carried out in accordance with the checklist. All the above will be witnessed by BHEL engineer and the reports signed jointly.
- 1.14.2.9. The scope of commissioning assistance to be provided by the contractor will cover the equipment / drives erected by the mechanical contractors as detailed in the BOQ.
- 1.14.2.10. All required tests (Mechanical and electrical) indicated by BHEL and their clients for successful commissioning are included in the scope of these specifications. These tests / activities may not have been listed in these specifications.
- 1.14.2.11. All the tests at various stages shall be repeated till all the equipment satisfy the requirement of BHEL / Customer. Any rectifications required shall have to be done / redone by the contractor at their cost.
- 1.14.2.12. It shall be the responsibility of the contractor to provide various categories of workers in sufficient numbers along with Supervisors during pre - Commissioning, commissioning and post commissioning of equipment and attending any problem in the equipment erected by the contractor till handing over. The contractor will provide necessary consumables, T&Ps, IMTEs etc., and any other assistance required during this period. Association of BHEL's / Client's staff during above period will not absolve contractor from above responsibilities.
- 1.14.2.13. It shall be specifically noted that the contractor and employees of the contractor may have to work round the clock during the pre-commissioning,

commissioning and post-commissioning period along with BHEL Engineers / customer officials. Hence contractor's quoted rate shall take into consideration of all expenses that will be incurred for such arrangement of personnel including engineers/supervisors.

- 1.14.2.14. In case, any rework is required because of contractor's faulty erection, which is noticed during pre-commissioning and commissioning, the same has to be rectified by the contractor at their cost. If any equipment / part are required to be inspected during pre-commissioning and commissioning, the contractor will dismantle / open up the equipment / part and reassemble / redo the work without any extra claim.
- 1.14.2.15. Recommissioning of any item listed in BOQ (drives of soot blowers, MOV etc) as per site requirement is to be done by the contractor without any extra claim.
- 1.14.2.16. The contractor shall carryout any other test as desired by BHEL Engineer on erected equipment covered under the scope of this contract during testing, pre-commissioning, commissioning, and operation, to demonstrate the completion of any part or whole work performed by the contractor.
- 1.14.2.17. Contractor to provide necessary commissioning assistance from pre-commissioning state onwards and up to continuous operation of the unit & handing over to customer. The category of personnel to be as per site requirement and to meet the various pre-commissioning and commissioning programs made to achieve the schedule agreed with customer.
- 1.14.2.18. After synchronization, the commissioning activities will continue. It shall be the responsibility of the contractor to provide manpower including necessary consumables, hand tools and supervision as part commissioning assistance till handing over of sets to customer.
- 1.14.2.19. During commissioning any improvement / repair / rework / rectification / fabrication / modification due to design improvement / requirement is involved, the same shall be carried out by the contractor promptly and expeditiously.
- 1.14.2.20. The contractor shall carryout any other test not listed in the tender as desired by BHEL Engineer on erected equipment covered under the scope of this contract during testing, pre-commissioning, commissioning, and operation, to demonstrate the completion of any part or whole work performed by the contractor.
- 1.14.2.21. It is the responsibility of the contractor to provide necessary manpower, tools, tackles and consumable till the completion of work under these specifications including for trial operation, even if commissioning of equipment is delayed due to reasons not attributable to the contractor.

VOLUME-IA PART-I CHAPTER-XVI

PAINTING

1.15. PAINTING

1.15.1. FINAL PAINTING

The scope of the work will comprise of but not limited to the following:

- 1.15.1.1. The scope of work shall also include supply and application of final painting of all the components, other equipment's etc., erected under the scope of this tender. The painting shall be as required and specified in the **painting schedule** for power plant equipment, structures, piping etc. which forms the part of this tender book.
- 1.15.1.2. The scope of painting generally includes painting of all steel items such as supports, racks, frames, Transformers, Bus ducts and GCB besides touch up paints wherever required. Full painting shall be required for specific equipment's as per the scope of erection.
- 1.15.1.3. The scope also includes supply of paints, primers, tools/consumables like brushes, rollers, emery papers, thinner etc., at no additional cost.
- 1.15.1.4. In the case of steel fabricated items, raw steel after fabrication has to be cleaned and subsequent painting to be carried out.
- 1.15.1.5. All the exposed metal parts of the equipment including bus ducts, transformers,, structures, etc., wherever applicable after installation unless otherwise specified the surface protected, are to be first painted with at least one coat of suitable primer and required number of finish coats as indicated in the Painting Specification which matches the shop primer paint used, after thoroughly cleaning the dust, rust, scales, grease oil, and other foreign materials by wire brushing scrapping and chemical cleaning and the same being inspected and approved by BHEL engineers for painting. Afterwards the above parts shall be finished with as per the instructions of BHEL/Customer official.
- 1.15.1.6. All welded joints should be painted with anti-corrosive paint, once radiography and stress relieving works are over.
- 1.15.1.7. Paint shall be applied by brushing or by spray painting as per the instruction of BHEL Engineer. It shall be ensured that brush marks are minimal.
- 1.15.1.8. Spray painting has to be carried out within the Quoted rates for Transformers, Bus-ducts and GCB. Spray painting gun and compressed air arrangement has to be made by the contractor themselves.
- 1.15.1.9. Before applying the subsequent coats, the thickness of each coat shall be measured and recorded with BHEL / Customer.
- 1.15.1.10. Paint used shall be stirred frequently to keep the pigment in suspension. Paint shall be of the ready mix type in original sealed containers as packed by the paint manufacturer. No thinners shall be permitted. Paint manufacturer's instructions shall be followed in method of application, handling, drying time etc.,

- 1.15.1.11. The scope of painting includes application of colour bands, lettering the names of the systems equipment; tag Nos of valves, marking the directions of flow and other data required by BHEL within the quoted rate.
- 1.15.1.12. All surfaces shall be thoroughly cleaned, free from scales, dirt and other foreign matter. Each coat shall be applied in an even & uniform film free from lumps, streaks, runs, sags and uncoated spots. Each coat (Primer, intermediate, finish) shall have a minimum thickness of dry film thickness (DFT) in microns and the DFT of finish paint shall not be less than the specified. Necessary instrument for measuring the thickness of paint applied is to be arranged by the contractor.
- 1.15.1.13. Finish coat paint, No of coat and DFT shall be as indicated in the painting specification enclosed in this tender / relevant BHEL document/ customer's specifications. The painting specification which is forming part of this tender as in TCC shall be used as guidelines to be followed.
- 1.15.1.14. The actual colour to be applied shall be approved by the customer before starting of actual painting work.
- 1.15.1.15. Primer & finish paint shall be of reputed paint supplier approved by BHEL / Customer. Contractor has to procure paints from the BHEL / Customer approved agencies only, and the paints should be as per the customer painting specification. The quality of the finish paint shall be as per the standards of IS or equivalent as approved by BHEL / Customer. Before procurement of paint the contractor has to obtain the clearance from BHEL authorities.
- 1.15.1.16. No paint shall be applied when the surface temp is above 55 deg. Centigrade or below 10 deg. Centigrade, and when the humidity is greater than 90% to cause condensation on the surface or frost / foggy weather.
- 1.15.1.17. Before commencement of final painting, contractor has to obtain written clearance from BHEL / Customer for effective completion of surface preparation.
- 1.15.1.18. Before applying the subsequent coats, the thickness of each coat shall be measured and recorded with BHEL / Customer.
- 1.15.2. **PRESERVATION / TOUCH UP PAINTING**
- 1.15.2.1. Due to atmospheric conditions erected materials are likely to get rusted more frequently. It is the responsibility of the contractor to preserve the erection materials drawn from stores for erection till these are commissioned and handed over to customer. The required consumables for this purpose like paint, thinner, rust converter compound (Ruskill or Ferropro) or any other equivalent shall be arranged by bidder. However, the contractor should also arrange other consumables like wire brushes, emery paper, cotton waste, cloth etc., at their cost. The contractor should ensure that the materials are not rusted on any account till they are handed over to customer. The decision of the BHEL Engineer is final with regard to frequency of application of paint and rust converter compound.
- 1.15.2.2. Mostly the equipment / items/ components will be supplied with one coat of primer paint and one coat of finish paint. However during storage and handling, the same may get peeled off / deteriorate. All such surfaces are to be thoroughly

cleaned and to be touch up painted with suitable approved primer and finish paint matching with shop paint / approved final colour. Besides above two coats of approved primer paint is to be applied on all the bare / unpainted surfaces. Touch up painting is generally required for trays, control panels.

- 1.15.2.3. All damaged galvanized surfaces including cable trays shall be coated with cold galvanizing paint.
- 1.15.2.4. Contractor shall carryout cleaning and preservation / touch up painting for the materials / equipment under this tender specification right from pre- assembly stage to till the equipment is cleared for final painting.
- 1.15.2.5. Any equipment which has been given the shop coat of primer shall be carefully examined after its erection in the field and shall be treated with touch up coat of red oxide primer wherever the shop coat has been abraded, removed or damaged during transit / erection, or defaced during welding.
- 1.15.2.6. Equipment / items/ components supplied during storage and handling, may get peeled off / deteriorate. All such surfaces are to be thoroughly cleaned and to be touch up painted with suitable approved primer and finish paint matching with shop paint / approved final colour.
- 1.15.2.7. **Paint Shade and schedule: (Please refer Volume-IA Part-II Chapter 2)**

VOLUME-IA PART-II CHAPTER-1
CORRECTIONS / REVISIONS IN SPECIAL CONDITIONS OF
CONTRACT, GENERAL CONDITIONS OF CONTRACT AND
FORMS & PROCEDURES

Sl.No.: 1

Void

Sl. No.: 2

OCCUPATIONAL HEALTH, SAFETY & ENVIRONMENT MANAGEMENT/ QUALITY ASSURANCE PROGRAMME

The following clauses in Occupational Health, Safety & Environment Management / Quality Assurance Programme published in Chapter-IX of Special Conditions of Contract (Volume I Book-II) is revised as under.

Chapter IX Clause 9.1 is modified as below:

Contractor will comply with HSE (Health, Safety & Environment) requirements of BHEL as per the "HSE Plan for Site Operations by Subcontractor" (Document No. HSEP: 14 Rev 01) enclosed.

Chapter IX Clause 9.1.1 to 9.1.25 stands deleted.

Sl No.: 3

Void

Sl No.: 4

The following clause is added under clause 1.10 Security Deposit in General Conditions of Contract (Volume I Book II):

Void

Sl. No.: 5

Void.

Sl. No.: 6

PRICE VARIATION COMPENSATION (PVC)

Clause 2.17.5 under The PRICE VARIATION COMPENSATION (PVC) clause 2.17 published in General Conditions of Contract (Volume IC Book-II) is revised as under.

PVC and ORC is not applicable for this contract.

Sl No: 7

Procedure 2.3 that forms the part of Forms and Procedures is published as Chapter 11 in Volume IA Part II of this booklet (Volume-I Book-I).

Sl. No.: 9

Existing format on Monthly Plan Review with Contractor, as available in Form No F-14 of Volume ID Forms and procedure stands Deleted. Form No.- F-14 (Rev 01) is enclosed.

Sl No.: 10

Existing format on Monthly Performance Evaluation of Contractor, as available in Form No F-15 of Volume ID Forms and procedure stands Deleted. Form No.- F-15 (Rev 03) is enclosed.

Sl. No.: 11

The chapter Reverse auction procedure published in 'Forms and Procedures' of Volume I Book-II stands deleted. (**Explanation:** Reverse auction is not applicable for this Tender).

Sl. No.: 12

Existing format on BANK GUARANTEE FOR SECURITY DEPOSIT as available in Form No F-11 (Rev 00) of Volume ID Forms and Procedure stands deleted. Refer Proforma of Bank Guarantee (in lieu of Security Deposit)- Form WAM 22 provided as Chapter 10 in Volume IA Part II.

Sl No.: 13

Existing format for Integrity Pact, as available in Volume ID Forms and procedure stands Deleted. Revised Format is enclosed in NIT.

Sl No.: 14

Existing format on No Deviation Certificate, as available in Form No F-03 of Volume ID Forms and procedure stands Deleted. Revised Format is enclosed at Chapter 6 in Volume IA Part II.

VOLUME-IA PART – II CHAPTER 2

PAINTING SCHEDULE

S.No	Description	Painting schedule
1	Non-Segregated Bus Ducts (Final Touch up only)	1. Enamel based Opaline Green Semi Glossy Finish (Shade No. 275 as per IS 5 (or) Equivalent) for outside enclosures 2. Mutt Black paint for conductor and inside enclosures. 3. Total Thickness (Primer + Finish) – 140 Micron
2	All LV Panels supplied from EPD (Final touch up only)	Opaline Green Semi Glossy Finish (Shade No. 275 as per IS 5 (or) Equivalent) for outside as well as inside
3	Nomenclature for panel, bus duct, feeder, etc	Yellow for background and Black for letters.

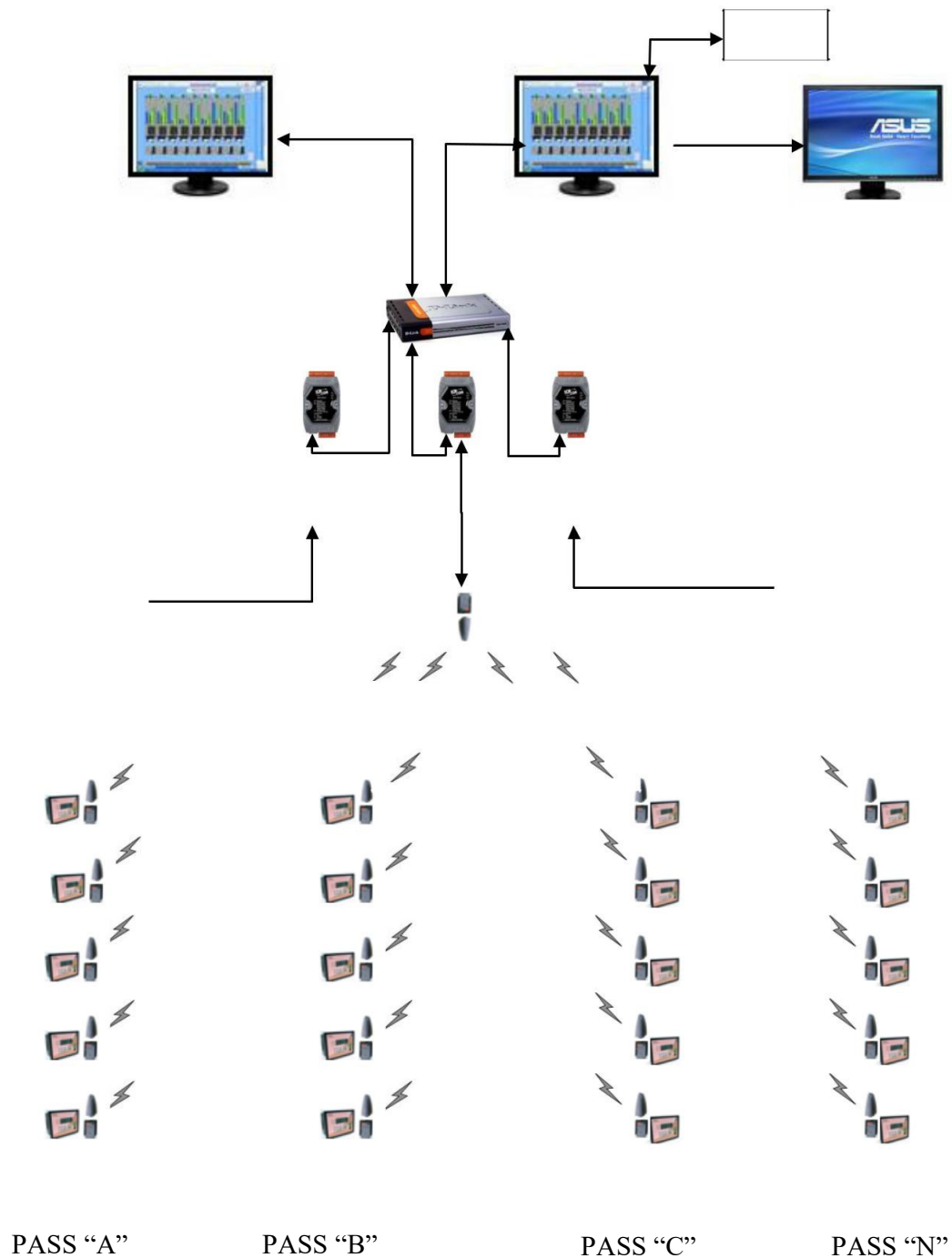
VOLUME-IA PART- II CHAPTER -3

DATA SHEET

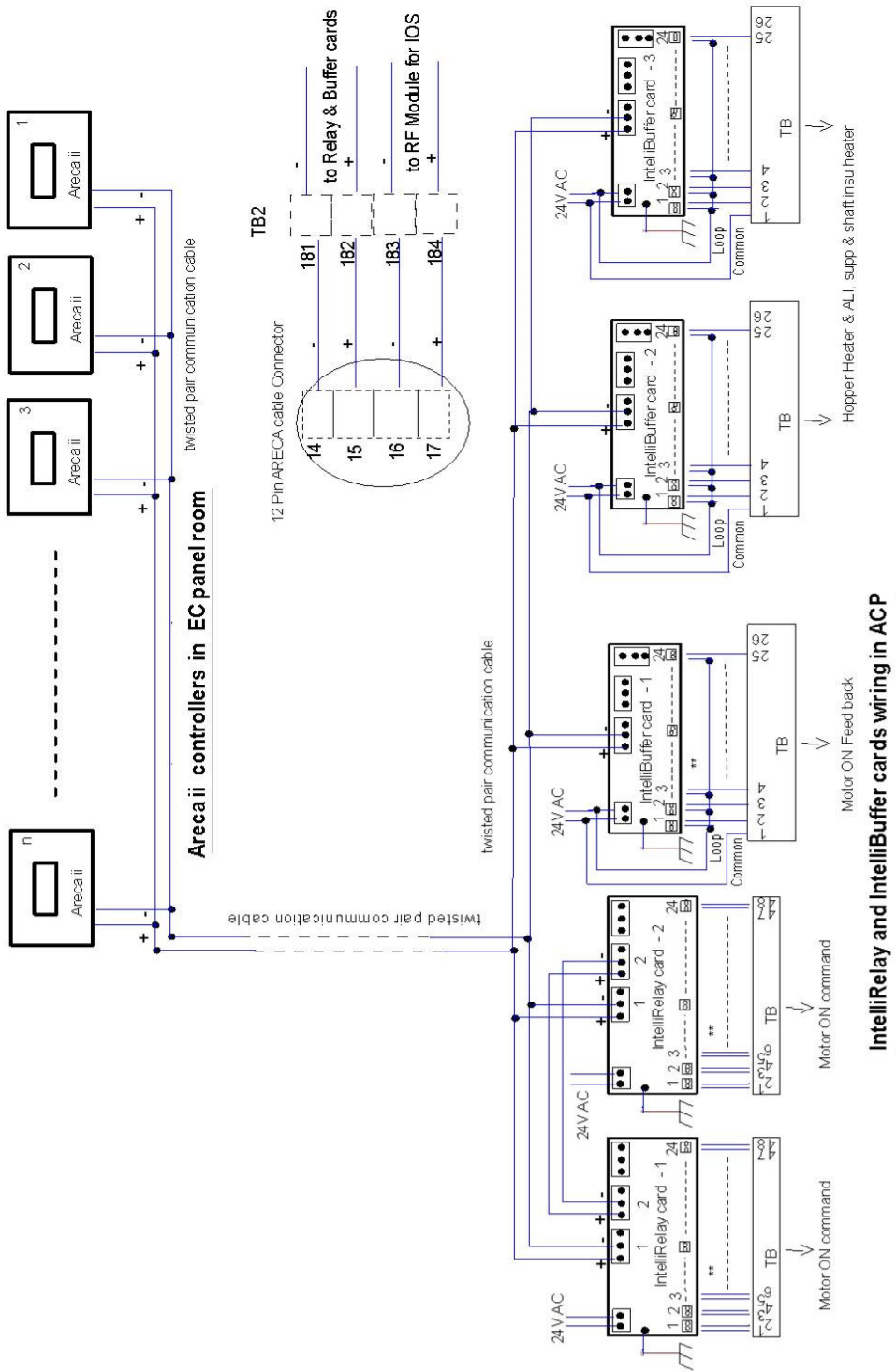
FOR

2.3.1.	SPECIFIC TECHNICAL REQUIREMENTS FOR SUPPLY ITEMS 1. Ferrules / Fire stop cable sealing system / tags: As per Clause 2.5.11. 2. Tag i. Material : Aluminium / Fiber / Stainless Steel ii. Markings: Engraving / Embossing / Printing iii. Size : As required 3. Cable lugs of size 2.5 Sqmm and below : Copper (crimping type) 4. Anchor fasteners for wall mounted cable trays / JBs 5. Insulation tapes 6. Paints required for primer & final coating and for protective coating 7. Solder wire (Lead) -(60/40) 8. Panel sealing compound material (for cable entry from bottom / top of Panel) 9. Materials required for cable dressing. (GI / aluminum flats, PVC ties etc). 10. PVC wire marker sleeves and Tag plates 11. Welding electrodes, filler wires, gases etc 12. Metallic clamps for flexible and rigid conduits														
2.3.1.1.	Wastage Allowance: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Material</th><th style="text-align: left;">Allowance permitted</th></tr> </thead> <tbody> <tr> <td>Support Installation</td><td>1% by weight</td></tr> <tr> <td>Structural Steel</td><td>2%</td></tr> <tr> <td>Cable Tray</td><td>2%</td></tr> <tr> <td>HT/LT Cable</td><td>1%</td></tr> <tr> <td>Control Instrumentation Cable</td><td>2%</td></tr> <tr> <td>Earth flats</td><td>2%</td></tr> </tbody> </table>	Material	Allowance permitted	Support Installation	1% by weight	Structural Steel	2%	Cable Tray	2%	HT/LT Cable	1%	Control Instrumentation Cable	2%	Earth flats	2%
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Earth flats	2%														

VOLUME-IA PART – II CHAPTER 4
LIST OF Drawings & SCHEMES



Areca ii with IntelliRelay & IntelliBuffer cards wiring scheme (one ESP Pass)



VOLUME-IA PART- II CHAPTER -5
TECHNICAL REQUIREMENTS AND GUIDELINES FOR
INSTALLATION, TESTING, COMMISSIONING and supply
items OF LT ELECTRICAL PACKAGES

2.4.1. INSTALLATION, TESTING & COMMISSIONING IN GENERAL:

2.4.1. The stages of completion of various works shall be as follows:

- Equipment shall be considered to be completely erected when the following activities have been completed.
- Moving of all equipment to the respective foundations.
- Fixing of anchor bolts or tack welding as required.
- Leveling and alignment of equipment.
- Assembling of all accessories such as relays, CTs, PTs, meters, instruments etc. as described in the job specification.
- Filtration and filling of oil as required.
- Cable laying, termination with continuity check.
- Applying of finishing coat of paint.

All the equipment shall be tested at site to know their condition and to prove suitability for required performance. The site tests and acceptance tests to be performed by contractor are detailed below.

The contractor shall be responsible for satisfactorily working of complete integrated system and guaranteed performance.

2.4.2. SITE TESTS AND CHECKS:

2.4.2.1. GENERAL:

All the equipment shall be tested at site to know their condition and to prove suitability for required performance.

The test indicated in following pages shall be conducted after installation. All tools, accessories and required instruments shall have to be arranged by contractor. Any other test which is considered necessary by the manufacturer of the equipment, contractor or mentioned in commissioning manual has to be conducted at site.

In addition to tests on individual equipment some tests / checks are to be conducted / observed from overall system point of view. Such checks are highlighted under miscellaneous tests but these shall not be limited to as

indicated and shall be finalized with consultation of client before charging of the system.

The contractor shall be responsible for satisfactory working of complete integrated system and guaranteed performance.

All checks and tests shall be conducted in the presence of client's representative and test results shall be submitted in six copies to client and one copy to Electrical Inspector. Test results shall be filled in proper proforma.

After clearance from Electrical Inspector system/equipment shall be charged in step by step method.

Based on the test results clear cut observation shall be indicated by testing engineer with regard to suitability for charging of the equipment or reasons for not charging are to be brought by the contractor.

2.4.2.2. **Trial Run Test:**

After the successful test of each equipment as per standard test procedure the entire control system shall be put on trial run test on actual site conditions and operation of the system.

2.4.2.3. **Acceptance Test:**

The acceptance test on the system shall be carried out by the supplier as per mutually agreed test procedures to establish satisfactorily functioning of the system as a whole and each equipment as part of the system.

2.4.3. **LT SWITCHGEAR PANELS**

2.4.3.1. **ERECTION**

1. The base frames will be supplied normally along with the boards. These will have to be aligned, levelled and grouted in position as per approved drawings. Wherever the base channels are not available, the same will have to be fabricated and painted at site. Base frames shall be grouted on the openings which shall be made on the floor during the time of casting. All necessary concrete chipping and finishing works are to be completed.
2. All the panels/board shall be placed on its foundation or supporting structures and shall be assembled as required. All panels should be installed with parallel, horizontal and vertical alignment by skilled craftsmen
3. All the boards will be delivered in sections. Necessary interconnection of bus bar, bolting of panels, left out panel / inter panel wiring, etc. will have to be done after assembling the panel.

2.4.3.2. CHECKS DURING ERECTION

1. Layout of foundation channels.
2. Floor level covered by the panel with respect to main floor level.
3. Location and serial no. of panels.
4. Positioning of panels.
5. Verticality of switchgear panels within the limit specified.
6. Freeness of Breaker Truck and modules in housing and its manual operation.
7. Earthing of panels and breaker truck to station earth.
8. Lugs for termination of LT cables.
9. Mounting and fixing arrangements of Bus bars.
10. Tightening of Bus bar jointing bolts as specified.
11. Clearance between :
 - a. Phase to Phase
 - b. Phase to earth
12. Minimum clearance for :
 - a. Breaker, Truck and modules withdrawal
 - b. Distance required for maintenance work
13. Check the operation of:
 - a. Remote control
 - b. Various required - closing / tripping / alarm / indications / interlocks
14. Installation position of instruments and relays operation of relays and meters by secondary injection.
15. AC/DC supplies for panel final relay settings as per customer requirements.
16. Tightness of terminal connections for HT & LT connections.
17. Opening operation of breaker, manually and electrically.
18. Working of ammeters and voltmeters for their entire range and other panel mounted instruments like recorder, indicator etc.

2.4.3.3. LT SWITCHGEAR TESTS

1. IR test
2. Measurement of contact resistance for LT breakers

3. Test to prove inter changeability of similar parts (including breaker module
4. Testing of relays as per supplier's commissioning manual.
5. Testing and calibration of all meters.
6. Operation of all relays by secondary injection method.
7. Testing of CT polarities and CT ratio by primary injection test.
8. Measurement of kneepoint voltage and secondary resistance for CTs used for differential protection
9. IR and voltage ratio test for PTs
10. Functional test of all circuit components for each panel / feeder
11. Test to prove closing / tripping operation at minimum and maximum specified voltage in test and service position
12. Check for drawout test and service position of breakers for all feeders
13. Check for covering of all openings in the panel - check for continuity and operation of aux. contacts of breaker.

2.4.4. **GUIDELINES FOR CABLE LAYING:**

1. In the plant building, substations, switchgear rooms, control rooms etc. Power and control cables shall generally be laid on cable trays installed in concrete trenches, tunnels, cable basements, cable vaults, cable shafts or along building and structures as the case may be.
2. In case of multi-core cables of diameter up to 20 mm where not more than 3 cables are taken in one run, these can be taken directly along structures, walkways, platforms, galleries, walls, ceiling etc. by proper clamping at regular intervals of more than 300 mm.
3. Power & control cables installed along buildings and structures, ceilings, walls, etc. which are required to be protected against mechanical damage shall be taken in G.I. conduits.
4. GI conduits shall also be used for flameproof installations, wherever required, with sealing at both ends. GI conduits shall be provided by BHEL.
5. In corrosive atmosphere, where 1100 V grade cables are required to be taken in pipes, rigid heavy duty PVC pipes shall be provided. PVC pipes shall be provided by BHEL.
6. Entry of cables through trenches/tunnels into buildings shall be by means of one of the methods indicated in drawing as applicable for different buildings.

7. Cables laid exposed in racks/trays and routed through trenches/tunnels/basements etc. to individual drive/control devices etc. shall be taken in embedded surface exposed rigid GI conduits and or flexible conduits unless directly terminated to the equipment in the panels located, above trenches, tunnels or basement.
8. All cables routed along walls or in equipment rooms shall be protected by means of laying them through GI pipes or by providing sheet metal covers up to a height of 2000 mm from the working floor levels and platforms, for protection against mechanical damage. All vertical risers shall be of enclosed type.
9. Tray covers shall not be provided for the cable trays within trenches, tunnels and basements. Non-perforated type sheet steel covers shall be provided for the trays in the areas susceptible to accumulation of coal dust/atmospheric abuses etc.
10. Cable trays shall be supported on ISA 50x50x6mm MS/GI brackets. Brackets shall be welded to steel plate inserts in the trenches / tunnels or supporting channel angle / inserts in other areas.
11. Wherever direct heat radiation exists, heat isolating barriers (subject to customers approval), for cabling system shall be adopted.
12. For 415V power wiring in ancillary buildings, offices and laboratories, cables shall be taken through embedded/exposed GI conduits or rigid PVC pipes as applicable.
13. If required, a few numbers of cables in exceptional areas may be directly buried into the earth.
14. Wherever cables are to be laid below roads and railway tracks, the same shall be taken through ducts buried at a suitable depth as decided by Engineers.
15. At certain places where hazardous fumes / gases may cause fire to the cables, cable trenches after installation of cables may be sand-filled.
16. In corrosive atmosphere, PVC conduits shall be used for cables.
17. Single core cables, when pulled individually shall be taken through PVC pipes only.
18. Laying and installation of power, control and special cables shall generally conform to IS : 1255
19. The cables shall be laid-out in proper direction from the cable drums (opposite to the normal direction of rotation for transportation).
20. In case of higher size cables, the laid out cables shall run over rollers placed at close intervals and finally transferred carefully on the

racks/trays. Care shall be taken so that kinks and twists or any mechanical damage does not occur to cables. Only approved cable pulling grips or other devices shall be used. Under no circumstances cables shall be dragged on ground or along structure while paying out from cable drums, carrying to site and straightening for laying purpose.

21. Suitable extra length of cables shall be provided for all feeders for any future contingency, in consultation with Engineer.
22. Cable runs shall be uniformly spaced, properly supported and protected in an approved manner. All bends in runs shall be well defined and made with due consideration to avoid sharp bending and kinking of cable. The bending radius of various types of cables shall not be less than those specified by cable manufacturers and that specified in IS 1255.
23. All cables shall be provided with identification tags indicating the cable numbers in accordance with the cable circuit schedule. Tags shall be fixed at both ends of cables (both inside & outside of panel) both sides of floor / wall crossings, every 25m spacing for straight runs or as specified by Engineer for easy identification of cable.
24. When a cable passes through a wall, cable number tags shall be fixed on both sides of the wall.
25. Single core cables for AC Circuits shall form a complete circuit in trefoil formation supported by means of trefoil clamps of non-magnetic material. Trefoil clamps shall be provided by BHEL
26. Multi-core cables above 1100 V grade shall be generally laid in ladder type trays in one layer with spacing not less than one cable diameter of bigger diameter cable.
27. All 1100 V grade multicore power cables and single core DC cables shall be placed in single layer, touching each other and clamped by means of single or multiple galvanised MS saddles / aluminium strips / nylon cable ties. Cables above 35mm diameter shall be clamped individually.
28. Control cables shall be laid touching each other and wherever required may be taken in two layers. All control cables shall be clamped with a common clamp/tie.
29. Segregation of the cables on the basis of their types and their functions shall be as under for horizontal formation:
 - A. HT cables shall be laid in the top tier(s)

- B. LT power cables to be laid in the tray(s) below the HT cable trays.
 - C. LT control cables to be laid in the Tray(s) next below to the LT power cable (trays)
 - D. Special control cables including screened control cables to be laid in the bottom most tray(s).
30. For vertical formations, the trays closest to the wall shall be considered as bottom most tray and the order indicated in clause just above shall be followed. However, where there is no clear distinction of bottom / top trays, the order convenient for linking the horizontal and vertical formations shall be followed.
31. When it may not be possible to accommodate the cables as per the criteria indicated in the two clauses 29 & 30 indicated above, the following rules shall override the criteria. However, prior approval of the Engineer will be required. In hierarchical order:
- A. Control cables are mixed up with the special control cables with clear minimum gap of 100 mm between them.
 - B. LT power cables are mixed up with control cable with clear minimum gap of 150 mm between them.
 - C. LT power cables are mixed up with HT power cables with clear minimum gap of 200 mm between them.
 - D. LT power cables are mixed up with special control cables with clear minimum gap of 200 mm between them.
32. In case of duplicate feeders to essential loads, the respective cables shall be laid through separate raceways. Alternatively, such cables shall be laid on the opposite sides of a trench / tunnel / basement.
33. For laying cables along building steel structures and technological structures, the cables shall be taken by clamping with MS saddles screwed to the MS flats welded to the structure. MS saddles and flats shall be galvanized.
34. For laying cables along concrete walls, ceilings etc. The cables shall be taken by clamping with MS saddles screwed to the MS flats welded on the inserts. Where inserts are not available the saddles shall be directly fixed to the walls using raw plus and MS flat spacers of minimum 6 mm thickness.
35. To facilitate pulling of cables in GI conduits, powdered soft stone, plastic scoop or other dry inert lubricant may be used but grease or other material harmful to the cable sheaths shall not be used.

36. No single core cable shall pass through a GI conduit or duct except DC single core cables. AC single core cables shall pass through GT conduits/pipes in trefoil formation only.
37. In case of a 3 phase, 4 wire system, more than one single phase circuit, unless originating from the same phase shall not be taken in the same GI conduit.
38. Entry of cables from underground trenches to the buildings or tunnels shall be by some approved method. Necessary precautions shall be taken to make the entry point fully water tight by properly sealing the pipe sleeves wherever they enter directly into the building at trench level. The sealing shall be by cold setting compound. Any alternative sealing arrangement may be suggested with the offer for consideration by BHEL.
39. Wherever specific cable routes are not shown in cable schedules cables shall be laid as directed by Engineer.
40. SUPPORT SPACINGS & CLAMPINGS
Support spacing and clamping suitably provided and as required
41. LAYING OF CABLES DIRECTLY BURIED IN GROUND
Laying and installation of directly buried cables in ground shall conform to the requirements of IS 1255.
42. SUPPORT SPACINGS & CLAMPINGS

Trefoil Clamps:	
i. Horizontal run spacing	1000 mm (max)
ii. Vertical run spacing	1000 mm (max)
iii Axial spacing between adjacent trefoils	Double the diameter of larger cable or 150 mm Whichever is less

43. OTHER CLAMPS

POWER CABLES		
Above 35 mm OD	Horizontal runs	Individually clamped at 3000 mm Interval (max)
	Vertical runs	Individually clamped 3000mm intervals (max)
Upto 35 mm OD	Horizontal runs	Collectively clamped at 3000 mm intervals (max)

	Vertical runs	Collectively clamped at 2000 mm interval (max)
CONTROL CABLES		
For all sizes	Horizontal runs	Collectively clamped at 3000 mm interval (max)
	Vertical runs	Collectively clamped at 3000 mm interval (max)
SPACING FOR CABLES SUPPORTED ALONG STRUCTURES/CEILINGS		
Clamping/ Spacing	In Horizontal runs	750 mm (max)
	In Vertical runs	750 mm (max)
Spacing between cables		30 mm (min)
Note: 1. Supports shall also be provided at each bend. 2. For any change in above spacing, prior approval of Engineer will be taken		

44. CABLE TERMINATION AND JOINTING

- When the equipment are provided with undrilled gland plates for cable/conduit entry into the equipment, drilling and cutting on the gland plate and any minor modification work required to complete the job shall be carried out at site and drawings shall be prepared and take engineer's approval before drilling holes. Cutting shall not be allowed.
- Termination of cables shall be done as per termination drawings & interconnection diagrams furnished to the contractor. Looping of cores/wires at terminals as shown in interconnection diagrams is to be done.
- All cable entries in the equipment shall be sealed after glanding the cables.
- Adequate length of cables shall be pulled inside the switch boards, control panels, terminal boxes etc. as per near termination of each core/conductor.
- Power cable terminations shall be carried out in such a manner as to avoid strain on the terminals by providing suitable clamps near the terminals.
- End sealing / termination of cables shall be done by means specified

on the specification for terminations. The system shall be suitable for types of cable specified and complete with stress relief system.

- g. Termination and jointing of aluminium / copper conductor power cables shall be done by means of compression method using compression type aluminium / tinned copper lugs.
- h. Copper conductor control cables shall be terminated directly into screwed type terminals provided in the equipment. Wherever control cables are to be terminated by means of terminal lugs, the same shall be of tinned copper compression type.
- i. Cable joints shall normally be made at an intermediate point in the straight run of the cable only when the length of the run is more than the standard drum length supplied by the cable manufacturer. In such cases, when jointing is unavoidable, the same shall be made by means of specified cable-jointing kit, subject to BHEL's approval of Engineer shall be taken for deciding location of joint. The straight through jointing kits for LT power/control cables as required shall be arranged by the contractor at their cost. The make shall be subject to approval of BHEL's Engineer.
- j. Termination and jointing shall generally conform to the requirements of IS: 1255 and shall strictly conform to the recommendations of termination and jointing kit supplier.

45. TESTING OF CABLES:

- i. The contractor shall submit to the Engineer a checklist for testing and commissioning and the activities shall be carried out in accordance with the checklist.
- ii. Testing and electrical measurement of cable installations shall conform to IS : 1255
- iii. Prior to installation, cables shall be tested for :
 - a) Continuity of conductors
 - b) Insulation resistance between conductors & earth
 - c) Insulation resistance between conductors.
- iv. After installation cables shall be tested for :
 - a) Insulation resistance between conductors & iron
 - b) Insulation resistance between conductors & earth
 - c) Conductor resistance
 - d) Capacitance between conductors & earth (for cables above 7C.1.3KV grade)

- e) DC high voltage test (for LT power cables of higher sizes interconnecting PCCs & MCC)
- f) Absence of cross phasing
- g) Firmness of terminations

2.4.5. **ERECTION AND COMMISSIONING OF MISCELLANEOUS ITEMS**

All the miscellaneous items shall be Erected, Tested and Commissioned as per the instruction manuals (or) as instructed by the Engineer.

2.4.6. **TESTS FOR THE EQUIPMENT ERECTED BY OTHER/MECHANICAL CONTRACTOR** The tests to be carried out on the equipment at which are normally being erected by Mechanical contractor.

2.4.6.1. **AC MOTORS**

1. IR test of stator and rotor windings.
2. Heating of both windings up to the permissible temp.
3. Checking/testing of associated switchboard, cables, relays / meter interlocking as mentioned in relevant chapters are completed.
4. Tightness of cable connection.
5. Winding resistance measurement of stator and rotor.
6. Checking continuity of winding.
7. Checking tightness of earth connections.
8. Checking space heaters and carryout heating of winding (if required)
9. Checking direction of rotation in decoupled condition during kick start
10. Measurement of no load current for all phases
11. Measurement of temperature of body during no load and load conditions.
12. Check for tripping of motor from local/remote switches and from.
13. Checking of vibration (if required).
14. Checking of noise level (if required)
15. Measurement of stator and bearing temperatures during load running (if applicable) for every half an hour interval till saturation comes
16. Checking operation of speed switch (if there)
17. Checking of polarisation index of stator winding, R10/R1 by motorised megger (The value should not be less than 2.0) R60/10 absorption coefficient shall not be less than 1.5
18. Dielectric test

2.4.6.2. DC MOTORS

1. IR measurement and heating the winding as per heating curve.
2. Check for earth connection
3. Winding resistance for field and armature.
4. Check running of drive at minimum and maximum specified.
5. Check auto start of drive on failure of AC supply (if applicable)
6. Check operation of overload relay.
7. Measure load currents and no load currents (if possible)
8. Check direction of rotation.
9. Check continuity of winding.
10. Measurement of RPM.

2.4.6.3. PANELS:

- A. The panels shall be mostly skid mounted and the skid will be erected by mechanical contractor. The scope of commissioning of Panels covers checking of internal wiring and associated loop cables from panels to field instruments, Push Buttons, JBs, drives, replacing defective components/instruments/electronic cards etc.
- B. If any loop cables (power or control) are to be laid or replaced, the same shall be carried out at unit rates available in the BOQ.
- C. For commissioning of associated drives, if any, the unit rate will be as per BOQ and this will not be part of panel commissioning.

2.4.6.4. NOTE:

The scope of work also includes collecting the replacement instruments/parts from BHEL/customer stores, stockyard etc.

Separate group shall be identified for commissioning. The above group shall be available right from Trial run to full load operation including shift operation.

2.4.7. CODES AND STANDARDS

1. All equipment and materials shall be designed, manufactured and tested in accordance with the latest applicable Indian Standards (IS) except where modified and / or supplemented by this specification.
2. Equipment and materials conforming to any other standard which ensures equal or better quality may be accepted. In such case, copies of the English version of the standard adopted shall be submitted along with the bid.

IS The electrical installation shall meet the requirement of Indian Electricity Rules as amended up to dates, relevant IS codes of Practice and Indian Electricity Act. In addition, other rules or regulations applicable to the work shall be followed. In case of any discrepancy, the more restrictive rule shall be binding. A list of applicable standards is given below for reference.

IS 3043 Code of practice for earthing

IS 3072 Installation and maintenance of switchgear

IS 5133 Box for enclosure of electrical equipment

IS 5216 Guide for safety procedure and practice in electrical work

IS 13947 Degree of protection provided by enclosures for low voltage switchgear and control gear.

IS 5216 Guide for safety procedures and practices in electrical works.

IS 800 Code of practice for use of structural steel.

3. In addition to the standards mentioned above, all works shall conform to the requirements of the following rules and regulations.

- a) Indian Electricity Act and Rules framed thereunder
- b) Fire insurance regulations
- c) Regulations laid down by the Chief Electrical Inspector of State and CEA
- d) Regulations laid down by the Factory Inspector of State
- e) Any other regulations laid down by the authorities.

4. In case any clause of contradictory nature arises between standards and this specification, the latter shall prevail.

2.4.8. **TECHNICAL REQUIREMENT FOR ITEMS SUPPLIED BY THE CONTRACTOR.**

2.4.8.1. **GENERAL**

1. Equipment and material supplied shall comply with description, rating, type and size as detailed in this specification, drawings and annexures.
2. Equipment and materials furnished shall be complete and operative in add details.
3. All the accessories, fittings, supports, anchor bolts etc., which form part of the equipment or which are necessary for safe and satisfactory

installation and operation of the equipment shall be furnished.

4. All parts shall be made accurately to standard gauges so as to facilitate replacement and repair. All corresponding parts of similar equipment shall be interchangeable.
5. Samples of all items shall be made available for purchaser's approval prior to supply of item to site.

2.4.8.2. **FERRULES**

1. Ferrules shall be required for individual core of cable hence they shall be suitable for the insulated conductor diameter.
2. Ferrules shall be of plastic material.
3. Numbering on the ferrules shall be engraved type with contrast colour to the base. Engrave colouring shall be of durable quality to match the entire life of the plant. Engraving shall be legible from a distance of 600 mm.
4. Ferrules shall be interlocking type in such a way that the interlocked ferrules take the shape of tube with complete ferrule number appearing in a straight line.

2.4.8.3. **TAGS**

1. Cables shall be provided with cable number tags for identification.
2. Cable tags shall be of durable fibre, aluminium or stainless steel sheets.
3. Cable number shall be engraved type in case of aluminium or stainless steel tags, and printed type in case of fibre sheet.
4. Tags shall be durable quality of size 60mm x 12mm with holes at both ends.
5. Samples of tags shall be approved by BHEL Engineer before delivery.
6. Tags shall be provided with non-corrosive wire of sufficient strength for taggings.

2.4.8.4. **FIRE STOP CABLE SEALING SYSTEM (AS APPLICABLE)**

Fire stop cable sealing system shall have two (2) hours fire protection rating suitable for sealing both vertical & horizontal cable penetrations. The sealing compound in conjunction with mineral wool shall form effective fire seals. The sealing compound shall have special property to allow for short circuit conditions. **GPG fire stop sealing compo** or equivalent sealing compound shall be used.

2.4.9. **GUIDELINES FOR ERECTION OF GI PIPES, SUPPORTS & ACCESSORIES**

1. For installation of cables in GI conduits the conduits shall be installed first without cables but having suitable pull wires laid in conduits.
2. For equipment and devices having GI conduit entry arrangement other than standard GI conduit adopter, adopters shall be provided as required to enable the GI conduit to be properly terminated, between conduit end and motor T.B.
3. GI conduits shall run without moisture or water traps and shall be made drawing arrangement towards the end.
4. The entire GI conduit system shall be firmly fastened in position. All boxes and fittings shall generally be secured independently from the GI pipes entering them.
5. Bends of GI pipes / conduits shall be made without causing damage to the pipes/conduits.
6. Occupancy of conduits shall not be greater than 40%.
7. The adopter for coupling rigid GI pipe/conduits and flexible conduit shall be of aluminium or galvanized steel.
8. Transportation and storage of cable drums shall generally conform to the requirements of IS: 1255.
9. All the cables shall be supplied to the contractor free of cost from BHEL / Customer's store / storage area. Transportation of cables from storage area to the work site shall be the responsibility of the contractor.
10. The cable drums shall be transported on wheels to the place of work.

Note: *The tests specified above for all the electrical equipment are not exhaustive. Any other pre-commissioning and field tests not included in the above list but necessary as per relevant standards, Electricity rules, code of practice and instructed by the manufacturer of the equipment shall also have to be carried if deemed necessary shall be carried out as per requirement either within the quoted rates / price or at additional cost. Decision of Engineer in charge will be the final regarding additional cost for testing. The contractor shall take the full responsibility of testing, commissioning, trial run and successful operation of the equipment under overall.*

VOLUME-IA PART- II

CHAPTERS 6-12

Chapter 6 to 12 in next 125 pages are as below

Sl no	DESCRIPTION	Chapter	No. of Pages
6	No Deviation Certificate (Rev. 01)	Chapter-6	01
7	"HSE Plan for Site Operations by Subcontractor" (Document No. HSEP: 14 Rev01)	Chapter-7	82
8	Format for Form no.: F-14 (Rev 01); Monthly Plan and Review with Contractors	Chapter-8	05
9	Format for Form no.: F-15 (Rev 03); Monthly Performance Evaluation of contractor	Chapter-9	08
10	Pro forma for Bank Guarantee (in lieu of Security Deposit)	Chapter-10	03
11	Procedure 2.3-Procedure For Conduct Of Conciliation Proceedings	Chapter-11	11
12	T&P Hire Charges (Valid upto 31.08.2023)	Chapter-12	12
13	Proforma for Bank Guarantee (in lieu of Earnest Money)	Chapter-13	03



Bharat Heavy Electricals limited

Project - 5X800MW Yadadri TPS

YTPS:SCT:202407-199

VOLUME-II (UNPRICED BID)

JOB Part Works of Stage-2 (Unit 3 and 4) Electrical LT package: Erection, Testing and Commissioning including Handling of materials at site BHEL stores / storage yard, transporting to site of erection and supply & application of final painting of LT electrical works for Unit-3 and 4 of 5X800 MW Yadadri TPS, Nalgonda, Telangana.

Bidder's Name

Sl. No	item no	Description of Item	Qty	Unit	Quoted / Not Quoted	Weightage
1	F.2.18 & F.2.23	415V UNIT BOILER VALVE & DAM PER DB (3HA/4HA) : Rating 250A. App. Dimension in mm (LxHxD) : 19550 X 2425 X 900, No. of Panels: 23 & No. of Shipping Sections: 12	2	Set		0.0308060
2	F.3.34,3.52,3.35, 3.53	415V UNIT BOILER (3DA/4DA)/ TURBINE SERVICE PMCC (3DB/4DB) : Rating 3200/4000A, App. Dimension in mm	2	Set		0.0355467
3	F.3.37& F.3.55	415V VENTILATION MCC (3TA/4TA): Rating 1000A, App. Wt. (in kg) 13500, App. Dimension in mm (LxHxD): 16300	2	Set		0.0249875
4	F.3.40,3.58	415V STATION SERVICE PMCC (0DF/0DJ)/COMPRESSOR	2	Set		0.0228497
5	F.3.45 &	415V PTP STAGE-I&II MCC (0WD) /SOOT BLOWER	2	Set		0.0303965
6	F.2.19	415V UNIT BOILER ACDB (3HB/4HB): Rating 630A, App.	2	Set		0.0185970
7	F.4.9 to	415 V, LT NSPBD TYPE BUSDUCT	100	Mtr		0.0154892
8	III	LAYING OF LT POWER CABLES 1.1 kV, XLPE INSULATE D,				-
9	A.1.1,	1C-400 sq. mm / 3C-150 sq.mm	4796	Mtr		0.0092859
10	A.1.2	1C-630 sq.mm	5217	Mtr		0.0109923
11	A.1.3,A.1.5	1C-35 sq.mm / 2C-10 sq.mm / 3C-10 sq.mm / 4C-10	62291	Mtr		0.0425672
12	A.1.4 &	1C-120 sq.mm / 2C-50 sq.mm	1000	Mtr		0.0011959
13	A.1.6,B.1.4	2C-25 sq.mm / 3C - 16 sq.mm	1000	Mtr		0.0006264
14	A.1.10 &	3C-25 sq.mm / 3.5C-25 sq.mm	32117	Mtr		0.0292631
15	A.1.11,B.1.	3C-50 sq.mm / 3.5C-50 sq.mm / 2C-95 sqmm (Cu)	9485	Mtr		0.0102626
16	A.1.12	3C-95 sq.mm / 3.5C-95 sq.mm	15530	Mtr		0.0203407
17	A.1.14 &	3C-185 sq.mm (Al)	3469	Mtr		0.0069142
18	A.1.15,B.1.	3C-240 sq.mm / 3.5C-240 sq.mm / 2C-150 sq.mm	4100	Mtr		0.0056035
19	IV	END TERMINATION OF LT POWER / CONTROL CABLES - 1.1				-
20	A.5.1	1C-400 sq. mm (Al)	52	Nos.		0.0008884
21	A.5.2	1C-630 sq.mm (Al)	160	Nos.		0.0037175
22	A.5.3	1C-35 sq.mm (Al)	10	Nos.		0.0000205
23	A.5.4	1C-120 sq.mm (Al)	10	No's		0.0001555
24	A.5.5	2C-10 sq.mm (Al)	68	No's		0.0005846
25	A.5.6	2C-25 sq.mm (Al)	10	Nos.		0.0000945
26	A.5.7	2C-50 sq.mm (Al)	10	Nos.		0.0001093
27	A.5.8	2C-95 sq.mm (Al)	10	Nos.		0.0001315
28	A.5.9	3C-10 sq.mm (Al)	478	Nos.		0.0010071
29	A.5.10	3C-25 sq.mm (Al)	264	Nos.		0.0026610
30	A.5.11,	3C-50 sq.mm (Al)	52	Nos.		0.0008351
31	A.5.12	3C-95 sq.mm (Al)	136	Nos.		0.0018742
32	A.5.13	3C-150 sq.mm (Al)	16	Nos.		0.0005440
33	A.5.14	3C-185 sq.mm (Al)	48	Nos.		0.0016291
34	A.5.15	3C-240 sq.mm (Al)	36	Nos.		0.0013838
35	A.5.16	3.5C-25 sq.mm (Al)	80	Nos.		0.0009201
36	A.5.17	3.5C-50 sq.mm (Al)	36	Nos.		0.0004880
37	A.5.18	3.5C-95 sq.mm (Al)	16	Nos.		0.0002552



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Bidder's Name

38	A.5.19	3.5C-185 sq.mm (Al)	16	Nos.		0.0006005
39	A.5.20	4C-10 sq.mm (Al)	76	Nos.		0.0001601
40	B.4.1	3.5C-240 Sq.mm (Al)	10	Nos.		0.0004550
41	B.4.2	2C-150 Sq.mm (Al)	10	Nos.		0.0001378
42	B.4.4,	3C - 16 Sq.mm (Al)	10	Nos.		0.0001167
43	A.6.1	1C-400 sq.mm (Cu)	5	Nos.		0.0000840



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Bidder's Name						
44	A.6.2	2C-95 sq.mm (Cu)	5	Nos.		0.0000672
45	A.6.3	3C-240 sq.mm (Cu)	5	Nos.		0.0001851
46	V	LAYING AND TERMINATION OF LT POWER/CONTROL CABLES				-
47	A.2.1,	2C - 2.5 sq.mm / 3C - 2.5 sq.mm / 4C x 2.5 sqmm	226175	Mtr		0.1287982
48	A.2.3,	2C - 6 sq.mm / 5C - 2.5 sq.mm / 5C - 4 sq.mm / 7C - 2.5	47210	Mtr		0.0295729
49	A.4.4,	12C - 2.5 sq.mm / 10C - 2.5 Sq.mm / 9C-2.5 Sq.mm	38883	Mtr		0.0265709
50	E.17.4	24 pair x 0.5 sqmm (Cu)	99	Mtr		0.0001296
51	VI	ERECTION OF PRE FABRICATED CABLE TRAYS AND				-
52	A.7.1&	600 mm wide-Cable Tray Ladder Type	12580	Mtr		0.0752206
53	A.7.2&	450 mm wide-Cable Tray Ladder Type	870	Mtr		0.0033195
54	A.7.3&B.5.	300 mm wide-Cable Tray Ladder Type	3600	Mtr		0.0211158
55	A.7.4&B.5.	150 mm wide-Cable Tray Ladder Type	2340	Mtr		0.0081285
56	A.7.5	600 mm wide-Cable Tray Perforated Type	4610	Mtr		0.0346531
57	A.7.6	450 mm wide-Cable Tray Perforated Type	360	Mtr		0.0016811
58	A.7.7	300 mm wide-Cable Tray Perforated Type	1730	Mtr		0.0106398
59	A.7.8	150 mm wide-Cable Tray Perforated Type	1040	Mtr		0.0036127
60	A.7.9	100 mm wide-Cable Tray Perforated Type	1000	Mtr		0.0023348
61	VII	INSTALLATION OF HOT DIP GALVANIZED STEEL FLATS				-
62	A.9.1&	GS FLAT 75 X 10 mm (6 kg/m)app	6220	Mtrs		0.0414422
63	A.9.2 &	GS FLAT 50 X 6 mm (2.5 kg/m) app	4700	Mtrs		0.0208766
64	A9.3	GS FLAT25X6 mm(1.2 Kg/m)app	500	Mtrs		0.0018508
65	A9.4	GS FLAT 25X3 mm(0.6 Kg/m)app	200	Mtrs		0.0007973
66	A.9.5 &	GS WIRE 3.15 DIA 8 SWG (0.131 kg/m) app	5000	Mtrs		0.0011389
67	A.11.1	GS Rod 20 mm dia LONG 1000 mm vertical air termination,	120	Set		0.0232408
68	VIII	FABRICATION & ERECTION OF STRUCTURAL STEEL				-
69	A.8.1,A.8.2	Structural Steel (ISMC, ISMB, ISA, etc)	92	MT		0.0912595
70	XI	ERECTION AND COMMISSIONING OF CONTROL PANEL				-
71	C.1.1	DC Scanner fan starter panels	2	Set		0.0009403
72	C.1.2	Furnace temp. panel	4	set		0.0014312
73	XII	ERECTION OF JUNCTION BOXES / PUSH BUTTON STATIONS				-
74	B.10.1,F.5.	Local Start Stop Pushbuttons	600	Set		0.0207741
75	B.10.2,B.1	Junction Boxes for ESP applications	330	Set		0.0165561
76	XIII	COMMISSIONING OF THE FOLLOWING ERECTED BY				-
77	B.11.4	Hoist/Cranes/Monorail	10	set		0.0015349
78	A.12.6	LT Unidirectional & Bidirectional drives (0.2 kW to 110 kW)	1500	Nos.		0.0675671
79	XIV	ERECTION OF MISCELLANEOUS ITEMS				-
80	F.5.6&F.5.	AC/DC Fuse DB	4	Nos.		0.0012378
81	F.5.8	Dataconcentrator Panels	1	Set		0.0030276
82	XV	LAYING AND TERMINATION OF OFC CABLES				-
83	F.5.9	OFC cable includes fixing of fibre optic components and	20000	Mtrs		0.0250565
84	F.5.10	Optical Fibre Plicing	100	No		0.0006606

SIGNATURE & SEAL OF AUTHORISED PERSON



Bharat Heavy Electricals limited

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Name



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Sl. No	item no	Description of Item	Qty	Unit	Unit Rate	Total Value	Weightage
1	F.2.18 & F.2.23	415V UNIT BOILER VALVE & DAMPER DB (3HA/4HA) : Rating 250A. App. Dimension in mm (LxHxD) : 19550 X 2425 X 900, No. of Panels: 23 & No. of Shipping Sections: 12	2	Set	₹ 0.00	₹ 0.00	0.0308060
2	F.3.34,3.52,3.35, 3.53	415V UNIT BOILER (3DA/4DA)/TUBINE SERVICE PMCC (3DB/4DB) : Rating 3200/4000A, App. Dimension in mm	2	Set	₹ 0.00	₹ 0.00	0.0355467
3	F.3.37& F.3.55	415V VENTILATION MCC (3TA/4TA): Rating 1000A, App. Wt. (in kg) 13500, App. Dimension in mm (LxHxD): 16300	2	Set	₹ 0.00	₹ 0.00	0.0249875
4	F.3.40,3.58	415V STATION SERVICE PMCC (0DF/0DJ)/COMPRESSOR	2	Set	₹ 0.00	₹ 0.00	0.0228497
5	F.3.45 &	415V PTP STAGE-I&II MCC (0WD) /SOOT BLOWER	2	Set	₹ 0.00	₹ 0.00	0.0303965
6	F.2.19	415V UNIT BOILER ACDB (3HB/4HB): Rating 630A, App.	2	Set	₹ 0.00	₹ 0.00	0.0185970
7	F.4.9 to	415 V, LT NSPBD TYPE BUSDUCT	100	Mtr	₹ 0.00	₹ 0.00	0.0154892
8	III	LAYING OF LT POWER CABLES 1.1 kV, XLPE INSULATE D,					-
9	A.1.1,	1C-400 Sq. mm / 3C-150 sq.mm	4796	Mtr	₹ 0.00	₹ 0.00	0.0092859
10	A.1.2	1C-630 sq.mm	5217	Mtr	₹ 0.00	₹ 0.00	0.0109923
11	A.1.3,A.1.5	1C-35 sq.mm / 2C-10 sq.mm / 3C-10 sq.mm / 4C-10	62291	Mtr	₹ 0.00	₹ 0.00	0.0425672
12	A.1.4 &	1C-120 sq.mm / 2C-50 sq.mm	1000	Mtr	₹ 0.00	₹ 0.00	0.0011959
13	A.1.6,B.1.4	2C-25 sq.mm / 3C - 16 Sq.mm	1000	Mtr	₹ 0.00	₹ 0.00	0.0006264
14	A.1.10 &	3C-25 sq.mm / 3.5C-25 sq.mm	32117	Mtr	₹ 0.00	₹ 0.00	0.0292631
15	A.1.11,B.1.	3C-50 sq.mm / 3.5C-50 sq.mm / 2C-95 sqmm (Cu)	9485	Mtr	₹ 0.00	₹ 0.00	0.0102626
16	A.1.12	3C-95 sq.mm / 3.5C-95 sq.mm	15530	Mtr	₹ 0.00	₹ 0.00	0.0203407
17	A.1.14 &	3C-185 sq.mm (AL)	3469	Mtr	₹ 0.00	₹ 0.00	0.0069142
18	A.1.15,B.1.	3C-240 sq.mm/ 3.5C-240 Sq,mm / 2C-150 Sq.mm	4100	Mtr	₹ 0.00	₹ 0.00	0.0056035
19	IV	END TERMINATION OF LT POWER / CONTROL CABLES - 1.1					-
20	A.5.1	1C-400 Sq. mm (Al)	52	Nos.	₹ 0.00	₹ 0.00	0.0008884
21	A.5.2	1C-630 sq.mm (Al)	160	Nos.	₹ 0.00	₹ 0.00	0.0037175
22	A.5.3	1C-35 sq.mm (Al)	10	Nos.	₹ 0.00	₹ 0.00	0.0000205
23	A.5.4	1C-120 sq.mm (Al)	10	No's	₹ 0.00	₹ 0.00	0.0001555
24	A.5.5	2C-10 sq.mm (Al)	68	No's	₹ 0.00	₹ 0.00	0.0005846
25	A.5.6	2C-25 sq.mm (Al)	10	Nos.	₹ 0.00	₹ 0.00	0.0000945
26	A.5.7	2C-50 sq.mm (Al)	10	Nos.	₹ 0.00	₹ 0.00	0.0001093
27	A.5.8	2C-95 sq.mm (Al)	10	Nos.	₹ 0.00	₹ 0.00	0.0001315
28	A.5.9	3C-10 sq.mm (Al)	478	Nos.	₹ 0.00	₹ 0.00	0.0010071
29	A.5.10	3C-25 sq.mm (Al)	264	Nos.	₹ 0.00	₹ 0.00	0.0026610
30	A.5.11,	3C-50 sq.mm (Al)	52	Nos.	₹ 0.00	₹ 0.00	0.0008351
31	A.5.12	3C-95 sq.mm (Al)	136	Nos.	₹ 0.00	₹ 0.00	0.0018742
32	A.5.13	3C-150 sq.mm (Al)	16	Nos.	₹ 0.00	₹ 0.00	0.0005440
33	A.5.14	3C-185 sq.mm (Al)	48	Nos.	₹ 0.00	₹ 0.00	0.0016291
34	A.5.15	3C-240 sq.mm (Al)	36	Nos.	₹ 0.00	₹ 0.00	0.0013838
35	A.5.16	3.5C-25 sq.mm (Al)	80	Nos.	₹ 0.00	₹ 0.00	0.0009201
36	A.5.17	3.5C-50 sq.mm (Al)	36	Nos.	₹ 0.00	₹ 0.00	0.0004880
37	A.5.18	3.5C-95 sq.mm (Al)	16	Nos.	₹ 0.00	₹ 0.00	0.0002552
38	A.5.19	3.5C-185 sq.mm (Al)	16	Nos.	₹ 0.00	₹ 0.00	0.0006005
39	A.5.20	4C-10 sq.mm (Al)	76	Nos.	₹ 0.00	₹ 0.00	0.0001601
40	B.4.1	3.5C-240 Sq.mm (Al)	10	Nos.	₹ 0.00	₹ 0.00	0.0004550
41	B.4.2	2C-150 Sq.mm (Al)	10	Nos.	₹ 0.00	₹ 0.00	0.0001378
42	B.4.4,	3C - 16 Sq.mm (Al)	10	Nos.	₹ 0.00	₹ 0.00	0.0001167
43	A.6.1	1C-400 sq.mm (Cu)	5	Nos.	₹ 0.00	₹ 0.00	0.0000840
44	A.6.2	2C-95 sq.mm (Cu)	5	Nos.	₹ 0.00	₹ 0.00	0.0000672
45	A.6.3	3C-240 sq.mm (Cu)	5	Nos.	₹ 0.00	₹ 0.00	0.0001851
46	V	LAYING AND TERMINATION OF LT POWER/CONTROL CABLES					-



Bharat Heavy Electricals limited

Project - 5X800MW Yadadri TPS

YTPS:SCT:202407-199

VOLUME-II (PRICEBID)

JOB Part Works of Stage-2 (Unit 3 and 4) Electrical LT package: Erection, Testing and Commissioning including Handling of materials at site BHEL stores / storage yard, transporting to site of erection and supply & application of final painting of LT electrical works for Unit-3 and 4 of 5X800 MW Yadadri TPS, Nalgonda, Telangana.

Bidder's Name							
47	A.2.1,	2C - 2.5 sq.mm / 3C - 2.5 sq.mm / 4C x 2.5 sqmm	226175	Mtr	₹ 0.00	₹ 0.00	0.1287982
48	A.2.3,	2C - 6 sq.mm / 5C - 2.5 sq.mm / 5C - 4 sq.mm / 7C - 2.5	47210	Mtr	₹ 0.00	₹ 0.00	0.0295729
49	A.4.4,	12C - 2.5 sq.mm / 10C - 2.5 Sq.mm / 9C-2.5 Sq.mm	38883	Mtr	₹ 0.00	₹ 0.00	0.0265709
50	E.17.4	24 pair x 0.5 sqmm (Cu)	99	Mtr	₹ 0.00	₹ 0.00	0.0001296
51	VI	ERECTION OF PRE FABRICATED CABLE TRAYS AND					-
52	A.7.1&	600 mm wide-Cable Tray Ladder Type	12580	Mtr	₹ 0.00	₹ 0.00	0.0752206
53	A.7.2&	450 mm wide-Cable Tray Ladder Type	870	Mtr	₹ 0.00	₹ 0.00	0.0033195
54	A.7.3&B.5.	300 mm wide-Cable Tray Ladder Type	3600	Mtr	₹ 0.00	₹ 0.00	0.0211158
55	A.7.4&B.5.	150 mm wide-Cable Tray Ladder Type	2340	Mtr	₹ 0.00	₹ 0.00	0.0081285
56	A.7.5	600 mm wide-Cable Tray Perforated Type	4610	Mtr	₹ 0.00	₹ 0.00	0.0346531
57	A.7.6	450 mm wide-Cable Tray Perforated Type	360	Mtr	₹ 0.00	₹ 0.00	0.0016811
58	A.7.7	300 mm wide-Cable Tray Perforated Type	1730	Mtr	₹ 0.00	₹ 0.00	0.0106398
59	A.7.8	150 mm wide-Cable Tray Perforated Type	1040	Mtr	₹ 0.00	₹ 0.00	0.0036127
60	A.7.9	100 mm wide-Cable Tray Perforated Type	1000	Mtr	₹ 0.00	₹ 0.00	0.0023348
61	VII	INSTALLATION OF HOT DIP GALVANIZED STEEL FLATS					-
62	A.9.1&	GS FLAT 75 X 10 mm (6 kg/m)app	6220	Mtrs	₹ 0.00	₹ 0.00	0.0414422
63	A.9.2 &	GS FLAT 50 X 6 mm (2.5 kg/m) app	4700	Mtrs	₹ 0.00	₹ 0.00	0.0208766
64	A9.3	GS FLAT25X6 mm(1.2 Kg/m)app	500	Mtrs	₹ 0.00	₹ 0.00	0.0018508
65	A9.4	GS FLAT 25X3 mm(0.6 Kg/m)app	200	Mtrs	₹ 0.00	₹ 0.00	0.0007973
66	A.9.5 &	GS WIRE 3.15 DIA 8 SWG (0.131 kg/m) app	5000	Mtrs	₹ 0.00	₹ 0.00	0.0011389
67	A.11.1	GS Rod 20 mm dia LONG 1000 mm vertical air termination,	120	Set	₹ 0.00	₹ 0.00	0.0232408
68	VIII	FABRICATION & ERECTION OF STRUCTURAL STEEL					-
69	A.8.1,A.8.2	Structural Steel (ISMC, ISMB, ISA, etc)	92	MT	₹ 0.00	₹ 0.00	0.0912595
70	XI	ERECTION AND COMMISSIONING OF CONTROL PANEL					-
71	C.1.1	DC Scanner fan starter panels	2	Set	₹ 0.00	₹ 0.00	0.0009403
72	C.1.2	Furnace temp. panel	4	set	₹ 0.00	₹ 0.00	0.0014312
73	XII	ERECTION OF JUNCTION BOXES / PUSH BUTTON STATIONS					-
74	B.10.1,F.5.	Local Start Stop Pushbuttons	600	Set	₹ 0.00	₹ 0.00	0.0207741
75	B.10.2,B.1	Junction Boxes for ESP applications	330	Set	₹ 0.00	₹ 0.00	0.0165561
76	XIII	COMMISSIONING OF THE FOLLOWING ERECTED BY					-
77	B.11.4	Hoist/Cranes/Monorail	10	set	₹ 0.00	₹ 0.00	0.0015349
78	A.12.6	LT Unidirectional & Bidirectional drives (0.2 kW to 110 kW)	1500	Nos.	₹ 0.00	₹ 0.00	0.0675671
79	XIV	ERECTION OF MISCELLANEOUS ITEMS					-
80	F.5.6&F.5.	AC/DC Fuse DB	4	Nos.	₹ 0.00	₹ 0.00	0.0012378
81	F.5.8	Dataconcentrator Panels	1	Set	₹ 0.00	₹ 0.00	0.0030276
82	XV	LAYING AND TERMINATION OF OFC CABLES					-
83	F.5.9	OFC cable includes fixing of fibre optic components and	20000	Mtrs	₹ 0.00	₹ 0.00	0.0250565
84	F.5.10	Optical Fibre Plicing	100	No	₹ 0.00	₹ 0.00	0.0006606

TOTAL PRICE

₹ 0.00

TOTAL PRICE IN WORDS

GST - EXTRA (GST Percentage to be mentioned)

Note: Bidder should enter most competitive price in Total price cell (blue colour.) Unit rates are calculated as per the weightages automatically). Bidder should fill all the cells in blue colour.



Bharat Heavy Electricals limited

Project - 5X800MW Yadadri TPS

YTPS:SCT:202407-199

VOLUME-II (PRICEBID)

JOB Part Works of Stage-2 (Unit 3 and 4) Electrical LT package: Erection, Testing and Commissioning including Handling of materials at site BHEL stores / storage yard, transportating to site of erection and supply & application of final painting of LT electrical works for Unit-3 and 4 of 5X800 MW Yadadri TPS, Nalgonda, Telangana.

Bidder's Name

SIGNATURE & SEAL OF AUTHORISED PERSON

Name

VOLUME-IB

SPECIAL CONDITIONS OF CONTRACT (SCC)

ELECTRICAL AND C&I WORKS (30.03.2022, REV 00)

BHARAT HEAVY ELECTRICALS LIMITED

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1	General Intent of the Specifications	Chapter-I	
2	General Services to be rendered by the Bidder	Chapter-II	
3	General Technical Requirements (Codes and Standards)	Chapter-III	
4	Obligations of Contractor (In respect of Tools, Tackles, Consumables, etc. employment of supervisory staff and workmen)	Chapter-IV	
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7	Drawings and Documents	Chapter-VII	
8	Inspection and Quality	Chapter-VIII	
9	HSE Obligations	Chapter-IX	
10	RA Bill Payment	Chapter-X	

SPECIAL CONDITIONS OF CONTRACT (SCC)-Electrical and C&I

Chapter - I : General Intent of Specifications

1.0	INTENT OF THE SPECIFICATION
1.1	The intent of this erection specification is to provide services for execution of the project according to most modern and proven techniques and codes. The omission of specific reference to any method, equipment or material necessary for the proper and efficient services towards installation of the plant shall not relieve the contractor of the responsibility of providing such services / facilities to complete the work or portion of work awarded to him. The quoted / accepted rates / price shall deem to be inclusive of all such contingencies.
1.2	The work shall conform to dimensions and tolerances given in various drawings and documents that will be provided during erection. If any portion of works is found to be defective in workmanship and not conforming to drawings / documents or other stipulations, the contractor shall dismantle and re-do the work duly replacing the defective materials at their own cost, failing which recoveries, as determined by BHEL, shall be effected from contractor's bills.
1.3	It is not the intent of this specification to specify herein all the details of erection and commissioning. However, the system shall conform in all respects to high standards of quality and workmanship for performing the required duties in a manner acceptable to purchaser who will interpret the meaning of drawings and specifications and shall be entitled to reject any work or material, which in his judgments is not in full accordance herewith.
1.4	The omission of specific reference to any fabrication / erection or other method, equipment or material necessary for proper and efficient working of the plant shall not relieve the tenderer of the responsibility of providing such facilities to complete the work at quoted rates. Any mismatch/ defect found due to mistake in fabrication / erection shall have to be rectified by the vendor free of cost. Inspection by BHEL/Customer does not relieve vendor of his responsibility of executing quality erection.
1.5	The work covered under this specification is of highly sophisticated nature, requiring the best quality workmanship, supervision, engineering and construction management. The contractor should ensure proper planning and successful and timely completion of the work to meet the overall project schedule. The contractor must deploy adequate quantity of tools & plants, modern / latest construction aids etc. He must also deploy adequate trained, qualified and experienced supervisory staff and skilled personnel.


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SPECIAL CONDITIONS OF CONTRACT (SCC)-Electrical and C&I

Chapter - I : General Intent of Specifications

1.6	Contractor shall erect and commission all the equipments and auxiliaries as per the sequence & methodology prescribed by BHEL depending upon the technical requirements. Availability of materials and fronts will decide this. BHEL Engineer's decision regarding correctness of the work and method of working shall be final and binding on the contractor. No claims for extra payment from the contractor will be entertained on the ground of deviation from the methods / sequence adopted in erection of similar sets elsewhere.
1.7	Following shall be the minimum responsibility of contractor and have to be provided within finally accepted rates / prices:
1.7.1	Provision as required of all types of labour, supervisors, engineers, watch and ward, tools & tackles, calibrated MMEs (Monitoring and Measuring Equipment) as specified and otherwise required for the work, consumables for erection, testing and commissioning including material handling
1.7.2	Achieving Proper out-turn / Turn-over as per BHEL plan and commitment.
1.7.3	Completion of work as per BHEL Schedule
1.7.4	Good quality and accurate workmanship for proper performance of the equipment
1.7.5	Repair and rectification
1.7.6	Preservation / Re-conservation of all components during storage / erection / commissioning till Commercial Operation Declaration (COD) / Trial Run Operation whichever is later.


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SPECIAL CONDITIONS OF CONTRACT (SCC)-Electrical and C&I

Chapter - II : General Services to be rendered by the Bidder

2.0	GENERAL SERVICES TO BE RENDERED BY THE BIDDER
2.1	Services for construction, fabrication, equipment erection testing as well as trial run & commissioning of various equipment and accessories under the contract shall include but not be limited to the following:
2.2	Issuing materials from store / open yard from time to time for erection as per the construction programme. The Contractor shall be the custodian of all the materials issued after complete erection till the plant/equipment is officially taken over by the owner / OR up to COD / Trial operation whichever is later.
2.3	Transport of material to their respective places of erection and erection of the complete plant & equipment as supplied under this specification.
2.4	Trial run and commissioning of individual equipment / sub-systems to the satisfaction of Owner / BHEL.
2.5	Deployment of all skilled and unskilled manpower required for erection, supervision of erection, watch & ward, commissioning and other services to be rendered under this specification. Brief experience details of skilled and unskilled manpower are as under. **(Quantity as mentioned below is for reference purpose only and can be determined at sites as per project milestone requirements) 1. Project Manager - 5 Years' Experience in Industrial / Construction Project Site. 2. Experienced E&C Engineers - For commissioning & erection work. Contractor must depute engineer with at least 03 Years' Experience in similar Project. Fresh engineers with less than 03 Years or no experience, if deployed by contractor at sites will not be counted as working manpower. It will be assumed that fresher staff are deployed only for training purpose at the risk & cost of contractor itself. Contractor to submit the experience details of deployed manpower to BHEL site package in charge for approval. 3. Experienced Instrument Calibration technician for C&I Lab 4. Experienced Foreman / Supervisors (05 Years' Experience) 5. Planning & Billing Engineer 6. Stores, Gate Pass 7. IBR welder deployment should be included in the scope of C&I Contractor for exclusively for welding of High-Pressure Impulse Lines. Schedule and duration for the same to be mutually decided. 8. Accounts & Administration 9. Quality Control Engineer (03 Years' Experience)

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SPECIAL CONDITIONS OF CONTRACT (SCC)-Electrical and C&I
Chapter - III : General Technical Requirements
(Codes and Standards)

	10. Safety Engineer (03 Years' Experience) 11. Security Guards (Round The Clock) As per requirement.
2.6	Deployment of all erection tools & tackle, construction machinery, transportation vehicles and all other implements in adequate number and size, appropriate for the erection work to be handled under scope of this specification except otherwise specified.
2.7	Supply of all consumables, e.g. welding electrodes, cleaning agents, diesel oil, lubricant etc. as well as materials required for temporary supports, scaffolding etc. as necessary for such erection work, unless specified otherwise.
2.8	Providing support services for the contractor's erection staff e.g. construction of site offices, temporary stores, residential accommodation and transport to work site for erection personnel, watch and ward for security and safety of the materials under the Contractor's custody etc. as required.
2.9	Maintaining proper documentation of all the site activities undertaken by the Contractor as per the Proforma mutually agreed with BHEL, Submission of monthly progress reports and any such document as and when desired by BHEL / owner, taking approval of all statutory authorities i.e. Electrical Inspector, Factory Inspector, Inspector of Explosives etc. as applicable for respective portions of work fall under the jurisdiction of such statutes of laws.
2.10	Any other service, although not specifically called for but required for a contract of the size and nature indicated in the specification.

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SPECIAL CONDITIONS OF CONTRACT (SCC)-Electrical and C&I
Chapter - III : General Technical Requirements
(Codes and Standards)

3.0	GENERAL TECHNICAL REQUIREMENTS (CODES AND STANDARDS)
3.1	Except where otherwise specified, the plant/equipment shall comply with the appropriate Indian Standard or an agreed internationally accepted Standard Specification as mentioned elsewhere in contract specifications, each incorporating the latest revisions at the time of tendering. Where no internationally accepted standard is applicable, the Bidder shall give all particulars and details as necessary, to enable BHEL to identify all of the plant/equipment in the same detail as would be possible had there been a Standard Specification.
3.2	Where the Bidder proposes alternative codes or standards he shall include in his tender one copy (in English) of each Standard Specification to which materials offered shall comply. In such case, the adopted alternative standard shall be equivalent or superior to the standards mentioned in the specification.
3.3	In the event of any conflict between the codes and standards referred above, and the requirements of this specification, the requirements which are more stringent shall govern.
3.4	Tools used during erection and commissioning shall not be accepted except with the specific approval of the Engineer.


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SPECIAL CONDITIONS OF CONTRACT (SCC)-Electrical and C&I
Chapter - IV : Obligations of Contractor

4.0	OBLIGATIONS OF CONTRACTOR
4.1	CONSUMABLES & OTHER ITEMS
4.1.1	The contractor shall provide within finally accepted price / rates, all consumables (excepting those indicated in BHEL scope) like welding electrodes (including alloy steel and stainless steel), filler wires, TIG filler wires (over & above as supplied by the unit along with the plant materials, which will be given free of cost to bidder), gases (inert, welding, cutting), soldering material, dye penetrants, radiography films, etc. Other erection consumables such as tapes, jointing compound (As applicable), grease, mobile oil, M-seal, Araldite, petrol, CTC / other cleaning agents, grinding and cutting wheels are to be provided by the contractor. Steel, packers (<10 mm), wooden planks, scaffolding materials hardware items etc. required for temporary works such as supports, scaffoldings are to be arranged by the contractor. Sealing compounds, gaskets, gland packing, wooden/concrete sleepers, for temporary work, required for completion of work except those which are specifically supplied by manufacturing unit are also to be arranged by the contractor.
4.1.2	All the gaskets and packing, which go finally as part of plant equipment, shall be supplied by BHEL free of cost.
4.1.3	It shall be the responsibility of the contractor to plan the activities and store sufficient quantity of consumables. Non-availability of any consumable materials or equivalent suggested by BHEL cannot be considered as reason for not attaining the required progress or for additional claim.
4.1.4	It shall be the responsibility of the contractor to obtain prior approval of BHEL, regarding suppliers, type of electrodes etc. before procurement of welding electrodes. On receipt of electrodes at site these shall be subjected to inspection and approval by BHEL. The contractor shall inform BHEL details regarding type of electrodes, batch number, date of expiry etc. and produce test certificate for each lot / batch with correlation of batch / lot number with respective test certificate. No electrode without a valid test certificate will be used.
4.1.5	BHEL reserves the right to reject the use of any consumable including electrodes, gases, lubricants / special consumables if it is not found to be of the required standard / make / purity or when shelf life has expired. Contractor shall ensure display of shelf life on consumable wherever required and records maintained.


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SPECIAL CONDITIONS OF CONTRACT (SCC)-Electrical and C&I
Chapter - IV : Obligations of Contractor

4.1.6	Storage of all consumables including welding electrodes shall be done as per requirement / instruction of the Engineer by the contractor at his cost.
4.1.7	In case of improper arrangement for procurement of any consumable, BHEL reserves the right to procure the same from any source and recover the cost from the Contractor's first subsequent bill at market value plus the departmental charges of BHEL from time to time. Postponement of such recovery is normally not permitted. The decision of Engineer in this regard shall be final and binding on the Contractor.
4.1.8	All the consumables viz. Cleaning Agents, PVC Tapes, Welding Electrodes, Ferrules, Lugs below 4 Sqmm etc. Required for pre-commissioning, commissioning, testing, preservation for trial runs of the equipment shall be supplied by Vendor without any cost implication on BHEL. All services including labour and T&P will be provided by the contractor for handling, filling, emptying, refilling etc. Surplus material if any (Issued from BHEL / Customer Store) shall be properly stacked / tagged and returned to BHEL / CUSTOMER stores at no extra cost to BHEL. BHEL reserves the right to recover costs for wastage by the contractor.
4.1.9	Transportation of oil drums, from stores, filling of oil for filtration, first filling, subsequent changeover if any, topping/making up till the unit is fully commissioned and handed over to customer is included in scope of this contract. The contractor shall have to return all the empty drums to BHEL / BHEL's client store at no extra cost. Any loss / damage to above drums shall be to contractor's account.
4.1.10	It is the responsibility of contractor to take work permit before attending the defects or carrying out troubleshooting or painting work in commissioned systems and equipment's.
4.2	TOOLS AND PLANTS / MONITORING AND MEASURING EQUIPMENT (MMEs)
4.2.1	T&Ps and MMEs to be provided by Contractor
4.2.1.1	All T&Ps and MMEs excepting those specifically indicated in BHEL scope are to be provided by the Contractor. Record of availability of T&Ps and MMEs with Valid Fitness/Calibration Certificate of T&P & MME's need to be submitted on monthly basis by contractor to site package in charge. Contractor has to make his own arrangement at his cost for completing the formalities (including arrangement of Road permits, if any) if required with GST authorities, for bringing their


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SPECIAL CONDITIONS OF CONTRACT (SCC)-Electrical and C&I

Chapter - IV : Obligations of Contractor

	materials, plants and equipments at site for the execution of work under this contract.
4.2.1.2	All suitable cranes, lifting and transport equipments for material handling at stores/yard/siding of BHEL/Customer are included in scope. BHEL's cranes will not be available for this purpose unless otherwise specifically permitted as per contract conditions
4.2.1.3	All T&Ps to be deployed by the contractor shall have the approval of BHEL Engineer with regard to brand, quality and specification.
4.2.1.4	Indicative list of Major T&Ps in the scope of Contractor are given in the Technical Conditions of Contract. Bidders to note that these are only indicative and as such all other T&P necessary for timely and satisfactory completion of work in scope shall be mobilized by Contractor
4.2.1.5	Timely deployment of adequate T&Ps / MMEs is the responsibility of the contractor. The contractor shall be prepared to augment the T&P / MMEs at short notice to match the planned programme and to achieve the milestones.
4.2.1.6	Contractor shall maintain and operate his tools and plants in such a way that major breakdowns are avoided. In the event of major breakdown, contractor shall make alternative arrangements expeditiously so that the progress of work is not hampered.
4.2.1.7	In the event of contractor failing to arrange the required tools, plants, machinery, equipment, material or non-availability of the same owing to breakdown, BHEL will make alternative arrangement at the risk and cost of the contractor. Decision of BHEL shall be final and binding on the contractor. It is not obligatory on the part of BHEL to provide any tools and tackles or other materials other than those specifically agreed to do so by BHEL. However, depending upon the availability, BHEL / BHEL's Customer handling equipment and other plants may be made available to the contractor on payment of hire charges as fixed, subject to the conditions laid down by BHEL/ Customer from time to time. Unless paid in advance, such hire charges, if applicable, shall be recovered from contractor's bill / security deposit or any other due payment in one instalment.
4.2.1.8	The T&P to be arranged by the contractor shall be in proper working condition and their operation shall not lead to unsafe condition. The movements of cranes, and other equipment should be such that no

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	damage / breakage occurs to foundations, other equipments, material, property and men. All arrangements for the movement of the T&P etc. shall be the contractor's responsibility.
4.2.1.9	Use of welding generators / rectifiers only shall be permitted for welding. Use of welding transformers will be subject to specific approval of BHEL engineer.
4.2.1.10	The contractor at his cost shall carry out periodical testing of his construction equipment. Test and calibration certificates shall be furnished to BHEL.
4.2.1.11	Contractor shall ensure deployment of serviced and healthy T&Ps including cranes, lifting tackles, wire ropes, manila ropes, winches and slings etc. History card and maintenance records for major T&Ps will be maintained by the contractor and will be submitted to BHEL Engineer for inspection on monthly basis. Fitness certificate / Test Certificates of T&P shall have to be submitted before it is put in use. Identification for such T&Ps will be done as per BHEL Engineer's advice.
4.2.1.12	Contractor shall ensure deployment of reliable and calibrated MMEs (Inspection measuring and Monitoring equipment). The MMEs shall have test / calibration certificates from authorized / Government approved / accredited agencies traceable to National / International standards. Each MME shall have a label indicating calibration status i.e. date of calibration, calibration agency and due date for calibration. A list of such instruments deployed by contractor at site with its calibration status is to be submitted to BHEL Engineer on monthly basis in prescribed format for control.
4.2.1.13	Re-testing / re-calibration shall also be arranged at regular intervals during the period of use as advised by BHEL Engineer within the contract price. The contractor will also have alternate arrangements for such MME so that work does not suffer when the particular instrument is sent for calibration. If any MMEs not found fit for use, BHEL shall have the right to stop the use of such item. It will be necessary for the contractor to deploy proper item. Any readings taken by the defective instrument will be recalled and repeat the readings taken by that instrument with a proper one. In case he fails to do so, BHEL may deploy MMEs and retake the readings at contractor's cost.
4.2.1.14	BHEL shall have lien on all T&P, MMEs and other equipment of the contractor brought to the site for the purpose of work awarded by BHEL. BHEL shall continue to hold the lien on all such items throughout the period of contract / extended period. The contractor and / or his sub-contractors, without the prior written approval of the Engineer, shall


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	remove no material brought to the site for the purpose of work awarded by BHEL.
4.2.1.15	The month wise T&P deployment plan to execute the work is to be submitted as per relevant format as per the instruction of BHEL. It shall be the contractor's responsibility to deploy the required T&P, for timely and successful completion of the job, to any extent.
4.2.1.16	Contractor shall provide all the Measuring Monitoring Equipment (MMEs) required for completion of the work satisfactorily. These MMEs shall be of reputed brand, quality and accuracy specified by BHEL Engineer and should have necessary calibration and other certificates as per the requirement of BHEL Engineer. Decision of BHEL Engineer regarding acceptance or otherwise of the measuring instruments/gauges/tools for the work under this specification, is final and binding on the contractor. BHEL may give an indicative list of MMEs required for this work and to be made available by the contractor. The list will be reviewed by BHEL and the contractor shall meet any augmentation needed wherever required.
4.2.1.17	It is the responsibility of the contractor to prove the accuracy of the testing/measuring/calibrating equipment's brought by him based on the periodicity of calibration as called for in the BHEL's quality assurance standards/BHEL Engineer's instructions. The monthly status of calibration and availability record of MMEs is to be submitted by contractor as per relevant format to BHEL Package in charge.
4.2.2	Obligations in respect of T&Ps and MMEs provided by BHEL
4.2.2.1	T&P / MMEs being provided by BHEL to sub-contractor free of hire charges shall be shared by other subcontractors working for BHEL at site and the allotment done by BHEL Engineer shall be final and binding.
4.2.2.2	BHEL T&P will be issued in basic assembled condition. Additional loose components / sub-assemblies / attachments as and when necessary, will be issued by BHEL. Assembly of such additional loose components / sub-assemblies / attachments is in contractor's scope.
4.2.2.3	In case of non-availability of the T&Ps to be provided by BHEL due to breakdown, major overhauls, distribution pattern or any other reason, the contractor shall plan / amend / alter his activities to meet erection / commissioning targets in consultation with BHEL.
4.2.2.4	The contractor shall engage trained and experienced operators for the operation of BHEL's T&Ps. Their skill / performance will be checked by BHEL Engineer before they are allowed to operate the same. However, checking of skills by BHEL does not absolve the contractor of his

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	responsibilities for proper and safe handling of equipment, consistent good performance of operators and regular performance evaluation of operators.
4.2.2.5	The day to day operation and maintenance of BHEL's T&Ps (other than cranes) shall be carried out by contractor as per manufacturer's / BHEL's maintenance schedule at his cost. The contractor shall arrange, at his own cost, trained operators, fuel and other consumables for their operation. The contractor has to arrange for fixing of the spares; supervision in specialized cases will be provided by BHEL. For upkeep of all other T&Ps supplied by BHEL, (As per TCC). BHEL supplied T&Ps shall be maintained in good working condition during the entire period of use. T&Ps in defective / damaged condition shall be rectified promptly to the full satisfaction of BHEL engineer. Contractor shall maintain records for maintenance of major T&Ps. These shall be made available for inspection whenever required. In case of any lapses on the part of the contractor, BHEL at its own discretion shall get the servicing / repair of equipment done at the risk and cost of the contractor along with BHEL overheads. Further, if there are breakdowns / damages due to negligence of the contractor, the complete service / repair charges and cost of all the spares damaged with BHEL overheads shall be recovered from contractor's RA bills.
4.2.2.6	Increasing / shortening of the crane boom to suit work requirements shall have to be arranged by the indenting contractor at his cost including restoration to a state as directed by BHEL. All necessary manpower tools, support, consumables, illumination etc. will have to be arranged by contractor at his cost. If required, contractor has to return the crane with original boom.
4.2.2.7	The area and infrastructure development of the area to be carried out by the customer. However, in construction projects of this magnitude it is possible that all the areas / approaches may not be ready. In such cases backfilling of approaches where ever necessary, consolidation of ground and arrangement of sleepers / sand bag filling etc. for safe operation / movement of equipment including cranes / trailers etc. shall be the responsibility of the contractor at his cost. No compensation on this account shall be payable.
4.2.2.8	In the event of contractor not using and maintaining BHEL T&Ps according to BHEL's instructions. BHEL will have the right to withdraw such item without any notice and no claim in this regard shall be


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	entertained and contractor shall be responsible for delay in execution on this account.
4.2.2.9	The contractor shall furnish regular utilization report of the BHEL T&Ps, as per requirement of BHEL.
4.2.2.10	Any loss / damage to any part of BHEL T&Ps and MMEs shall be to the contractor's account and any expenditure on these accounts by BHEL will be recovered from the contractor's bill in case the contractor fails to make good the loss.
4.2.2.11	It shall be responsibility of the contractor to take delivery of T&Ps and MMEs from stores or place of use by other contractor at project site, transport the same to site and return the same to BHEL store / place as intimated by Engineer in project site in good working conditions after use.
4.2.2.12	The contractor shall return BHEL T&Ps and MMEs issued to him in good working condition as and when desired by BHEL (on completion or reduction of workload). If contractor delays return of T&P and MME, hire charges as applicable shall be levied by BHEL from time, it was requisitioned till the time of actual return. T&Ps and MMEs returned in damaged / unserviceable condition shall be got repaired by BHEL at its own discretion and entire cost of repair with BHEL overheads shall be recovered from the contractor.
4.2.2.13	Replacement cost including BHEL overheads in respect of irreparable / completely damaged / non-return of T&Ps and MMEs shall be recovered from the contractor's running / final bills
4.2.2.14	Obligations in respect of Cranes provided by BHEL
a)	BHEL will make available the cranes (as per Technical Conditions of Contract) free of charge to the contractor on sharing basis mainly for the purposes enumerated/ indicated therein. BHEL cranes have to be shared with other agencies / contractors of BHEL. The allocation of cranes shall be the discretion of BHEL engineer, which shall be binding on the contractor.
b)	In case BHEL cranes / EOT (Electrically operated trolley) are covered under AMC awarded by BHEL, then the day-to-day upkeep and running maintenance as described above are excluded from scope. However, any additional helpers if any required during Preventive / Breakdown Maintenance, Assembly / disassembly shall be provided by contractor at no extra cost.

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	BHEL may also provide cranes through crane hiring agencies in which case the day-to-day upkeep and running maintenance shall be excluded from scope of contractor.
c)	Minor consumables like cotton cloth, cotton waste, etc. is to be supplied by Contractor. All spares and lubricants / grease are excluded from scope. Contractor to give the requirements of these items well in advance in case the cranes provided by BHEL are BHEL owned cranes.
d)	Unless otherwise specified, trained operators for BHEL owned cranes shall be provided by the contractor. These operators should possess valid license for heavy vehicle.
e)	BHEL cranes/EOT (Electrically Operated Trolley) will be withdrawn for regular and capital maintenance as per the respective schedule of maintenance. As far as possible such schedules will be intimated to the contractor in advance and may be adjusted depending on the work requirements at site. However, no claim whatsoever will be entertained on account of non-availability of cranes.
f)	Where the services of the cranes provided by BHEL are to be shared by other agencies / contractors of BHEL, the contractor's responsibilities defined above will also be apportioned accordingly to the beneficiary agency. Working arrangements in this regard will be done at site by BHEL engineer and in any case his decision shall be final and binding.
g)	Major breakdowns will be attended to by BHEL. However, in case of breakdowns or damages due to negligence of the contractor, the complete service / repair charges including cost of spares shall be to the account of the contractor, along with BHEL overheads.


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5.0	RESPONSIBILITIES OF CONTRACTOR IN RESPECT OF LABOUR, SUPERVISORY STAFF, ETC.
5.1	Refer relevant clauses of General Conditions of Contract (GCC) also in this regard.
5.2	The contractor shall deploy all the necessary skilled / semi-skilled / unskilled labour including highly skilled workmen etc. These workmen should have previous experience on similar job. They shall hold valid certificates wherever necessary. Commissioning staff deputed at site must have at least 3 years of experience of similar type of job. BHEL reserves the right to insist on removal of any employee of the contractor at any time if he is found to be unsuitable and the contractor shall forthwith remove him.
5.3	Contractor shall also comply with the requirements of local authorities / project authorities calling for police verification of antecedents of the workmen, staff etc.
5.4	It is the responsibility of the contractor to engage his workmen in shifts and or on overtime basis for achieving the targets set by BHEL. This target may be set to suit BHEL's commitments to its customer or to advance date of completion of events or due to other reasons. Prior Information will be communicated by BHEL to contractor for arrangement of required manpower and T&Ps / MMEs at no extra cost to BHEL. The decision of BHEL in regard to setting the erection and commissioning targets will be final and binding on the contractor.
5.5	Contractor shall provide at different elevation suitable arrangement for urinal and drinking water facility with necessary plumbing & disposal arrangement including construction of septic tank. These installations shall be maintained in hygienic condition at all times.
5.6	The Contractor in the event of engaging 20 or more workmen, shall obtain Independent license under the Contract labour (Regulation and Abolition) Act 1970 from the concerned authorities based on Form-V issued by the Principal Employer / Customer. In order to issue Form-V by Customer, Contractor shall fulfill all Statutory requirements like Insurance Policy, PF Code / PF Account number etc. as per the requirement of BHEL / Customer.
5.7	Contractor shall deduct the necessary amount towards Provident Fund and contribute equal amount as per Government of India laws. This amount will be deposited regularly to the provident Fund Commissioner. BHEL / Customer may insist for submission of the account code duly certified by PF Commissioner.
5.8	Contractor may also be required to comply with provisions of ESI Act in vogue if applicable and submit evidence to BHEL.


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5.9	BHEL / customer may insist for witnessing the regular payment to the labour. They may also like to verify the relevant records for compliance with statutory requirements. Contractor shall enable such facilities to BHEL / Customer. Documentary proof of Labour wage payment with bank seal and sign should be submitted every month with RA Bill. All Labours should be provided with Labour ID Card as per format prescribed by Labour department.
5.10	Contractor shall deploy only qualified and experienced engineers / supervisors. They shall have professional approach in executing the work. Refer Clause No. 2.5.
5.11	The contractor's supervisory staff shall execute the work in the most professional manner in the stipulated time. Accuracy of work and aesthetic finish are essential part of this contract. They shall be responsible to ensure that the assembly and workmanship conform to dimensions and tolerances given in the drawings/instructions given by BHEL engineer from time to time.
5.12	The supervisory staff employed by the contractor shall ensure proper outturn of work and discipline on the part of the labour put on the job by the contractor. Also, in general they should see that the works are carried out in a safe and proper manner and in coordination with other labour and staff employed directly by BHEL or other contractors of BHEL or BHEL's client.
5.13	It is the responsibility of the contractor to arrange gate pass for all his employees, T&P etc. for entering the project premises. Necessary coordination with customer officials is the responsibility of the contractor. Contractor to follow all the procedures laid down by the customer for making gate passes. Where permitted, by customer / BHEL, to work beyond normal working hours, the contractor shall arrange necessary work permits for working beyond normal working hours.
5.14	The actual deployment will of Labour and Engineer / supervision staff shall be so as to satisfy the erection and commissioning targets set by BHEL. If at any time, it is found that the contractor is not in a position to deploy the required engineers / supervisors / workmen due to any reason, BHEL shall have the option to make alternate arrangements at the contractor's risk and cost. The expenditure incurred along with BHEL overheads thereon shall be recovered from the contractor.
5.15	Contractor shall not deploy women labour at night.


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5.16	Contractor shall arrange and ensure availability of transportable adequate nos. of first aid kits to take to site in case of emergencies. The first-aid materials shall be easily accessible for the first-aid providers for whose use they are intended. It is the responsibility of contractor to maintain the materials in first aid kits and replaced any item on expiration. Further contractors to follow the HSE Plan for subcontractors as per BHEL HSE Document Ref No.HSEP14_HSE_Plan_for_Subcontractors_Rev01 (HSEP:14 Dated.20/01/2020)
5.17	It is recommended that laminated paper IDs with photograph to be worn visibly on site by all the skilled and unskilled staff of contractor. Contractor shall issue ID to site staff as per extant site practice.
5.18	Contractor shall provide personal protective equipment to all Contractor's personnel working on Site which are required to use according to BHEL's /Customer's Site HSE regulations but shall at least provide hard helmets, safety boots and safety goggles.


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Chapter - VI : Material Handling, Storage & Preservation

6.0	MATERIAL HANDLING, STORAGE AND PRESERVATION ETC
6.1	MATERIAL HANDLING AND STORAGE
6.1.1	All the equipments/materials furnished under this contract shall be received from the project stores, sheds / storage yards and transported to pre-assembly area / erection site and stored in the storage spaces in a manner so that they are easily retrievable till the contractor erects them. While drawing/lifting material from BHEL / customer stores, the contractor shall ensure that the balance / other materials are stacked back immediately. No claim is admissible on this account
6.1.2	While BHEL will endeavor to store / stack / identify materials properly in their open / close / semi closed / tarpaulins covered storage yard / shed, it shall be contractor's responsibility to assist BHEL in identifying materials well in time for erection. They should take the delivery of the same, following the procedure indicated by BHEL, and transport the material safely to pre-assembly yard / erection site in time, according to program.
	In case of control and instrumentation, material storage should be done at site in containers/ closed shed only. Prior to mobilization of Manpower and T&P/MME's/Calibration Equipments, BHEL along with contractor will define no. of Storage containers / closed sheds to be deployed at site to cater the site requirements. Also, for Calibration of instruments separate containers with calibration Test Bench / Desktop PC with operator for Calibration Records to be included in the scope of Contractor.
6.1.3	The contractor shall take delivery of components, equipment / consumables from storage area after getting the approval of BHEL Engineer on standard indent forms.
6.1.4	The contractor shall identify and deploy necessary Engineers / supervisors / workmen for the above work in sufficient number as may be needed by BHEL, for areas covering their scope.
6.1.5	All the equipment shall be handled very carefully to prevent any damage or loss. No untested wire ropes / slings etc. shall be used for unloading / handling. Valid fitness/load test certificate need to be submitted before execution of erection/lifting/handling work. The equipment shall be properly protected to prevent damage either to the equipment or to the floor where they are stored. The equipment from the stores shall be moved to the actual location at the appropriate time so as to avoid damage of such equipment at site.


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6.1.6	Contractor shall ensure that while lifting slings shall be put over the points indicated on the equipment or as indicated in the manufacturer's drawings. Slings / shackles of proper size shall be used for all lifting and rigging purposes. All care shall be taken to safe guard the equipment against any damage. Dragging of piping / valves should be avoided. In case of any damage the cost shall be covered from the contractor, for those equipment's which are issued, stored, erected & commissioned by contractor.
6.1.7	Approach road conditions from the stores / yards to the erection site may not be equipped and ideal for smooth transportation of the equipment. Contractor may have to be adequately prepared to transport the materials under the above circumstances without any extra cost. The contractor may familiar himself with soil conditions at site.
6.1.8	Contractor shall be responsible for examining all the plant and materials issued to him and notify the Engineer immediately of any damage, shortage, discrepancy etc. before they are moved out of the stores / storage area. The contractor shall be solely responsible for any shortages or damages in transit, handling, storage, theft and erection of the equipment once received by him. Materials once taken over will be deemed to have been received in good condition and in correct quantities except for intrinsic defects which cannot be observed by visual and dimensional inspection and weighing. As the erection work will be spread in different areas / locations of the project, contractor has to arrange sufficient number of watch / ward personal to avoid any pilferage of materials erected by the contractor.
6.1.9	The contractor shall maintain an accurate and exhaustive record-detailing out the list of all equipment received by him for the purpose of erection and keep such record open for the inspection of the engineer at any time.
6.1.10	All the material in the custody of contractor and stored in the open or dusty locations must be covered with suitable weather proof / fire retardant covering material wherever applicable and shall be blocked up on raised level above ground. All covering materials including blocks and sleeper shall be arranged by the contractor at his cost.
6.1.11	If the material belonging to the contractor are stored in area other than those earmarked for his operation the engineer will have the right to get it moved to the area earmarked for the contractor at the contractor's risk and cost.


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6.1.12	The contractor shall be responsible for making suitable indoor storage facilities to store all equipment (drawn by the contractor from BHEL / customer stores), which require indoor storage till the time of their installation. The Engineer will direct the contractor in this regard, which item in his opinion will require indoor storage, and the contractor shall comply with Engineer's decision.
6.1.13	All materials issued by BHEL shall be utilized as directed by Engineer-in-Charge or most economically in the absence of such direction. The contractor shall ensure that all surplus / damaged / scrap / unused material, packing wood / containers/ special transporting frames etc. are returned to BHEL at a place in project area identified by the Engineer. The contractor will maintain an account for all items received and returned to BHEL. Any shortage in returning such items shall be chargeable to the contractor except allowable wastage for packing wood only.
6.1.14	The contractor shall hand over all parts / materials remaining extra over the normal requirement with proper identification tags to the stores as directed by the concerned BHEL engineer.
6.1.15	The contractor shall ensure that all the packing materials and protective devices installed on equipment during transit and storage are removed before installation.
6.1.16	It shall be the responsibility of the contractor to keep the work / storage areas in neat, tidy and working conditions. All surplus/unusable packing and other materials shall be removed and deposited at location(s) specified by BHEL within the project premises. If required weighing of the same within the project premises will have to be carried out.
6.2	PRESERVATION OF COMPONENTS
6.2.1	After taking delivery from BHEL / customer's stores, plant materials storage shall be subjected to the following protection besides other provisions indicated in these specifications elsewhere.
6.2.1.1	Items stored outdoors shall be stacked up at least six inches (6") off the ground. Items should not be stored in a low-lying area where water logging is a possibility. Contractor should have sufficient numbers of wooden / concrete / steel sleepers for the job.
6.2.1.2	Motors, valves, electrical equipment, control equipment and instruments etc. shall be stored indoors in warehouse safe keeping, watch and ward at site.


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6.2.2	It shall be the responsibility of the contractor to apply preservatives / touch up paints (primer) on equipment handled and erected by him till such time of final painting. It shall be contractor's responsibility to arrange for required paints (primer), thinners, labour, scaffolding materials, cleaning materials like wire brush, emery sheets, etc. cleaning of surface and provide one coat of preservatives / paints (primer) from time to time as decided by BHEL engineer. The accepted rate shall include this work also. It is to be noted that such painting may have to be done as and when required till such time the final painting is carried out, as prescribed in technical conditions of contract.
6.2.3	The contractor shall effectively protect the finished work from action of weather and from damage or defacement and shall cover the finished parts then and there for their protection.
6.2.4	Any failure on the part of contractor to carry out works according to above clauses will entail BHEL to carry out the job from any other party and recover the cost from contractor.
6.2.5	The loose items supplied for the main equipment falls into various categories like tools, modules, prefabricated cables, console inserts, recorders, modules and display units, printers, sensors and transducers, PCs, monitors, cable glands, cable ducts, frames etc. are to be categorized and stored separately.


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7.0	DRAWINGS AND DOCUMENTS
7.1	The detailed drawings/revised drawings / documents, specifications available with BHEL engineers will be made available to the contractor during execution of work at site. The contractor will also ensure availability of all drawings / documents at work place. Contractor to ensure that hard/soft copies of the drawings not be forwarded and transmitted in any form detrimental to the interest of BHEL.
7.2	Necessary drawings to carry out the erection work will be furnished to the contractor by BHEL on loan, which shall be returned to BHEL Engineer at site after completion of work. Contractor shall ensure safe storage and quick retrieval of these documents.
7.3	The contractor shall maintain a record of all drawings and documents available with him in a register as per format given by BHEL Engineer. Contractor shall ensure use of pertinent drawings / data / documents and removal of obsolete ones from work place and returning to BHEL.
7.4	The data furnished in various annexure enclosed with this tender specification are only approximate and for guidance. However, the change in the design and in the quantity may occur as is usual in any such large scale of work. The contractors quoted rates shall be inclusive of the above factor.
7.5	Should any error or ambiguity be discovered in the specification or information the contractor shall forthwith bring the same to the notice of BHEL before commencement of work. BHEL's interpretation in such cases shall be final and binding on the contractor.
7.6	Deviation from design dimensions should not exceed permissible limit. The contractor shall not correct or alter any dimension / details, without specific approval of BHEL.


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Chapter - VIII : Inspection and Quality

8.0	INSPECTION AND QUALITY
8.1	Inspection, Quality Assurance, Quality Control
8.1.1	Preparation of quality assurance log sheets and protocols with customer / consultants / statutory authority, welding logs, NDE records, testing & calibration records and other quality control and quality assurance documentation as per BHEL engineer's instructions, is within the scope of work / specification. These records shall be submitted to BHEL / customer for approval from time to time.
8.1.2	The protocols between contractor and customer / BHEL shall be made prior to installation for correctness of foundations, materials, procedures, at each stage of installation, generally as per the requirement of customer / BHEL. This is necessary to ensure elimination of errors or keeping them within tolerable limits and to avoid accumulation and multiplication of errors.
8.1.3	A daily log book should be maintained by every supervisor / engineer of contractor on the job in duplicate (one for BHEL and one for contractor) for detailing and incorporating alignment/clearance / centering / leveling readings and inspection details of various equipments etc. Welding details like serial number of weld joints, welders name, date of welding, details of repair etc. will be documented in welding log as per BHEL Engineer's instructions. Record of heat treatments performed shall be maintained as prescribed by BHEL.
8.1.4	The performance of welders will be reviewed from time to time as per the BHEL standards. Welders' performance record shall be furnished periodically furnished for scrutiny of BHEL's Engineer. Corrective action as informed by BHEL shall be taken in respect of those welders not conforming to these standards. This may include removal/ discontinuance of concerned welder(s). Contractor shall arrange for the alternate welders immediately
8.1.5	All the welders shall carry identity cards as per the Proforma prescribed by BHEL / Customer / Consultant. Only welders duly authorized by BHEL / customer / consultant shall be engaged on the work.
8.1.6	Any re-laying or re-termination of cables / re-erection of instruments / recalibration of instruments etc. required due to contractor's mistake/negligence found at any stage inspection, shall be carried out by the contractor at no extra cost.


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8.1.7	BHEL, Power Sector Regions (PSNR / PSER / PSWR / PSSR) have already been accredited with ISO 9001 certification and as such this work is subject to various audits to meet ISO 9001 requirements. One particular aspect which needs special mention is about arrangement of calibration of instruments by the contractor. Contractor shall ensure deployment of reliable and calibrated MMEs (Measuring and Monitoring Equipments). The MMEs shall have test / calibration certificates from authorized / Government approved / Accredited agencies traceable to National / International Standards. Re-testing / re-calibration shall also be arranged at regular intervals during the period of use as advised by BHEL Engineer within the contract price. The contractor will also have alternate arrangements for such MMEs so that work does not suffer when the particular equipment / instrument is sent for calibration. Also, if any MMEs not found fit for use, BHEL shall have the right to stop the use of such item and instruct the contractor to deploy proper item and recall i.e. repeat the readings taken by that instrument, failing which BHEL may deploy MME and retake the readings at Contractor's cost.
8.1.8	Re-work necessitated on account of use of invalid MMEs shall be entirely to the contractor's account. He shall be responsible to take all corrective actions, including resource augmentation if any, as specified by BHEL to make-up for the loss of time.
8.1.9	In the courses of erection, it may become necessary to carry repeated checks of the work with instruments recently calibrated, re-calibrated. BHEL may counter / finally check the measurements with their own MMEs. Contractor shall render all assistance in conduct of such counter / final measurements.
8.1.10	Total Quality is the watchword of the work and Contractor shall strive to achieve the Quality Standards, procedures laid down by BHEL. He shall follow all the instructions as per BHEL drawings and Quality Standards.
8.2	Stage Inspection by FES / QA Engineers


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8.2.1	Apart from day-to-day inspection by BHEL Engineers stationed at Site and Customer's Engineers, stage inspection of equipments under erection and commissioning at various stages shall also be conducted by teams of Engineers from Field Engineering Services of BHEL's Manufacturing Units, Quality Assurance teams from Field Quality Assurance, Unit/Factory Quality Assurance and Commissioning Engineers from Technical Services etc. Contractor shall arrange all labour, tools and tackles etc. along with proper access for such stage inspections free of cost.
8.2.2	Any modifications suggested by BHEL FES and QA Engineers' team shall be carried out. Claims of contractor, if any, shall be dealt as per Section 13, and provided such modifications have not arisen for reasons attributable to the contractor.
8.3	Statutory Inspection of Work
8.3.1	The work to be executed under these specifications has to be offered for inspection, at appropriate stages of work completion, to various statutory authorities for compliance with applicable regulations. The work-related statutory inspections, though not limited to, are as under: 1. Electrical Inspector 2. Factory Inspector, Labour Commissioner, PF Commissioner and other authority connected to this project work The scope includes getting the approvals from the statutory authorities, which includes arranging for inspection visits of statutory authority periodically as per BHEL Engineer's instructions, arranging materials for ground inspection, taking rub outs for the pressure parts to be offered for inspection, submitting co-related inspection reports, documents, radiographs etc. and following up the matter with them. Contractor shall also make all arrangements for offering the Products / Systems for inspection at location, as applicable, to the concerned authority.
8.4	The Quality Management System of BHEL, Power Sector Regions (PSNR / PSER / PSWR / PSSR) have already been certified and accredited under ISO 9002 standards in this regard. The basic philosophy of the Quality Management System is to define the organizational responsibility, work as per documented procedures, verify the output with respect to acceptance norms, identify the non-conforming product / procedure and take corrective action for removal of non-conformance


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SPECIAL CONDITIONS OF CONTRACT (SCC)-Electrical and C&I

Chapter - VIII : Inspection and Quality

	specifying the steps for avoiding recurrence of such non-conformities, & maintain the relevant quality records. The non-conformities are to be identified through the conduct of periodical audit of implementation of quality systems at various locations/stages of work. Suppliers / vendors of various products / services contributing in the work are also considered as part of the quality management system. .as such the contractor is expected not only to conform to the quality management system of BHEL but also it is desirable that they themselves are accredited under any quality management system standard.
8.5	Field Quality Assurance
8.5.1	Contractor shall carry out all activities conforming to the approved Field Quality Plan (FQP) as revised from time to time. Total quality shall be the watchword of the work and contractor shall strive to achieve the quality standards, procedures laid down by BHEL. He shall follow all the instructions as per BHEL drawings and quality standards. Contractor shall provide the services of quality assurance engineer as per the relevant clauses.


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SPECIAL CONDITIONS OF CONTRACT (SCC)-Electrical and C&I
Chapter - IX : Health, Safety & Environment Obligations

9.0	OCCUPATIONAL HEALTH, SAFETY & ENVIRONMENT MANAGEMENT / QUALITY ASSURANCE PROGRAMME: BHEL, Power Sector Regions (PSNR / ER / WR / SR) are each certified for ISO 9001. Quality of work to customer's satisfaction and fulfillment of system requirements are the essence of ISO 9001 certification. BHEL, PS Regions have HSE certification (ISO 14001:2015 & ISO 45001:2018) and therefore Contractor also shall organize / plan/ perform all their activities to meet with the applicable requirements of these standards.
9.1	HSE (Health, safety & Environment): Contractor will comply with HSE (Health, Safety & Environment) requirements of BHEL as per the "HSE Plan for Site Operations by Subcontractor" (Document No. HSEP: 14 Rev00) or equivalent document issued by BHEL PS Regions along with tender. In case of any ambiguity between these two documents, document issued by PS-Region will be followed.


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SPECIAL CONDITIONS OF CONTRACT (SCC)-Electrical and C&I

Chapter - X : Suspension of Business Dealings

10.0	RA Bill Payments
10.1	The contractor shall submit his monthly RA bills with all the details required by BHEL on specified date every month covering progress of work in all respects and areas for the previous calendar month.
10.2	Mode of payment and measurement of work completed shall be as per relevant clauses of General Conditions of Contract
10.3	Release of payment in each running bill including PVC Bills where ever applicable will be restricted to 95% of the value of work admitted as per stages of progressive pro rata payments.
10.4	The 5% thus remaining shall be treated as 'Retention Amount' and shall be released as per terms specified in the General Conditions of Contract.
10.5	The payment for running bills will normally be released within 30 days of submission of running bill complete in all respects with all documents. It is the responsibility of the contractor to make his own arrangements for making timely payments towards labour wages, statutory payments, outstanding dues etc. and other dues in the meanwhile. 60% of RA Bills complete and correct in all respects and certified by BHEL Engineer, shall be paid within 15 days of receipt. Balance payment shall be within 30 days.
10.6	BHEL shall release payment through Electronic Fund Transfer (EFT)/RTGS. In order to implement this system, Contractor to furnish details pertaining to his Bank Accounts where proceeds will be transferred through BHEL's banker, as per prescribed formats: Note: BHEL may also choose to release payment by other alternative modes as applicable
10.7	Paying Authority shall be the Construction Manager of the Site. Any change in the paying Authority shall be intimated to the Contactor accordingly.


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General Conditions of Contract

(Common for Power Sector Regions)

2021

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CHAPTER -1

1. GENERAL INSTRUCTION TO TENDERERS

1.1. DESPATCH INSTRUCTION

- i) The General Conditions of Contract form part of the Tender specifications. **All pages of the tender documents shall be duly signed, stamped and submitted along with the offer in token of complete acceptance thereof. (For E-Tender, bidders shall use electronic Signature viz Digital Signature Certificate while uploading on the e-procurement portal.** The information furnished shall be complete by itself. The tenderer is required to furnish all the details and other documents as required in the following pages.
- ii) Tenderers are advised to study all the tender documents carefully. Any submission of tender by the tenderer shall be deemed to have been done after careful study and examination of the tender documents and with the full understanding of the implications thereof. Should the tenderers have any doubt about the meaning of any portion of the Tender Specification or find discrepancies or omissions in the drawings or the tender documents issued are incomplete or shall require clarification on any of the technical aspect, the scope of work etc., he shall at once, contact the authority inviting the tender well in time (so as not to affect last date of submission) for clarification before the submission of the tender. Tenderer's request for clarifications shall be with reference to Sections and Clause numbers given in the tender documents. The specifications and terms and conditions shall be deemed to have been accepted by the tenderer in his offer. Non-compliance with any of the requirements and instructions of the tender enquiry may result in the rejection of the tender.
- iii) Integrity pact (IP) shall be applicable for all tenders / contracts if indicated in NIT. This integrity pact shall be issued as part of the Tender documents and shall be submitted by the bidder along with Techno-commercial bid duly filled, signed and stamped by the authorized signatory who signs the bid. Only those vendors / bidders who have entered into such an IP with BHEL shall be considered qualified to participate in the bidding. Entering into this pact shall be a preliminary qualification.

1.2. SUBMISSION OF TENDERS

- 1.2.1 The tenderers must submit their tenders to Officer inviting tender as per instructions in the NIT.
- 1.2.2 Tenders submitted by post (i.e. by 'REGISTERED POST / by COURIER') shall be sent with due allowance for any postal/courier delays. BHEL takes no responsibility for delay, loss or non-receipt of tenders sent by post/courier. **The tenders received after the specified time of their submission are treated as 'Late Tenders' and shall not be considered under any circumstances.** Offers received by Email shall be considered as per terms of NIT. E-Tenders shall be submitted through E-Procurement portal as per instruction in NIT. Tenderers to upload offers well in advance in order to avoid last minute congestion in e-procurement website. However, after submission of the tender, the tenderer can re-submit revised tender but before due date and time of submission of tender as notified.
- 1.2.3 Tenders shall be opened by Officer of BHEL at the time and date as specified in the NIT, in the presence of such of those tenderers or their authorized representatives who would like to be present (In case of Manual Tenders). BHEL reserves the right to go ahead with opening of the Tender even in case of no representative is present on the specified date and time. For e-tenders, bidders may mark their presence online through provisions available in e-procurement portal.

1.2.4 Tenderers whose bids are found techno commercially qualified shall be informed about the date and time of opening of the Price Bids and such Tenderers may depute their representatives to witness the opening of the price bids (In case of Manual Tenders). BHEL's decision in this regard shall be final and binding.

1.2.5 Before submission of Offer, the tenderers are advised to inspect the site of work and the environments and be well acquainted with the actual working and other prevalent conditions, facilities available, position of material and labour, means of transport and access to Site, accommodation etc. No claim will be entertained later on the grounds of lack of knowledge of any of these conditions.

The tenderer may get aware about weather conditions, contingencies & other circumstances which may influence or affect their tender prices. Invariable of inspection by the tenderer, the tenderer shall be considered deemed acquainted with all site conditions such as rain patterns, hazardous conditions, soil patterns, local factors etc. Tenderer to have satisfied himself in all respect before quoting his rates and no claim will be entertained later on the grounds of lack of knowledge of any of these conditions.

1.3. **LANGUAGE**

1.3.1 The tenderer shall quote the rates in English language and international numerals. These rates shall be entered in figures as well as in words. Tenderers are requested to refer the clauses of NIT/ Vol-II "Price Bid" for more details. For the purpose of the tenders, the metric system of units shall be used.

1.3.2 All entries in the tender shall either be typed or written legibly in ink. Erasing and over-writing is not permitted and may render such tenders liable for rejection. All cancellations and insertions shall be duly attested by the tenderer.

1.4 **PRICE DISCREPANCY:**

1.4.1 **Price Bid opening:** During opening of price bids (submitted through conventional method or through E-Procurement system), if there is any difference between the amount in figures and in words, the amount quoted by the bidder in words shall be taken as correct.

1.4.2 **Reverse Auction:** In case of Reverse Auction, the successful bidder shall undertake to execute the work as per overall price offered by him during the Reverse Auction process. (Guidelines as available on www.bhel.com on "supplier registration page".).

1.5 **QUALIFICATION OF TENDERERS**

- i) Only tenderers who have previous experience in the work of the nature and description detailed in the Notice Inviting Tender and/or tender specification are expected to quote for this work duly detailing their experience along with offer.
- ii) Offers from tenderers who do not have proven and established experience in the field shall not be considered.
- iii) The offers of the bidders who are on the banned/ hold list and also the offer of the bidders, who engage the services of the banned/ hold firms, shall be rejected. The list of **banned/ hold firms** is available on BHEL web site www.bhel.com. (Refer clause 28.0 of NIT)
- iv) Offers from tenderers who do not comply with the latest guidelines of Ministry/Commissions of Govt. of India shall not be considered.

1.6. EVALUATION OF BIDS

- i) Technical Bids submitted by the tenderer will be opened first and evaluated for fulfilling the Pre-Qualification criteria and other conditions in NIT/Tender documents, based on documentary evidences submitted along with the offer.
- ii) In case the same qualifying experience is claimed by more than one agency, then:
 - a. The agency who has executed the work as per documentary evidence submitted shall only be qualified. Scope of qualifying work should be totally with the agency who has executed and in case it is only labour and consumables without T&P, then the credentials of execution is assigned to the first agency and not to the agency who has executed only as labour supply contractor. Further, BHEL reserves the right to ask for any other proof for the said job.
 - b. However, if the same is on account of subletting part of scope by one agency to another agency in a project of BHEL, experience of both the agencies may be considered for the sublet portion of the work provided subletting has been done with the approval of BHEL.
- iii) In case the qualifying experience is claimed by private organizations (sub-agency) based on 'Work Order' and 'Experience Certificates' from a non-BHEL organization (main agency), then it shall be the responsibility of sub-agency to submit (in addition to the experience certificate from main agency) relevant certificate regarding qualifying experience from the end Customer or the Turnkey-Contractor (if any) who has awarded the work to main agency, as a proof for having executed subject qualifying work. BHEL reserves the right to ask for any other proof for the said job.
- iv) Assessing Bidder's Capacity for executing the current tender shall be as per Notice Inviting Tender.
- v) Price Bids of shortlisted bidders shall only be opened either through the conventional/electronic price bid opening with/without Reverse Auction, at the discretion of BHEL. Unless specified otherwise in the tender, the L1 bidder amongst all the shortlisted bidders shall be considered for award. However, the L1 bidder shall have no claim on the award & BHEL reserves the right to award the tender at its sole discretion.
- vi) Price Bids of unqualified bidders shall not be opened. Reasons for rejection shall be intimated in due course after issue of LOI/LOA to successful bidder either through system generated e-mail or through letter/e-mail.
- vii) Bidders are advised to also refer to clause no 2.9.4 regarding evaluation of their performance in ongoing projects for the current tender.

1.7. DATA TO BE ENCLOSED

Full information shall be given by the tenderer in respect of the following. Non-submission of this information may lead to rejection of the offer.

i) INCOME TAX PERMANENT ACCOUNT NUMBER

Certified copies of Permanent Account Numbers as allotted by Income Tax Department for the Company/Firm/Individual Partners etc. shall be furnished along with tender.

ii) **ORGANIZATION CHART**

The organization chart of the tenderer's organization, including the names, addresses and contact information of the Directors/Partners shall be furnished along with the offer.

iii) An attested copy of the Power of Attorney, in case the tender is signed by an individual other than the sole proprietor.

iv) **IN CASE OF INDIVIDUAL TENDERER:**

His / her full name, address, PAN and place & nature of business.

v) **IN CASE OF PARTNERSHIP FIRM:**

The names of all the partners and their addresses, A copy of the partnership deed/instrument of partnership duly certified by the Notary Public shall be enclosed.

vi) **IN CASE OF COMPANIES:**

- a) Date and place of registration including date of commencement certificate in case of Public Companies (certified copies of Memorandum and articles of Association are also to be furnished).
- b) Nature of business carried on by the Company and the provisions of the Memorandum relating thereof.

1.8 AUTHORIZATION AND ATTESTATION

Tenders shall be signed by a person duly authorized/empowered to do so, for which a Power of Attorney is to be submitted along with the tender offer. For company, a Power of Attorney (as per format in Volume-I D) shall be submitted.

1.9 EARNEST MONEY DEPOSIT

1.9.1 Every tender must be accompanied by the prescribed amount of Earnest Money Deposit (EMD) in the manner described herein.

- i) EMD shall be furnished before tender opening / along with the offer in full as per the amount indicated in the NIT.
- ii) The EMD is to be paid only in the following forms:
 - a) Cash deposit as permissible under the extant Income Tax Act (before tender opening).
 - b) Electronic Fund Transfer credited in BHEL account (before tender opening).
 - c) Banker's cheque / Pay order / Demand draft, in favour of 'Bharat Heavy Electricals Limited' and payable at Regional HQ issuing the tender (along with offer).
 - d) Fixed Deposit Receipt (FDR) issued by Scheduled Banks/ Public Financial Institutions as defined in the Companies Act (FDR should be in the name of the Contractor, a/c BHEL) (along with offer). The Fixed Deposit in such cases shall be valid for at least six months from the due date of tender submission.

In case EMD amount is more than Rs. Two Lakhs, Tenderer has the option to submit Rs. Two lakhs in the forms described above in clause no. 1.9.1. (a) to (d) and the remaining amount over and above Rs. Two Lakhs in the form of Bank Guarantee from Scheduled Bank (along with the Offer). The Bank Guarantee in such cases shall be valid for at least six months from the due date of tender submission. The Bank Guarantee format for EMD shall be in the prescribed formats.

iii) No other form of EMD remittance shall be acceptable to BHEL.

1.9.2 EMD by the Tenderer will be forfeited as per NIT conditions, if:

- i) After opening the tender and within the offer validity period, the tenderer revokes his tender or makes any modification in his tender which is not acceptable to BHEL.
- ii) The Contractor fails to deposit the required Security deposit or commence the work within the

period as per LOI/ LOA/ Contract.

EMD by the tenderer shall be withheld in case any action on the tenderer is envisaged under the provisions of extant "Guidelines on Suspension of business dealings with suppliers/ contractors" and forfeited/ released based on the action as determined under these guidelines.

1.9.3 EMD shall not carry any interest.

1.9.4 EMD given by all unsuccessful tenderers shall be refunded normally within fifteen days of award of work.

1.9.5 Cash portion of EMD of successful tenderer will be retained as part of Security Deposit. EMD submitted in the form of Bank Guarantee/ FDR shall be retained by BHEL until the receipt of at least 50% of the Security Deposit.

1.10 SECURITY DEPOSIT

1.10.1 Upon acceptance of Tender, the successful Tenderer should deposit the required amount of Security Deposit towards fulfilment of any obligations in terms of the provisions of the contract. The total amount of Security Deposit will be 5% of the contract value.

1.10.2 The security Deposit should be furnished before start of the work by the contractor.

Note: In case of small value contracts not exceeding Rs. 20 lakhs, work can be started before the required Security Deposit is collected. However, payment can be released only after collection/ recovery of initial 50% Security Deposit.

1.10.3 The balance amount to make up the required Security Deposit of 5% of the contract value may be accepted in the following forms.

- i) Cash (as permissible under the extant Income Tax Act).
- ii) Local cheques of Scheduled Banks (subject to realization)/ Pay Order/ Demand Draft/ Electronic Fund Transfer in favour of BHEL.
- iii) Securities available from Indian Post offices such as National Savings Certificates, Kisan Vikas Patras etc. (held in the name of Contractor furnishing the security and duly endorsed/hypothecated/ pledged, as applicable, in favour of BHEL).
- iv) Bank Guarantee from Scheduled Banks/ Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format for Security Deposit shall be in the prescribed formats.
- v) Fixed Deposit Receipt issued by Scheduled Banks/ Public Financial Institutions as defined in the Companies Act (FDR should be in the name of the Contractor, a/c BHEL).
- vi) Security deposit can also be recovered at the rate of 10% of the gross amount progressively from each of the running bills of the contractor till the total amount of the required security deposit is collected. However, in such cases at least 50% of the required Security Deposit, including the EMD, should be deposited in any form as prescribed before start of the work and the balance 50% may be recovered from the running bills as described above.

Note: BHEL will not be liable or responsible in any manner for the collection of interest or renewal of the documents or in any other matter connected therewith.

1.10.4 The Security Deposit shall not carry any interest.

- 1.10.5 In case the value of work exceeds the awarded / accepted value, the Security Deposit shall be correspondingly enhanced as given below:
- The enhanced part of the Security Deposit shall be immediately deposited by the Contractor or adjusted against payments due to the Contractor.
 - Contract value for the purpose of operating the increased value of Security Deposit due to Quantity Variation, shall be exclusive of Price Variation Clause, Over Run Compensation and Extra works done on manday rates.
 - The recoveries made from running bills (cash deduction towards balance SD amount) can be released against submission of equivalent Bank Guarantee in acceptable form, but only once, before completion of work, with the approval of competent authority of BHEL.
- 1.10.6 The validity of Bank Guarantees towards Security Deposit shall be initially up to the completion period as stipulated in the Letter of Intent/ Award + Guarantee Period + 3 months, and the same shall be kept valid by proper renewal by the contractor till the acceptance of Final Bills of the Contractor by BHEL.
- 1.10.7 BHEL reserves the right of forfeiture of Security Deposit in addition to other claims and penalties in the event of the 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. BHEL reserves the right to set off the Security Deposit against any claims of other contracts with BHEL.
- 1.10.8 Bidder agrees to submit security deposit required for execution of the contract within the time period mentioned. In case of delay in submission of security deposit, enhanced security deposit which would include interest (Base rate of SBI + 6%) for the delayed period, shall be submitted by the bidder. Further, if security deposit is not submitted till such time the first bill becomes due, the amount of security deposit due shall be recovered as per terms defined in NIT / contract, from the bills along with due interest
- 1.11 RETURN OF SECURITY DEPOSIT**
Security Deposit shall be released to the contractor upon fulfillment of contractual obligations as per terms of the contract including completion of Guarantee Period after deducting all expenses / other amounts due to BHEL under the contract / other contracts entered into with them by BHEL.
- 1.12 BANK GUARANTEES**
Where ever Bank Guarantees are to be furnished/submitted by the contractor, the following shall be complied with
- Bank Guarantees shall be from Scheduled Banks / Public Financial Institutions as defined in the Companies Act. Bank Guarantees issued by Co-Operative Banks/ Financial Institutions shall not be accepted.
 - The Bank Guarantees shall be as per prescribed formats.
 - It is the responsibility of the bidder to get the Bank Guarantees revalidated/extended for the required period as per the advice of BHEL Site Engineer / Construction Manager. BHEL shall not be liable for issue of any reminders regarding expiry of the Bank Guarantees.
 - In case extension/further extensions of any Bank Guarantees are not required, the bidders shall ensure that the same is explicitly endorsed by the Construction Manager and submitted to the Regional HQ issuing the LOI/LOA.
 - In case the Bank Guarantees are not extended before the expiry date, BHEL reserves the right to invoke the same by informing the concerned Bank in writing, without any advance notice/communication to the concerned bidder.
 - Bidders to note that any corrections to Bank Guarantees shall be done by the issuing Bank, only through an amendment in an appropriate non judicial stamp paper.

- vii) The Original Bank Guarantee shall be submitted to Subcontracting Department of the respective Region of BHEL.

1.13 VALIDITY OF OFFER

The rates in the Tender shall be kept open for acceptance for a minimum period of **SIX MONTHS from latest due date of offer submission (including extension, if any)**. In case BHEL (Bharat Heavy Electricals Ltd) calls for negotiations, such negotiations shall not amount to cancellation or withdrawal of the original offer which shall be binding on the tenderers.

1.14 EXECUTION OF CONTRACT AGREEMENT

The successful tenderer's responsibility under this contract commences from the date of issue of the Letter of Intent/ Award by Bharat Heavy Electricals Limited.

The successful tenderer shall be required to execute an agreement in the prescribed form, with BHEL, within a reasonable time after the acceptance of the Letter of Intent/Award, and in any case before releasing the first running bill. The contract agreement shall be signed by a person duly authorized/empowered by the tenderer. The expenses for preparation of agreement document shall be borne by BHEL.

1.15 REJECTION OF TENDER AND OTHER CONDITIONS

- 1.15.1 The acceptance of tender will rest with BHEL which does not bind itself to accept the lowest tender or any tender and reserves to itself full rights for the following without assigning any reasons whatsoever: -
- To reject any or all of the tenders.
 - To split up the work amongst two or more tenderers as per NIT.
 - To award the work in part if specified in NIT.
 - In case of either of the contingencies stated in (b) and (c) above, the time for completion as stipulated in the tender shall be applicable.
- 1.15.2 Conditional tenders, unsolicited tenders, tenders which are incomplete or not in the form specified or defective or have been materially altered or not in accordance with the tender conditions, specifications etc. are liable to be rejected.
- 1.15.3 Tenders are liable to be rejected in case of unsatisfactory performance of the tenderer with BHEL or tenderer under suspension (hold/banning) by any unit / region / division of BHEL or tenderers who do not comply with the latest guidelines of Ministry/Commissions of Govt of India. BHEL reserves the right to not consider a bidder for further processing of tender in case it is observed that they are overloaded and may not be in a position to execute this job as per the required schedule in line with clause no. 9.0 of the 'NIT'. The decision of BHEL will be final in this regard.
- 1.15.4 If a tenderer who is a proprietor expires after the submission of his tender or after the acceptance of his tender, BHEL may at their discretion, cancel such tender. If a partner of a firm expires after the submission of tender or after the acceptance of the tender, BHEL may then cancel such tender at their discretion, unless the firm retains its character.
- 1.15.5 BHEL will not be bound by any Power of Attorney granted by changes in the composition of the firm made subsequent to the execution of the contract. BHEL may, however, recognize such power of Attorney and changes after obtaining proper legal advice, the cost of which will be chargeable to the contractor concerned.

- 1.15.6 If the tenderer deliberately gives wrong information in his tender, BHEL reserves the right to reject such tender at any stage or to cancel the contract if awarded and forfeit the Earnest Money/Security Deposit/any other money due.
- 1.15.7 Canvassing in any form in connection with the tenders submitted by the Tenderer shall make his offer liable to rejection.
- 1.15.8 In case the Proprietor, Partner or Director of the Company/Firm submitting the Tender, has any relative or relation employed in BHEL, the authority inviting the Tender shall be informed of the facts as per specified format, along with the Offer. Failing to do so, BHEL may, at its sole discretion, reject the tender or cancel the contract and forfeit the Earnest Money/Security Deposit.
- 1.15.9 The successful tenderer (Contractor) should not sub-contract any portion of work detailed in the tender specification undertaken by him without prior written permission of BHEL's Construction Manager/ Site In-Charge. BHEL, at its discretion, may consider the written request from the Contractor and permit subletting of part scope. However, the Contractor is solely responsible to BHEL for the work awarded to him.
- 1.15.10 The Tender submitted by a techno commercially qualified tenderer shall become the property of BHEL who shall be under no obligation to return the same to the bidder. However unopened price bids and late tenders shall be returned to the bidders, in case of Conventional/ Paper bid.
- 1.15.11 Unsolicited discount received after the due date and time of Bid Submission shall not be considered for evaluation. However, if the party who has submitted the unsolicited discount/rebate becomes the L-1 party, then the awarded price i.e. contract value shall be worked out after considering the discount so offered.
- 1.15.12 BHEL shall not be liable for any expenses incurred by the bidder in the preparation of the tender irrespective of whether the tender is accepted or not.

1.16 INTIMATION OF CHANGE OF NAME/RE-CONSTITUTION OF THE ORGANIZATION

In the event of the organization (Proprietorship/Partnership/Company) undergoing any change of name or reconstitution, prior intimation of the same shall be given to BHEL. Upon such changes coming into effect, the same is to be intimated to BHEL immediately with supporting documents as applicable.

Further, the new entity has to intimate BHEL in writing that they will honor all the earlier commitments in respect of the subject contract.

CHAPTER-2

2.1 **DEFINITION:** The following terms shall have the meaning hereby assigned to them except where the context otherwise requires

- i) BHEL shall mean Bharat Heavy Electricals Limited (of the respective Power Sector Region inviting the Tender), a company registered under Indian Companies Act 1956, with its Registered Office at BHEL HOUSE, SIRI FORT, NEW DELHI – 110 049, or its Power Sector Regional Offices or its Authorized Officers or its Site Engineers or other employees authorized to deal with any matters with which these persons are concerned on its behalf.
- ii) “EXECUTIVE DIRECTOR” or “GENERAL MANAGER (In- charge)” or “GENERAL MANAGER” shall mean the Officer in Administrative charge of the respective Power Sector Region.
- iii) “COMPETENT AUTHORITY” shall mean BHEL Officers who are empowered to act on behalf of BHEL.
- iv) “ENGINEER” or “ENGINEER IN CHARGE” shall mean an Officer of BHEL as may be duly appointed and authorized by BHEL to act as “Engineer” on his behalf for the purpose of the Contract, to perform the duty set forth in this General Conditions of Contract and other Contract documents. The term also includes ‘CONSTRUCTION MANAGER’ or ‘SITE INCHARGE’ as well as Officers at Site or at the Headquarters of the respective Power Sector Regions.
- v) “SITE” shall mean the places or place at which the plants/equipments are to be erected and services are to be performed as per the specification of this Tender.
- vi) “CLIENT OF BHEL” or “CUSTOMER” shall mean the project authorities with whom BHEL has entered into a contract for supply of equipments or provision of services.
- vii) “CONTRACTOR” shall mean the successful Bidder/Tenderer who is awarded the Contract and shall include the Contractor’s successors, heirs, executors, administrators and permitted assigns.
- viii) “CONTRACT” or “CONTRACT DOCUMENT” shall mean and include the Agreement of Work Order, the accepted appendices of Rates, Schedules, Quantities if any, Offer submitted by contractor including acceptance to General Conditions of Contract, Special Conditions of Contract, Instructions to the Tenderers, Drawings, Technical Specifications, the Special Specifications if any, the Tender documents, subsequent amendments /corrigendum to Tender mutually agreed upon and the Letter of Intent/Award/Acceptance issued by BHEL. Any conditions or terms stipulated by the contractor in the tender documents or subsequent letters shall not form part of the contract unless, specifically accepted in writing by BHEL in the Letter of Intent/Award and incorporated in the agreement or amendment thereof.
- ix) “GENERAL CONDITIONS OF CONTRACT” shall mean the ‘Instructions to Tenderers’ and ‘General Conditions of Contract’ pertaining to the work for which above tenders have been called for.

x) "TENDER SPECIFICATION" or "TENDER" or "TENDER DOCUMENTS" shall mean General Conditions, Common Conditions, Special Conditions, Price Bid, Rate Schedule, Technical Specifications, Appendices, Annexures, Corrigendums, Amendments, Forms, Procedures, Site information etc. and drawings/documents pertaining to the work for which the tenderers are required to submit their offers. Individual specification number will be assigned to each Tender Specification.
xi) "LETTER OF INTENT/ AWARD" shall mean the intimation by a Letter/Fax/email to the tenderer that the tender has been accepted in accordance with provisions contained in the letter. The responsibility of the contractor commences from the date of issue of this letter and all terms and conditions of the contract are applicable from this date.
xii) "COMPLETION TIME" shall mean the period by 'date/month' specified in the 'Letter of Intent/Award' or date mutually agreed upon for handing over of the intended scope of work, the erected equipment/plant which are found acceptable by the Engineer, being of required standard and conforming to the specifications of the Contract.
xiii) "PLANT" shall mean and connote the entire assembly of the plant and equipments covered by the contract.
xiv) "EQUIPMENT" shall mean equipment, machineries, materials, structural, electricals and other components of the plant covered by the contract.
xv) "TESTS" shall mean and include such test or tests to be carried out on the part of the contractor as are prescribed in the contract or considered necessary by BHEL in order to ascertain the quality, workmanship, performance and efficiency of the contractor or part thereof.
xvi) "APPROVED", "DIRECTED" or "INSTRUCTED" shall mean approved, directed or instructed by BHEL.
xvii) "WORK or CONTRACT WORK" shall mean and include supply of all categories of labour, specified consumables, tools and tackles and Plants required for complete and satisfactory site transportation, handling, stacking, storing, erecting, testing and commissioning of the equipments to the entire satisfaction of BHEL.
xviii) "SINGULAR AND PLURALS ETC" words carrying singular number shall also include plural and vice versa, where the context so requires. Words imparting the masculine Gender shall be taken to include the feminine Gender and words imparting persons shall include any Company or Associations or Body of Individuals, whether incorporated or not.
xix) "HEADING" – The heading in these General Conditions are solely for the purpose of facilitating reference and shall not be deemed to be part thereof or be taken as instructions thereof or of the contract.
xx) "MONTH" shall mean calendar month unless otherwise specified in the Tender.
xxi) 'Day' or 'Days' unless herein otherwise expressly defined shall mean calendar day or days of twenty-four (24) hours each. A Week shall mean continuous period of seven (7) days.

xxii)	"COMMISSIONING" shall mean the synchronization testing and achieving functional operation of the Equipment with associated system after all initial adjustments, trials, cleaning, re-assembly required at site if any, have been completed and Equipment with associated system is ready for taking into service.
xxiii)	"WRITING" shall include any manuscript type written or hand written or printed statement or electronically transmitted messages, under the signature or seal or transmittal of BHEL.
xxiv)	"TEMPORARY WORK" shall mean all temporary works for every kind required in or for the execution, completion, maintenance of the work.
xxv)	'CONTRACT PRICE' or 'CONTRACT VALUE' shall mean the sum mentioned in the LOI/LOA/Contract Agreement subject to such additions thereto or deductions there from as maybe made under provisions hereinafter contained.
xxvi)	'EXECUTED CONTRACT VALUE' shall mean actual value of works executed by the contractor and certified by BHEL. This value shall not include PVC, ORC, Extra Works and Taxes.
xxvii)	"COMMENCEMENT DATE" or "START DATE" shall mean the commencement/start of work at Site as per terms defined in the Tender.
xxviii)	"SHORT CLOSING" or "FORE CLOSING" of Contract shall mean the premature closing of Contract, for reasons not attributable to the contractor and mutually agreed between BHEL and the contractor.
xxix)	"TERMINATION" of Contract shall mean the pre mature closing of contract due to reasons as mentioned in the contract.
xxx)	"DE MOBILIZATION" shall mean the temporary winding up of Site establishment by Contractor leading to suspension of works temporarily for reasons not attributable to the contractor.
xxxi)	"RE MOBILIZATION" shall mean the resumption of work with all resources required for the work after demobilization.
2.2	LAW GOVERNING THE CONTRACT AND COURT JURISDICTION The contract shall be governed by the Law for the time being in force in the Republic of India. Subject to clause 2.21.1.1 of this contract, the Civil Court having original Civil Jurisdiction at Delhi for PSNR, at Kolkata for PSER, at Nagpur for PSWR and at Chennai for PSSR, shall alone have exclusive jurisdiction in regard to all matters in respect of the Contract.
2.3	ISSUE OF NOTICE
2.3.1	<u>Service of notice on Contractor</u> Any notice to be given to the Contractor under the terms of the contract shall be served by sending the same by Registered Post/Speed Post to or leaving the same at the Contractor's last known address of the principal place of business (or in the event of the contractor being a company, to or at its Registered Office). In case of change of address, the notice shall be served at changed address as notified in writing by the Contractor to BHEL. Such posting or leaving of the notice shall be deemed to be good service of such notice and the time mentioned to the condition for doing any act after notice shall be reckoned from the date so mentioned in such notice.

2.3.2 Service of notice on BHEL

Any notice to be given to BHEL in-charge/Region under the terms of the Contract shall be served by sending the same by post to or leaving the same at BHEL address or changed address as notified in writing by BHEL to the Contractor.

2.4 USE OF LAND

No land belonging to BHEL or their Customer under temporary possession of BHEL shall be occupied by the contractor without written permission of BHEL.

2.5 COMMENCEMENT OF WORK

2.5.1 The contractor shall commence the work as per the time indicated in the Letter of Intent/Award from BHEL and shall proceed with the same with due expedition without delay.

2.5.2 If the contractor fails to start the work within stipulated time as per LOI/ LOA or as intimated by BHEL, then BHEL at its sole discretion will have the right to cancel the contract. The Earnest Money and/or Security Deposit with BHEL will stand forfeited without any further reference to him without prejudice to any and all of BHEL's other rights and remedies in this regard.

2.5.3 All the work shall be carried out under the direction and to the satisfaction of BHEL.

2.6 MEASUREMENT OF WORK AND MODE OF PAYMENT:

2.6.1 All payments due to the contractors shall be made by e mode only, unless otherwise found operationally difficult for reasons to be recorded in writing.

2.6.2 For progress running bill payments: - The Contractor shall present detailed measurement sheets in triplicate, duly indicating all relevant details based on technical documents and connected drawings for work done during the month/period under various categories in line with terms of payment as per contract. The basis of arriving at the quantities, weights shall be relevant documents and drawings released by BHEL. These measurement sheets shall be prepared jointly with BHEL Engineers and signed by both the parties.

2.6.3 These measurement sheets will be checked by BHEL Engineer and quantities and percentage eligible for payment under various groups shall be decided by BHEL Engineer. The abstract of quantities and percentage so arrived at based on the terms of payment shall be entered in Measurement Book and signed by both the parties.

2.6.4 Based on the above quantities, contractor shall prepare the bills, along with statutory documents, in prescribed format and work out the financial value. These will be entered in Measurement Book and signed by both the parties. Payment shall be made by BHEL after effecting the recoveries due from the contractor.

2.6.5 All recoveries due from the contractor for the month/period shall be effected in full from the corresponding running bills unless specific approval from the competent authorities is obtained to the contrary.

2.6.6 Measurement shall be restricted to that portion of work for which it is required to ascertain the financial liability of BHEL under this contract.

- 2.6.7** The measurement shall be taken jointly by persons duly authorized on the part of BHEL and by the Contractor.
- 2.6.8** The Contractor shall bear the expenditure involved if any, in making the measurements and testing of materials to be used/ used in the work. The contractor shall, without extra charges, provide all the assistance with appliances and other things necessary for measurement.
- 2.6.9** If at any time due to any reason whatsoever, it becomes necessary to re-measure the work done in full or in part, the expenses towards such re measurements shall be borne by the contractor unless such re measurements are warranted solely for reasons not attributable to contractor.
- 2.6.10** Passing of bills covered by such measurements does not amount to acceptance of the completion of the work measured. Any left out work has to be completed, if pointed out at a later date by BHEL.
- 2.6.11** Final measurement bill shall be prepared in the final bill format prescribed for the purpose based on the certificate issued by BHEL Engineer that entire works as stipulated in tender specification has been completed in all respects to the entire satisfaction of BHEL. Contractor shall give unqualified "No Claim" Certificate. All the tools and tackles loaned to him should be returned in satisfactory condition to BHEL. The abstract of final quantities and financial values shall also be entered in the Measurement Books and signed by both parties to the contract. The Final Bill shall be prepared and paid within a reasonable time after completion of work.
- 2.7 RIGHTS OF BHEL**
BHEL reserves the following rights in respect of this contract during the original contract period or its extensions if any, as per the provisions of the contract, without entitling the contractor for any compensation.
- 2.7.1** To withdraw any portion of work and/or to restrict/alter quantum of work as indicated in the contract during the progress of work and get it done through other agencies to suit BHEL's commitment to its customer or in case BHEL decides to advance the date of completion due to other emergent reasons/ BHEL's obligation to its customer.
In case of inadequate manpower deployed by the contractor, BHEL reserves the right to deploy additional manpower through any other agency for expediting activities in the interest of the project. Supplied manpower shall be put on job by the contractor and payments and other statutory compliances related to manpower shall be the contractor's responsibility. In case of contractor's failure to fulfill his obligations in respect of such manpower, BHEL reserves the right to take necessary action as per contract conditions.
- 2.7.2.1** To terminate the contract or withdraw portion of work and get it done through other agency, at the risk and cost of the contractor after due notice of a period of 14 days' (this period can be reduced in case of urgency or increased otherwise) by BHEL in any of the following cases:
- Contractor's poor progress of the work vis-à-vis execution timeline as stipulated in the Contract, backlog attributable to contractor including unexecuted portion of work does not appear to be executable within balance available period considering its performance of execution.
 - Withdrawal from or abandonment of the work by contractor before completion of the work as per contract.
 - Non-completion of work by the Contractor within scheduled completion period as per Contract or as extended from time to time, for the reasons attributable to the contractor.

- iv). Termination of Contract on account of any other reason (s) attributable to Contractor.
- v). Assignment, transfer, subletting of Contract without BHEL's written permission.
- vi). Non-compliance to any contractual condition or any other default attributable to Contractor.

Risk & Cost Amount against Balance Work:

Risk & Cost amount against balance work shall be calculated as follows:

$$\text{Risk \& Cost Amount} = [(A-B) + (A \times H/100)]$$

Where,

A= Value of Balance scope of Work (*) as per rates of new contract

B= Value of Balance scope of Work (*) as per rates of old contract being paid to the contractor at the time of termination of contract i.e. inclusive of PVC & ORC, if any.

H = Overhead Factor to be taken as 5

In case (A-B) is less than 0 (zero), value of (A-B) shall be taken as 0 (zero).

* Balance scope of work (in case of termination of contract):

Difference of Contract Quantities and Executed Quantities as on the date of issue of Letter for 'Termination of Contract', shall be taken as balance scope of Work for calculating risk & cost amount.

Contract quantities are the quantities as per original contract. If, Contract has been amended, quantities as per amended Contract shall be considered as Contract Quantities.

Items for which total quantities to be executed have exceeded the Contract Quantities based on drawings issued to contractor from time to time till issue of Termination letter, then for these items total Quantities as per issued drawings would be deemed to be contract quantities.

Substitute/ extra items whose rates have already been approved would form part of contract quantities for this purpose. Substitute/ extra items which have been executed but rates have not been approved, would also form part of contract quantities for this purpose and rates of such items shall be determined in line with contractual provisions.

However, increase in quantities on account of additional scope in new tender shall not be considered for this purpose.

NOTE: In case portion of work is being withdrawn at risk & cost of contractor instead of termination of contract, contract quantities pertaining to portion of work withdrawn shall be considered as 'Balance scope of work' for calculating Risk & Cost amount.

LD against delay in executed work in case of Termination of Contract:

LD against delay in executed work shall be calculated in line with LD clause no. 2.7.9 of GCC, for the delay attributable to contractor. For limiting the maximum value of LD, contract value shall be taken as Executed Value of work till termination of contract.

Method for calculation of "LD against delay in executed work in case of termination of contract" is given below.

- i). Let the time period from scheduled date of start of work till termination of contract excluding the period of Hold (if any) not attributable to contractor = T1
- ii). Let the value of executed work till the time of termination of contract = X
- iii). Let the Total Executable Value of work for which inputs/fronts were made available to contractor and were planned for execution till termination of contract = Y
- iv). Delay in executed work attributable to contractor i.e. $T2 = [1 - (X/Y)] \times T1$
- v). LD shall be calculated in line with LD clause (clause 2.7.9) of the Contract for the delay attributable to contractor taking "X" as Contract Value and "T2" as period of delay attributable to contractor.

2.7.2.2 In case Contractor fails to deploy the resources as per requirement, BHEL can deploy own/hired/otherwise arranged resources at the risk and cost of the contractor and recover the expenses incurred from the dues payable to contractor. Recoveries shall be actual expenses incurred plus 5% overheads or as defined in TCC.

2.7.3 Recoveries arising out of Risk & Cost and LD or any other recoveries due from Contractor

Following sequence shall be applicable for recoveries from contractor:

- a) Dues available in the form of Bills payable to contractor, SD, BGs against the same contract.
- b) Demand notice for deposit of balance recovery amount shall be sent to contractor, if funds are insufficient to effect complete recovery against dues indicated in (a) above.
- c) If contractor fails to deposit the balance amount to be recovered within the period as prescribed in demand notice, following action shall be taken for balance recovery:
 - i) Dues payable to contractor against other contracts in the same Region shall be considered for recovery.
 - ii) If recovery cannot be made out of dues payable to the contractor as above, balance amount to be recovered, shall be informed to other Regions/Units for making recovery from the Unpaid Bills/Running Bills/SD/BGs/Final Bills of contractor.
 - iii) In-case recoveries are not possible with any of the above available options, Legal action shall be initiated for recovery against contractor.

2.7.4 To terminate the contract or to restrict the quantum of work and pay for the portion of work executed in case BHEL's contract with their customer are terminated for any reason, as per mutual agreement.

2.7.5 To effect recovery from any amounts due to the contractor under this or any other contract or in any other form, the moneys BHEL is statutorily forced to pay to anybody, due to contractor's failure to fulfill any of his obligations. BHEL shall levy overheads of 5% on all such payments along with interest as defined elsewhere in the GCC.

2.7.6 While every endeavor will be made by BHEL to this end, they (BHEL) cannot guarantee uninterrupted work due to conditions beyond their control. The Contractor will not be normally entitled for any compensation/extra payment on this account unless otherwise specified elsewhere in the contract.

2.7.7 BHEL may permit or direct contractor to demobilize and remobilize at a future date as intimated by BHEL in case of following situations for reasons other than Force majeure conditions and not attributable to contractor:

- i) suspension of work(s) at a Project either by BHEL or Customer,
or
- ii) where work comes to a complete halt or reaches a stage wherein worthwhile works cannot be executed and there is no possibility of commencement of work for a period of not less than three months

In such cases, charges towards demobilization and remobilization shall be as decided by BHEL after successful remobilization by contractor at site, and decision of BHEL shall be final and binding on the contractor. After remobilization, all conditions as per contract shall become applicable. In case Contractor does not remobilize with adequate resources or does not start the work within the period as intimated, then BHEL reserves the right to get the balance works done at the Risk & Cost of the Contractor. Duration of the contract/time extension shall be revised suitably. In case of any conflict, BHEL decision in this regard shall be final and binding on the contractor.

2.7.8 In the unforeseen event of inordinate delay in receipt of materials, drawings, fronts etc. due to which inordinate discontinuity of work is anticipated, BHEL on its own or contractor's request at its discretion may consider to short close the contract in any of the following cases:

- a) The balance works (including but not limited to Trial Operation, PG Test etc.) are minor vis a vis the scope of work envisaged as per the contract.
- b) There has been no significant work in past 6 months OR no significant work is expected in next 6 months (example in Hydro projects or in projects where work has stopped due to reasons beyond the control of BHEL).
- c) The balance works cannot be done within a reasonable period of time as they are dependent on unit shut down or on other facilities of customer or any other such reasons not attributable to the contractor.

At the point of requesting for short closure, contractor shall establish that he has completed all works possible of completion and he is not able to proceed with the balance works due to constraints beyond his control. In such a case, the estimated value of the unexecuted portion of work (or estimated value of services to be provided for carrying out milestone/stage payments like Trial Operation/PG Test etc.) as decided by BHEL, shall however be reduced from the final contract value.

Note: The Contractor shall not be eligible for any compensation on account of Quantity Variation arising out of short-closure of contract as per clause no. 2.7.8 (b) above.

2.7.9 LIQUIDATED DAMAGES/PENALTY

At the end of total work completion as certified by BHEL Engineer, and upon analysis of the total delay, the portion of time extensions attributable to (i) Contractor alone, (ii) Force majeure conditions, and (iii) BHEL, shall be worked out. The total period of time extensions shall be the sum of (i), (ii) and (iii) above and shall be equal to period between the scheduled date of completion and the actual date of completion of contract. LD shall be imposed/levied for the portion of time extensions solely attributable to contractor and recoverable from the dues payable to the contractor.

If the contractor fails to maintain the required progress of work which results in delay in the completion of the work as per the contractual completion period, BHEL shall have the right to impose Liquidated Damage/Penalty at the rate of 0.5% of the contract value, per week of delay or part thereof subject to a maximum of 10% of the contract value. For this purpose, the period for which LD is applicable shall be worked out based on portion of time extension granted solely attributable to contractor at the end of the contract. Contract Value for this purpose, shall be the final executed value exclusive of ORC, Extra Works executed on Manday rate basis, Supplementary/ Additional Items and PVC.

2.8 RESPONSIBILITIES OF THE CONTRACTOR IN RESPECT OF LOCAL LAWS, EMPLOYMENT OF WORKERS ETC.

The following are the responsibilities of the contractor in respect of observance of local laws, employment of personnel, payment of taxes etc. The subcontractor shall fully indemnify BHEL against any claims of whatsoever nature arising due to the failure of the contractor in discharging any of his responsibilities hereunder:

- 2.8.1** As far as possible, Unskilled Workers shall be engaged from the local areas in which the work is being executed.
- 2.8.2** The contractor at all times during the continuance of this contract shall, in all his dealings with local labour for the time being employed on or in connection with the work, have due regard to all local festivals and religious and other customs.
- 2.8.3** The contractor shall comply with all applicable State and Central Laws, Statutory Rules, Regulations, Notifications etc. such as Payment of Wages Act, Minimum Wages Act, Workmen Compensation Act, Employer's Liability Act, Industrial Disputes Act, Employers Provident Act, Employees State Insurance Scheme, Contract Labour (Regulation and Abolition) Act, 1970, Payment of Bonus & Gratuity Act, Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act 1996, The Building and Other Construction Workers' Welfare Cess Act 1996 and other Acts, Rules, and Regulations for labour/workers as applicable and as may be enacted by the State Government and Central Govt. during the tenure of the Contract and having force or jurisdiction at Site. The Contractor shall also comply with provisions of and give all such notices to the local Governing Body, Police and other relevant Authorities as maybe required by the Law.
- 2.8.4** The Contractor shall obtain independent License under the Contract Labour (Regulations and Abolition) Act, 1970 for engaging contract labour as required from the concerned Authorities based on the certificate (Form- V or as applicable) issued by the Principal Employer/Customer.
- 2.8.5** The contractor shall pay and bear all taxes, fees, license charges, Cess, duties, deposits, tolls, royalties, commission or other charges which may be leviable on account of his operations in executing the contract.
- 2.8.6** While BHEL would pay the inspection fees and Registration fees of Boiler/Electrical Inspectorate, all other arrangements for site visits periodically by the Inspectorate to site, Inspection certificate etc. will have to be made by contractor. However, BHEL will not make any payment to the Inspectorate in connection with contractor's Welders/Electricians qualification tests etc.
- 2.8.7** Contractor shall be responsible for provision of Health and Sanitary arrangements (more particularly described in Contract Labour Regulation & Abolition Act), Safety precautions etc. as may be required for safe and satisfactory execution of contract.
- 2.8.8** The contractor shall be responsible for proper accommodation including adequate medical facilities for personnel employed by him.
- 2.8.9** The contractor shall be responsible for the proper behavior and observance of all regulations by the staff employed by him.
- 2.8.10** The contractor shall ensure that no damage is caused to any person/property of other parties working at site. If any such damage is caused, it is responsibility of the contractor to make good the losses or compensate for the same.
- 2.8.11** All the properties/equipments/components of BHEL/their Client loaned with or without deposit to the contractor in connection with the contract shall remain properties of BHEL/their Client.

- 2.8.12** The contractor shall use such properties for the purpose of execution of this contract. All such properties/equipments/components shall be deemed to be in good condition when received by the contractor unless he notifies within 48 hours to the contrary. The contractor shall return them in good condition as and when required by BHEL/their Client. In case of non-return, loss, damage, repairs etc. the cost thereof as may be fixed by BHEL Engineer will be recovered from the contractor.
- 2.8.13** In case the contractor is required to undertake any work outside the scope of this contract, the rates payable shall be those mutually agreed upon if the item rates are not mentioned in existing contract.
- 2.8.14** Any delay in completion of works/or non-achievement of periodical targets due to the reasons attributable to the contractor, the same may have to be compensated by the contractor either by increasing manpower and resources or by working extra hours and/or by working more than one shift. All these are to be carried out by the contractor at no extra cost.
- 2.8.15** The contractor shall arrange, coordinate his work in such a manner as to cause no hindrance to other agencies working in the same premises.
- 2.8.16** All safety rules and codes applied by the Client/BHEL at site shall be observed by the contractor without exception. The contractor shall be responsible for the safety of the equipment/material and works to be performed by him and shall maintain all light, fencing guards, slings etc. or other protection necessary for the purpose. Contractor shall also take such additional precautions as may be indicated from time to time by the Engineer with a view to prevent pilferage, accidents, fire hazards. Due precautions shall be taken against fire hazards and atmospheric conditions. Suitable number of Clerical staff, watch and ward, store keepers to take care of equipment/materials and construction tools and tackles shall be posted at site by the contractor till the completion of work under this contract.
- The contractor shall arrange for such safety devices as are necessary for such type of work and carry out the requisite site tests of handling equipment, lifting tools, tackles etc. as per prescribed standards and practices.
- Contractor has to ensure the implementation of Health, Safety and Environment (HSE) requirements as per directions given by BHEL/Customer. The contractor has to assist in HSE audit by BHEL/Customer and submit compliance Report. The contractor has to generate and submit record/reports as per HSE plan/activities as per instruction of BHEL/Customer.
- 2.8.17** The contractor will be directly responsible for payment of wages to his workmen. A pay roll sheet giving all the payments given to the workers and duly signed by the contractor's representative should be furnished to BHEL site for record purpose, if so called for.
- Contractor shall create awareness amongst their workforce by helping & encouraging in opening bank accounts and to encourage them to adopt digital mode of transactions. While releasing wages/ salary to their workers/ supervisors/ staff, Contractor shall comply with the GOI's guidelines for maximizing such transactions through Non-Cash / digital means.
- 2.8.18** In case of any class of work for which there is no such specification as laid down in the contract, such work shall be carried out in accordance with the instructions and requirements of the Engineer.

- 2.8.19** Also, no idle charges will be admissible in the event of any stoppage caused in the work resulting in contractor's labour and Tools & Plants being rendered idle due to any reason at any time.
- 2.8.20** The contractor shall take all reasonable care to protect the materials and work till such time the plant/equipment has been taken over by BHEL or their Client whichever is earlier.
- 2.8.21** The contractor shall not stop the work or abandon the site for whatsoever reason of dispute, excepting force majeure conditions. All such problems/disputes shall be separately discussed and settled without affecting the progress of work. Such stoppage or abandonment shall be treated as breach of contract and dealt with accordingly.
- 2.8.22** The contractor shall keep the area of work clean and shall remove the debris etc. while executing day-to-day work. Upon completion of work, the contractor shall remove from the vicinity of work, all scrap, packing materials, rubbish, unused and other materials and deposit them in places specified by the Engineer. The contractor will also demolish all the hutments, sheds, offices etc. constructed and used by him and shall clean the debris. In the event of his failure to do so, the same will be arranged to be done by the Engineer and the expenses recovered from the contractor.
- 2.8.23** The contractor shall execute the work in the most substantial and workman like manner in the stipulated time. Accuracy of work and timely execution shall be the essence of this contract. The contractor shall be responsible to ensure that the quality, assembly and workmanship conform to the dimensions and clearance given in the drawings and/ or as per the instructions of the Engineer.
- 2.8.24** The Contractor to note that some of BHEL's T&Ps/MMDs may not be insured. The Contractor will take necessary precautions and due care to protect the same while in his custody from any damage/ loss till the same is handed over back to BHEL. In case the damage / loss is due to carelessness/ negligence on the part of the contractor, the Contractor is liable to get them repair/ replaced immediately and in case of his failure to do so within a reasonable time, BHEL will reserve the right to recover the loss from the contractor.
- 2.8.25** For all works having contract value of Rs. 5,00,000/- or above, BHEL shall recover the amount of compensation paid to victim(s) by BHEL towards loss of life/ permanent disability due to an accident which is attributable to the negligence of contractor, agency or firm or any of its employees as detailed below.
- a) Victim: Any person who suffers permanent disablement or dies in an accident as defined below.
- b) Accident: Any death or permanent disability resulting solely and directly from any unintended and unforeseen injurious occurrence caused during the manufacturing/ operation and works incidental thereto at BHEL factories/ offices and precincts thereof, project execution, erection and commissioning, services, repairs and maintenance, trouble shooting, serving, overhaul, renovation and retrofitting, trial operation, performance guarantee testing undertaken by the company or during any works/ during working at BHEL Units/ Offices/ townships and premises/ Project Sites.

c) Compensation in respect of each of the victims:

i. In the event of death or permanent disability resulting from Loss of both limbs:

Rs. 10,00,000/- (Rs. Ten Lakh).

ii. In the event of other permanent disability: Rs.7,00,000/- (Rs. Seven Lakh)

d) Permanent Disablement: A disablement that is classified as a permanent total disablement under the proviso to section 2 (l) of the Employee's Compensation Act, 1923.

2.8.26 Contractor shall be fully responsible for their T&Ps and other material mobilized at site. In any case, BHEL shall not be liable for any damage/loss/misuse of any item(s) belong to the contractor.

2.9 EXECUTION PLAN, PROGRESS MONITORING, MONTHLY REVIEW AND PERFORMANCE EVALUATION

2.9.1 A tentative plan/ programme for completion of the contractual scope of work as per the time schedule given in the contract shall be made jointly by BHEL and Contractor, before commencement of work. The above programme shall be supported by month wise deployment of resources viz Manpower, T&P, Consumables, etc. Progress will be reviewed periodically (Daily/Weekly/Monthly) vis-à-vis this jointly agreed programme.

Subsequently, every month, quarterly rolling plan will be made by BHEL based on budgeted targets. Monthly plan in F-14 format shall be drawn from this Quarterly plan. Monthly plan shall necessarily include activities required for achieving targets/ milestones unless inputs/ fronts are not available. While planning and arriving on asking rate all available inputs shall be taken into consideration.

Vendor will be required to execute the monthly plan in that month in addition to make full efforts to minimize the cumulative shortfall attributable to him up to the month.

BHEL may require monthly work plan up to one and half times of average monthly value and demand matching manpower.

Where, Average Monthly Value = Total Contract Value (as per latest revision) / Period of Contract (in months)

Provided, this requirement is reflected in the rolling quarterly plan two months in advance.

If the Contractor refuses to sign the F-14 format, those F-14 formats requiring Contractor's signature shall be deemed to have been signed and accepted by the Contractor, if communicated to the Contractor through email or any other mode as stated in clause 2.3.1.

The Contractor shall submit periodical progress reports (Daily/Weekly/Monthly) and other reports/information including manpower, consumables, T&P mobilization etc. as desired by BHEL.

2.9.2 Monthly progress review between BHEL and Contractor shall be based on the agreed programme as above, availability of inputs/fronts etc., and constraints if any, as per prescribed formats (i.e. Form F-14). Manpower, T&P and consumable reports as per prescribed formats shall be submitted by contractor every month. Release of RA Bills shall be contingent upon certification by BHEL Site Engineer of the availability of the above prescribed formats duly filled in and signed.

2.9.3 The burden of proof that the causes leading to any shortfall is not due to any reasons attributable to the contractor is on the contractor himself. The monthly progress review shall record shortfalls attributable to (i) Contractor, (ii) Force Majeure Conditions, and (iii) BHEL

2.9.4 Performance of the Contractor shall be assessed as per prescribed formats and shall form the basis for 'Assessment of Capacity of Bidder' for Tenders where the Contractor is a bidder. BHEL reserves the right to revise the evaluation formats during the course of execution of the works.

2.10 TIME OF COMPLETION

2.10.1 The time schedule shall be as prescribed in the Contract. The time for completion shall be reckoned from the date of commencement of work at Site as certified by BHEL Engineers.

2.10.2 Time being the essence of the contract, the entire work shall be completed by the contractor within the time schedule or within such extended periods of time as may be allowed by BHEL under clause 2.11.

2.11 EXTENSION OF TIME FOR COMPLETION

2.11.1 If the completion of work as detailed in the scope of work gets delayed beyond the contract period, the contractor shall request for an extension of the contract and BHEL at its discretion may extend the Contract.

2.11.2 Based on the F-14 formats, the works balance at the end of original contract period less the backlog attributable to the contractor shall be quantified, and the number of months of 'Time extension' required for completion of the same shall be jointly worked out. Within this period of 'Time extension', the contractor is bound to complete the portion of backlog attributable to the contractor. Any further 'Time extension' or 'Time extensions' at the end of the previous extension shall be worked out similarly.

2.11.3 However, if any 'Time extension' is granted to the contractor to facilitate continuation of work and completion of contract, due to backlog attributable to the contractor alone, then it shall be without prejudice to the rights of BHEL to impose penalty/LD for the delays attributable to the contractor, in addition to any other actions BHEL may wish to take at the risk and cost of contractor.

2.11.4 Planning, progress monitoring, monthly review and performance monitoring shall be carried out as per Clause 2.9 of GCC.

2.12 OVERRUN COMPENSATION

2.12.1 ORC during original contract period: No ORC shall be applicable during the original contract period.

2.12.2 ORC during extended period for the reasons solely attributable to contractor: No ORC shall be applicable during the extended period granted for the reasons solely attributable to contractor and work executed during this period shall be paid as per original contract rates.

2.12.3 ORC during extended period for the reasons not attributable to contractor: ORC shall be payable as per following procedure:

2.12.3.1 For initial period of twelve months of extended period, ORC rate applicable over executed value shall be 5%. For every subsequent period of twelve months, ORC rate shall be further increased by 5% over the previous rate. For example, ORC rates applicable for initial period of 12 months and subsequent period of 12 months are given below.

Sl. No.	Extended Period for the reasons attributable to BHEL	ORC rate applicable over executed value
1	First 12 months	5%
2	13 th -24 th month and so on	10.25% $\{[(1.05 \times 1.05)-1] \times 100\}$

This process of increasing ORC rate for each subsequent period of 12 months shall continue till applicability of ORC.

2.12.3.2 On completion of original contract period as well as on completion of each subsequent period of twelve months i.e. at the time of change in applicable ORC rate, Delay Analysis shall be carried out and percentage shortfall attributable to both BHEL & Contractor shall be calculated.

2.12.3.3 For the purpose of calculation of ORC, executed value of work in the month shall be divided in Part-1 and Part-2 in proportion of percentage shortfall attributable to BHEL and contractor respectively, based on the last delay analysis as worked out in 2.12.3.2.

ORC shall be payable only on Part-1 and no ORC shall be payable on Part-2.

Value of Part-1 shall be further limited to the value of actual inputs provided by BHEL i.e. "Plan - Shortfall attributable to BHEL" for the month, as per Form-14 for calculation of ORC.

2.12.3.4 Payment of ORC amount shall be further regulated as follows:

- (i) 50% of the ORC is allocated for deployment of matching resources (with weightages) agreed as per the joint programme drawn vide 2.11.4. ORC Payment against resources shall be calculated in proportion to percentage of resources actually deployed w.r.t. planned resources, as per Form- 14.
- (ii) 50% of ORC is allocated for achieving of planned progress agreed as per the joint programme drawn vide 2.11.4. ORC Payment shall be reduced in proportion to percentage shortfall attributable to contractor w.r.t. "Plan - Shortfall attributable to BHEL" for the month, as per Form- 14.

2.12.3.5 The maximum amount of ORC payable for the month shall be limited to **Rs 10,00,000/-**.

2.12.3.6 In case, there is no shortfall attributable to contractor for the month and also contractor has deployed the resources as agreed in Form-14 but ORC amount payable for the month worked out as per procedure mentioned in clause 2.12.3.3, 2.12.3.4 and 2.12.3.5, is less than Rs.1,00,000/-, then ORC amount payable for the month shall be Rs.1,00,000/- otherwise ORC amount payable for the month shall remain same.

2.12.3.7 In case execution is on **HOLD** (Other than Force Majeure), ORC shall be payable as per following:

- i). Contractor has not been permitted by BHEL to de-mobilize
 - a) ORC amount of Rs. 1,00,000/- per month shall be applicable during the period of HOLD provided resources as planned are deployed (not demobilised) during the period of hold.
 - b) Subsequent to lifting of HOLD, Period of HOLD shall not be excluded in calculation of period for deciding applicable ORC rate as per clause 2.12.3.1.
- ii). Contractor has been permitted to demobilize and to remobilize after lifting of HOLD
 - a) No ORC shall be payable to contractor for the period of HOLD.
 - b) Subsequent to lifting of HOLD, Period of HOLD shall not be excluded in calculation of period for deciding applicable ORC rate as per clause 2.12.3.1.

2.12.3.8 In case **Force Majeure** is invoked:

- i). No ORC shall be applicable during the period of Force Majeure.
- ii). Subsequent to revocation of Force Majeure, period of Force Majeure shall be excluded in calculation of period for deciding applicable ORC rate as per clause 2.12.3.1.

2.12.4 Applicability of ORC: ORC shall not be applicable for following activities.

- i). Area cleaning, removal of temporary structures and return of scrap.
- ii). Punch list points / pending points liquidation pending due to reasons attributable to contractor
- iii). Submission of "As built Drawing"
- iv). Material Reconciliation
- v). Completion of Contract Closure formalities like HR Clearance/ No dues from various dept./ Statutory Authorities etc.

2.12.4 Total Over Run Compensation shall be limited to 10% of the cumulatively executed contract value till the month (excluding Taxes and Duties if payable extra). For this purpose, executed contract value excludes PVC, ORC and Extra/Supplementary Works.

2.13 SECURED RECOVERABLE ADVANCES:

2.13.1 INTEREST FREE MOBILIZATION ADVANCE: Competent Authority of BHEL may approve proposals for payment of Interest Free Secured Mobilization Advance (limited to a maximum of 5% of the Contract Value) only in Installation Works in Power Plants under exceptional circumstances.

Interest Free Mobilization Advance shall be disbursed in specifically mentioned stages of major resource mobilization in the beginning of the contract, as specified in the TCC, in three or more instalments with the value of any instalment not more than 2.5% of the Contract Value. The next instalment will be due only on completion of the activities linked to the previous instalment.

Each such instalment is to be secured through BG of 100% of the instalment amount.

Recovery of Interest Free Secured Advance shall be made @ 10% of Running Bill Amount. As and when the total recovered amount exceeds any of the BG value submitted against the advance, that BG shall be returned.

In any case, Interest Free Advance shall be fully recovered by the time the contract reaches 50% of the original contract period either from Running Bills or by the Contractor directly depositing the amount. If

the Contractor fails to deposit the total amount by the stipulated date, the recovery shall be made by encashing BGs/ Securities available with BHEL for the balance amount.

2.13.2 INTEREST BEARING ADVANCE:

2.13.2.1 INTEREST BEARING MOBILIZATION ADVANCE: Competent authority may also approve need based Interest Bearing Mobilization advance after a certification from the Contractor for having achieved a financial progress of 10% of the original contract price. However, the total mobilization advance (including Interest Free Mobilization Advance) shall not exceed 10% of the Contract Value. Bank Guarantee towards 'Interest Bearing Recoverable Advance' shall be 110% of the advance so as to enable recovery of not only principle amount but also the interest portion, if so required.

2.13.2.2 INTEREST BEARING SECURED ADDITIONAL INTERIM ADVANCE: In exceptional circumstances, with due justification, Competent Authority of BHEL may approve proposals for payment of additional interim interest bearing advance against Bank Guarantee, for resource augmentation towards expediting work for project implementation. Contractor shall establish the utilization of advance drawn in the form of Utilization Certificate before the release of next installment.

Bank Guarantee shall be 110% of the advance so as to enable recovery of not only principle amount but also the interest portion, if so required. Unadjusted amount of advances (including Interest Free Mobilization Advance) paid shall not exceed 10% of the total contract value at any point of time.

NOTES for INTEREST BEARING ADVANCE:

- (a) Recovery of Interest Bearing Advances shall be made from the Running Bills progressively. Recovery rate per month for Interest Bearing Advances shall be the sum of:
 - i) Not less than 10% of Running Bill amount
 - ii) Simple interest up to the date of RA Bill on the outstanding Principle amount/amounts
- (b) In any case, Interest Bearing Advance shall be fully recovered by the time the contractor's billing reaches 90% of contract value either from Running Bills or by the Contractor directly depositing the amount. If the Contractor fails to deposit the total amount by the stipulated date, the recovery shall be made by encashing BGs/ Securities available with BHEL for the balance amount along with interest.
- (c) Payment and recovery of any of the above advance(s) shall be at the sole discretion of BHEL and shall not be a subject matter of arbitration.
- (d) The rate of interest applicable for the above advances shall be the repo rate prevailing on the date of release of advance plus 4%, and such rate will remain fixed till the total advance amount is recovered.
- (e) Contractor to submit Bank Guarantee as per prescribed formats for each of the advance and shall be valid for at least one year or the recovery duration whichever is earlier. In case the recovery of dues does not get completed within the aforesaid BG period, the contractor shall renew the BG or submit fresh BG for the outstanding amount, valid for at least one year or the remaining recovery duration whichever is earlier. For each advance, the Contractor will be allowed to submit more than one BG so that the BGs can be returned progressively based on recovered amount. In case, the Contractor prefers to submit single BG against an advance, the amount of BG may be progressively reduced by the amount repaid by the Contractor.
- (f) BHEL is entitled to make recovery of the entire outstanding amount in case the contractor fails to comply with the BG requirement.

2.13.3 SECURED ADVANCE AGAINST MATERIAL BROUGHT TO SITE:

Secured advance on the security of materials (which are not combustible, fragile or perishable in nature) brought to the site but not yet incorporated in the works will be made up to 75% of Invoice value, or the 75% of the corresponding value of the materials determined on the basis of BOQ rates, whichever is less, subject to the condition that their quantities are not excessive and shall be used within a period of 90 days and subject to the stipulations, as mentioned below:

- (i) Contractor shall obtain prior permission of Engineer-in-charge before procurement of materials against which advance is being sought. Engineer-in-charge shall ensure formal approval of Construction Manager before communicating the permission to Contractor.
- (ii) Secured advance shall not be allowed/ payable for materials procured by Contractor before the date

of such permission.

- (iii) Secured Advance shall be allowed only once against a single invoice. Multiple Secured Advance against single invoice is not allowed.
- (iv) Secured advance against materials shall be paid only against non-perishable items. Engineer-in-charge to ensure that such items are adequately covered under insurance cover (to be taken by the Contractor if not covered under BHEL Insurance Policy).
- (v) At any point of time, the unadjusted secured payments against material brought to site shall not be more than 5% of the Contract Value.
- (vi) The advance will be repaid from each succeeding Running bill(s) to the extent materials for which advance has been previously paid have been incorporated into the works. In any case, such advance payment shall be fully recovered maximum from 3-4 subsequent RA bills whether the material is consumed in the work or not. In absence of sufficient value of RA bills for making the required recovery, the Contractor shall deposit the balance amount. If the Contractor fails to deposit the total amount by the stipulated date, the recovery shall be made by encashing the Securities available with BHEL for the balance amount.
- (vii) Contractor has to give a formal deed of hypothecation, drawn up on non-judicial stamp paper under which the BHEL secures a lien on the materials and is safeguarded against losses, due to the contractor postponing the execution of the work or due to the shortage or misuse of materials and against the expenses incurred on their watch and safe custody.

2.14 QUANTITY VARIATION

2.14.1 Variation in Final Executed Contract Value

The quantities given in the contract are tentative and may change to any extent (both in plus side and minus side). No compensation becomes payable in case the variation of the final executed contract value is within the limits of Minus (-) 15% of awarded contract value. Also, no compensation becomes payable in case the contract gets partially executed/ short closed/ terminated/ work withdrawn under Rights of BHEL mentioned in Clause 2.7 of GCC. In case of work terminated / short closed under clause 2.7.4 of GCC, compensation may be considered only if BHEL receives compensation from customer.

Compensation due to variation of final executed contract value in excess of the limits defined in clause above, shall be as follows:

- i) In case the finally executed contract value reduces below the lower limit of awarded Contract Value due to quantity variation specified above, the Contractor will be eligible for compensation @ 15% of the difference between the lower limit of the awarded contract value and the actual executed contract value.
- ii) In case the finally executed contract value increases above the awarded Contract Value due to quantity variation, the Contractor is not eligible for any compensation

2.14.2 Variation in Individual Quantities of BOQ Item(s)

The quantities given in the contract are tentative and may change to any extent (both in plus side and minus side). No compensation becomes payable in case the variation of the quantity of individual BOQ item(s) is within the limits of Plus (+) 100% of the quantity in the original price schedule.

In case executed quantity for a particular BOQ item(s) exceeds two times the quantity in the original price schedule (100% increase), then the revision in rates for such BOQ item(s) for the quantity in excess of two times the quantity in the original price schedule including any subsequent increase in quantity, may be considered based on request from the Contractor, however, BHEL decision in this regard shall be final. Revised rates for subject BOQ item (s) shall be worked out on the basis of prevailing market rates mutually agreed between BHEL and Contractor. PVC/ ORC will not be applicable for these revised rates.

BHEL, however, retains the right to arrange the excess quantity through any other source for expediting activities in the interest of the Project.

Note: (a) Revision in rates under clause 2.14.2 will remain admissible in those cases also, where, the Contractor is eligible for compensation under clause 2.14.1 i).

(b) The value of work executed at revised rates due to variation in Individual Quantities of BOQ Item(s) shall be included while calculating the finally executed contract value in clause no. 2.14.1 above.

2.15 EXTRA WORKS

2.15.1 All rectifications/modifications, revamping and reworks required for any reasons not due to the fault of the contractor, or needed due to any change in deviation from drawings and design of equipments, operation/maintenance requirements, mismatching or due to damages in transit, storage and

erection/commissioning and other allied works which are not very specifically indicated in the drawings, but are found essential for satisfactory completion of the work, will be considered as extra works.

- 2.15.2** Extra works arising on account of the contractor's fault, irrespective of time consumed in rectification of the damage/loss, will have to be carried out by the contractor free of cost. Under such circumstances, any material and consumable required for this purpose will also have to be arranged by the contractor at his cost.
- 2.15.3** All the extra work should be carried out by a separately identifiable gang, without affecting routine activities. Daily log sheets in the pro-forma prescribed by BHEL should be maintained and shall be signed by the contractor's representative and BHEL engineer. No claim for extra work will be considered/entertained in the absence of the said supporting documents i.e. daily log sheets. Signing of log sheets by BHEL engineer does not necessarily mean the acceptance of such works as extra works.
- 2.15.4** BHEL retains the right to award or not to award any of the major repair/rework/modification/rectification/fabrication works to the contractor, at their discretion without assigning any reason for the same.
- 2.15.5** After eligibility of extra works is established and finally accepted by BHEL engineer/designer, payment will be released on competent authority's approval at the following rate.

MAN-HOUR RATE FOR ELIGIBLE EXTRA WORKS: Single composite average labour man-hour rate, including overtime if any, supervision, use of tools and tackles and other site expenses and incidentals, consumables for carrying out any major rework/repairs/rectification/modification/fabrication as certified by site as may arise during the course of erection, testing, commissioning or extra works arising out of transit, storage and erection damages, payment, if found due will be at **Rs 139/-** per man hour.

- 2.15.6** The above composite labour man hour rate towards extra works shall remain firm and not subject to any variation during execution of the work. PVC will not be applicable for extra works. Rate revision, Over Run Charges/compensation etc. will not be applicable due to on extra works.

- 2.15.7** **Extra Works for Civil Packages** shall be regulated as follows –

- i) Rates for Extra Works arising due to (1) non availability of BOQ (Rate Schedule), OR (2) change in Specifications of materials/works (3) rectification/modification/dismantling & re-erecting etc. due to no fault of Contractor, shall be in the order of the following:
 - a) Item rates are to be derived from similar nature of items in the BOQ (Rate Schedule) with applicable escalation derived from All India Consumer Price Index for Whole Sale Commodities.
 - b) As per latest edition of CPWD-DSR with applicable escalation derived from All India Consumer Price Index for Whole Sale Commodities OR Notification issued by the office of CPWD for 'Cost Index' in that Region where the project is being executed with applicable escalation derived from All India Consumer Price Index for Whole Sale Commodities, whichever is less.
 - c) Item rates are to be worked out on the basis of market rates prevailing on the date of execution mutually agreed between BHEL and Contractor.
- ii) PVC and ORC will not be applicable for (i) above.

2.16 SUPPLEMENTARY ITEMS

2.16.1 For NON Civil Works

Supplementary items are items/works required for completion of entire work but not specified in the scope of work. Subject to certification of such items/works as supplementary items by BHEL Engineer, rates shall be derived on the basis of any one of the following on mutual agreement:

- Based on percentage breakup/rates indicated for similar/nearby items.
- In case (i) above does not exist, then BHEL/site may derive the percentage breakup/rates to suit the type of work.

2.16.2 For Civil Works

- Rates for Supplementary Works/Additional Works arising out due to additions/alterations in the original scope of works as per contract subject to certification of BHEL Engineer shall be worked out as under:
 - Item rates which are available in existing BOQ (Rate Schedule) shall be operated with applicable escalation derived from All India Consumer Price Index for Whole Sale Commodities
 - Items of works which are not available in existing BOQ shall be operated as an 'Extra Works' and rate shall be derived as per clause no 2.15.7
- Execution of Supplementary Works/Additional Works through the Contractor shall be at the sole discretion of BHEL, and shall be considered as part of executed contract value for the purpose of Quantity Variation as per clause 2.14
- BHEL Engineer's decision regarding fixing the rate as above is final and binding on the contractor.
- PVC and ORC will not be applicable for (i) above.

2.17 PRICE VARIATION COMPENSATION

2.17.1 In order to take care of variation in cost of execution of work on either side, due to variation in the index of LABOUR, HIGH SPEED DIESEL OIL, WELDING ROD, CEMENT, STEEL, MATERIALS, Price Variation Formula as described herein shall be applicable

2.17.2 85% component of Contract Value shall be considered for PVC calculations and remaining 15% shall be treated as fixed component. The basis for calculation of price variation in each category, their component, Base Index, shall be as under:

SL NO.	CATEGORY	INDEX/ AVERAGE MINIMUM WAGE	PERCENTAGE COMPONENT ('K')				
			CIVIL PACKAGES (See Note A/B/C)			MECHANICAL PACKAGES	Electrical , C&I Material Management/ Handling and other labour oriented packages
			A	B	C		
i)	LABOUR (ALL CATEGORIES)	(a) 'MONTHLY ALL-INDIA AVERAGE CONSUMER PRICE INDEX NUMBERS FOR INDUSTRIAL WORKERS' published by Labour Bureau, Ministry of Labour and Employment, Government of India. (50% weightage out of component 'K')	40	25	30	65	80

		(Website: labourbureau.nic.in)					
		(b) Arithmetical average of minimum wages of Unskilled, Semi-skilled, Skilled and Highly skilled workers as applicable at project site location (50% weightage out of component 'K')					
ii)	HIGH SPEED DIESEL OIL	Name of Commodity: HSD Commodity Code: 1202000005 (See Note E)	5	3	5	5	5
iii)	WELDING ROD	Name of Commodity: MANUFACTURE OF BASIC METALS Commodity Code: 1314000000 (See Note E)				15	
iv)	CEMENT	Name of Commodity: ORDINARY PORTLAND CEMENT Commodity Code: 1313050003 (See Note E)		20	30		
v)	STEEL (Structural and Reinforcement Steel)	Name of Commodity: MILD STEEL: LONG PRODUCTS Commodity Code: 1314040000 (See Note E)		25			
vi)	ALL OTHER MATERIALS (Other than Cement & Steel)	Name of Commodity: ALL COMMODITIES Commodity Code: 1000000000 (See Note E)	40	12	20		

Note: A) Cement & Steel: Free Issue (BHEL Scope)

B) Cement & Steel: In Contractor Scope

C) Cement in Contractor Scope, and Steel is Free Issue (BHEL Scope)

D) For Composite packages (i.e. Civil+Mechanical+Electrical and/or C&I or Civil+Mechanical or Mechanical+Electrical and/or C&I), the COMPONENT ('K') for various categories shall be as per respective packages as above.

E) As per the 'MONTHLY WHOLE SALE PRICE INDEX' for the respective Commodity and Type, published by Office of Economic Adviser, Ministry of Commerce and Industry, Government of India. (Website: eaindustry.nic.in). Revisions in the index or commodity will be re-adjusted accordingly.

2.17.3 #

2.17.4 Payment/recovery due to variation in index shall be determined on the basis of the following notional formula in respect of the identified COMPONENT ('K') viz LABOUR, HIGH SPEED DIESEL OIL, WELDING ROD, CEMENT, STEEL, MATERIALS.

$$P = K \times R \times \frac{(X_N - X_0)}{X_0}$$

Where,

- P = Amount to be paid/recovered due to variation in the Index for Labour, High Speed Diesel Oil, Welding Rod, Cement, Steel and Materials
- K = Percentage COMPONENT ('K') applicable for Labour, High Speed Diesel Oil, Welding Rod, Cement, Steel and Materials
- R = Value of work done for the billing month (Excluding Taxes and Duties if payable extra)
- X_N = Revised Index for Labour, Revised Average Minimum Wages for Labour, Revised Index for High Speed Diesel Oil, Welding Rod, Cement, Steel and

X_o = Materials for the billing month under consideration
Index for Labour, Average Minimum Wages for Labour, Index for High Speed Diesel Oil, Welding Rod, Cement, Steel and Materials as on the Base date

2.17.5 PVC shall not be payable for the ORC amount, Supplementary/Additional Items, Extra works. However, PVC will be payable for items executed under quantity variation of BOQ items under originally awarded contract.

2.17.6 Base date shall be calendar month of the 'last date of submission of Tender'.

2.17.7 The contractor shall furnish necessary monthly bulletins in support of the requisite indices from the relevant websites along with his Bills.

2.17.8 The contractor will be required to raise the bills for price variation payments on a monthly basis along with the running bills irrespective of the fact whether any increase/decrease in the index for relevant categories has taken place or not. In case there is delay in publication of bulletins (final figure), the provisional values as published can be considered for payments and arrears shall be paid/recovered on getting the final values.

2.17.9 PVC shall be applicable for the entire original contract period plus the extended period, i.e. for the complete execution period, as follows:

For PVC computation of the n^{th} month:

Let the cumulative delay attributable to the Contractor is D_n in the n^{th} month as per Form-14.

Considering R_n as the billing value for the n^{th} month, PVC for the n^{th} month shall be calculated as follows:

- a) PVC for the portion of R_n for an amount of $D_{(n-1)}$ shall be payable as per indices for the $(n-1)^{\text{th}}$ month.
- b) PVC for the balance portion of R_n shall be payable as per indices for the n^{th} month

In case $D_{(n-1)}$ is greater than R_n , then entire R_n shall be payable as per indices for the $(n-1)^{\text{th}}$ month and the balance portion of $D_{(n-1)}$ shall be adjusted from $R_{(n+1)}$ of the $(n+1)^{\text{th}}$ month and will be payable as per indices for the $(n-1)^{\text{th}}$ month. The above process shall be continued for subsequent month(s) also till full $D_{(n-1)}$ is consumed.

i) For milestones mentioned in the contract, PVC shall be applicable as per average of the indices from the month of base date till the month of execution of milestone.

ii) PVC shall not be applicable for time extension provided for the delays solely attributable to the contractor. No PVC is payable during the period of Provisional Time Extension till grant of final time extension. Applicability of PVC will be decided at the time of grant of final time extension.

- iii) The total amount of PVC shall not exceed 15% of the cumulatively executed contract value. Executed contract value for this purpose is exclusive of PVC, ORC, Supplementary/Additional Items and Extra works except items due to quantity variation.

Note: Work Planning in F-14 format to be meticulously done as per Clause 2.9 of this GCC

2.18 INSURANCE

- 2.18.1 BHEL/their customer shall arrange for insuring the materials/properties of BHEL/customer covering the risks during transit, storage, erection and commissioning.
- 2.18.2 It is the sole responsibility of the contractor to insure his materials, equipment, workmen etc. against accidents and injury while at work and to pay compensation, if any, to workmen as per Workmen's compensation Act. The work will be carried out in a protected area and all the rules and regulations of the client /BHEL in the area of project which are in force from time to time will have to be followed by the contractor.
- 2.18.3 If due to negligence and or non-observation of safety and other precautions by the contractors, any accident/injury occurs to the property / manpower belong to third party, the contractor shall have to pay necessary compensation and other expense, if so decided by the appropriate authorities.
- 2.18.4 The contractor will take necessary precautions and due care to protect the material, while in his custody from any damage/ loss due to theft or otherwise till the same is taken over by BHEL or customer. For lodging / processing of insurance claim, the contractor will submit necessary documents. BHEL will recover the loss including the deductible franchise from the contractor, in case the damage / loss is due to carelessness / negligence on the part of the contractor. In case of any theft of material under contractor's custody, matter shall be reported to Police by the contractor immediately and copy of FIR and subsequently police investigation report shall be submitted to BHEL for taking up with insurance. However, this will not relieve the contractor of his contractual obligation for the material in his custody.

2.19 STRIKES & LOCKOUT

- 2.19.1 The contractor will be fully responsible for all disputes and other issues connected with his labour. In the event of the contractor's labour resorting to strike or the Contractor resorting to lockout and if the strike or lockout declared is not settled within a period of one month, BHEL shall have the right to get the work executed through any other agencies at risk and cost of contractor under Clause 2.7.
- 2.19.2 For all purposes whatsoever, the employees of the contractor shall not be deemed to be in the employment of BHEL.

2.20 FORCE MAJEURE

- 2.20.1 "Force Majeure" shall mean circumstance which is: a) beyond a party's control, b) The party could not reasonably have provided against before entering into the contract, c) Having arisen, such party could not reasonably have avoided or overcome, and d) Is not substantially attributable to the other party. Such circumstances include but not limited to
- i) Exceptionally adverse climatic conditions at the site which are unforeseeable having regard to climate data available or published in the country for the geographical location of the site.

- ii) War, hostilities (whether war be declared or not), invasion, act of foreign enemies.
- iii) Rebellion, terrorism, revolution, insurrection, military or usurped power, or civil war.
- iv) Riot, commotion or disorder by persons other than the contractor's personnel and other employees of the contractor and sub-contractors.
- v) Strike or lockout not solely involving the contractor's personnel and other employees of the contractor and sub-contractors.
- vi) Encountering munitions of war, explosive materials, ionizing radiation or contamination by radio-activity, except as may be attributable to the contractor's use of such munitions, explosives, radiation or radio- activity.
- vii) Natural catastrophes such as earthquake, tsunami, volcanic activity, hurricane or typhoon, flood, fire, cyclones etc.

2.20.2 The following events are explicitly excluded from Force Majeure and are solely the responsibilities of the non-performing party: a) any strike, work-to-rule action, go-slow or similar labour difficulty (b) late delivery of equipment or material (unless caused by Force Majeure event) and (c) economic hardship.

2.20.3 If either party is prevented, hindered or delayed from or in performing any of its obligations under the Contract by an event of Force Majeure, then it shall notify the other in writing of the occurrence of such event and the circumstances thereof within 15 (fifteen) days after the occurrence of such event.

2.20.4 The party who has given such notice shall be excused from the performance or punctual performance of its obligations under the Contract for so long as the relevant event of Force Majeure continues and to the extent that such party's performance is prevented, hindered or delayed. The Time for Completion shall be extended by a period of time equal to period of delay caused due to such Force Majeure event.

2.20.5 Delay or non-performance by either party hereto caused by the occurrence of any event of Force Majeure shall not

- i) Constitute a default or breach of the Contract.
- ii) Give rise to any claim for damages or additional cost expense occasioned thereby, if and to the extent that such delay or non-performance is caused by the occurrence of an event of Force Majeure.

2.20.6 BHEL at its discretion may consider short closure of contract after 1 year of imposition of Force Majeure in line with extant guidelines. In any case, Contractor cannot consider deemed short-closure after 1 year of imposition of Force Majeure.

2.21 ARBITRATION & CONCILIATION

2.21.1 ARBITRATION:

2.21.1.1 Except as provided elsewhere in this Contract, in case Parties are unable to reach amicable settlement (whether by Conciliation to be conducted as provided in Clause 2.21.2 herein below or otherwise) in respect of any dispute or difference; arising out of the formation, breach, termination, validity or execution of the Contract; or, the respective rights and liabilities of the Parties; or, in relation to interpretation of any provision of the Contract; or, in any manner touching upon the Contract (hereinafter referred to as the 'Dispute'), then, either Party may, commence arbitration in respect of such Dispute by issuance of a notice in terms of section 21 of the Arbitration & Conciliation Act, 1996 (hereinafter referred to as the 'Notice'). The Notice shall be addressed to the Head of the Power Sector Region issuing the Contract and shall contain the particulars of all claims to be referred to arbitration in sufficient detail and shall also indicate the monetary amount of such claim. Within 60 days of receipt of the complete Notice, the Head of the BHEL Power Sector Region issuing the Contract

shall offer names of three proposed Arbitrators to the invoking Party advising to choose any one of the three names to be appointed as Sole Arbitrator. On getting confirmation from the invoking Party regarding the Arbitrator chosen from among the names so offered, the Head of the BHEL Power Sector Region issuing the Contract, shall appoint such chosen person as the Sole Arbitrator for conducting the arbitration. The language of arbitration shall be English.

The Arbitrator shall pass a reasoned award.

Subject as aforesaid, the provisions of Arbitration and Conciliation Act 1996 (India) or statutory modifications or re-enactments thereof and the rules made thereunder as in force from time to time shall apply to the arbitration proceedings under this clause. The seat of arbitration shall be Chennai (the place from where the contract is Issued). The Contract shall be governed by and be construed as per provisions of the laws of India. Subject to this provision 2.21.1.1 regarding ARBITRATION, the principal civil court exercising ordinary civil jurisdiction over the area where the seat of arbitration is located shall have exclusive jurisdiction over any DISPUTE to the exclusion of any other court.

2.21.1.2 In case of Contract with Public Sector Enterprise (PSE) or a Government Department, the following shall be applicable:

In the event of any dispute or difference relating to the interpretation and application of the provisions of commercial contract(s) between Central Public Sector Enterprises (CPSEs)/ Port Trusts inter se and also between CPSEs and Government Departments/Organizations (excluding disputes concerning Railways, Income Tax, Customs & Excise Departments), such dispute or difference shall be taken up by either party for resolution through AMRCD (Administrative Mechanism for Resolution of CPSEs Disputes) as mentioned in DPE OM No. 4(1)/2013-DPE(GM)/FTS-1835 dated 22-05-2018 as amended from time to time.

2.21.1.3 The cost of arbitration shall initially be borne equally by the Parties subject to the final allocation thereof as per the award/order passed by the Arbitrator.

2.21.1.4 Notwithstanding the existence of any dispute or differences and/or reference for the arbitration, the Contractor shall proceed with and continue without hindrance the performance of its obligations under this Contract with due diligence and expedition in a professional manner unless the dispute inter-alia relates to cancellation, termination or short-closure of the Contract by BHEL.

2.21.2 **CONCILIATION:**

If at any time (whether before, during or after the arbitral or judicial proceedings), any Disputes (which term shall mean and include any dispute, difference, question or disagreement arising in connection with construction, meaning, operation, effect, interpretation or breach of the agreement, contract), which the Parties are unable to settle mutually, arise inter-se the Parties, the same may, be referred by either party to Conciliation to be conducted through Independent Experts Committee (IEC) to be appointed by competent authority of BHEL from the BHEL Panel of Conciliators.

Notes:

1. No serving or a retired employee of BHEL/Administrative Ministry of BHEL shall be included in the BHEL Panel of Conciliators.

2. Any other person(s) can be appointed as Conciliator(s) who is/are mutually agreeable to

both the parties from outside the BHEL Panel of Conciliators.

The proceedings of Conciliation shall broadly be governed by Part-III of the Arbitration and Conciliation Act 1996 or any statutory modification thereof and as provided in Procedure 2.3 to this GCC. The Procedure 2.3 together with its Formats will be treated as if the same is part and parcel hereof and shall be as effectual as if set out herein in this GCC.

The Contractor hereby agrees that BHEL may make any amendments or modifications to the provisions stipulated in the Procedure 2.3 to this GCC from time to time and confirms that it shall be bound by such amended or modified provisions of the Procedure 2.3 with effect from the date as intimated by BHEL to it.

2.21.3 No Interest payable to Contractor

Notwithstanding anything to the contrary contained in any other document comprising in the Contract, no interest shall be payable by BHEL to Contractor on any moneys or balances including but not limited to the Security Deposit, EMD, Retention Money, RA Bills or the Final Bill, or any amount withheld and/or appropriated by BHEL etc., which becomes or as the case may be, is adjudged to be due from BHEL to Contractor whether under the Contract or otherwise.

2.22 RETENTION AMOUNT

2.22.1 Retention Amount shall be 5% of executed contract value and shall be recovered at the rate of 5% from each Running Bill admitted, including PVC Bills. Alternatively, BG, in line with clause 1.12 of GCC, equivalent to 5% of Contract Value against Retention Amount can also be submitted before payment of first RA Bill. The validity of the said BG shall be initially for the contract period & shall be extended, if so required, up to acceptance of final bill. In case of increase in contract value, additional BG for 5% of differential amount shall be submitted by Contractor before payment of next RA Bill due. In case, contractor opts cash deduction from RA bills in the beginning & subsequently offers to submit BG later on, then refund of deducted retention amount may be permitted against submission of equivalent BG only once during the contract period.

2.22.2 Refund of retention amount shall be as follows:

100% of Retention Amount/ BG against Retention Amount shall be released along with Final Bill after deduction all expenses/ other amounts due to BHEL under the contract/ other contracts entered into with them (contractor) by BHEL.

2.23 PAYMENTS

Payments to Contractors are made in any one of the following forms: -

2.23.1 Running Account Bills (RA Bills)

- i) These are for interim payments when the contracts are in progress. The bills for such interpayments are to be prepared by Contractor in prescribed formats (RA Bill forms).
- ii) Payments shall be made according to the extent of work done as per measurements taken up to the end of the calendar month and in line with the terms of payments described in the Tender documents.
- iii) Recoveries on account of electricity, water, statutory deductions etc. are made as per terms of contract.
- iv) Full rates for the work done shall be allowed only if the quantum of work has been done as per the

specifications stipulated in the contract. If the work is not executed as per the stipulated specifications, BHEL may ask the contractor to redo the work according to the required specifications, without any extra cost. However, where this is not considered necessary 'OR' where the part work is done due to factors like non-availability of material to be supplied by BHEL 'OR' non availability of fronts 'OR' non availability of drawings, fraction payment against full rate, as is considered reasonable, may be allowed with due regard for the work remaining to be done. BHEL decision in this regard will be final and binding on the contractor.

- v) In order to facilitate part payment, BHEL at its discretion may further split the contracted rates/percentages to suit site conditions, cash flow requirements according to the progress of work, subject to following:
 - a) Provided no 'part' payment is recommended till 25% of work in the item rate is executed.
 - b) Payment of item rate to be made in not more than three instalments, last stage payment to be not lower than 20% of the item rate.

2.23.2 Final Bill

Final Bill' is used for final payment on closing of Running Account for works or for single payment after completion of works. 'Final Bill' shall be submitted as per prescribed format after completion of works as per scope and upon material reconciliation, along with the following:

- i) 'No Claim Certificate' by Contractor
- ii) Clearance certificates where ever applicable viz. Clearance Certificates from Customer, various Statutory Authorities like Labour department, PF Authorities, Commercial Tax Department etc.
- iii) Indemnity Bond as per prescribed format.

BHEL shall settle the final bills after deducting all liabilities of Contractor to BHEL.

2.24 PERFORMANCE GUARANTEE FOR WORKMANSHIP

- 2.24.1 Even though the work will be carried out under the supervision of BHEL Engineers the Contractor will be responsible for the quality of the workmanship and shall guarantee the work done for a period of Twelve months from the date of commencement of guarantee period as defined in Technical Conditions of Contract, for good workmanship and shall rectify free of cost all defects due to faulty erection detected during the guarantee period. In the event of the Contractor failing to repair the defective works within the time specified by the Engineer, BHEL may proceed to undertake the repairs of such defective works at the Contractor's risk and cost, without prejudice to any other rights and recover the same from the Security Deposit.

- 2.24.2 BHEL shall release the Security Deposit subject to the following

- i) Contractor has submitted 'Final Bill'
- ii) Guarantee period as per contract has expired
- iii) Contractor has furnished 'No Claim Certificate' in specified format
- iv) BHEL Site Engineer/Construction Manager has furnished the 'No Demand Certificate' in specified format
- v) Contractor has carried out the works required to be carried out by him during the period of Guarantee and all expenses incurred by BHEL on carrying out such works is included for adjustment from the Security Deposit refundable.

2.25 CLOSING OF CONTRACTS

The Contract shall be considered completed and closed upon completion of contractual obligations and settlement of Final Bill or completion of Guarantee period whichever is later. Upon closing of Contract, BHEL shall issue a performance/ experience certificate as per standard format, based on

specific request of Contractor as per extant BHEL guidelines.

2.26 SUSPENSION OF BUSINESS DEALINGS

BHEL reserves the right to take action against Contractors who either fail to perform or Tenderers/Contractor who indulge in malpractices, by suspending business dealings with them in line with BHEL guidelines issued from time to time.

2.27 LIMITATION ON LIABILITY:

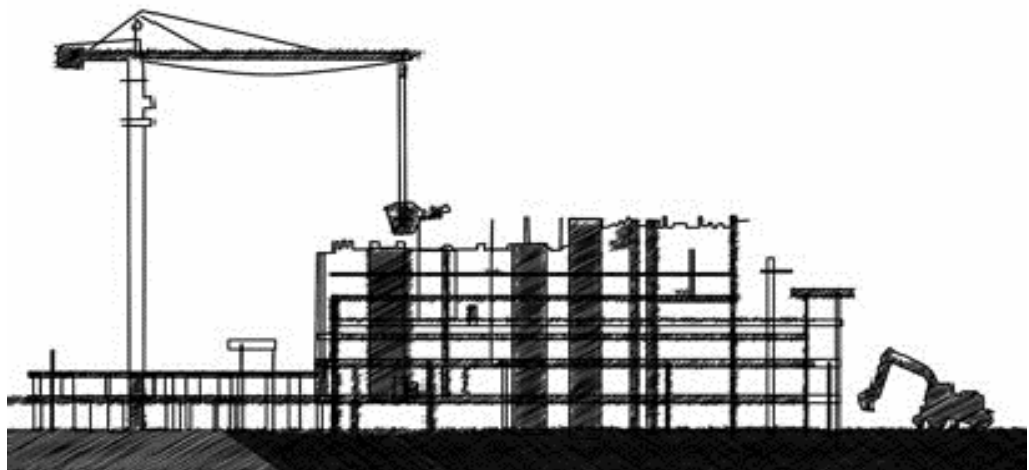
Notwithstanding anything to the contrary in this Agreement or the Work Order or any other mutually agreed document between the parties, the maximum liability, for damages, of the contractor, its servants or agents, shall under no circumstances exceed an amount equal to the Price of the Agreement or the Work Order. The Supplier shall not in any case be liable for loss of profit or special, punitive, exemplary, indirect or consequential losses whatsoever. This shall not be applicable on the recoveries arising out of Risk and Cost, recoveries made by Customer from BHEL on account of Contractor, any other type of recoveries for workmanship, material, T&P etc. due from the contractor.

2.28 OTHER ISSUES

- 2.28.1 Value of Non judicial Stamp Paper for Bank Guarantees and for Contract Agreement shall be not less than Rs 100/- unless otherwise required under relevant statutes.
- 2.28.2 In case of any conflict between the General Conditions of Contract and Special Conditions of Contract, provisions contained in the Special Conditions of Contract shall prevail.
- 2.28.3 Unless otherwise specified in NIT, offers from consortium/ JVs shall not be considered.
- 2.28.4 BHEL may not insist for signing of Contract Agreements in respect of low value and short time period contracts like providing services for Hot water flushing, Chemical Cleaning, Transportation, Geo-Technical works, Hiring of T&Ps/ Vehicles/ Equipments etc. and work shall be executed as per the terms of LOI/LOA/Work Order. BHEL may not insist for signing of Contract Agreements in respect of works costing upto Rs. 2 lakhs (upto Rs. 5 lakhs in case scheduled completion period is not more than 3 months).

**HSEP14**

Health, Safety & Environment Plan for Site Operations by Subcontractors



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SECTION A

CRITICAL RESOURCES FOR HSE IMPLEMENTATION

1. SHARING OF OPERATING COSTS OF FACILITIES

TABLE A.1

SN	FACILITY
1	Ambulance with 24 hr. First Aid Trained Driver (Specs in Annexure A)
2	Operation of Medical center, Nurses, Medical Consumables etc. (Specs in Annexure A)
3	Training Center Consumables
4	Water sprinkling for dust suppression
	(Others:)

Note:

- Responsibility of operation of above facilities shall rest with BHEL
- Operating cost of the above shall be deducted from subcontractors on 'proportional to contract' value basis. Sample deduction table enclosed as Annexure A.1
- "Contract value" defined above & subsequently in the document shall be considered as "Awarded contract value".
- No overhead cost/ enabling cost of BHEL shall be levied on the contractors for common facilities.
- These running costs shall be recovered from all the available subcontractors at site for the complete operational duration of the site
- No overheads shall be charged on shared operating costs

2. RESOURCES TO BE PROVIDED SOLELY BY THE SUBCONTRACTOR

TABLE A.2

SN	ITEM	SPECIFICATIONS
1.	HSE DISPLAYS, Posters and signage	Annexure B
2.	HSE Tools/ Equipment/ Devices	Annexure C
3.	Rest Sheds for Workers	Annexure D
4.	Labor Colony	Annexure E
5.	Toilets (Latrines & Urinals) - in Site and Labor Colony	Annexure F
6.	Fire Extinguishers	Annexure G

Note:

In case subcontractor fails to provide the required resources, same will be procured and deployed by BHEL with applicable overhead on total procurement cost

3. ESTABLISHMENT OF COMMON FACILITIES

In green field projects BHEL shall arrange and provide the following facilities which shall be used by all subcontractors for their employees and workers. These shall be

- Medical Centre
- Safety park with facilities of audio-visual training & vertigo test center.
- No cost shall be deducted from the subcontractors for the structure part only.
- The running cost with basic inputs already mentioned at Point 1 above shall be shared by all contractors.
- The sub-contractors shall be required to ensure participation in trainings, medical checkup and vertigo test as per the guidelines laid in this document and required as per statutory HSE requirements.

- vi. However, in projects where in these facilities are not provided by BHEL, subcontractors shall ensure the training, medical/ vertigo test of all workers at site in consultation and guidance of BHEL HSE team at site in line with provisions of this document.
- vii. The overall onus of compliance to HSE practices pertaining to training, medical checkup including vertigo test shall lie on the subcontractor only.

4. CRITICAL REQUIREMENTS W.R.T. EQUIPMENT & PPES

- i. Conventional Hydra crane with carriage in front shall not be permitted. Pick & carry tyre mounted Front Cabin mobile crane (FX or TRX/ NextGen series of 'ESCORT' or equivalent make) shall only be permitted.
- ii. Any Heavy equipment (cranes, winch machines, etc.) shall be deployed only after pre-safety Inspection by safety dept. Valid AMCs/ Fitness/ other statutory clearances as per local rules shall be required to be submitted before mobilizing the equipment at site.
- iii. All other Hand tools and power tools should not be older than 5 years.
- iv. For Chimney passenger lift, winch to have double drum rope for passenger and double safety devices must be used. Winch should not more than 3 years old and winch rope must be inspected with valid certificate from competent authority within 6 months and should meet the IS standard 9507 provision of OLR and push back button arrangement or dead man switch.
- v. Gate pass for all the lifting T&Ps and construction machinery/ equipment shall be made after obtaining written acceptance (Pre-entry Safety Clearance) from BHEL Site Safety Department after physical verification and checking all requisite documents/ compliance to Safety norms
- vi. All motor vehicles should have valid registration certificate, insurance, Pollution under control (PUC) and fitness certificate as per Motor Vehicle Act 2020. The certificates should be pasted in the glass from inside.
- vii. PPEs shall be from reputed manufactures viz. 3M, Udyogi, Karam, Frontier, Freedom, Honeywell, Liberty, Bata, Nomex, Acme, Unicare, Life Gear or equivalent. In case Subcontractor recommends any other name the same can be approved at site level by the Construction manager & Site HSE
- viii. For height work, where fall could result in death or disability, a secondary means of fall protection (Safety Net, Retractable Fall Arrestor etc.) shall be mandatorily provided by the subcontractor, failing which, a penalty of INR 10000 per case will be imposed. In addition, there should be constant supervision for such critical height work. Any non-erection activities at height eg. Housekeeping etc. shall also fall under the category of height work
- ix. **Scaffold Tagging**

Scaffolds being erected, modified or dismantled must be tagged as suitable for use. Tagging shall be done with standard tag holder. Scaffolding tag should be certified by scaffolding inspector having valid certificate.

- **GREEN** scaffold tag- shall be fixed when scaffold is complete and safe for use, signed and dated by the scaffolding competent person daily.
- **RED** scaffold tag – to be fixed if scaffold is in some way defective and cannot be used or is still under erection.
- **YELLOW** scaffold tag – to be fixed if scaffold is in under construction/ maintenance.



FIG. A.4.1 SAMPLE SCAFFOLD TAGS AND TAG HOLDER

x. **T&P Color Coding:**

- a. Inspections and tests shall be documented by means of color coding which shall verify that inspections or testing are current and that all receptacles, portable Power tools, Lifting Tools & Tackles have been inspected and tested as required. The color codes used on the project shall be:

GREEN	BLUE	YELLOW	PURPLE
January	April	July	October
February	May	August	November
March	June	September	December

TABLE. A.4.2: T&P COLOR CODES

- b. The cycle of colors shall be Quarterly as a minimum or as decided by BHEL. The color code tape / Sticker shall be clearly visible to designate the period for which the inspections and tests were conducted.
- c. Following the initial inspection, the equipment must be color-coded quarterly as per color-coding instructions that will be issued by the subcontractor.
- d. Fire extinguisher with the current month color-coding inspection sticker must be provided and secured in the platform.
- e. All slings shall be regularly inspected in accordance with the requirement of the project for frequent and periodic inspections and discard immediately if they fail to meet the minimum requirements of the project.
- f. The Subcontractor's HSE Officer shall ensure that all PPE is inspected prior to its issue. He is to ensure all subcontractor personnel are using safe and proper PPE equipment. Regular

inspections on the PPE shall be carried out and personnel not adhering to those inspections shall be removed immediately from the site.

- g. A Ten (10) day interval period shall be given into each monthly color code change. During this Ten (10) day period either color shall be acceptable.

xi. **T&P Tagging:**

All deployed Wire Rope Slings, Chain Pulley Blocks, Hooks, slings etc. shall be Tagged using aluminum or any other metal tag with punching.

5. HSE PERSONNEL TO BE PROVIDED SOLELY BY THE SUBCONTRACTOR

5.1. NUMBERS OF HSE PERSONNEL (APPLICABLE FOR EACH WORK SHIFT)

Number of HSE Officers and Supervisors shall be in proportion to number of workers as per Table A.6 below

TABLE A.5

No. of Workers	No. of HSE Supervisors	No. of HSE Officers
Up to 100	1	1
101 to 250	2	1
251 to 500	4	1
501 to 1000	6	2
1000 to 2000	6+ One additional supervisor up to every additional 250 workers	3
2000-3000	10+ One additional supervisor up to every additional 250 workers	4
3000-4000	14+ One additional supervisor up to every additional 250 workers	5

5.1.1. DEPLOYMENT PLAN

- Above requirement is for every shift for each unit.
- The dynamic deployment plan of Safety manpower at various locations containing names, areas, time periods, shifts etc. shall be submitted to BHEL for approval by subcontractor
- BHEL may modify the deployment plan based on nature and volume of jobs, Risks and hazards associated etc.
- For less than 20 workers HSE Officer is not mandatory. In case the number of workers exceed 20 for 3 consecutive months, HSE Officer is to be engaged. The HSE Officer shall be deployed for a minimum period of 6 months even if the number of workers fall below 20 in any month subsequent to deployment. If within that 6-month period, the number of workers is more than 20 for at least 3 months, the deployment duration of HSE Officer will extend further 6 months after completion of previous 6-month period.
- For Site Material Management/ Handling (Loading/ Unloading) contracts, 1 no. HSE Officer shall be required irrespective of the total manpower deployed.
- HSE Officers/Supervisors of all the vendors may be required to report directly to BHEL HSE Officer at site & shall comprise as a total team for handling all HSE issues. However, each safety officer/ agency shall be individually responsible for the safe execution of work in their respective areas.

5.2. QUALIFICATION & EXPERIENCE REQUIREMENTS OF HSE PERSONNEL

5.2.1. HSE OFFICER

First HSE Officer to be mandatorily as per Option I as under and shall be designated Senior HSE Officer. In case of non-availability of HSE Officers with Option I configuration, the subsequent HSE Officers can be as per Option II below with recorded reasons and approval of Site Construction Manager of BHEL. All these deviations should be reported to Region HSE and PSHQ HSE.

A. Option I

- i. possesses a recognized degree in any branch of engineering or technology or architecture and had a practical experience of working in a building or other construction work in a supervisory capacity for a period of not less than two years or possesses a recognized diploma in any branch of engineering or technology and has had practical experience of building or other construction work in a supervisory capacity for a period of not less than five years;
- ii. possesses a recognized degree or diploma in industrial safety with at least one paper in construction safety (as an elective subject/ part thereof);
- iii. has adequate knowledge of the language spoken by majority of building workers from the construction site in which he is to be appointed.

B. Option II:

Graduation Degree in Science with Physics & Chemistry and degree or diploma in Industrial Safety (All Degrees/ Diploma from any Indian institutes recognized by AICTE or State Council of Technical Education of any Indian State) with practical experience of working in a building, plant or other construction works (as HSE Officer, in line with Indian Factories Act, 1958 or BOCW Act, 1996) for a period of not less than five years

Note:

- i. HSE Officer as per Option II shall be valid only on availability of Senior HSE Officer as per Option I at site.
- ii. In case of resignation of the Senior HSE Officer, the same has to be replaced within 15 days else all subsequent HSE Officers as per Option II (in case of multiple HSE Officers with a single agency) shall not be considered as valid.
- iii. The penalty shall be deducted considering non-availability of any HSE Officer at site.

5.2.2. HSE SUPERVISOR: EITHER OF X OR Y BELOW

X. Recognized Degree in any branch of Engineering OR Diploma in any branch of engineering with at least one-year construction experience

OR

Y. A recognized graduation Degree in Science (with Physics & Chemistry) or a recognized diploma in Engg. or Tech.

Additional requirements for option (Y) above

Bharat Heavy Electricals Limited, Power Sector

Regd. Office: BHEL House, Siri Fort, New Delhi-110049

- i. Trained in fire-fighting as well as in safety / occupational health related subjects, with:
- ii. Minimum Two years of practical experience in construction work environment or in the field of safety and

Note:

- i. Option a above is by default, b is under special approval from Site HSE & Construction manager
- ii. In both cases the candidate should possess requisite skills to deal with construction & fire safety related day-to-day issues.

5.3. HSE IN-CHARGE

In case there is more than one HSE Officer with any subcontractor, one of them, who is senior most by experience & meets qualification as per option 1 as mentioned in clause 2.1 A above (in HSE discipline), may be designated as HSE In-charge who will be the nodal point of contact on HSE matters.

5.4. SUPPORTING STAFF TO HSE TEAM

- i. Supporting Staff shall include scaffolders, scaffolding inspectors, riggers, skilled and unskilled manpower
- ii. Subcontractor shall provide adequate number of workers as and when required, in order to attend and comply to Safety observations raised by BHEL/ Customer.

5.5. AVAILABILITY AND PENALTY FOR NON-DEPLOYMENT

- i. The subcontractor shall submit the certificates of qualification & experience of HSE manpower before deployment for BHEL to assess suitability as per requirement detailed in this document
- ii. In case of rejection, subcontractor shall arrange additional candidates and submit resume to BHEL. Penalties will be applicable during the period of non-deployment in such cases as well.
- iii. Subcontractor shall ensure physical availability of safety personnel at the place of specific work locations.
- iv. The Subcontractor shall deploy the HSE Officers as per the site's requirement. Non-deployment shall lead to stoppage of the work and final decision shall rest with Site HSE & Construction manager.
- v. The Subcontractor shall prepare an organization chart identifying the areas of operations, responsibilities and reporting structure of all safety personnel for each shift and submit the same to BHEL.
- vi. The subcontractor shall deploy sufficient HSE Officers, supervisors, as per numbers & qualifications mandated in this Section since mobilization of first batch of manpower and add more in proportion to the added strength in work force. Any delay in deployment will attract a penalty at following rates:

Non-deployment of HSE Officer –	Rs. 75,000 per man-month
Non-deployment of HSE Supervisor –	Rs. 50,000 per man-month

- vii. Penalty shall be collected for the period of non-availability of safety personnel after allowing a grace period of 15 days for finding a replacement. The same shall be deducted on pro-rata basis till the required manpower is deployed.
- viii. In case of abnormal delay & frequent rejections of candidates proposed by the subcontractor, BHEL shall exercise the right to deploy the safety manpower & deduct the amount from subcontractor's running bill with applicable overheads. In such cases also, the provision of logistics, transportation, food and other logistical support to the HSE personnel shall be in the scope of subcontractor in addition to the salary. After deployment of manpower by BHEL, the penalty for non-deployment specified above shall not be applicable.

6. COMPETENCY OF OPERATORS/ DRIVERS OF CRANE, WINCH, LIFTING/ CONSTRUCTION EQUIPMENT ETC.

- i. The Operators/ Drivers of crane, winch, construction/ lifting equipment etc. shall be experienced and have valid driving license for the class of vehicle / machinery as applicable (like Crane/ Forklift/ Rig, Construction equipment driving license etc.).
- ii. Minimum HMV driving license is required for all heavy equipment/ heavy vehicle (trailer/ Hyva /dumper /TM) operators at site.
- iii. The subcontractor shall certify competence of these persons in writing as and when they are posted at site.
- iv. Crane, Winch, Construction & lifting equipment operator should have certificate on subject course or experience certificate in employer letterhead.
- v. Where state is providing license for operating crane, tractor and other construction vehicles, same to be ensured.

Note: In case the statutory requirements i.e. State or Central Acts and / or Rules as applicable like the Building and Other Construction Workers' Regulation of Employment and Conditions of Service- Act,1996 or State Rules (wherever notified), the Factories Act, 1948 or Rules (wherever notified), etc. are more stringent than above, the same shall be followed.

- 7. In case of any stringent requirement of BHEL's customer over and above the specifications mentioned in current document, the same shall also be required to be complied at site by subcontractor.

8. REFERENCES

The Safety Rules for Construction & Erection as outlined hereunder, while setting out a broad parameter of safety norms, are not exhaustive. The subcontractor and his agencies are advised to refer to the following statutory provisions as amended from time to time for details and strict compliance therewith.

8.1.FOR GREENFIELD PROJECTS

- a) Building and Other Construction Workers (regulation of employment and conditions of service) Act, 1996 (briefly referred to as BOCW Act),
- b) Building and other construction workers (regulation of employment and conditions of service) Central Rules, 1998 (briefly referred to as BOCW Rules) as adopted by the various State Governments,

8.2. FOR EXPANSION, MODIFICATION, ALTERATION AND, OR CONSTRUCTION ACTIVITY WITHIN AN EXISTING PLANT OPERATING AS PER APPROVED SITE PLAN UNDER THE FACTORIES ACT

- a) Factories Act, 1948,
- b) Factories Rules, as adopted by the various State Governments
- c) BOCW Act
- d) BOCW Rules
- e) In case a new act/ statutory guideline/ modification/ consolidation of acts is implemented the same shall be required to be adhered by the subcontractor.
- f) The latest amendment of the above-mentioned acts/ rules shall be followed at site.

9. BHEL POWER SECTOR HSE MANAGEMENT SYSTEM

The Systems and procedures of BHEL Power Sector HSE Management System shall be implemented by the subcontractor, including:

- HSE PROCEDURE FOR REGISTER OF OHS HAZARDS AND RISKS
- HSE PROCEDURE FOR REGISTER OF ENVIRONMENTAL ASPECTS AND IMPACTS
- HSE PROCEDURE FOR REGISTER OF REGULATIONS
- HSE PROCEDURE FOR TRAINING AND AWARENESS
- HSE PROCEDURE FOR EMERGENCY PREPAREDNESS AND RESPONSE PLAN
- HSE PROCEDURE FOR PERMIT TO WORK
- HSE INSPECTION AND OTHER FORMATS

Note:

- i. BHEL reserves the right to revise/ update these systems and procedure as per requirement to address any changing HSE needs
- ii. BHEL will provide hard / soft copies of applicable HSE Procedures, Work Permits, Operational Control Procedures, Inspection/ Other Formats etc. that are necessary for ensuring safe work to the successful bidder at Site. It is the responsibility of the subcontractor to ensure availability of these documents before commencing work at site.
- iii. The subcontractor can get soft copies of these documents from respective Region SCT/ HSE for reference. The signed hard copies of the same shall not be required to be submitted along with tender document
- iv. Subcontractor shall use the Digital (Web & App-Based) HSE management Software Systems provided by BHEL whenever provided. In case not provided, hard copy systems will continue to be used. All information technology resources (Computers, mobile phones, mobile data, internet access etc.) for the use of such systems shall be ensured by the subcontractor.

10. CLEARANCE OF MONTHLY RUNNING BILLS SUBJECT TO SAFETY COMPLIANCE

- The monthly running Bills of the subcontractor shall be released subject to compliance to HSE requirements as per checklist in Annexure H
- BHEL site HSE Head and Package In-charge shall be authorized to issue the clearance
- Site Construction Manager of BHEL shall be the final authority on the matter.

11. HSE PERFORMANCE EVALUATION

- Subcontractor shall be assessed on monthly basis for HSE Compliance by BHEL Safety In-charge at site.
- The HSE evaluation shall be based on HSE Performance Evaluation System of BHEL covering the contractual, statutory and regulatory requirements of HSE.
- BHEL shall reserve the right to use these performance scores for evaluating bidder's capacity for future tenders
- If safety record of the subcontractor in execution of the awarded job is to the satisfaction of safety department of BHEL, issue of an appropriate certificate to recognize the safety performance of the subcontractor may be considered by BHEL after completion of the job, provided the execution performance is satisfactory.

12. HSE PENALTIES

- Nonconformity of safety rules and safety appliances will be viewed seriously and BHEL has right to impose fines on the subcontractor for every instance of violation noticed.
- As per contractual provision HSE penalties shall be imposed on subcontractors for non-compliance on HSE requirement as per following format.
- Following are the applicable penalties for various Safety violations:

Sub: MEMO for Penalty for non-compliances in Safety

Following lapse (tick marked) was observed and penalty (in Rs.) is imposed as stated at the bottom of this memo. It is requested that such occurrences be please avoided in future.

S. No	Nature of Non - Compliance	Penalty (in INR)	Remarks
A. System Violations			
1	Working without valid Work Permit/ HIRA/ Method Statement / JSA	2000	Per case
2	Controls as per Work Permit/ HIRA/MS/JSA not ensured	2000	Per case
3	Reported Safety Violations Not Closed within Stipulated Time	1000-10000	Per case
4	Absence of required Subcontractor Officials (Site Head, HS Head) in Safety Reviews/Meetings	5000	Per case
5	Not providing required PPEs (Safety Harness, Lifeline, Safety Net, Fall arrestor, Safety Helmet, Gloves, Shoes etc.) for the work by subcontractor	2000	Per case
B. Competency/ Training/ Induction Violations			

1	Incompetent personnel deployed for specialized jobs like height work, hot work, rigging, vehicle operation etc. (without valid license/ certificate etc.)	3000	Per case
2	Work without induction training & medical check	2000	Per case
3	Height Work without Vertigo Test and height work training	2000	Per case
C. PPE Violations – Height Work			
1	Not wearing/ hooking Double Lanyard Safety Harness while working at height (> 1.2 meters) or not anchoring to lifeline	1000	Per case
2	Not Providing Lifeline for height work	3000	
3	Unsafe platforms – without Top, Mid Rails and Toe-Guards for Height Work	3000	
4	Not providing secondary means of fall protection for height work (Safety Nets, Retractable Fall Arrestors etc.)	3000	Per case
D. PPE Violations – General			
1	Not wearing safety helmet	1000	Per case
2	Wearing of helmets without chin straps	1000	Per case
3	Not Wearing safety shoes	500	Per case
4	Not wearing gloves	500	Per case
6	Not using grinding goggles/ face shield during grinding/ cutting	2000	Per case
E. Electrical Safety Violations			
1	Broken/ exposed wires/ cables	2000	Per case per day
2	Electrical plug not used for connection/ hand machines	1000	Per case per day
3	Not using proper ELCBs for electrical equipment	2000	Per case per day
4	Improper earthing of welding & Other electrical machines (Lack of double earthing, improper/ untested earth pit etc.)	2000	Per case per day
5	Not using 24 V supply for lighting in confined spaces	2000	Per case
6	Cables haphazard/ blocking way/ not organized properly	1000	Per case per day
F. Lifting & Rigging Violations			
1	Using Sling/ Chain Pulley Block and other Small T&Ps without proper, traceable Tag and Test Certificate	2000	Per T&P per day
2	Using damaged slings or not slinging properly	2000	Per T&P per day
3	Use of lifting equipment without having valid Test certificate	5000	Per equipment per seven days
4	Lifting hooks used without latches	2000	Per hook per day
5	Not effectively barricading area below lifting activity	5000	Per case
6	Using untrained/ unqualified rigger	5000	Per case
G. Housekeeping			
1	Non-removal of scrap from platforms	5000	Per Event Per location per 7 days
2	Not conducting scheduled housekeeping drives	5000	Per drive
H. Hot Work Safety Violations			
1	Gas cutting without flash back arrestor at both ends	5000	Per machine per incidence
2	Gas cutting at height without fire blanket	2000	Per event

3	Not keeping gas cylinders vertically	2000	Per event
4	Lifting cylinders without cage or rolling of cylinders	2000	Per incidence
5	Leakage in gas cylinder	2000	Per incidence
I. Vehicle Safety/ Operation			
1	Not having valid driving license for the type of vehicle/ T&P	2000	Per driver per incidence
2	Two-wheeler entry in construction area	2000	Per vehicle
3	Using Hydra for material movement at site in unsafe manner	2000	Per case
4	Using Two Hydra in Tandem for material movement without proper precautions as per OCP	2000	Per case
5	Vehicles, Hydras, Cranes, Dumpers and Earth Movers not having automatic back horns linked to gear	2000	Per Equipment per day
6	Not providing proper hard barricades around excavations/ unpermitted areas	5000	Per location per day
7	Not using guide rope while transporting material using Hydra or Cranes	2000	Per event
8	Over speeding	5000	Per case
9	Using Conventional Hydra crane	50000	Per day /crane
J. Accidents/ Incidents/ Near Misses			
1	Non-reporting of Near Miss/ Incident	20000	Per case
2	Major Accident – Worker unable to resume work within 48 hrs	100000	Per incident
3	Fatal Accident	500000	Per incident
K. Miscellaneous			
1.	Not providing the facility (drinking water, rest shed, labor colony etc. as per the specifications/ requirement)	5000	Per month per violation
2.	Not nominating the required number of workers for training as per plan	5000	Per incidence
3.	Lack of proper arrangement for disposal of sewage/ waste water/ effluents etc.	10000	Per incidence

Details (if any) related to non- compliance (Name of persons, Nature of deficiency, etc.):

Penalty Amount:

1. Rate as per above chart
2. No. of Persons/ machine/ event/ labor
3. No. of times the same error is repeated: Repetition factor
4. Total Penalty= 1. X 2. X 3. =

Witnessed by:

(Sub- Subcontractor representative)
representative)

(BHEL

Signature

Name

Bharat Heavy Electricals Limited, Power Sector

Regd. Office: BHEL House, Siri Fort, New Delhi-110049

Distribution: 1 Copy: to Sub- subcontractor Site In-charge,
1 Copy to Site Construction Manager (BHEL)
1 Copy to Site Finance

Note:

- i. In case the amount of penalty imposed by BHEL's Client on BHEL for Safety violation/ incident due to or in the area of the subcontractor is more than those indicated above, same shall be imposed back-to-back on the subcontractor. However, in case such an amount is less than the specified above, penalty amount indicated above shall be imposed on the subcontractor.
- ii. For same violation only one penalty (higher of the two mentioned below) shall be applicable
 - a. Penalty imposed by BHEL's Customer over BHEL.
 - b. Penalty as indicated in current document.
- iii. For repeated violation for the same equipment/ location, the penalty would be double of the previous penalty. Date of "Repeated violation" will be counted from subsequent days.
- iv. For repeated fatal incident in the same Unit incremental penalty shall be imposed: The subcontractor will pay 2 times the previously paid penalty in case there is repeated major/ fatal incident under the same subcontractor for the same package in the same unit.
- v. Any other non-conformity noticed not listed above will also be fined as deemed fit by BHEL. The decision of BHEL engineer is final on the above.
- vi. If principal customer/statutory and regulatory bodies impose some penalty on HSE due to the non-compliance of the subcontractor the same shall be passed on to them.
- vii. The penalty amount shall be recovered by BHEL Finance department from subcontractors from the RA/Final bill.

13. PUNITIVE ACTIONS FOR "CRITICAL SAFETY VIOLATIONS":**"Critical Safety Violations" include:**

- i. Not wearing required PPEs when provided and not following safe work procedure
- ii. Taking unnecessary risks especially in height work, hot work, radiation work, lifting activity
- iii. Coming to work under influence of sedatives like alcohol, drugs etc.
- iv. Coming to work without ID Card/ Gate Pass (if provided)
- v. Intimidating/ threatening at work
- vi. Using cell phones during height work, hot work, lifting activity, driving.

In case any worker carries out any of the critical safety violations as above, BHEL reserves the right to enforce punitive action in following manner:

First Offence:	1 Punch on Gate Pass/ Induction Card/ ID Card etc. and 1-hour HSE Training. With one day off from duty
Second Offence:	2 Punches and 2-hours HSE Training with one day off from duty

Third Offence:	3 Punches and the worker will be dismissed. Gate pass to be confiscated

In case any employee of subcontractor carries out any of the critical safety violations as above, subcontractor Site In-charge shall issue warning letter to concerned employee with copy to BHEL

Note:

- i. For above violations, guilt of the worker/ employee has to be established through appropriate evidences and records maintained.
- ii. If worker/ employee has not been given the required PPEs and safety equipment by the agency and/or not facilitated by the agency to follow safety rules, he/ she will not be considered liable but the agency will be penalized as per penalty provision in this document. In such cases, the subcontractor shall not pass the penalty over to the worker/ employee through wage deduction etc.
- iii. These critical safety violations and their consequences shall be shared with all workers and employees during induction and other training programs/ meetings, toolbox talks etc.
- iv. Gate Pass shall have provision of Tagging as indicated above
- v. The appellate authority (only for final dismissal) in this case shall be the BHEL Site In-charge whose decision shall be final on the matter and binding on all parties.

14. LEGAL IMPLICATIONS

Any legal Costs incurred by BHEL, on account of accidents taking place in the activities of the subcontractor, shall be debited to the subcontractor on actual cost basis.

For any accident occurring at site to any worker/ employee of the subcontractor leading to legal implications to BHEL Employee/ Management shall be safeguarded by BHEL legal department. All legal expenses incurred by BHEL on this account shall be recovered from the subcontractor. The accident also includes fire, loss of property or life at site.

15. HSE REVIEW MEETING

- i. Subcontractor Site In-charge and HSE In-charge shall attend the HSE Review Meeting as and when called by BHEL.

The indicative agenda points are given below:

- a) Implementation of earlier MOM points
- b) Compliance Status of HSE Observations
- c) Incidents & Near Misses, their Root Causes and Actions Taken
- d) HSE performance review
- e) HSE inspection findings
- f) HSE audit and CAPA
- g) HSE training
- h) Health check-up camp
- i) HSE planning for the erection and commissioning and installation activities in the coming month

- j) HSE reward and promotional activities
- ii. MOM on the discussion along with HSE observations will be circulated to the subcontractor for action.
- iii. The subcontractor shall close the observations to the satisfaction of BHEL within stipulated time frame

16. OTHER REQUIREMENTS

- i. If the subcontractor fails to improve the standards of safety in its operation to the satisfaction of BHEL after being given reasonable opportunity to do so and/or if the subcontractor fails to take appropriate safety precautions or to provide necessary safety devices and equipment or to carry out instruction regarding safety issued by BHEL, BHEL shall have the right to take corrective steps and the cost shall be debited to the subcontractor with applicable overheads.
- ii. If the subcontractor succeeds in carrying out its job in time without any fatal or disabling injury incident and without any damage to property BHEL may, at its sole discretion, favorably consider to reward the subcontractor suitably for the performance.
- iii. In case of any damage to property due to lapses by the subcontractor, BHEL shall have the right to recover the cost of such damages from the subcontractor after holding an appropriate enquiry.
- iv. The subcontractor shall take all measures at the sites of the work to protect all persons from incidents and shall be bound to bear the expenses of defense of every suit, action or other proceeding of law that may be brought by any persons for injury sustained or death owing to neglect of the above precautions and to pay any such persons such compensation or which may with the consent of the subcontractor be paid to compromise any claim by any such person, should such claim proceeding be filed against BHEL, the subcontractor hereby agrees to indemnify BHEL against the same.
- v. The subcontractor shall not employ men below the age of 18 years and women 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, overalls shall be supplied by the subcontractor to the workmen and adequate facilities shall be provided to enable the working painters to wash during the cessation of work.
- vi. The subcontractor shall notify BHEL of his intention to bring to site any equipment or material which may create hazard.
- vii. BHEL shall have the right to prescribe the conditions under which such equipment or materials may be handled and the subcontractor shall adhere to such instructions.
- viii. BHEL may prohibit the use of any construction machinery, which according to the organization is unsafe. No claim for compensation due to such prohibition will be entertained by BHEL.

17. MEMORANDUM OF UNDERSTANDING:

After award of work, subcontractors are required to enter into a memorandum of understanding as given below:

Memorandum of Understanding

BHEL, Power Sector Region is committed to Health, Safety and Environment Policy (HSE Policy).

M/s.....do hereby also commit to comply with the same HSE Policy while executing the Contract Number _____

M/s.....have gone through and understood all the HSE requirements of the contract including HSE manpower, tools & equipment, systems & procedures, and agree to fulfill the same as a minimum. Any additional resources and support required for ensuring fulfillment of HSE Objectives shall be provided by subcontractor at no extra cost.

M/s..... agree that in case they fail to comply to the HSE requirements as stipulated in the contract, BHEL shall have the right to implement the same and the cost shall be recovered from the subcontractor with applicable overheads.

M/s..... shall ensure that safe work practices as per the HSE plan. Spirit and content therein shall be imbibed in all workers and supervisors for compliance.

In addition to this, M/s.....shall comply to all applicable statutory and regulatory requirements which are in force in the place of project and any special requirement specified in the contract document of the principal customer.

M/s.....shall co-operate in HSE audits/inspections conducted by BHEL /customer/ third party and ensure to close any non-conformity observed/reported within prescribed time limit.

M/s..... agree that the subcontractor shall seek HSE clearance as per BHEL format before each RA bill as mentioned in clause no. 9. The penalty amounts for not providing Safety manpower and various Safety violations have also been reviewed and agreed.

M/s..... agree to share the HSE Costs (running costs) of common facilities created by BHEL on proportional to contract value basis as calculated at Site by BHEL.

Signed by authorized representative of M/s -----

Name :

Place & Date:

SECTION B

OPERATIONAL REQUIREMENTS

1. PURPOSE:

- 1.1. The purpose of this HSE Plan is to provide for the systematic identification, evaluation, prevention and control of general workplace hazards, specific job hazards, potential hazards and environmental impacts that may arise from foreseeable conditions during installation and servicing of industrial projects and power plants.
- 1.2. This document shall be followed by BHEL's subcontractors at all installation and servicing sites. In case customer specific documents are to be implemented, this document will be followed in conjunction with customer specific documents in complementary manner.
- 1.3. Although every effort has been made to make the procedures and guidelines in line with statutory requirements, in case of any discrepancy wherein the relevant statutory guidelines supersedes this document, the same shall be followed.
- 1.4. In case there's any specific HSE requirement from BHEL's Client, not explicitly indicated in this document the same shall be required to be fulfilled as per the decision of BHEL Site construction manager.

2. SCOPE:

The document is applicable to BHEL's Subcontractors at all installation / servicing activities of BHEL Power Sector as per the relevant contractual obligations

3. OBJECTIVES AND TARGETS:

- i. To achieve "Zero Incident at Site"
- ii. 100% compliance to all legal/statutory requirements related to EHS.
- iii. 100% Health, Safety and Environmental Induction training attendance for all workers.
- iv. 100% High Risk activities to be carried out only after approved Method Statement, HIRA / Aspect-Impact / JSA / OCP and Permit to Work are implemented.
- v. 100% PPEs compliance in high and medium risk activities.
- vi. 100% incident reporting, recording and reviewing for corrective actions.
- vii. Regular Safety Reviews to assess HSE program compliance and closure of any recognized gaps to improve safety management and incident prevention
- viii. Prevent injury and ill health of all workers at site ('Workers' refers to all personnel including managerial, supervisory, professional, technical, clerical and other workers including contract laborers)
- ix. Prevent pollution to environment
- x. Ensure the Health and Safety of all persons at work site is not adversely affected by the work.
- xi. Ensure protection of environment of the work site.
- xii. Comply at all times with the relevant statutory and contractual HSE requirements.
- xiii. Provide trained, experienced and competent personnel. Ensure medically fit personnel only are engaged at work.
- xiv. Provide and maintain plant, places and systems of work that are safe and without risk to health and the environment.

- xv. Provide all personnel with adequate information, instruction, training and supervision on the safety aspect of their work.
- xvi. Effectively control, co-ordinate and monitor the activities of all personnel on the Project sites including subcontractors in respects of HSE.
- xvii. Establish effective communication on HSE matters with all relevant parties involved in the Project works.
- xviii. Ensure that all work planning considers all persons that may be affected by the work.
- xix. Ensure fitness testing of all T&Ps/Lifting appliances like cranes, chain pulley blocks etc. are to be certified by competent person.
- xx. Ensure timely provision of resources to facilitate effective implementation of HSE requirements.
- xxi. Ensure continual improvements in HSE performance.
- xxii. Ensure conservation of resources and reduction of wastage.
- xxiii. Capture the data of all incidents including near misses, process deviation etc. Investigate and analyze the same to find out the root cause.
- xxiv. Ensure timely implementation of correction, corrective action and preventive action.
The subcontractor shall also comply with HSE Targets stipulated by BHEL from time to time.

4. BHEL HEALTH, SAFETY & ENVIRONMENT POLICY:

In BHEL, Health, Safety and Environment (HSE) responsibilities are driven by our commitment to protect our employees and people we work with, community and environment. BHEL believes in zero tolerance for unsafe work/non-conformance to safety and in minimizing environmental footprint associated with all its business activities. We commit to continually improve our HSE performance by:

- ❖ Developing safety and sustainability culture through active leadership and by ensuring availability of required resources.
- ❖ Ensuring compliance with applicable legislation, regulations and BHEL systems.
- ❖ Taking up activities for conservation of resources and adopting sound waste management by following Reduce/Recycle/Reuse approach.
- ❖ Continually identifying, assessing and managing environmental impacts and Occupational Health & Safety risks of all activities, products and services adopting approach based on elimination/ substitution/reduction/control.
- ❖ Incorporating appropriate Occupational Health, Safety and Environment criteria into business decisions, design of products & systems and for selection of plants, technologies and services.
- ❖ Imparting appropriate structured training to all persons at workplace and promoting awareness amongst customers, subcontractors and suppliers on HSE issues.
- ❖ Reviewing periodically this policy and HSE Management Systems to ensure its relevance, appropriateness and effectiveness.
- ❖ Communicating this policy within BHEL and making it available to interested parties.

Chairman & Managing Director/ BHEL

Bharat Heavy Electricals Limited, Power Sector

Regd. Office: BHEL House, Siri Fort, New Delhi-110049

5. ILLUSTRATIVE RESPONSIBILITIES OF SUBCONTRACTOR EMPLOYEES

5.1 HSE - A LINE RESPONSIBILITY

- i. HSE is a "Line Responsibility".
- ii. The term "Line" includes management, Executives, Supervisors, Foremen, and Workers who are part of the workforce. Line is to be fully involved in HSE Planning & Implementation with the aid and advice of HSE organization.
- iii. "Line", having control of resources and manpower is responsible for overall implementation of HSE Systems and closure of HSE observations.

5.2 SITE IN -CHARGE:

- i. Shall sign Memorandum of Understanding (MoU)
- ii. Shall ensure availability of all necessary resources required for implementation of HSE at Site
- iii. Shall engage qualified HSE Officer(s) and supervisors (s)
- iv. Shall adhere to the rules and regulations mentioned in this code, practice very strictly in area of work in consultation with concerned engineer and the safety coordinator.
- v. Shall screen all workmen for health and competence requirement before engaging for the job and periodically thereafter as required.
- vi. Shall not engage any employee below 18 years.
- vii. Shall arrange for all necessary PPEs like safety helmets, belts, full body harness, shoes, face shield, hand gloves etc. before starting the job.
- viii. Shall ensure that all T&Ps engaged are tested for fitness and have valid certificates from competent person.
- ix. Shall ensure closure of all HSE non-conformities reported by BHEL or observed during internal inspection by providing appropriate resources in a timely manner.
- x. Shall ensure the implementation of provisions of applicable acts and rules pertaining to HSE.
- xi. Shall ensure availability of updated (Hazard Identification and Risk Assessment) Register for the area of activity
- xii. Shall ensure availability of Method Statements & Job Safety Analysis for all hazardous activities
- xiii. Shall ensure necessary controls to minimize risk in all applicable hazardous activities including Height Work, Hot Work, Lifting & Rigging, Confined Space, Maintenance, excavation, Radiography, Loading/ Unloading, Drilling/ Blasting etc.
- xiv. Shall ensure implementation of HSE requirements mentioned in this document and as specified in the BHEL HSE management System including training, inspection, awareness, reporting etc.
- xv. Shall ensure that person working above 2.0 meter should use Safety Harness tied to a life line/stable structure.
- xvi. Shall ensure a secondary means of fall protection (Safety Net, Retractable Fall Arrestor etc.) for preventing fall from height
- xvii. Shall ensure that materials are not thrown from height. Cautions to be exercised to prevent fall of material from height.

- xviii. Shall report all incidents (Fatal/Major/Minor/Near Miss) to the Site engineer /HSE officer of BHEL.
- xix. Shall ensure that Horseplay is strictly forbidden.
- xx. Shall ensure that adequate illumination is arranged during night work.
- xxi. Shall ensure that all personnel working under subcontractor are working safely and do not create any Hazard to self and to others.
- xxii. Shall ensure display of adequate signage/posters on HSE.
- xxiii. Shall ensure that mobile phone is not used by workers while working.
- xxiv. Shall ensure conductance of HSE audit, mock drill, medical camps, induction training and training on HSE at site.
- xxv. Shall ensure full co-operation during HSE audits.
- xxvi. Shall ensure submission of look-ahead plan for procurement of HSE equipment's and PPEs as per work schedule.
- xxvii. Shall ensure good housekeeping.
- xxviii. Shall ensure adequate valid fire extinguishers are provided at the work site.
- xxix. Shall ensure availability of sufficient number of toilets (preferably bio-toilets) /restrooms and adequate drinking water at work site and labor colony.
- xxx. Shall ensure adequate emergency preparedness.
- xxxi. Shall be member of site HSE committee and attend all meetings of the committee
- xxxii. Power source for hand lamps shall be maximum of 24 v.
- xxxiii. Temporary fencing should be done for open edges if Hand – railings and Toe-guards are not available
- xxxiv. To record all incidents including near miss and report to BHEL and to ensure analysis & corrective actions for the same
- xxxv. Shall conduct weekly Safety Walks in the work area and record the findings.
- xxxvi. Construction of Canteen at Site, Office Infrastructure: Printer, PC, Fire Extinguishers etc.
- xxxvii. Shall analysis HSE Performance regularly in work area and take steps to improve the same
- xxxviii. Shall ensure stoppage of work in case of unacceptable Safety hazards

5.3 HSE OFFICER:

- i. Carry out safety inspection of Work Area, Work Method, Men, Machine & Material, P&M and other tools and tackles.
- ii. Facilitate inclusion of safety elements into Work Method Statement and creation of Job Safety Analysis (JSA)
- iii. (HSE Head) To prepare deployment plan of HSE personnel for all shifts, so as to ensure constant supervision of all areas. The plan to be submitted to BHEL
- iv. Highlight the requirements of safety through Tool-box / other meetings.
- v. Help concerned HOS to prepare Job Specific instructions/ JSA for critical jobs.
- vi. Conduct investigation of all incident/dangerous occurrences & recommend appropriate safety measures.
- vii. Advice & co-ordinate for implementation of HSE Systems & Procedures.
- viii. To stop work in case of any critical safety violation until the violation is cleared
- ix. Convene HSE meeting & minute the proceeding for circulation & follow-up action.

- x. Plan procurement of PPE & Safety devices and inspect their healthiness.
- xi. Report to BHEL on all matters pertaining to status of safety and promotional program at site level.
- xii. Facilitate administration of First Aid
- xiii. Facilitate screening of workmen and safety induction.
- xiv. Conduct fire Drill and facilitate emergency preparedness
- xv. Design campaigns, competitions & other special emphasis programs to promote safety in the workplace.
- xvi. Apprise BHEL on safety related problems.
- xvii. Notify site personnel non-conformance to safety norms observed during site visits / site inspections.
- xviii. Recommend to Site In charge, immediate discontinuance of work until rectification, of such situations warranting immediate action in view of imminent danger to life or property or environment.
- xix. To decline acceptance of such PPE / safety equipment that do not conform to specified requirements.
- xx. Encourage raising Near Miss Report on safety along with, improvement initiatives on safety.
- xxi. Shall work as interface between various agencies such customer, package-in-charges, subcontractors on HSE matters.

5.4 HSE SUPERVISOR:

- i. All requirements as per 5.1
- ii. To monitor allotted area for Safety violations, take required action and inform the concerned Safety Supervisor / Officer
- iii. To assist HSE Officer

5.5 PACKAGE IN-CHARGES, ENGINEERS & ALL EMPLOYEES:

- i. To be aware of, get involved in and ensure implementation of all HSE related Systems and Procedures including but not limited to:
 - a. BHEL HSE Management System including HSE Procedures and OCPs, HIRA, JSA etc.
 - b. Work Permit System
 - c. Emergency Preparedness Response Plans
 - d. Contractual HSE requirements
 - e. Legal Requirements
 - f. Penalty System
 - g. Training requirements
- ii. To ensure that the persons engaged in respective area follow the safety rules like using appropriate PPEs.
- iii. To develop Method Statements and ensure availability of Job Safety Analysis for all activities in scope
- iv. To ensure that the reported HSE non-conformities in the work area are resolved immediately before resuming work
- v. To record all incidents including near miss and report to BHEL.

- vi. To adopt safe working practices at all times and act as role model for Safety
- vii. To take immediate corrective action actions in case any non-conformity is observed on product / process / system with respect to Occupational Health, Safety and Environment.
- viii. In case any particular activity / work has extremely high consequential risk or high environmental impact, same shall be brought to the notice of BHEL Package In-charge before starting the work.
- ix. To interfere/ stop work as & when identified unsafe.
- x. To maintain & promote improved level of house-keeping all the time at site.
- xi. To support/co-operate with audit team members as & when safety audits are carried out.
- xii. To involve in investigation, if any incident occurs in his work area.
- xiii. To participate in safety promotional programs
- xiv. To attend the safety committee meeting, if member/invitee
- xv. To ensure that only fit T&Ps and qualified persons are engaged for all activities.
- xvi. Shall ensure that person working above 2.0 meter should use Safety Harness tied to a life line/stable structure.
- xvii. Shall ensure that materials are not thrown from height. Cautions to be exercised to prevent fall of material from height.
- xviii. Shall ensure that all T&Ps engaged are tested for fitness and have valid certificates from competent authorities.

6. HSE PLANNING BY SUBCONTRACTOR:

6.1 HAZARD ANALYSIS & RISK ASSESSMENT (HIRA), METHOD STATEMENT (MS) & JOB SAFETY ANALYSIS (JSA):

- i. Subcontractor shall identify all OHS Hazards and Risks applicable to all activities in scope and plan & implement the required control measures. HIRA Register shall be maintained.
- ii. Subcontractor shall develop Method Statements & Job Safety Analysis documents for all hazardous activities in scope and ensure the required control measures. Job Safety Analysis is to be attached along with any Work Permit request

6.2 REGISTER OF REGULATIONS:

Subcontractor shall prepare a register of applicable rules and regulations in the scope and plan to ensure compliance.

HIRA Register, Method Statements, Job Safety Analysis and Register of Regulations are dynamic documents and shall be revised (as applicable):

- i. At fixed frequency of 3 months
- ii. Addition/ deletion/ modification of a process/ activity
- iii. After an accident/ incident
- iv. After any change in applicable rules/ regulations/ laws.

6.3 MONTHLY HSE PLAN COVERING THE FOLLOWING AS A MINIMUM SHALL BE PREPARED AND SUBMITTED TO BHEL FOR APPROVAL:

- i. HSE Trainings covering all activities/ hazards/ workers
- ii. HSE Inspection Plan covering all areas/ activities/ equipment/ hazards
- iii. HSE Activities: Safety walks, Awards, housekeeping, reviews etc.

Note: Online/ App-based system shall be used for HSE Planning and Implementation/ Update whenever provided by BHEL otherwise Hard-copy based system shall continue

6.4 MONTHLY HSE PLANNING & REVIEW OF HSE ACTIVITIES ALONG WITH BHEL:

Monthly planning and review of HSE activities shall be carried out by subcontractor as per provided **format** jointly along with BHEL

7. MOBILIZATION OF MACHINERY/EQUIPMENT/TOOLS BY SUBCONTRACTOR:

- i. Subcontractor shall notify the engineer, of his intention to bring on to site any equipment or any container, with liquid or gaseous fuel or other substance which may create a hazard. The Engineer shall have the right to prescribe the condition under which such equipment or container may be handled and used during the performance of the works and the subcontractor shall strictly adhere to such instructions. The Engineer shall have the right to inspect any construction tool and to forbid its use, if in his opinion it is unsafe. No claim due to such prohibition will be entertained.
- ii. As a measure to ensure that machinery, equipment and tools being mobilized to the construction site are fit for purpose and are maintained in safe operating condition and complies with legislative and owner requirement, inspection shall be arranged by in-house competent authority for acceptance as applicable. Inspection by Third Party competent person shall be arranged:
 - a. Before first time use at site
 - b. After carrying out any modification
 - c. After repairs subsequent to involvement in any accident/ incident
- iii. As a further measure to ensure that machinery, equipment and tools being mobilized to the construction site are fit for purpose and are maintained in safe operating condition and comply with legislative and owner requirement, inspection as per provided format shall be arranged by in-house expert / competent authority (preferable) for acceptance. The equipment considered for this purpose shall include all those in the T&P list in the tender document.

8. MOBILIZATION OF MANPOWER BY SUBCONTRACTOR:

- i. As a measure to ensure that manpower being mobilized to the construction site is fit and competent for safe working, screening arrangement shall be made by the sub-subcontractor to ensure competency and fitness through following measures:
 - a) **Medical Checkup:** Examination of medical fitness shall be conducted through qualified medical professional for all workers to be deployed as per provided **format**. For height workers, vertigo (height phobia) test to be carried out as qualification criteria as per Annexure K and recorded in provided **format**.

- b) **Induction Training:** Induction training of all workers to be ensured as per **provided procedure and format**. Training evaluation to be carried out and training to be repeated if not passed
- c) Only on successfully meeting above criteria, permanent gate passes to be issued
- ii. The subcontractor shall arrange induction and regular health check of their employees as per schedule VII of BOCW rules by a registered medical practitioner.
- iii. The subcontractor shall take special care of the employees affected with occupational diseases under rule 230 and schedule II of BOCW Rules. The employees not meeting the fitness requirement should not be engaged for such job.
- iv. Ensure that the regulatory requirements of excessive weight limit (to carry/lift/ move weights beyond prescribed limits) for male and female workers are complied with.
- v. Appropriate accommodation to be arranged for all workmen in hygienic condition.
- vi. Cost of contractual, statutory and regulatory requirements like Training, medical checks, PPEs etc. shall not be transferred to the workers and such activities shall be considered as part of the job.

9. PROVISION OF PERSONAL PROTECTIVE EQUIPMENT (PPEs):

- i. Personnel Protective Equipment (PPEs), shall be provided by the subcontractor to all workers as per requirement of the job.
- ii. The choice of PPEs to ensure multiple (at least more than 1) means of protection against any hazard. All applicable safety precautions for a job shall be ensured notwithstanding the duration or perceived importance of the task.
- iii. The applicability of PPEs shall be as per the concept of Hierarchy of controls, i.e.:
- iv. Elimination->Substitution->EngineeringControls->AdministrativeControls-PPEs
- v. Relying solely on PPEs without ensuring necessary controls to be strictly avoided.
- vi. The following matrix recommends usage of minimum PPEs against the respective job.

Activity	Type of Protection						Remarks, if any
	Hand	Eye	Ear	Body	Respiratory	Others	
Gas Welding & Cutting	LG	WG	-	LA	*SCBA/ OLBA	-	* for confined space
Electric Arc Welding	LG	HMWS	-	LA	*SCBA/ OLBA	-	* for confined space
Rigging	CG	SG	-				--
Working at Height	-	SG	-	DLCBH	-	*FAS	* for vertical columns
Grinding & Chipping	CG	FS / SG	-	LA	-	-	--
Working in High Noise	-	-	EP / EM	-	-	-	--
Handling of Cement Concrete	RG	SG	-	-	DM	-	

Blasting	CG	SG	EP*	-	-	-	* at noise area
Excavation	CG	SG	-	-	DM	-	*Gum boot in place of Safety shoe for foot
Chemical Handling	PVCG	CSG	-	PVCA	-	-	*Full body rubber suit with hood
Electrical and C&I	ERG*	SG	-	-	-	-	*For high voltages
Sand/shot blasting	CG	-	EP/EM	CA	SAMH	-	

ABBREVIATIONS: FS: Face Shield, CSG: Chemical splash goggles, HMWS: Helmet mounted welder's shield, GB: gum boot, DLFH: Double lanyard full body harness, SG: Safety goggles, DM: Dust mask, SAMH L Supplied air mask/hood, EP/EM: Ear plug/Ear Muff, CG: Cotton hand gloves, LG: Leather hand gloves, LA: Leather apron, RG: Rubber gloves, PVCG: PVC Gloves, PVCA: PVC Apron, SCBA: Self-contained breathing apparatus, WG: Welding goggles, ERG: Electrical Rubber Gloves. OLBA: Online breathing apparatus

The list is not exhaustive. Additional PPEs to ensure Safe Work may need to be deployed as per the requirement of the task at no additional cost.

- vii. The PPEs shall conform to the relevant standards as below (illustrative list) and bear ISI mark.

RELEVANT IS-CODES FOR PERSONAL PROTECTION

PPEs	IS Codes
Industrial Safety Helmets.	IS: 2925 – 1984
Rubber gloves for electrical purposes.	IS: 4770 – 1968
Industrial Safety Gloves (Leather & Cotton Gloves).	IS: 6994 – 1973 (Part-I)
Leather safety boots and shoes.	IS: 1989 – 1986 (Part-I-II)
Industrial and Safety rubber knee boots.	IS: 5557 – 1969
Code of practice for selections care and repair of Safety footwear.	IS: 6519 – 1971
Leather Safety footwear having direct molding sole.	IS: 11226 – 1985
Eye protectors.	IS: 5983 – 1978
Ear protectors.	IS: 9167 – 1979
Eye & Face protection during welding	IS: 1179-1967
Industrial Safety Belts and Harness	IS: 3521 – 1983
Guide for selection of industrial Safety equipment for body protection	IS: 8519 -1977
Respiratory Protective Devices	IS: 9473-2002, 14166-1994, 14746-1999

- viii. Where workers are employed in sewers and manholes, which are in use, the subcontractor shall ensure that the manhole covers are opened and ventilated at least for an hour before the workers are allowed to get into manhole, and the manholes so opened shall be cordoned off with suitable railing and provided with warning signals or boards to prevent incident to the public

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- ix. All the personnel and visitors shall mandatorily use safety helmet (with company logo), safety shoe and reflective vests, in addition to any other PPEs as deemed appropriate for the area of work/ visit.
- x. Following Color scheme for Helmets shall be followed:
 - a. Workmen: Yellow
 - b. Safety staff: Green or white with green band
 - c. Electrician: Red
 - d. Others including visitors: White
 - e. For height workers, special marking on helmets besides indication on Gate Pass/ ID Card
- xi. The subcontractor shall maintain register for issue and receipt of PPEs.
- xii. All the PPEs shall be checked for quality before issue and the same shall be periodically re-checked. The users shall be advised to check the PPEs themselves for any defect before putting on. The defective ones shall be replaced.
- xiii. The Helmets shall have logo or name (abbreviation of agency name permitted) affixed or printed on the front.
- xiv. The body harnesses shall be serial numbered.

10. ARRANGEMENT OF INFRASTRUCTURE:

10.1 DRINKING WATER:

- i. Drinking water shall be provided and maintained at suitable places at different elevations such that minimum quantity of 5 liters is available for each worker during the day.
- ii. Drinking water tank shall be so installed so as to be available within 200 meters of each working area
- iii. Container should be labeled as “Drinking Water” in languages understood by the workers
- iv. Cleaning of the container shall be ensured at least once in a week. Mild cleaning detergents as used for cleaning vessels shall be applied and scrubbers (3M or equivalent) shall be used for removing scales and deposits on the inside surface. The tank shall be thoroughly cleaned with potable water only before it is refilled (also applicable to labor colony).
- v. Suitability of water source for drinking to be tested as per IS10500 at least once in six months.

10.2 WASHING FACILITIES:

- i. In every workplace, adequate and suitable facilities for washing shall be provided and maintained.
- ii. Separate and adequate cleaning facilities shall be provided for the use of male and female workers. Such facilities shall be conveniently accessible and shall be kept in clean and hygienic condition and dully illuminated for night use.
- iii. Water suitable for washing and not for drinking shall be clearly indicated as “Not for Drinking” in language understood by workers.
- iv. Overalls shall be supplied by the subcontractor to the workmen and adequate facilities shall be provided to enable the painters and other workers to wash during the cessation of work.

10.3 LATRINES AND URINALS:

- i. Latrines and urinals shall be provided in every work place as indicated in Section A
- ii. Urinals shall also be provided at different elevations.
- iii. They shall be adequately lighted and shall be maintained in a clean and sanitary condition at all times, by appointing designated person.
- iv. Separate facilities shall be provided for the use of male and female worker if any.

10.4 PROVISION OF REST SHEDS FOR WORKERS DURING REST PERIOD:

Proper Rest Shed (s) with shelter shall be provided for rest during break so as to accommodate all workers as indicated in Section A

10.5 MEDICAL FACILITIES:

10.5.1 GENERAL

- i. Provision of Medical Center, Ambulance etc. shall be as per Section A of this document
- ii. Medical waste shall be disposed as per prevailing legislation (Bio-Medical Waste – Management and Handling Rules, 1998)
- iii. Every injury shall be treated, recorded and reported.
- iv. All First Aid injuries shall be recorded as per provided Format
- v. List of qualified first aiders and their contact numbers to be displayed at conspicuous places.

10.5.2 FIRST AIDER/ FIRST AID BOX

- i. The first aider along with facilities should be available at a point nearest to the work location wherein majority of the workers are working.
- ii. The subcontractor shall provide necessary first aid facilities as per schedule III of BOCW. At every work place first aid facilities shall be provided and maintained.
- iii. The first aid box shall be kept by first aider who shall always be readily available during the working hours of the work place. His name and contact no to be displayed on the box.
- iv. The first aid boxes should be placed at various elevations so as to make them available within the reach and at the quickest possible time.
- v. The first aid box shall be distinctly marked with a Green Cross on white background.
- vi. Details of contents of first aid box is given in Annexure J
- vii. A slip of contents shall be pasted on the First Aid Box with following details
- viii. Monthly inspection of First Aid Box shall be carried out by the owner as per provided format
- ix. The subcontractor should conduct periodical first –aid classes to keep his supervisor and Engineers properly trained for attending to any emergency.

10.5.3 HEALTH CHECK UP

The persons engaged at the site shall undergo health check-up as per provided format before induction. In addition, the persons engaged in the following works shall undergo health check-up at least once in a year:

- i. Height workers
- ii. Drivers/crane operators/riggers
- iii. Confined space workers
- iv. Shot/sand blaster
- v. Welding and NDE personnel

10.5.4 HEIGHT PHOBIA/ VERTIGO TEST:

- i. The persons engaged in working at heights (above 2 meters) to be assessed for Vertigo and associated conditions and recorded as per provided format. Suggested Vertigo Test Procedure is given in Annexure K
- ii. Such workers are to be allowed only on successful completion of test, otherwise shall be allocated ground-based jobs.
- iii. IDs / Height passes shall be issued to such workers, besides special markings on helmets for easy identification.

10.5.5 PROVISION OF CANTEEN FACILITY:

- i. Canteen facilities shall be provided for the workmen of the project inside the project site where worker strength is 250 or more.
- ii. Proper cleaning and hygienic condition shall be maintained.
- iii. Proper care should be taken to prevent biological contamination.
- iv. Adequate drinking water should be available at canteen.
- v. Fire extinguisher shall be provided inside canteen.
- vi. Regular health check-up and medication to the canteen workers shall be ensured as per applicable regulations.
- vii. Canteen waste to be disposed of in hygienic manner

10.6 PROVISION OF ACCOMMODATION/LABOR COLONY FOR WORKFORCE:

- i. Proper accommodation for workforce to be provided in line with minimum requirements indicated in Section A
- ii. Labor colony shall be inspected each week by HSE Officer and report submitted to BHEL as per provided format

10.7 PEST CONTROL:

Regular pest control should be carried out at all offices, mainly laboratories, canteen, labor colony and stores.

10.8 SCRAPYARD:

- i. In consultation with customer, scrapyard shall be developed to store metal scrap, wooden scrap, waste, hazardous waste.
- ii. Scrap/Waste shall be segregated as Bio-degradable and non-bio-degradable and stored separately.

10.9 ILLUMINATION:

- i. The subcontractor shall arrange at his cost adequate lighting facilities e.g. flood lighting, hand lamps, area lighting etc. at various levels for safe and proper working operations at dark places and during night hours at the work spot as well as at the pre-assembly area.
- ii. Lamp (hand held) shall not be powered by mains supply but either by 24V or dry cells.
- iii. Lamps shall be protected by suitable guards where necessary to prevent danger, in case of breakage of lamp.
- iv. Emergency lighting provision for night work shall be made to minimize danger in case of main supply failure.
- v. Adequate and suitable light shall be provided at all work places & their approaches including passage ways as per IS: 3646 (Part-II).

SUITABLE ILLUMINATION LEVELS FOR VARIOUS AREAS SHALL BE DECIDED BASED ON BROAD GUIDELINES INDICATED BELOW:

S. No.	Location	Lux Level (lumens/sqm)
A.	Construction Site	
1	Outdoor areas like store yards, entrance and exit roads	20
2	Platforms	50
3	Entrances, corridors and stairs	100
4	General illumination of work area	150
5	Rough work like fabrication, assembly of major items	150
6	Medium work like assembly of small machined parts	300
7	Fine work like precision assembly, precision measurements etc.	700
8	Sheet metal works	200
9	Electrical and instrument labs	450
B.	Office	
1	Outdoor area like entrance and exit roads	20
2	Entrance halls	150
3	Corridors and lift cars	70
4	Lift landing	150
5	Stairs	100
6	Office rooms, conference rooms, library reading tables	300
7	Drawing table	450
8	Manual telephone exchange	200

- vi. Illuminations shall be inspected on weekly basis as per provided **format** using a calibrated lux meter.

11. HSE TRAINING & AWARENESS:

11.1 TRAINING PLAN:

- i. All training programs to be carried out in a planned manner. Monthly/ Annual Training Calendar to be submitted to BHEL for approval and shall cover HSE Training requirements of all activities, workers, hazards applicable to the area(s) of work.
- ii. Subcontractor shall nominate workers as per the schedule of specific training plan, failing which, penalty shall be imposed.
- iii. Training records of all workers along with attendance, signatures, faculty details etc. shall be maintained in soft/ hard copy as per provided **formats**.
- iv. Each labor should undergo at least 0.5% of total man-hours worked in HSE training.

11.2 HSE INDUCTION TRAINING

- i. All persons entering into project site shall be given HSE induction training by the HSE officer of BHEL /subcontractor before being assigned to work.
- ii. The induction training shall be imparted through audio-visual medium (Classroom specialized training), and shall be minimum of 1 Complete Day.
- iii. Evaluation to be carried out after training and training shall be repeated in case of failure.
- iv. Safety Induction Card shall be printed by Subcontractor and provided to all trained workers. A Safety induction book shall also be printed and issued to each worker after induction training (Format for the same may be provided by BHEL).
- v. Induction training subjects shall include but not limited to:
 - a. Briefing of the Project details.
 - b. Safety objectives and targets.
 - c. Site HSE rules.
 - d. Critical Safety Violations and consequences
 - e. Site HSE hazards and aspects.
 - f. First aid facility.
 - g. Emergency Contact No.
 - h. Incident & Near Miss reporting.
 - i. Fire prevention and emergency response.
 - j. Rules to be followed in the labor colony (if applicable)
 - k. Accident case studies
- vi. General:
 - a. Proper safety wear & gear must be issued to all the workers being registered for the induction (i.e., Shoes/Helmets/Goggles/Leg guard/Apron etc.)
 - b. They must arrive fully dressed in safety wear & gear to attend the induction.
 - c. Any one failing to conform to this safety wear& gear requirement shall not qualify to attend.

- d. On completing attending subcontractor's in-house HSE induction, each employee shall sign an induction training form to declare that he had understood the content and shall abide to follow and comply with safe work practices.
- e. They may only then be qualified to be issued with a personal I.D. card, for access to the work site subject to clearing the medical fitness test.

SAFETY INDUCTED	
Name :	
Date :	
Sign By Trainer :	

ABOVE STICKER SHALL BE PASTED ON HELMET OF WORKERS AFTER SAFETY INDUCTION TRAINING

11.3 JOB-SPECIFIC SKILL BASED HSE TRAINING

The contracting agency shall also impart job specific skill-based safety training to all its employees (Minimum one day) on various related safety topics using internal/external safety professionals/consultants as per the matrix given below. Record of such trainings and attendance particulars shall be maintained in a register for ready reference to statutory authorities/engineer-in charge as per provided format.

TRAINING MATRIX

Name of topic	Executives	Supervisors	Skilled Workmen	Other Workers
Safety Induction	Y	Y	Y	Y
Accident_ Causes, factors, cost	Y	Y	Y	-
Industrial hazards & Accident Prevention	Y	Y	Y	-
Investigating, reporting, records	Y	Y	-	-
Personal Protective Equipment	-	Y	Y	Y
Construction Safety & Role of Supervisory personnel	-	Y	-	-
Permit to Work (PTW)	-	Y	Y	y
Statutory Provisions (BOCW Act/Rules, Factories Act 1948 etc.)	Y	Y	y	y
Material handling	-	y	Y	Y
Emergency Management	Y	Y	Y	-
Electrical Safety	-	Y	Y	-
Fire safety	Y	Y	Y	Y
First Aid & CPR (cardio pulmonary resuscitation)	-	Y	Y	Y (Selected)
Safety in Welding & Cutting	-	-	Y	-
Safety Audit	Y	Y	-	-
Safety in Lifting Tools & Tackles	-	Y	Y	y

Safety in Working at height	-	Y	Y	Y
Safety in Confined space work	-	Y	Y	Y
Defensive Driving	-	Y*	Y*	Y*

*for construction vehicle operators, helpers & crane operators

Y=YES

Note:

- Subcontractor shall prepare a training plan/ matrix covering all hazards and implement the same after approval of BHEL.
- It is to be ensured that every worker undergoes Job-Specific training once every 3 months.
- Records of training programmes along with attendance shall be maintained by the subcontractor
- Each worker to be issued a Card indicating the types of trainings undergone.

11.4 HSE TOOL-BOX TALK:

- HSE tool Box talk shall be conducted by frontline foreman/supervisor of subcontractor to specific work groups prior to the start of work and shall be randomly attended by subcontractor engineers/ officials. The agenda shall consist of the following:
 - Details of the job being intended for immediate execution.
 - The relevant hazards and risks involved in executing the job and their control and mitigating measures.
 - Specific site condition to be considered while executing the job like high temperature, humidity, unfavorable weather etc.
 - Recent non-compliances observed.
 - Appreciation of good work done by any person.
 - Any doubt clearing session at the end.
- Tool box talk to be conducted before start of work in every shift.
- During toolbox talk, visual check-up of workers regarding health, any signs of fatigue, intoxication etc. shall be conducted and any suspected workers to be acted upon.
- Record of Tool box talk shall be maintained as per provided **format**

11.5 TRAINING ON HEIGHT WORK:

- Training on height work shall be imparted to all workers working at height by in-house/external faculty at least once every 3 months.
- For Height Workers Separate pass shall be provided by the subcontractor.
- The training shall be of minimum 2-hour duration, through audio-visual medium and followed by evaluation. In case of poor scoring, training shall be repeated.
- The training shall include following topics:
 - Proper use of PPEs – safety harness, lanyard, fall arrester, retractable fall arrester, life line, safety nets etc.
 - Provision of secondary means of fall protection

- c. Safe climbing through monkey ladders.
- d. Inspection of PPEs.
- e. Medical fitness requirements.
- f. Mock drill on rescue at height.
- g. Dos & Don'ts during height work.
- h. Accident case Studies

11.6 RE-INDUCTION TRAINING

The induction training shall be repeated for every worker after at least 1 year and shall be a pre-requisite for renewal of Gate Pass/ ID card.

11.7 PENALTY TRAINING

The personnel involved in Safety Violations/ Incidents shall mandatorily undertake penalty training pertaining to the violation/ incident. Penalty training shall be at least half-day duration.

11.8 HSE PROMOTION-SIGNAGE, POSTERS, COMPETITION, AWARDS ETC.:

- i. HSE Displays shall be installed as indicated in Section A
- ii. Contracting agencies shall arrange for display of safety hoardings depicting suitable safety cartoons/messages/ cautionary notices at appropriate places of project site to remind the workers to perform their duties safely.
- iii. Apart from safety hoardings, each agency should maintain a safety bulletin board at all their work locations. Such safety bulletin boards should depict the activities being planned for the day, good practices, permit details etc.
- iv. Safety suggestion boxes shall be kept at each subcontractor's office at site for obtaining safety suggestions from the workers. Best suggestions should be implemented and may be rewarded suitably to encourage the workers for safety.
- v. Safety awareness campaigns, competitions, plays, movie shows, songs etc. to be organized for workers at Site and Labor colony from time to time to enhance Safety Awareness

11.9 HSE REWARDS & INCENTIVE SCHEME

Subcontractor shall implement a reward & incentive scheme for workers & supervisors displaying adherence to safety principles. Such workers shall be felicitated in a monthly function, attended by Subcontractor top management and BHEL representatives. Suitable gift shall be given to such workers for encouragement.

11.10 HSE AWARENESS PROGRAM FOR OFFICIALS:

Subcontractor shall arrange monthly HSE awareness program on different topics including medical awareness for all engineers/ supervisors / officials working at site. This program can be part of progress/ safety review meetings.

12. HSE COMMUNICATION AND PARTICIPATION:

12.1 HSE INCIDENT REPORTING, INVESTIGATION & CORRECTIVE ACTION:

- i. All incidents (near misses, property damage, first-aid cases, minor, major and fatal incidents) shall be reported to BHEL as they happen immediately through SMS and Hard/Soft copy as per provided format
- ii. All incidents including near miss, minor, major and fatal incidents shall be recorded
- iii. All incidents shall be investigated for Root Causes and corrective actions ensured to prevent recurrence shall be implemented.
- iv. Work shall be put on hold in the area till corrective actions are verified by BHEL
- v. The Root Cause Analyses and Corrective actions taken shall be recorded

12.2 HSE EVENT REPORTING:

- i. Important HSE events like HSE training, Medical camp etc. organized at site shall be reported to BHEL site management in detail with photographs for publication in different in-house magazines
- ii. Celebration of important days like National Safety Day, World Environment Day etc. shall also be reported as mentioned above.

12.3 MONTHLY HSE REPORTING:

- i. All routine and non-routine HSE activities shall be reported to BHEL on monthly basis by the subcontractor as per provided format. The reporting medium can be hard/soft as per BHEL requirement.
- ii. The period of reporting shall be 25th of the preceding month to 24th of the present month and shall be submitted by the end of the calendar month.
- iii. Report shall include good quality images of HSE Activities

12.4 DAILY HSE ACTIVITY REPORTING:

Daily HSE activities shall be reported by subcontractor to BHEL as per provided format

12.5 HSE SUGGESTIONS:

All workers and employees shall be encouraged to provide suggestions for improvement in Health, Safety & Environment performance at site. The suggestions shall be recorded in a "Suggestions Register" as per provided format. Suggestions found suitable for implementation shall be implemented and recognition / reward to be given to the submitter.

Suggestion Register to be placed at Site and Labor Colony and shall be reviewed on periodic basis

12.6 CLIENT COMMUNICATION:

All HSE related communication from BHEL, customer / external statutory and regulatory agencies to be handled on priority. Same to be recorded and issues to be resolved in expeditious manner

13. SAFETY DURING WORK EXECUTION:

Safety during work execution shall be ensured by following appropriate Safety Rules, providing adequate resources, deploying competent and trained manpower, regular training & inspection and non-conformity resolution. Main aspects are indicated as under:

13.1 OPERATIONAL CONTROL PROCEDURES:

In order to reduce the risk associated with hazardous activities, applicable OCPs (Operational control procedures) will be followed by subcontractor as per BHEL instructions, outcomes of Hazard Analysis & other requirements. This will be done as part of normal scope of work. Illustrative list of reference OCPs is given below.

TABLE 13.1 ILLUSTRATIVE LIST OF REFERENCE OCPs

No.	Topic	No.	Topic	No.	Topic
0	General Safety	22	Steam blowing	44	Material preservation
1	Handling of chemicals	23	Working in confined area	45	Electro-resistance heating
2	Electrical safety	24	Operation of passenger lift, material hoists & cages	46	Blasting
3	Energy conservation	25	Vehicle/ Crane maintenance	47	Transformer charging
4	Welding and gas cutting operation	26	Radiography	48	Handling of battery system
5	Fire safety	27	Waste disposal	49	DG set
6	Use of hand tools	28	Handling & storage of mineral wool	50	Sanitary maintenance
7	First aid	29	Working at night	51	Piling rig operation
8	Food safety at canteen	30	Computer operation	52	Passivation
9	Use of cranes	31	Storage in open yard	53	EDTA Cleaning
10	Storage and handling of gas cylinders	32	Drilling, reaming and grinding(machining)	54	Chemical cleaning of Pre boiler system
11	Manual arc welding	33	Stress relieving	55	Boiler Light up
12	Use of helmets	34	Hydraulic test	56	Rolling and Synchronization
13	Good house keeping	35	Trial run of rotary equipment	57	Loading of Unit

14	Safe excavation	36	Batching	58	Air compressor
15	Working at height	37	Cable laying/tray work	59	Hydra Operation
16	Filling of hydrogen in cylinder	38	Spray insulation	60	Duct Pre-assembly
17	Illumination	39	Compressor operation	61	Resumption of construction activities after lockdown and prevention of coronavirus infection during site operations
18	Handling and erection of heavy metals	40	Gas distribution test		
19	Acid cleaning	41	Cleaning of Hot well / Deaerator		
20	Oil flushing	42	Electrical maintenance	61A	Prevention of Covid-19 infection in labour colony
21	Alkali boil out	43	O&M of control of AC plant & system	62	Truss/ Structure fit-up and alignment

- The reference OCPs shall be suitably modified by subcontractor as per specific requirements to control the hazards.
- In case any other OCP is found to be applicable during the execution of work at site, then subcontractor will prepare and follow those as well.

13.2 WORK PERMIT SYSTEM:

- The following activities shall be carried out by the subcontractor strictly after obtaining Permit to Work from BHEL
 - Height working
 - Hot working
 - Confined space Work
 - Excavation more than 2-meter depth
 - Radiography
 - Heavy / Complex / Critical Lifting Activity
 - Night / Holiday Work
 - Material Loading / Unloading
 - Grating, Safety Net, Safety Facility Removal
 - Live Electrical Maintenance etc. - Lockout / Tagout
 - Beam / truss/ duct/ structure alignment
- The Work Permit Formats shall be provided by BHEL at Site. It is the responsibility of the subcontractor to ensure their availability
- The above list is not exhaustive. BHEL reserves right to introduce additional Permits or modify requirements for usage of existing Permits. The conditions for using the Permit are specified in the Format (General Requirements).
- Where customer is having separate Work Permit System the same shall be followed in conjunction / merged to ensure all activities and checks are covered in all systems.
- Details of working Group to be attached along with work permit request.

- vi. All the Permits along with JSA/HIRA must be initiated by Agency Execution Team
- vii. Permit applicant shall apply for work permit of particular work activity at particular location before starting of the work with Job Hazard Analysis.
- viii. All Permit signatories (including subcontractor's package in-charge and HSE Officer) shall physically visit the work area and check that all the safety control measures necessary for the activity are in place. Only then the permit shall be issued.
- ix. Signatory shall physically visit the area of work and ensure all required safeguards before signing the Permit
- x. Signatory shall periodically visit the area to confirm the availability of required safeguards throughout the currency of the permit
- xi. In case any Permit requirement is not available, work will be stopped till it is made available
- xii. Permit holder shall implement and maintain all control measures during the period of permit. The permit will be closed after completion of the work.
- xiii. Online Work Permit System shall be used whenever provided by BHEL, otherwise hard copy shall be used

13.3 ACTIVITY-SPECIFIC PRECAUTIONS/ CONTROLS

Detailed HSE precautions for various activities undertaken at Site by the subcontractors are specified in **Annexure I**. Same are to be ensured by the Sub-subcontractor while carrying out respective activities at Site

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14. ENVIRONMENTAL CONTROL & SOCIAL RESPONSIBILITY

- i. Environment protection has always been given prime importance by BHEL. Environmental damage is a major concern of the principal subcontractor and every effort shall be made, to have effective control measures in place to avoid pollution of Air, Water and Land and associated life. Banned substances like asbestos and Chlorofluorocarbons such as carbon tetrachloride and trichloroethylene shall not be used. Waste disposal shall be done in accordance with the guidelines laid down in the project specification.
- ii. Any chemical including solvents and paints, required for construction shall be stored in designated bonded areas around the site as per Material Safety Data Sheet (MSDS).
- iii. In the event of any spillage, the principle is to recover as much material as possible before it enters drainage system and to take all possible action to prevent spilled materials from running off the site. The subcontractor shall use appropriate MSDS for clean-up technique
- iv. All subcontractors shall be responsible for the cleanliness of their own areas
- v. Regular dust suppression using sprinklers shall be carried out in respective area
- vi. The subcontractors shall ensure that noise levels generated by plant or machinery are as low as reasonably practicable. Where the subcontractor anticipates the generation of excessive noise levels from his operations the subcontractor shall inform to Construction Manager of BHEL accordingly so that reasonable & practicable precautions can be taken to protect other persons who may be affected.
- vii. It is imperative on the part of the subcontractor to join and effectively contribute in joint measures such as tree plantation, environment protection, contributing towards social upliftment, conversion of packing woods to school furniture, enhancing good relation with local populace etc.
- viii. The subcontractor shall carry out periodic air and water quality check and illumination level checking in his area of work place and take suitable control measure.

15. HOUSEKEEPING

- i. Keeping the work area and access roads clean/ free from debris, removed scaffoldings, scraps, insulation/sheeting wastage /cut pieces, temporary structures, packing woods etc. will be in the scope of the subcontractor. Such cleanings have to be done by subcontractor within quoted rate, on daily basis.
- ii. If such activity is not carried out by subcontractor / BHEL is not satisfied, then BHEL may get it done by other agency and actual cost along with BHEL overheads will be deducted from subcontractor's bill. Such decisions of BHEL shall be binding on the subcontractor
- iii. Dedicated Housekeeping gangs shall be deployed, who shall be provided all required PPEs and safety training
- iv. Mass housekeeping shall be carried out for half a day in a week
- v. Proper housekeeping to be maintained at work place and the following are to be taken care of on daily basis.
- vi. All surplus earth and debris are removed/disposed off from the working areas to identified locations.
- vii. Unused/Surplus cables, steel items and steel scrap lying scattered at different places/elevation within the working areas are removed to identified locations.
- viii. All wooden scrap, empty wooden cable drums and other combustible packing materials, shall be removed from workplace to identified locations.
- ix. Sufficient waste bins shall be provided at different work places for easy collection of scrap/waste. Scrap chute shall be installed to remove scrap from high locations.
- x. Access and egress (stair case, gangways, ladders etc.) path should be free from all scrap and other hindrances.
- xi. Workmen shall be educated through tool box talk about the importance of housekeeping and encourage not to litter.
- xii. Labor camp area shall be kept clear and materials like pipes, steel, sand, concrete, chips and bricks, etc. shall not be allowed in the camp to obstruct free movement of men and machineries.
- xiii. Fabricated steel structures, pipes & piping materials shall be stacked properly.
- xiv. No parking of trucks/trolleys, cranes and trailers etc. shall be allowed in the camp, which may obstruct the traffic movement as well as below LT/HT power line.
- xv. Utmost care shall be taken to ensure over all cleanliness and proper upkeep of the working areas.

16. WASTE MANAGEMENT

- i. Take suitable measures for waste management and environment related laws/legislation as a part of normal construction activities. Compliance with the legal requirements on storage/ disposal of paint drums (including the empty ones), Lubricant containers, Chemical Containers, and transportation and storage of hazardous chemicals will be strictly maintained.
- ii. Details of E-Waste, Hazardous Waste, biomedical waste etc. and their disposal plan, shall be submitted to BHEL every 6 months as per provided **formats**.

16.1 BINS AT WORK PLACE

- i. Sufficient rubbish bins shall be provided close to workplaces.
- ii. Bins should be painted yellow and numbered.
- iii. Sufficient nos. of drip trays shall be provided to collect oil and grease.
- iv. Sufficient qty. of broomsticks with handle shall be provided.
- v. Adequate strength of employees should be deployed to ensure daily monitoring and service for waste management.

16.2 STORAGE AND COLLECTION

- i. Different types of rubbish/waste should be collected and stored separately.
- ii. Paper, oily rags, smoking material, flammable, metal pieces should be collected in separate bins with close fitting lids.
- iii. Rubbish should not be left or allowed to accumulate on construction and other work places.
- iv. Do not burn construction rubbish near working site.

16.3 SEGREGATION

- i. Earmark the scrap area for different types of waste.
- ii. Store wastes away from building.
- iii. Oil spill absorbed by non-combustible absorbent should be kept in separate bin.
- iv. Clinical and first aid waste stored and incinerated separately.

16.4 DISPOSAL

- i. Sufficient containers and scrap disposal area should be allocated.
- ii. All scrap bin and containers should be conveniently located.
- iii. Provide self-closing containers for flammable/spontaneously combustible material.
- iv. Keep drainage channels free from choking.
- v. Make schedule for collection and disposal of waste.

16.5 WARNING AND SIGNS

- i. Appropriate sign to be displayed at scrap storage area
- ii. No toxic, corrosive or flammable substance to be discarded into public sewage system.
- iii. Waste disposal shall be in accordance with best practice.
- iv. Comply with all the requirements of Pollution Control Board (PCB) for storage and disposal of hazardous waste.

17. TRAFFIC MANAGEMENT SYSTEM

17.1 SAFE WORKPLACE TRANSPORT SYSTEM

- i. Traffic routes in a work place shall be suitable for the persons or vehicles using them. This shall be sufficient in number and of sufficient size. This shall reflect the suitability of traffic routes for vehicles and pedestrians.

- ii. Where vehicles and pedestrians use the same traffic routes there shall be sufficient space between them. Where necessary all traffic routes must be suitably indicated. Pedestrians or vehicles must be able to use traffic routes without endangering those at work. There must be sufficient separation of traffic routes from doors, gates and pedestrian traffic routes.
- iii. For internal traffic, lines marked on roads / access routes and between buildings shall clearly indicate where vehicles are to pass.
- iv. Temporary obstacles shall be brought to the attention of drivers by warning signs or hazard cones.
- v. Speed limits shall be clearly displayed for each kind of vehicle.
- vi. Speed ramps preceded by a warning signs or marker are necessary.
- vii. The traffic route should be wide enough to allow vehicles to pass and re-pass oncoming or parked traffic and it may be advisable to introduce on-way system or parking restrictions.
- viii. Safest route shall be provided between places where vehicles have to call or deliver.
- ix. Avoid vulnerable areas/items such as fuel or chemicals tanks or pipes, open or unprotected edges and structures likely to collapse
- x. Safe areas shall be provided for loading and unloading.
- xi. Avoid sharp or blind bends. If this is not possible hazards should be indicated e.g. blind corner.
- xii. Ensure road crossings are minimum and clearly signed.
- xiii. Entrance and gateways shall be wide enough to accommodate a second vehicle without causing obstruction.
- xiv. Set sensible speed limits which are clearly sign posted.
- xv. Where necessary ramps should be used to retard speed. This shall be preceded by a warning sign or mark on the road.
- xvi. Forklift trucks shall not pass over road hump unless of a type capable of doing so.
- xvii. Overhead electric cable, pipes containing flammable hazardous chemical shall be shielded by using goal posts height gauge posts or barriers.
- xviii. Road traffic signs shall be provided on prominent locations for prevention of incidents and hazards and for quick guidance and warning to employees and public. Safety signs shall be displayed as per the project working requirement and guideline of the state in which project is done. Vehicles hired or used shall not be parked within the 15m radius of any working area. Any vehicle, that is required to be at the immediate/near the vicinity, shall be approved by the person in-charge of the site.

17.2 TRAFFIC ROUTE FOR PEDESTRIANS

- i. Where traffic routes are used by both pedestrians and vehicles road shall be wide enough to allow vehicles and pedestrians safely.
- ii. Separate routes shall be provided for pedestrians to keep them away from vehicles. Provide suitable barriers/guard at entrances/exit and the corners or buildings.
- iii. Where pedestrian and vehicle routes cross, appropriate crossing shall be provided.

- iv. Where crowd is likely to use roadway e.g. at the end of shift, stop vehicles from using them at such times.
- v. Provide high visibility clothing for people permitted in delivery area.

17.3 WORK VEHICLE

Work vehicle shall be as safe stable efficient and roadworthy as private vehicles on public roads. Site management shall ensure that drivers are suitably trained. All vehicle e.g. heavy motor vehicle forklift trucks dump trucks mobile cranes shall ensure that the work equipment conforms to the following:

- i. A high level of stability.
- ii. A safe means of access/egress.
- iii. Suitable and effective service and parking brakes.
- iv. Windscreens with wipers and external mirrors giving optimum all round visibility.
- v. Provision of horn, vehicle lights, reflectors, reversing lights, reversing alarms.
- vi. Provision of seat belts.
- vii. Guards on dangerous parts.
- viii. Driver protection - to prevent injury from overturning and from falling objects/materials.
- ix. Driver protection from adverse weather.
- x. No vehicle shall be parked below HT/LT power lines.
- xi. Valid Pollution Under Control certification for all vehicles
- xii. Wheel stopper shall be use during the parking of vehicle
- xiii. Helper to be deployed in each vehicle as per site requirement.

17.4 DAILY CHECK BY DRIVER

- 1. There should also be daily safety checks containing below mentioned points by the driver before the vehicle is used.

Brakes	Mirrors	Warning signals
Tires	Windscreen waters	Specific safety systems i.e. controls & interlocks
Steering	Wipers	

- 2. Management should ensure that drivers carry out these checks.

17.5 TRANSPORTATION OF PERSONNEL AND MATERIALS BY VEHICLES

- i. All drivers shall hold a valid driving License for the class of vehicle to be driven and be registered as an authorized BHEL driver with the Administration Department.
- ii. Securing of the load shall be by established and approved methods, i.e. chains with patented tightening equipment for steel/heavy loads. Sharp corners on loads shall be avoided when employing ropes for securing.
- iii. All overhangs shall be made clearly visible and restricted to acceptable limits
- iv. Load shall be checked before moving off and after traveling a suitable distance.
- v. On no account is construction site to be blocked by parked vehicles Drivers of vehicles shall only stop or park in the areas designate by the stringing foreman.

- vi. Warning signs shall be displayed during transportation of material.
- vii. All vehicles used by BHEL shall be in worthy condition and in conformance to the Land Transport requirement.
- viii. Wheel stopper shall be use during the parking of vehicle
- ix. Helper to be deployed in each vehicle as per site requirement.

17.6 MAINTENANCE

All Vehicles used for transportation of man and material shall undergo scheduled inspections on frequent intervals to secure safe operation. Such inspections shall be conducted in particular for steering, brakes, lights, horn, doors etc. Site management shall ensure that work equipment is maintained in an efficient, working order and in good repair. Inspections and services carried out at regular intervals of time and or mileage. No maintenance shall be carried below HT/LT power lines.

18. EMERGENCY PREPAREDNESS AND RESPONSE

- i. Emergency preparedness and response capability of site shall be developed as per Emergency Preparedness and Response plan issued by BHEL
- ii. Availability of adequate number of first aiders and fire warden shall be ensured with BHEL and its subcontractors
- iii. All the subcontractor's supervisory personnel and sufficient number of workers shall be trained for fire protection systems. Enough number of such trained personnel must be available during the tenure of contract. Subcontractor should nominate his supervisor to coordinate and implement the safety measures.
- iv. Assembly point shall be earmarked and access to the same from different location shall be shown
- v. Fire exit shall be identified and pathway shall be clear for emergency escape.
- vi. Appropriate type and number of fire extinguisher shall be deployed as per Fire extinguisher deployment plan and validity shall be ensured periodically through inspection
- vii. Adequate number of first aid boxes shall be strategically placed at different work places to cater emergency need. Holder of the first aid box shall be identified on the box itself who will have the responsibility to maintain the same.
- viii. First aid center shall be developed at site with trained medical personnel and ambulance
- ix. Emergency contact numbers (format given in EPRP) of the site shall be displayed at prominent locations.
- x. Tie up with fire brigade shall be done in case customer is not having fire station.
- xi. Tie up with hospital shall be done in case customer is not having hospital.
- xii. Disaster Management group shall be formed at site
- xiii. Mock drill shall be arranged at regular intervals. Monthly report of the above to be given to BHEL HSE Officer as per prescribed BHEL formats
- xiv. Mock drill shall be conducted on different emergencies periodically to find out gaps in emergency preparedness and taking necessary corrective action

19. HSE INSPECTION

Inspection on HSE for different activities being carried out at site shall be done to ensure compliance to HSE requirements. The subcontractor shall maintain and ensure necessary safety measures as required for inspection and tests HV test, Pneumatic test, Hydraulic test, Spring test, Bend test as applicable, to enable inspection agency for performing Inspection. If any test equipment is found not complying with proper safety requirements then the Inspection Agency may withhold inspection, till such time the desired safety requirements are met.

Online/ App-based HSE Inspection system shall be used for inspection whenever provided by BHEL otherwise Hard-copy based system shall continue

 ☐ OK	☐ NOT OK
Contractor Name:	
Equipment Identification No :	
Inspection Date :	
Next Inspection Date :	
Inspected By :	

Every Inspected Equipment shall display above sticker

19.1 INSPECTION PLAN

Subcontractor shall prepare an inspection plan covering all areas/ activities/ equipment/ hazards and implement the same after getting approval of BHEL. Responsibility to ensure coverage of all areas/ activities rests with the subcontractor.

All Inspections shall be witnessed by BHEL – only then they shall be considered as valid

19.2 INSPECTION REPORTS

Monthly inspection reports as per plan shall be submitted to BHEL HSE Head

19.3 NON-CONFORMANCES

Any non-conformances identified during inspection observed shall be addressed on priority.

The responsibility of resolution shall rest with the Subcontractor Site In-charge

In case immediate closure of non-conformities is not possible:

- work to be halted in the area
- non-conformance to be generated and submitted to responsible person and BHEL
- non-conformance to be resolved through responsible agency / person

Only after closure of non-conformances, work to be allowed to resume

19.4 DAILY HSE CHECKS

Both the Site Supervisors and HSE Officer of Subcontractor are to conduct daily site Safety inspection around work activities and premises to ensure that work methods and the sites

are maintained to an acceptable standard. The following are to form the common subjects of a daily safety inspection:

- i. Personal Safety wears & gear compliance.
- ii. Complying with site safety rules and permit-to-work (PTW).
- iii. Positions and postures of workers.
- iv. Use of tools and equipment etc. by the workers.

The inspection should be carried out just when work starts in beginning of the day, during peak activities period of the day and just before the day's work ends.

19.5 INDICATIVE LIST OF INSPECTIONS AND PERIODICITIES

Indicative list & periodicity of Inspections is given as under. It is the responsibility of the subcontractor to develop an inspection plan covering all areas & activities in the scope.

SL. No.	Format Name	Frequency of check (if applicable)
01	Inspection of First Aid Box	Weekly
02	Inspection of PPE	Weekly
03	Inspection of T&Ps	Monthly
04	Inspection of Cranes	Monthly
05	Inspection of Winches	Monthly
06	Inspection on Height Working	Weekly
07	Inspection on Welding & Gas Cutting	Monthly
08	Inspection on Electrical Installation	Monthly
09	Inspection on Elevator	Weekly
10	Inspection of Excavation	Weekly
11	Inspection of Labor Colony	Monthly
12	Inspection of Illumination Levels	Weekly

The checklists shall be provided by BHEL at Site. It is the responsibility of the subcontractor to ensure their availability before start of work

19.5.1 INSPECTION OF PPE

- i. PPEs shall be inspected by HSE officer at random once in a week as per provided **format** for its compliance to standard and compliance to use and any adverse observation shall be recorded in the PPE register.
- ii. The applicable PPEs for carrying out particular activities are listed below.

19.5.2 INSPECTION OF TOOLS & PLANTS (T&Ps)

- i. A master list of T&Ps shall be maintained by each subcontractor in provided **format**.
- ii. All T&Ps being used at site shall be inspected by HSE officer once in a month as per provided **format** for its healthiness and maintenance.
- iii. The T&Ps which require third party inspection shall be checked for its validity during inspection. The third-party test certificate should be accompanied with a copy of the concerned competent person's valid qualification record.

- iv. BHEL shall be given advance intimation of Third-Party Inspection. BHEL shall associate with Inspection as per discretion.
- v. The validity of T&P shall be monitored as per provided **format**

19.5.3 INSPECTION OF CRANES AND WINCHES

- i. Cranes and winches shall be inspected by the operator through a daily checklist for its safe condition (as provided by the equipment manufacturer) before first use of the day.
- ii. Cranes and Winches shall be inspected by HSE officer once in a month as per provided **format** for healthiness, maintenance and validity of third-party inspection.
- iii. The date of third-party inspection and next due date shall be painted on cranes and winches.
- iv. The operators/drivers shall be authorized by sub-subcontractor based on their competency and experience and shall carry the I-card.
- v. The operator should be above 18 years of age and should be in possession of driving license of HMV man & goods), vision test certificate and should have minimum qualification so that he can read the instructions and check list.

19.5.4 INSPECTION OF HEIGHT WORKING

- i. Any activity carried out at more than 2 m height is classified as height work.
- ii. Inspection of height working shall be conducted daily by Supervisors before start of work to ensure safe working condition including provision of
 - a. Fall arrestor
 - b. Lifelines – connected to rigid & independent structure
 - c. Safety nets deployed below all height work activities
 - d. Fencing and barricading
 - e. Warning signage
 - f. Covering of opening
 - g. Proper scaffolding with access and egress.
 - h. Illumination
- iii. For full duration of height work, constant supervision to be maintained by dedicated HSE personnel
- iv. Inspection on height working shall be conducted once in a week by HSE officer as per provided **format**.
- v. Medical fitness of height worker shall be ensured.
- vi. Height working shall not be allowed during adverse weather.

19.5.5 INSPECTION OF WELDING AND GAS CUTTING OPERATION

- i. Supervisor shall ensure that no flammable items are available in near vicinity during welding and gas cutting activity.
- ii. Gas cylinders shall be kept upright.
- iii. Use of Flash back arrestor shall be ensured at both ends.

- iv. Inspection during welding and gas cutting operations shall be carried out by HSE officer once a month as per provided **format**.
- v. Use of fire blanket to be ensured to avoid falling of splatters during welding or gas cutting operation at height.
- vi. Availability of fire extinguisher at vicinity shall be ensured.

19.5.6 INSPECTION OF ELECTRICAL INSTALLATION / APPLIANCES

- i. Ensure proper earthing in electrical installation
- ii. Use ELCB at electrical booth
- iii. Electrical installation shall be properly covered at top where required
- iv. Use appropriate PPEs while working
- v. Use portable electrical light < 24 V in confined space and potentially wet area.
- vi. Inspection shall be carried out as per provided **format**.

19.5.7 INSPECTION OF ELEVATOR

- i. Elevators shall be inspected by concerned supervisors once in a week as per provided **format**
- ii. All elevators shall be inspected by competent person and validity shall be ensured.
- iii. The date of third-party inspection and next due date shall be painted on elevator.

19.5.8 INSPECTION OF EXCAVATION

Excavation activities shall be inspected as per provided **format**

19.5.9 INTERNAL/ EXTERNAL HSE AUDITS/INSPECTIONS

- i. All non-conformities and observations on HSE identified during internal or external HSE audit shall be disposed of by site in a time bound manner and reported back the implementation status.
- ii. Corrective action and Preventive action on HSE issues raised by certification body issued by BHEL shall be implemented by site and reported to Site management.

20. TERMS AND DEFINITIONS:

1. Incident

Work- related or natural event(s) in which an injury, or ill health (regardless of severity), damage to property or fatality occurred, or could have occurred.

2. Near Miss:

An incident where no ill health, injury, damage or other loss occurs, but it had a potential to cause, is referred to as "Near-Miss".

3. Man-Hours Worked:

The total number of man hours worked by all employees including subcontractors working in the premises. It includes managerial, supervisory, professional, technical, clerical and other workers including contract labors. Man-hours worked shall be calculated from the payroll or time clock recorded including overtime. When this is not feasible, the same shall be estimated by multiplying the total man-days worked for the

period covered by the number of hours worked per day. The total number of workdays for a period is the sum of the number of men at work on each day of period. If the daily hours vary from department to department separate estimate shall be made for each department and the result added together.

4. First Aid Cases:

First aids are not essentially all reportable cases, where the injured person is given medical treatment and discharged immediately for reporting on duty, without counting any lost time.

5. Lost Time Injury:

Any work injury which renders the injured person unable to perform his regular job or an alternative restricted work assignment on the next scheduled work day after the day on which the injury occurred.

6. Medical Cases:

Medical cases come under non-reportable cases, where owing to illness or other reason the employee was absent from work and seeks Medical treatment.

7. Type of Incidents & Their Reporting:

The three categories of Incident are as follows:

8. Non-Reportable Cases:

An incident, where the injured person is given medical help and discharged for work without counting any lost time.

9. Reportable Cases:

In this case the injured person is disable for 48 hours or more and is not able to perform his duty.

10. Injury Cases:

These are covered under the heading of non-reportable cases. In these cases, the incident caused injury to the person, but he still continues his duty.

11. Total Reportable Frequency Rate

Frequency rate is the number of Reportable Lost Time Injury (LTI) per one Million Man hours worked. Mathematically, the formula read as:

$$\text{Number of Reportable LTI} \times 1,000,000 / \text{Total Man Hours Worked}$$

12. Severity Rate:

Severity rate is the Number of days lost due to Lost Time Injury (LTI) per one Million Man hours worked. Mathematically, the formula reads as:

$$\text{Days lost due to LTI} \times 1,000,000 / \text{Total Man Hours Worked}$$

13. Incidence Rate:

Incidence Rate is the Number of LTI per one thousand manpower deployed. Mathematically, the formula reads as:

$$\text{Number of LTI} \times 1000 / \text{Average number of manpower deployed}$$

14. HIRA:

Hazard Identification and Risk Assessment (HIRA) is a process of identifying Hazards in work area and then assessing them properly

15. Method Statement:

A method statement is prepared by the Execution/ Engineering Department detailing the steps, equipment, competencies and safety precautions required for carrying out any activity

16. Job Safety Analysis:

A job safety analysis (JSA) is a procedure which helps integrate accepted safety and health principles and practices into a particular task or job operation. In a JSA, each basic step of the job is to identify potential hazards and to recommend the safest way to do the job. Other terms used to describe this procedure are job hazard analysis (JHA) and job hazard breakdown.

17. Safety Walk:

It's conducted periodically by an official - it's a walk through a portion or whole of a site as a HSE officer who notes down HSE observations, speak to concerned workmen and supervisor on observation, get the same corrected with personal follow up- this sends out a strong message on Management's commitment to safety.

18. Heavy & Complex Lifting:

A heavy and complex lifting activity includes:

1. Lifting above 20 Tons
2. Tandem Lifting using multiple cranes
Total load exceeding 75% of capacity of crane. Depending up the condition of cranes, hydra cranes, winch machines & other lifting accessories
3. Lift of unusual difficulty or geometry or rigging
4. Lift over operating units
5. Any other lift as decided by site HSE / Erection

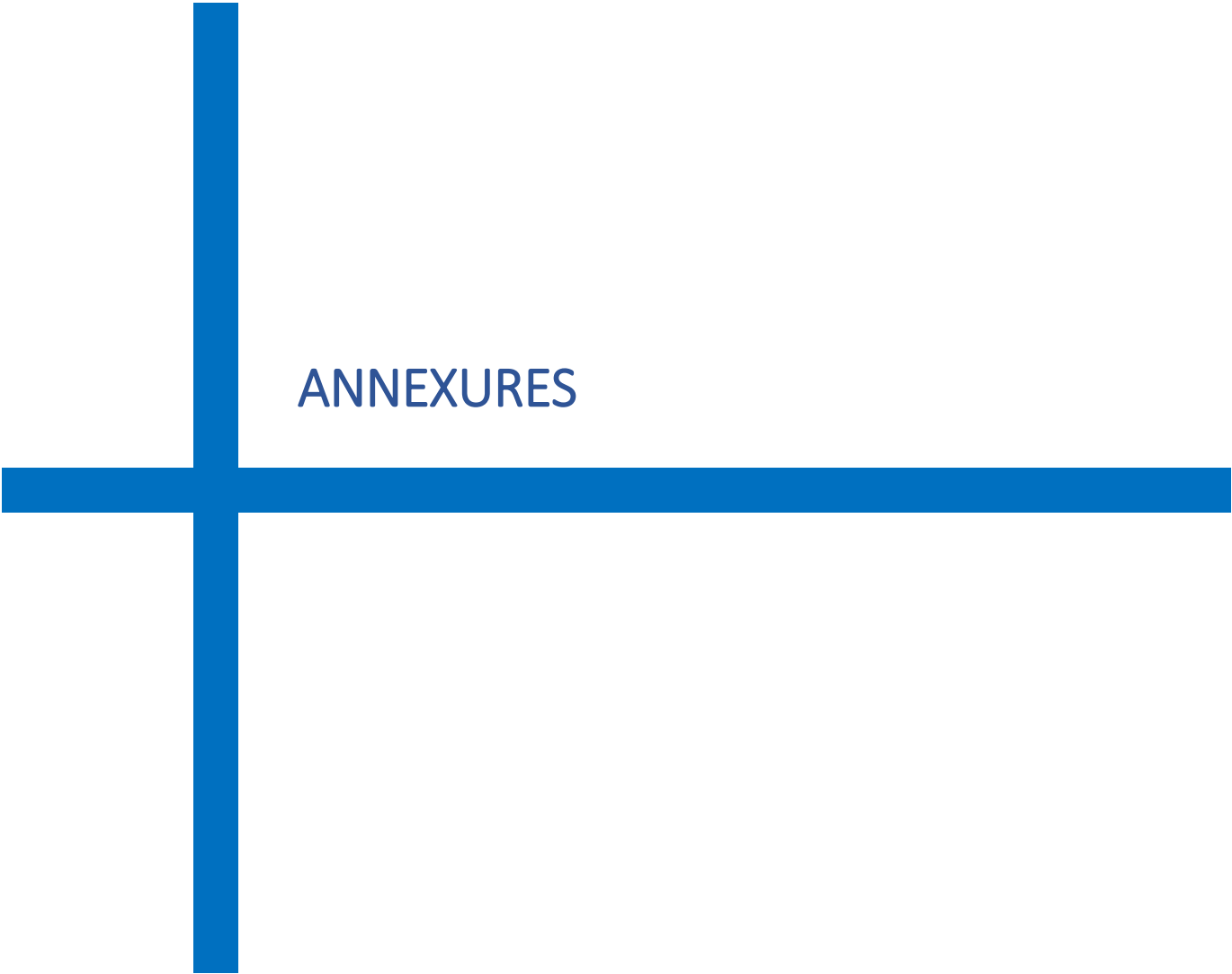
19. Safety Committee:

As per the BOCW, Safety Committee shall be constituted if there are more than five hundred or more construction workers are employed at any site. As per the Factories Act, 1948 it is for 250 workers. It shall be represented by equal number of representatives of employer and construction workers.

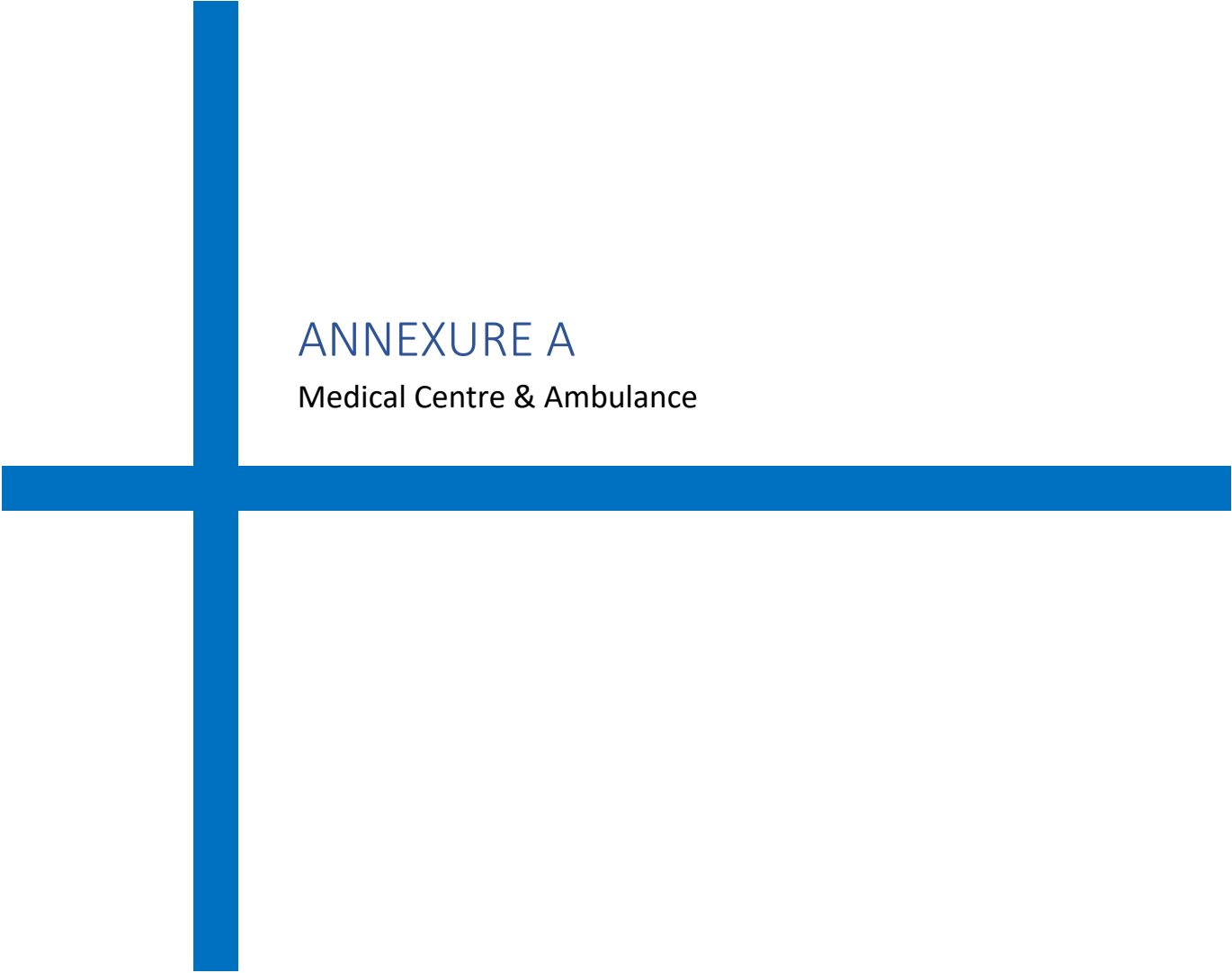
20. Night Work:

Work conducted after sunset when only a fraction of total manpower is available





ANNEXURES



ANNEXURE A

Medical Centre & Ambulance

A. Medical Centre

1. Paramedical staff
 - a. When < 500 workers, 1 Trained Male Nurse (round the clock deployment)
 - b. When >=500 workers*:
 - i. Registered Medical Practitioner (Qualified MBBS) to be deployed for at least 8 hours in a day, 5 days per week
 - ii. 2 Trained Male Nurses (round the clock deployment)
 2. All articles as per Schedule IV of BOCW Central Rules, 1998 to be made available in the Medical Centre (given under for convenience)
 3. Basic Facilities/ Requirements to be provided as per location eg. Refrigerator, Air Conditioner, Anti Venom Serums etc.
 4. Tie-ups with speciality hospitals to be ensured for referring serious patients
- * In case the number of workers is envisaged to exceed 500, a medical practitioner is to be engaged.

SCHEDULE IV (BOCW CENTRAL RULES, 1998) ARTICLES FOR AMBULANCE ROOM [SEE RULE 226 (C)]

- i. A glazed sink with hot and cold water always available.
- ii. A table with a smooth top at least 180 cm x 105 cm.
- iii. Means for sterilising instruments.
- iv. A couch.
- v. Two stretchers.
- vi. Two buckets or containers with close fitting lids.
- vii. Two rubber hot water bags
- viii. A kettle and spirit stove or other suitable means of boiling water.
- ix. Twelve plain wooden splints 900 cm x 100 cm x 6 cm.
- x. Twelve plain wooden splints 350 cm x 75 cm x 6 cm.
- xi. Six plain wooden splints 250 cm x 50 cm x 12 cm.
- xii. Six woollen blankets.
- xiii. Three pairs of artery forceps.
- xiv. One bottle of spiritus annemias arematations (120 ml).
- xv. Smelling salt (60 gm).
- xvi. Two medium size sponges.
- xvii. Six hand towels.
- xviii. Four kidney trays.
- xix. Four cakes of toilet, preferably antiseptic soap.
- xx. Two glass tumblers and two wine glasses.
- xxi. Two clinical thermometers.
- xxii. Two tea spoons.
- xxiii. Two graduated (120 ml) measuring glasses.
- xxiv. Two minimum measuring glasses.
- xxv. One wash bottle (1000 cc) for washing eyes.
- xxvi. one bottle (one litre) carbolic lotion 1 to 20.
- xxvii. Three chairs.
- xxviii. One screen.
- xxix. One electric hand torch.
- xxx. Four first-aid boxes or cupboards stocked to the standards prescribed in
- xxxi. An adequate supply of tetanus toxoid.
- xxxii. Injections—morphia, pethidine, atrophine, adrenaline, coramine, novocaine (6 each).
- xxxiii. Cramine liquid (60 ml).
- xxxiv. Tablets—antihistaminic antispasmodic (25 each).
- xxxv. Syringes with needles—2 cc, 5 cc, 10 cc and 500 cc.

- xxxvi. Three surgical scissors.
- xxxvii. Two needle holders, big and small.
- xxxviii. Suturing needles and materials.
- xxxix. Three dissecting forceps
- xl. Three dressing forceps
- xli. Three scalpels.
- xlii. One stethoscope and a B. P. apparatus.
- xliii. Rubber bandage—pressure bandage.
- xliv. Oxygen cylinder with necessary attachments.
- xlv. Atropine eye ointments.
- xlvi. I. V. Fluids and sets 10 nos.
- xlvii. Suitable, foot operated, covered, refuse containers.
- xlvi. Adequate number of sterilised, paired, latex hand gloves.

B. Ambulance

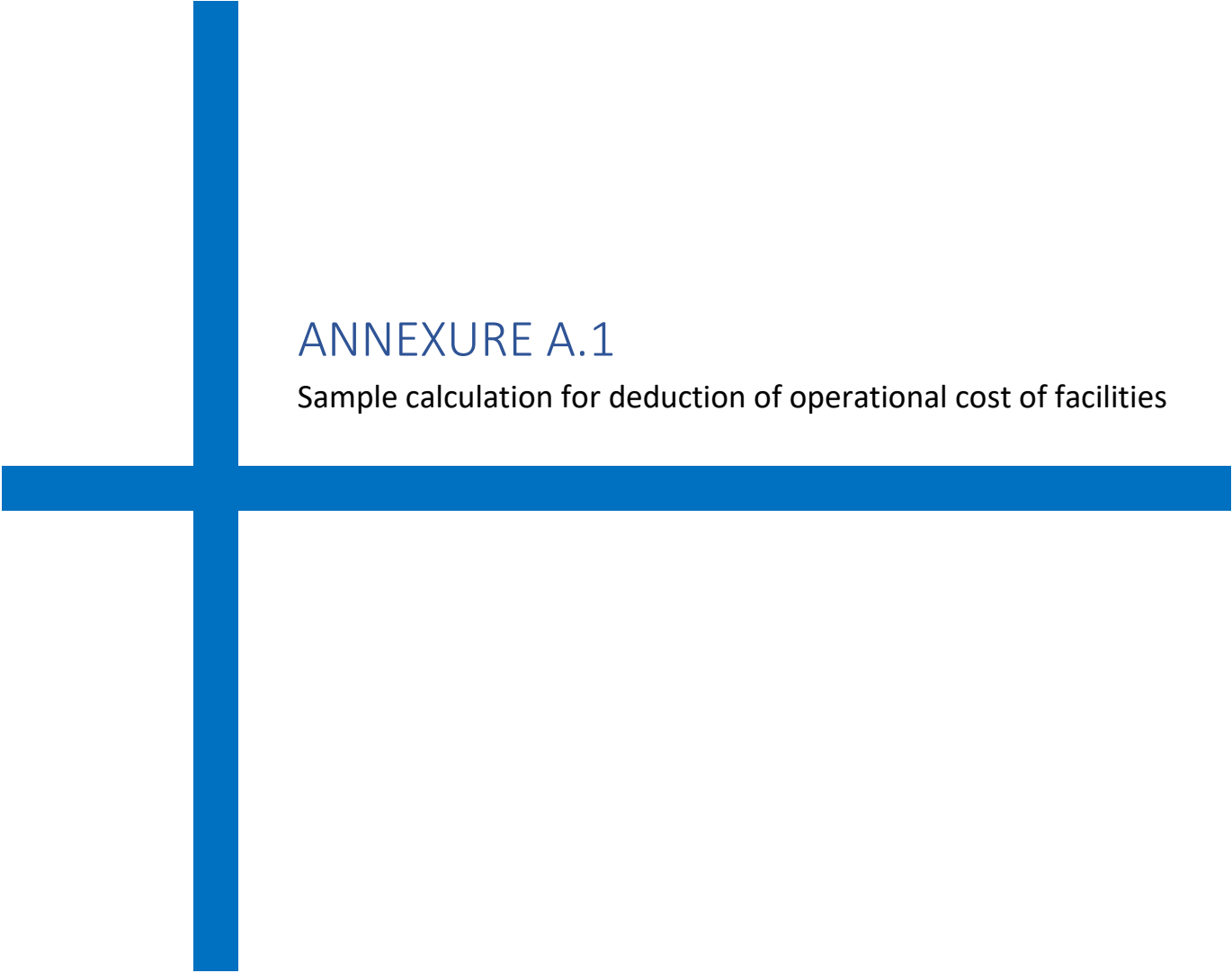
1. When number of workers is <500:
If the distance to a major hospital capable of handling critical injuries expected at Site is ≤ 50 KM from Site, then 1 BLS (Basic Life Support)/ Type B Ambulance otherwise ALS* (Advanced Life Support)/ Type D Ambulance
2. If no. of workers increases to >2000 workers one additional BLS Ambulance to be deployed
3. Minimum Articles as per Schedule V of BOCW Central Rules to be ensured in each Ambulance. (given under for convenience)

*Final call to be taken at Site in consultation with all the contractors

SCHEDULE V (BOCW CENTRAL RULES, 1998) CONTENTS OF AMBULANCE VAN OR CARRIAGE [SEE RULE 227]

The Ambulance Van shall have equipment prescribed as under:

- a) General—a portable stretcher with folding and adjusting devices with the Head of the stretcher capable of being tilted upward. Fixed suction unit with equipment. Fixed oxygen supply with equipment. Pillow with case, sheets, blankets, towels, emergency bag, bed pan, urinal glass.
- b) Safety Equipment—Flaros with life of three thousand minutes, floor lights, flash lights, fire extinguishers (dry power type), insulated guntlets.
- c) Emergency Care Equipment—
 - i. **Resuscitation**—Portable suction unit, portable oxygen unit, bag valve mask, hand operated artificial ventilation unit, airways, mouth gag tracheostomy adapters, short spine board, I.V. FLUIDS with administration unit, B. P. manometer cuff stethoscope.
 - ii. **Immobilisation**—Long and short padded boards, wire ladder splints, triangular bandage—long and short spine boards.
 - iii. **Dressing**—Gauze pads—100 m x 100 mm universal dressing 250 x 1000 mm, roll of aluminium foils—soft roller bandages 150 mm x 5 mm yards adhesive tape in 75 mm roll safety pins, bandage sheets, burn sheets.
 - iv. **Poisoning**—Syrup of Ipecac, activated charcoal pre packeted dose, snake bit kit, drinking water.
 - v. **Emergency Medicines**—As per requirement (under the advice of construction Medical Officer).



ANNEXURE A.1

Sample calculation for deduction of operational cost of facilities

Annexure A.1**Cost Calculation Methodology of Operation of Facilities (Data is indicative only)**

(Period of 48 months is considered - shall be on actual basis)

A. Project Info:

Total time of Project	48 months
Project cost	1000 Crore
No. of packages	10 (A1-A10)

B. Item-wise Calculation:

Item	Nos.	Rate	Unit	Amount
Ambulance with Driver	2		Monthly/Unit	170000
Nurse/First aider	2 X 2 shifts	15000	Per month	30000
Training center one time cost	1	100000	Once	100000
Medical center one time cost	1	200000	Once	200000
Medicines at medical center	1	10000	Monthly	10000
Dust suppression water tank	2	2000	Monthly	4000
Doctor	1	70000	Monthly	70000
Cleaning staff	1	12000	Monthly	12000
Recurring monthly expenditure				296000
Total one-time expenditure				300000

C. Package-wise Deduction Plan for a period of 48 months

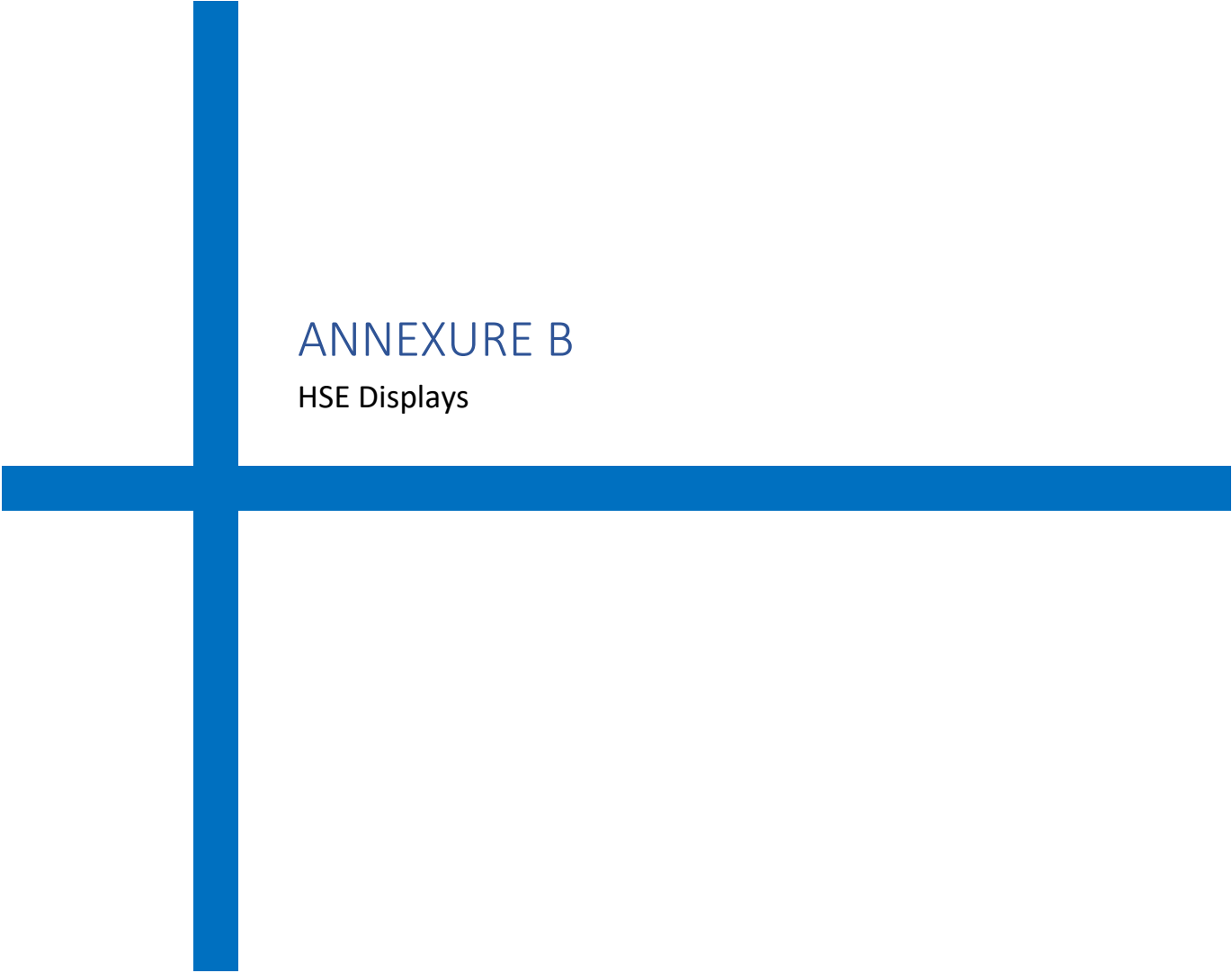
Period (In Months)	6	36	6
	For 1-6 months	For 7-42 months	For 43-48 months
Cost to be incurred from contractors	7%	81%	12%
	1.17% per month	2.25% per month	2.00% per month

D. Calculation For One-Time Running Cost

Packages/ Contracts	A1	A2	A3	A4	A5	A6	A7	A8	A9	A10				
Contract Values (in Thousands)	100000	250000	2000000	200000	500000	1500000	1000000	1000000	250000	200000	7000000			
Share of common facilities one time running cost (in Thousands)	4	11	86	9	21	64	43	43	11	9	Individual Pkg value X Total one time running cost / All Pkg award values			
Timeline of work	1-6	1-8	2-48	6-36	7-15	10-48	6-48	7-40	40-48	41-48				
Month Count of work	6	8	47	31	9	39	43	34	9	8				
Deduction per month (in Thousands)	1	1	2	0	2	2	1	1	1	1	Total of One time Running cost (in thousands)	% deduction share of one time running cost per month	Nos. of active packages in month	
Month No.														
1	1	1									2	1%	2	
2	1	1	2								4	1%	3	
3	1	1	2								4	1%	3	
4	1	1	2								4	1%	3	
5	1	1	2								4	1%	3	
6	1	1	2	0			1				5	2%	5	
7		1	2	0	2		1	1			8	3%	6	
8		1	2	0	2		1	1			8	3%	6	
9			2	0	2		1	1			7	2%	5	
10			2	0	2	2	1	1			8	3%	6	
11			2	0	2	2	1	1			8	3%	6	
12			2	0	2	2	1	1			8	3%	6	
13			2	0	2	2	1	1			8	3%	6	
14			2	0	2	2	1	1			8	3%	6	
15			2	0	2	2	1	1			8	3%	6	
16			2	0		2	1	1			6	2%	5	
17			2	0		2	1	1			6	2%	5	
18			2	0		2	1	1			6	2%	5	
19			2	0		2	1	1			6	2%	5	
20			2	0		2	1	1			6	2%	5	
21			2	0		2	1	1			6	2%	5	
22			2	0		2	1	1			6	2%	5	
23			2	0		2	1	1			6	2%	5	
24			2	0		2	1	1			6	2%	5	
25			2	0		2	1	1			6	2%	5	
26			2	0		2	1	1			6	2%	5	
27			2	0		2	1	1			6	2%	5	
28			2	0		2	1	1			6	2%	5	
29			2	0		2	1	1			6	2%	5	
30			2	0		2	1	1			6	2%	5	
31			2	0		2	1	1			6	2%	5	
32			2	0		2	1	1			6	2%	5	
33			2	0		2	1	1			6	2%	5	
34			2	0		2	1	1			6	2%	5	
35			2	0		2	1	1			6	2%	5	
36			2	0		2	1	1			6	2%	5	
37			2			2	1	1			6	2%	4	
38			2			2	1	1			6	2%	4	
39			2			2	1	1			6	2%	4	
40			2			2	1	1	1		7	2%	5	
41			2			2	1		1	1	7	2%	5	
42			2			2	1		1	1	7	2%	5	
43			2			2	1		1	1	7	2%	5	
44			2			2	1		1	1	7	2%	5	
45			2			2	1		1	1	7	2%	5	
46			2			2	1		1	1	7	2%	5	
47			2			2	1		1	1	7	2%	5	
48			2			2	1		1	1	7	2%	5	
Total	4	11	86	9	21	64	43	43	11	9	300	100%		

D. Calculation For Recurring Running Cost

Packages/ Contracts	A1	A2	A3	A4	A5	A6	A7	A8	A9	A10		
Contract Values (in Thousands)	100000	250000	2000000	200000	500000	1500000	1000000	1000000	250000	200000	7000000	
Timeline of work	1-6	1-8	2-48	6-36	7-15	10-48	6-48	7-40	40-48	41-48	Total of Recurring cost (in thousands)	Nos. of active packages in month
Month No.	6	8	47	31	9	39	43	34	9	8		
1	85	211									296	2
2	13	31	252								296	3
3	13	31	252								296	3
4	13	31	252								296	3
5	13	31	252								296	3
6	8	21	167	17			83				296	5
7		15	120	12	30		60	60			296	6
8		15	120	12	30		60	60			296	6
9			126	13	31		63	63			296	5
10			95	10	24	72	48	48			296	6
11			95	10	24	72	48	48			296	6
12			95	10	24	72	48	48			296	6
13			95	10	24	72	48	48			296	6
14			95	10	24	72	48	48			296	6
15			95	10	24	72	48	48			296	6
16			104	10		78	52	52			296	5
17			104	10		78	52	52			296	5
18			104	10		78	52	52			296	5
19			104	10		78	52	52			296	5
20			104	10		78	52	52			296	5
21			104	10		78	52	52			296	5
22			104	10		78	52	52			296	5
23			104	10		78	52	52			296	5
24			104	10		78	52	52			296	5
25			104	10		78	52	52			296	5
26			104	10		78	52	52			296	5
27			104	10		78	52	52			296	5
28			104	10		78	52	52			296	5
29			104	10		78	52	52			296	5
30			104	10		78	52	52			296	5
31			104	10		78	52	52			296	5
32			104	10		78	52	52			296	5
33			104	10		78	52	52			296	5
34			104	10		78	52	52			296	5
35			104	10		78	52	52			296	5
36			104	10		78	52	52			296	5
37			108			81	54	54			296	4
38			108			81	54	54			296	4
39			108			81	54	54			296	4
40			103			77	51	51	13		296	5
41			120			90	60		15	12	296	5
42			120			90	60		15	12	296	5
43			120			90	60		15	12	296	5
44			120			90	60		15	12	296	5
45			120			90	60		15	12	296	5
46			120			90	60		15	12	296	5
47			120			90	60		15	12	296	5
48			120			90	60		15	12	296	5
Total	143	388	5676	329	235	3102	2334	1772	132	96	14208	



ANNEXURE B

HSE Displays

A. Types of Displays**1. Based on Content**

SN	Type
1.	HSE Hazards & Precautions Height Work, Housekeeping, Fire Safety, PPEs, Hot Work, Lifting & Rigging Activity, Site-specific Hazards – eg. for Refineries, Nuclear plants etc.; COVID Precautions; Environment Protection etc.
2.	Other Displays, Signage etc. HSE Policy, ISO Certificate, Safety Statistics, Assembly Area Location/ Route, Emergency Contact Numbers, Site Safety Rules & Regulations, Speed Limit, Work in Progress, Lock-Out Tag-Out (LOTO) Boards etc.

2. Based on Mounting

[Type 1]	[Type 2]	[Type 3]
Flex Sign Boards of Wooden Frame – directly mounted on Structures (walls, stairs, railings etc.)	Flex Sign Boards with Wooden Frame – mounted on metallic/ wooden legs – preferably double-sided	Coloured weather-proof Paintings on Walls (after due concurrence of BHEL/ Customer – Type 1 in case of no concurrence/ space)

B. General Requirements:

- Displays should be weather-proof as per installation location, i.e. rain-proof, wind-proof and sun-proof.
- Installation location and size to ensure visibility for the intended viewers (workers and moving personnel)
- Displays to have at least 50% graphical elements preferably (as applicable). Language should be understandable by majority of the workers
- Displays to be relevant to the hazards in the area
- Proper installation to ensure boards don't obstruct activities and should not be prone to fall so as to pose danger
- In case of multiple elevations (eg. Boiler, Power-house etc.), each elevation to have displays for applicable hazards including Height-Work, Housekeeping
- For temporary work locations, posters/ boards may be erected and shifted after task is over
- Minimum size of displays should be A1 unless otherwise specified
- In case of damage, displays shall be reviewed and repaired/ replaced
- In areas where night work is envisaged, fluorescent displays shall be installed and these should comprise of at least 20-30% of total displays
- Total Number of displays to be not less than 1 per 10 workers and are to be dynamically updated based on number of workers

C. Area-wise Displays

Below is list of Area-wise displays that are to be installed at Sites (Numbers, locations may be adjusted for specific requirements)

SN	Area	Suggested Subjects	Minimum Size	Minimum Quantity	Locations
1	Walls/ Foundations/ Cement Structures etc. belonging to the package area	Safety Hazards Prevention and other HSE Awareness content	[Type 3]	As per BHEL assessment from time to time	
2	Site Interior Roads belonging to the package area	At least every 20 meters: 1. Speed Limit Indication, Safe Driving board 2. Boards for hazard awareness	1.As needed [Type 2] 2. A1 or equivalent each [Type 2]	As indicated	Sides of Roads; Height to ensure good visibility
3	Specific Package Areas	A. Common At entry to respective Package/ Work Area, each contractor to put up daily updated board with following for each shift: 1. Scope of work and start date 2. Emergency Contact Numbers 3. Emergency Assembly Location, Escape Plan 4. Locations and supervisors of various gangs in the area, 5. Current Work permit Details 6. Safety Supervisor Location assignments - Names, Mobile Nos., Assigned Locations 7. Details (Name, Contact No. etc.) of Package In-charge - Contractor & BHEL 8. Details (Name, Contact No. etc.) of Safety In-charge - Contractor & BHEL 9. LTI Free Man-days & details of last LTI also to be indicated In addition, Area-Specific Displays as indicated in Table 1	A0 [Type 2]	1 per Package Area	Entry/ Ground Level

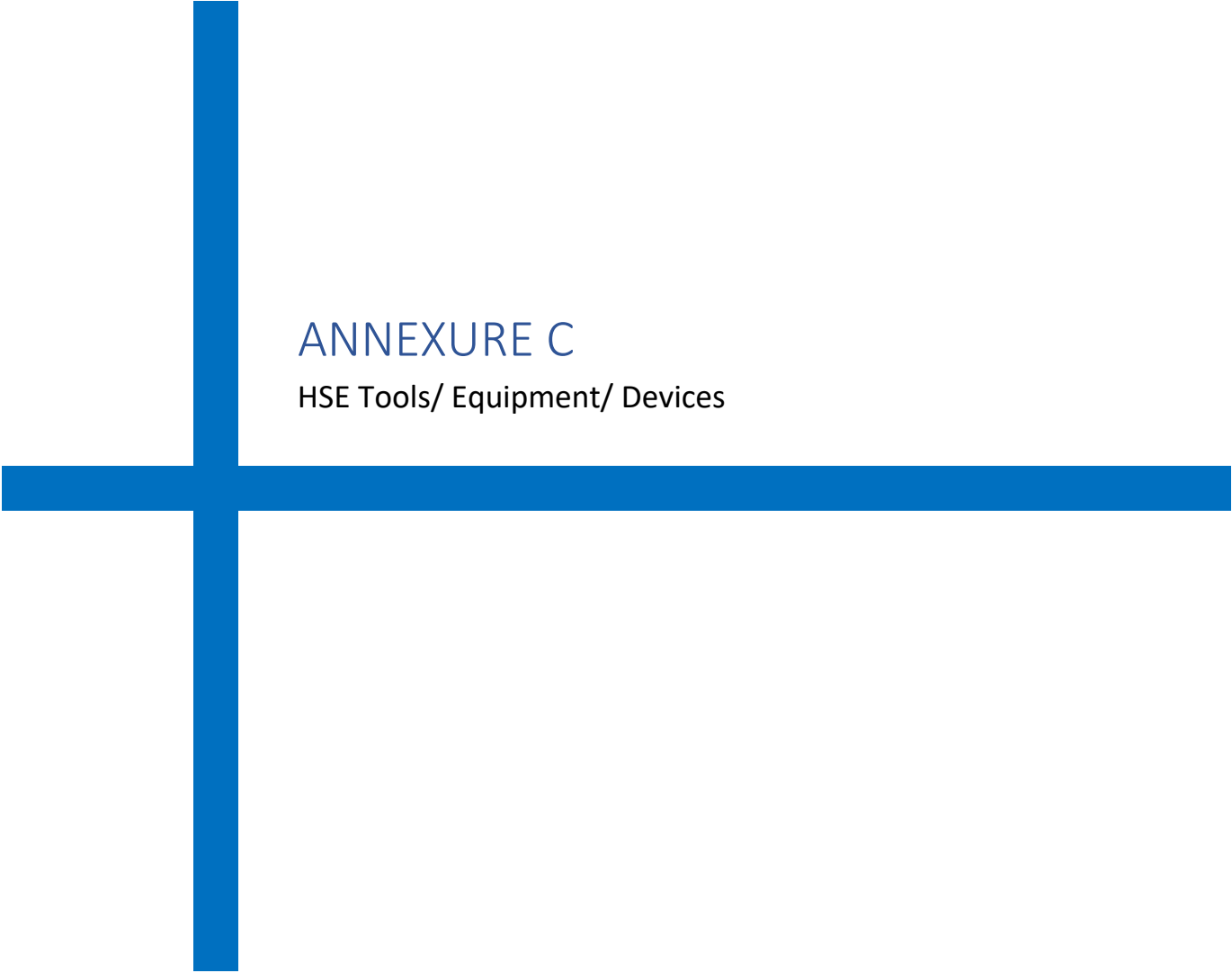
Table 1
(Area/ Package-wise HSE Display Plan – As applicable)

Prepared By (Subcontractor)				
S. No.	Area	Suggested Minimum No. of Displays & Types	Type	Numbers Installed
1	Boiler	3 per working elevation	[Type 1]	
2	Powerhouse	5 per elevation	[Type 1]	
3	ESP	5 Per Pass	[Type 1]	
4	Buildings	5 per elevation	[Type 1]	
5	Cooling Tower (NDCT/ IDCT/ ACC)	20 per Structure	[Type 1]	
6	Chimney	20 per Structure	[Type 1]	
7	Fabrication Yard	10 per Yard	[Type 2]	
8	Batching Plant	5 per Plant	[Type 1]	
9	Material Storage Yard – Open	20 per Yard	[Type 2]	
10	Material Storage Shed – Semi-Closed/ Closed	10 per Shed	[Type 1]	
11	Electrical Booths	2 per booth + Line diagram, Emergency contact details	[Type 1]	
12	Medical & First Aid Centre	2 per Centre	[Type 1]	
13	Rest Shed	2 per Shed	[Type 1]	
14	Canteen	2 per Canteen	[Type 1]	
15	Drinking Water Area	1 Per Outlet	[Type 1]	
16	Washing Water Area	1 Per Outlet	[Type 1]	
17	Training Centre	10 per room	[Type 1/2]	
18	Assembly Area	5	[Type 1/2]	
19	Stairs	1 per landing elevation	[Type 1]	
20	Cylinder Storage Area	5 + Signage: Type of Gas, Empty, Filled etc.	[Type 1/2]	
21	Labor Colony	Electrical Safety with Distribution Plan/ Line Diagram - 1 COVID Precautions Posters – 5 Safety Awareness Posters – 10 Hygiene awareness posters - 2	[Type 1]	
22	Others	As per requirement	[Type 1/2]	

Date:

Sign (Contractor)

Sign (BHEL)



ANNEXURE C

HSE Tools/ Equipment/ Devices

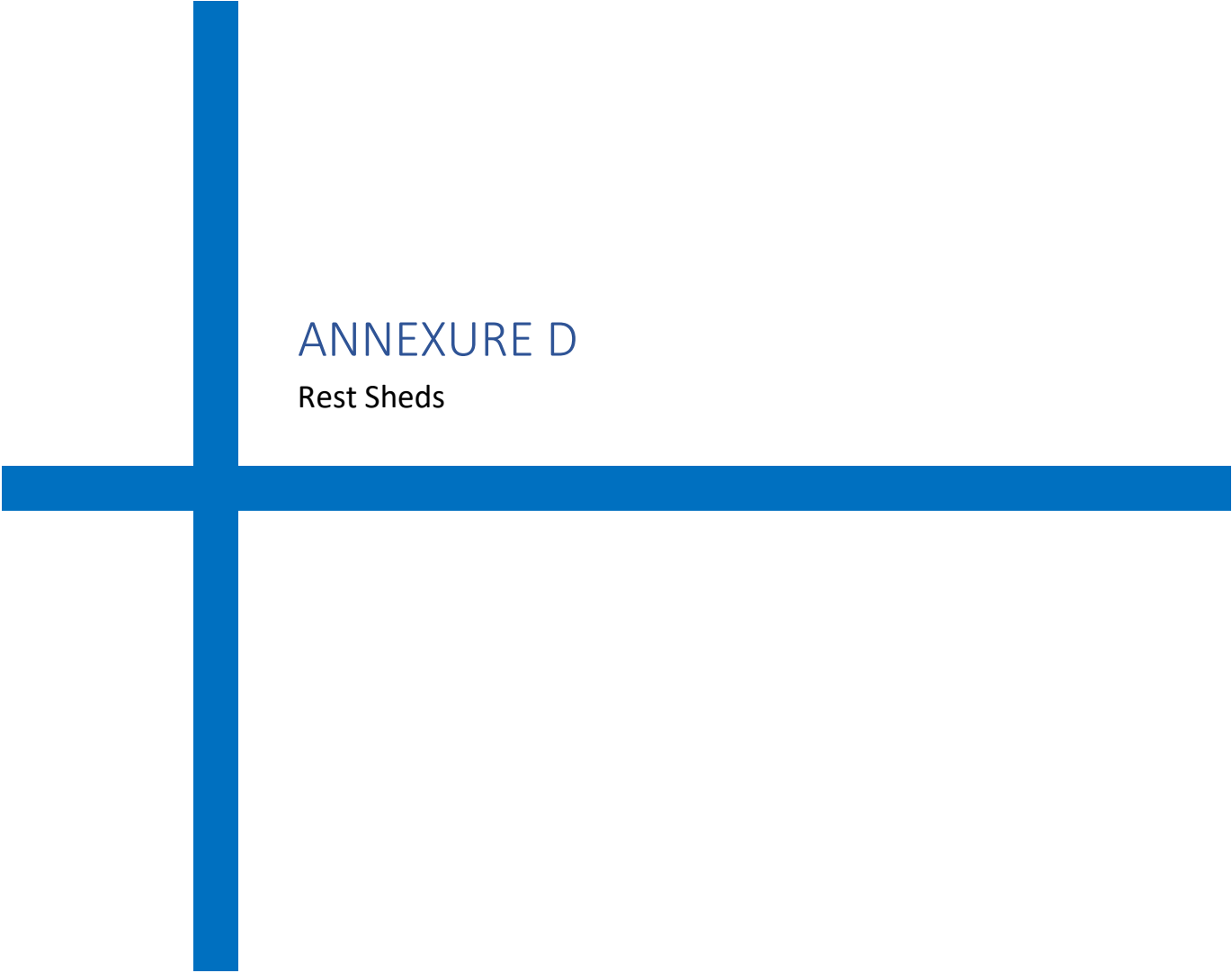
Following equipment conforming to relevant IS/ISO/BS Codes/ Standards in indicated quantities shall be ensured by subcontractor. This list is tentative, not exhaustive. Quantity and date/ period of deployment shall be as per site requirement.

A. HSE Tools/ Equipment/ Devices

SN	Item
1	Lifelines
2	Retractable Fall Arrestors
3	Safety Nets (10m X 5m) fire proof double mesh
4	Sky Climbers
5	Fire Blanket
6	Honey Bee Removal Suit & Kit
7	Scaffolding Pipes
8	Flashback Arrestors
9	Barricading Tape
10	Binoculars
11	Walkie-Talkies
12	LOTO kit
13	24-Volt light
14	Sand Buckets
15	Hard barricading Pipes
16	Standby Fire kits
17	Hand-held Megaphone
18	Small Public Address System
19	Foldable Stretcher
20	Height Rescue Kit (Non-Motorized)
	(Others:)

B. Test & Measurement Devices

SN	Device
1	ELCB Tester
2	Multi meter (Light cables)
3	Earth Resistance Meter
4	Lux Meter
5	Sound Meter
6	Anemometer
7	Breath Analyzer (Alcohol)
8	Multi-gas dozi-meter/ detector
9	Gas leakage detector / alarm
10	Gas monitor (confined space)
11	Radiation meter & Badges
12	Blood Pressure Monitor
13	Fire detectors
14	Hand held signaling light
	(Others:)



ANNEXURE D

Rest Sheds

1. Determining the Number, Sizes and Locations of Rest Shelters

i. **Numbers:**

The number of rest shelters shall be determined based on maximum number of workers at any one time (across all shifts). Formula is:

W_{max} = Maximum number of workers at any time in the Site

Space per worker = 1.1 sq meter

Total space required, $T_{space} = W_{max} \times 1.1$

Based on total space requirement calculated above, the number of rest sheds can be decided according to availability of locations and concentration of workers – so as to ensure the required space.

ii. **Locations:**

The rest sheds should be so located so as to minimize the distance to be travelled by the workers from their locations of work considering all the practical constraints

iii. **Other:**

The Rest shelter should be fenced so that it cannot be used as parking area.

2. Design & Construction of Rest Sheds

a. **Permanent/ Long duration Rest Sheds**

- i. For locations where, permanent rest sheds can be constructed without possibility of removal for relatively long period of time, a semi-closed shed can be constructed covered with tin roof and supported with well-grouted beams. The floor of the shed to be preferably cemented/ solidified.
- ii. Adequate structural requirements suitable to the local weather (wind/ rain etc.) to be ensured.
- iii. The design of the rest shed to be approved by Civil Engineering Department of BHEL Site before commencing work

b. **Temporary/ Movable/ Portable Rest Sheds**

- i. For locations where, permanent rest sheds cannot be constructed either due to non-availability of permanent location or other reasons, temporary rest shed shall be constructed.
- ii. Temporary rest sheds shall comprise of Tent arrangement carried out by professional agencies

3. Amenities in Rest Sheds

a. **Essential Amenities**

Following amenities shall be essentially ensured in a rest shed:

- i. Hygienic environment with regular cleaning and housekeeping (with records)
- ii. Adequate illumination
- iii. Adequate ventilation/ heating as per weather conditions
- iv. Clean Drinking water source
- v. Hand Washing area
- vi. Toilets & Urinals
- vii. Benches/ mats for sitting/ lying
- viii. Any other essential requirement deemed necessary by the Site
- ix. Dust bins of sufficient quantity/ size that are vacated each day/ as per requirement

b. **Additional/ Optional Amenities**

Following amenities are optional but are recommended to enhance the level of satisfaction of work force:

- i. Hot/ Cold drinks (Tea, Coffee, Glucose etc.) as per requirement
- ii. Snacks
- iii. Fans/ Coolers/ Heating arrangements as per requirement and weather conditions
- iv. A nice, welcoming interior design, music etc.
- v. Water cooler

4. Health & Safety Requirements of Rest Sheds

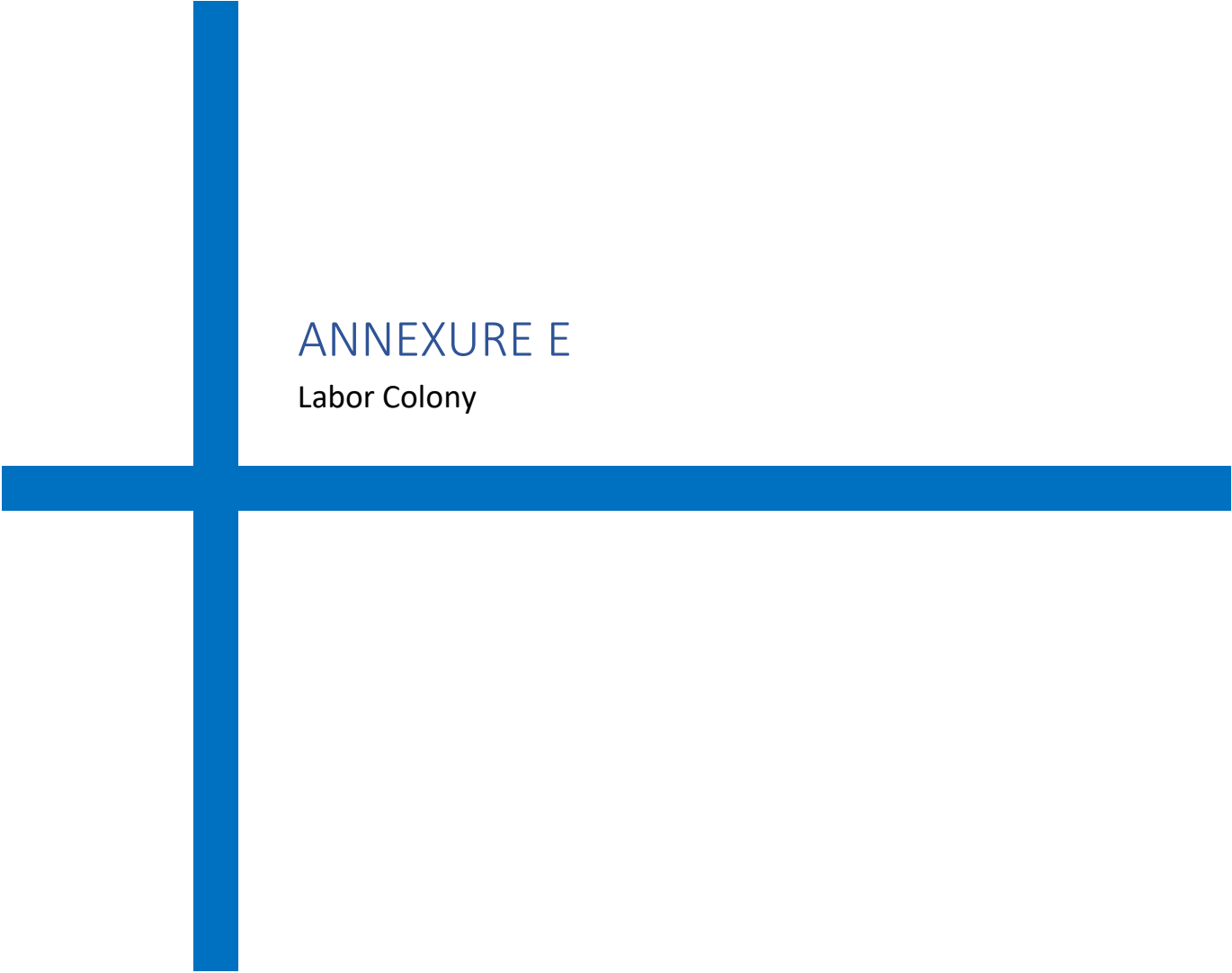
Use of asbestos in construction is banned and shall not be used.

In addition, following essential Safety features shall be ensured in Rest sheds:

- i. Availability of Fire extinguishers (preferably CO2 type)
- ii. Display of Safety Posters
- iii. Pest/ reptile protection
- iv. Mosquito prevention measures

5. Note:

Any suitable closed spaces/ newly constructed buildings etc. available at project may also be used for the purpose of rest shed with due concurrence of BHEL



ANNEXURE E

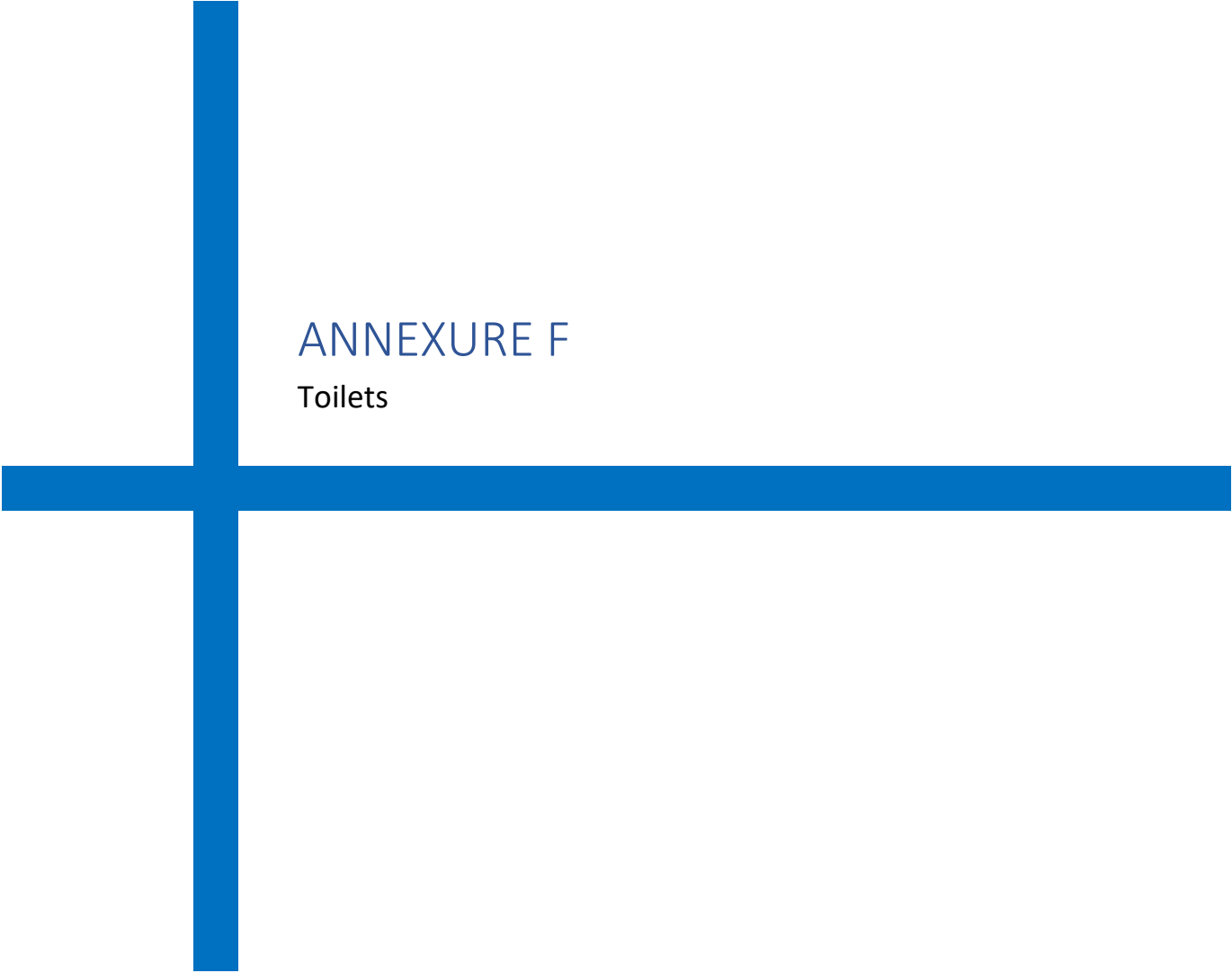
Labor Colony

1. These Guidelines suggest minimum requirements. However, additional requirements based on feasibility and circumstances, while adhering to directions of GOI/District Administration/Local Authority guidelines to be considered
2. Norms for social distancing, training/ awareness, face masks, disinfection, sanitization, gate entry, quarantine, medical, action in case of suspect cases of COVID and other communicable diseases etc. to be followed as per Govt. and BHEL guidelines issued from time to time
3. Labor colony to be developed as close to the Site as possible to avoid lengthy commute
4. A "Suggestion Register" shall be made available at the labor colony for residents. The feedback shall be reviewed on weekly basis and acted upon by concerned Contractor. Same shall be reviewed periodically by authorized BHEL Site Official.
5. **Canteens, Latrines & Urinals, Washing Facilities, Creches, Residential Accommodation and other infrastructure/ facilities:**
Numbers/ Quantities and Features of these facilities shall be in line with the following as applicable:
 - a. BOCW Act & State Rules
 - b. The Inter-State Migrant Workmen (Regulation of Employment and Conditions of Service) Act & State Rules
 - c. Factories Act & State Rules
 - d. Other Relevant Acts & Rules
6. **Cleanliness & Hygiene/ Housekeeping:**
 - a. Regular cleaning of the labor colony to be ensured.
 - b. Daily cleaning of Sanitary facilities.
 - c. Proper drainage system to prevent water-logging
 - d. Regular fogging to prevent spread of mosquitoes
 - e. Prevention of foul smell through necessary interventions
 - f. Dust suppression as per requirement
 - g. Cutting of Grass at regular intervals and other necessary measures to prevent pests & reptiles
 - h. Stray animals to be banned from labor colony.
 - i. Outside every common facility, eg. Toilet, washroom, food hall/ canteen etc., provision of washbasin with flowing water and soap (preferably liquid soap) to be ensured
7. **Power Supply Layout:**
Electrical supply Layout of Labor Colony shall have the provision of Safety devices like MCBs, ELCBs etc. and to be clearly displayed
8. **Washing & Drinking Water Availability**
 - a. Adequate water to be provided in line with: "Estimation of Water Requirements for Drinking and Domestic Use (Source: National Building Code 2016, BIS)"
 - b. Drinking water tank to be cleaned every week and sticker for the same pasted on the tank
 - c. Drinking water source should be tested as per IS 10500
9. **Waste Disposal:** Separate bins for dry, wet and biomedical waste to be installed. These bins to be evacuated regularly
10. **Training & Awareness/ Displays**
 - a. **HSE Awareness Displays:** Posters/ banners/ boards to be displayed in labor colony. Subjects of displays shall be precautions for applicable hazards at work site.
 - b. **Emergency Contact Numbers** including that of Doctor, Hospital, Labor Colony Supervisor, HSE Officials to be displayed prominently

11. Doctor Visits:

Regular and need-based visits by Doctors to be ensured through tie-ups etc.

12. Inspection & Review: Regular inspection of labor accommodation to be carried out by the Contractor as per prescribed format. Last inspection date, inspector and next due date to be prominently indicated near main gate**13.** Provision of a Fair Price shop in the premises to be ensured as per requirement**14.** Adequate arrangements to be ensured in case of children/ families



ANNEXURE F

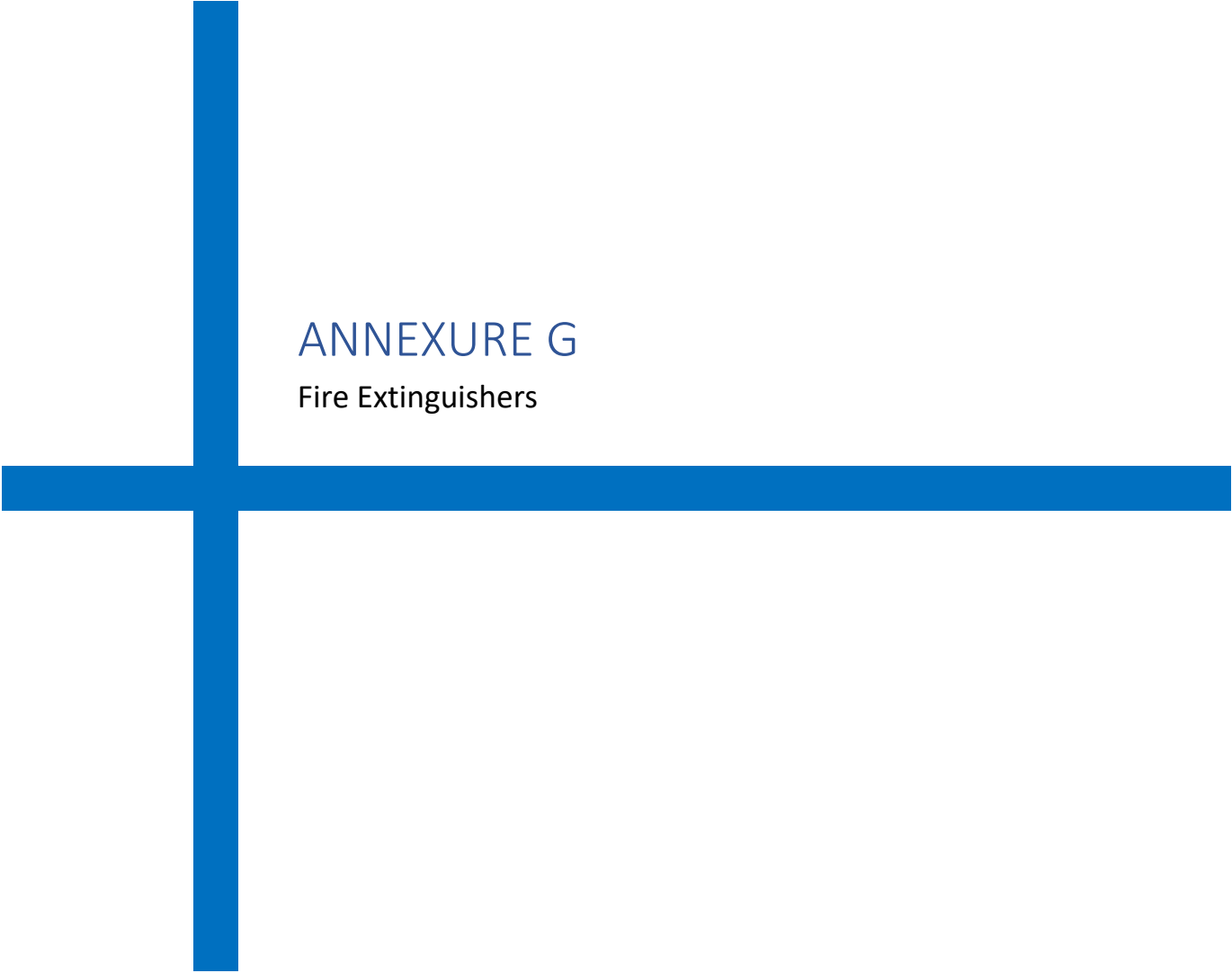
Toilets

Toilets (Latrines and urinals shall be ensured at Site and Labor Colony in accordance with the Inter-State Migrant Workmen Act, 1979 as given below:

LATRINES	URINALS
1. Latrines shall be provided in every establishment on the following scale, namely: - - Where females are employed, there shall be at least one latrine for every 25 females; - 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 190, it shall be sufficient if there is one latrine for 25 males or females, as the case may be, up to the first 100, and one for every 30 thereafter 2. Every latrine shall be under cover and so partitioned off as to secure privacy, and shall have a proper door and fastenings.	1. There shall be at least one urinal for male workers up to fifty and one for female up to fifty 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 fifty females up to the first 500 and one for every 100 or part thereof thereafter. 2. The urinals shall be designed and located so as to ensure privacy.

Important:

- 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.
- The notice shall also bear the figure of a man or of a woman, as the case may be.
- The latrines and urinals shall be conveniently situated and accessible to workers at all times at the establishment.
- The latrines and urinals shall be adequately lighted and shall be maintained in a clean and sanitary condition at all times.
- Latrines and urinals other than those connected with a flush sewage system shall comply with the requirements of the public health authorities.
- Water shall be provided by the means of tap or otherwise so as to be conveniently accessible in or near the latrines and urinals.
- At Site, on ground, **Modular Bio-toilets** as per industry standard specifications and regular professional cleaning shall be ensured. The toilets should be sufficient in number and easily accessible to workers from every work area
- At Site, in various elevations, suitable urinals with proper drainage to be ensured at each elevation in line with IS 2064 (1993). Same to be cleaned regularly



ANNEXURE G

Fire Extinguishers

SN	Type of Fire Risk (Class of Fire)	Extinguishing Medium & Relevant INDIAN STANDARD	Scale of Equipment (Minimum recommended)
1.	CLASS 'A' Fires involving ordinary combustible materials like wood, paper, textiles, rubber etc. (Ordinary hazard or low fire load)	WATER Soda acid type, water type (gas pressure) and water type (constant air pressure) IS: 934 -1976; IS: 940 -1976; IS: 6234 -1971	For every 600 square meter floor area or part, one 9-litre capacity. Minimum 4 numbers per floor or room; should not be required to travel more than 15 meter to reach any extinguisher.
2.	CLASS 'A' (Extra hazard & high fire load)	-do	-do – (Also, consult local fire authority).
3.	CLASS 'A' (Special hazards)	-do	-do – Extra provision For every 100 square meter floor area or part, one 4.5 Kg. CO ₂ ; minimum 2 numbers per room; should not be required to travel more than 10 meter to reach any extinguisher.
4.	CLASS 'B' (Fires in flammable liquids like oils, solvents, petroleum, products, varnishes, paints, etc. where blanketing effect is essential) (Storage and handling in small quantities)	FOAM / CARBON DIOXIDE / DRY CHEMICAL POWDER IS: 933 -1976; IS: 2878 1976; IS: 2171 1976; IS: 4308 -1982	For every 50 square meter floor area or part, 2 numbers 9 -liters foam or 5 kg dry powder; should not be required to travel more than 10 m in the area of storage to reach any extinguisher.
5.	CLASS 'B' (Bulk storage other than in tank form))	-do -	-do- (but minimum 3 numbers per room)
6.	CLASS 'C' (Fires involving gaseous substances under pressure where it is necessary to dilute the burning gas at a very fast rate with an inert gas or powder) (storage and handling of gas cylinders)	CARBON DIOXIDE / DRY CHEM. POWDER. The best way to extinguish such fire is by stopping the flow of fuel gas to the fire. Container is kept cool with water spray. IS: 2878 1976; IS: 2171 -1976; IS: 4308 -1982	For every 100 square meter floor area or part; 2 numbers, 10 kg powder extinguisher or 6 kg CO ₂ ; minimum 3 nos. per room; should not be required to travel more than 10 meter to reach any extinguisher.
7.	CLASS 'D' Fires involving metals like magnesium, aluminum, zinc, potassium etc. where the burning metal is reactive to water and which require special extinguishing media or technique	SPECIAL DRY POWDER IS: 2171 -1976 IS: 4861 -1968	For every 50 square meter floor area or part, 2 nos. 5 kg special dry powder; minimum 3 nos. per room; should not be required to travel more than 10 meter to reach any extinguisher.
8.	MIXED OCCUPANCY (electrical); Generators; Transformers; etc.	CARBON DIOXIDE DRY POWDER, IS: 2878 1976; IS: 2171 -1976	For every 100 square meter floor area or part one 10 kg CO ₂ . Minimum 2 numbers for every location should not be required to travel more than 10 meter to reach an extinguisher.

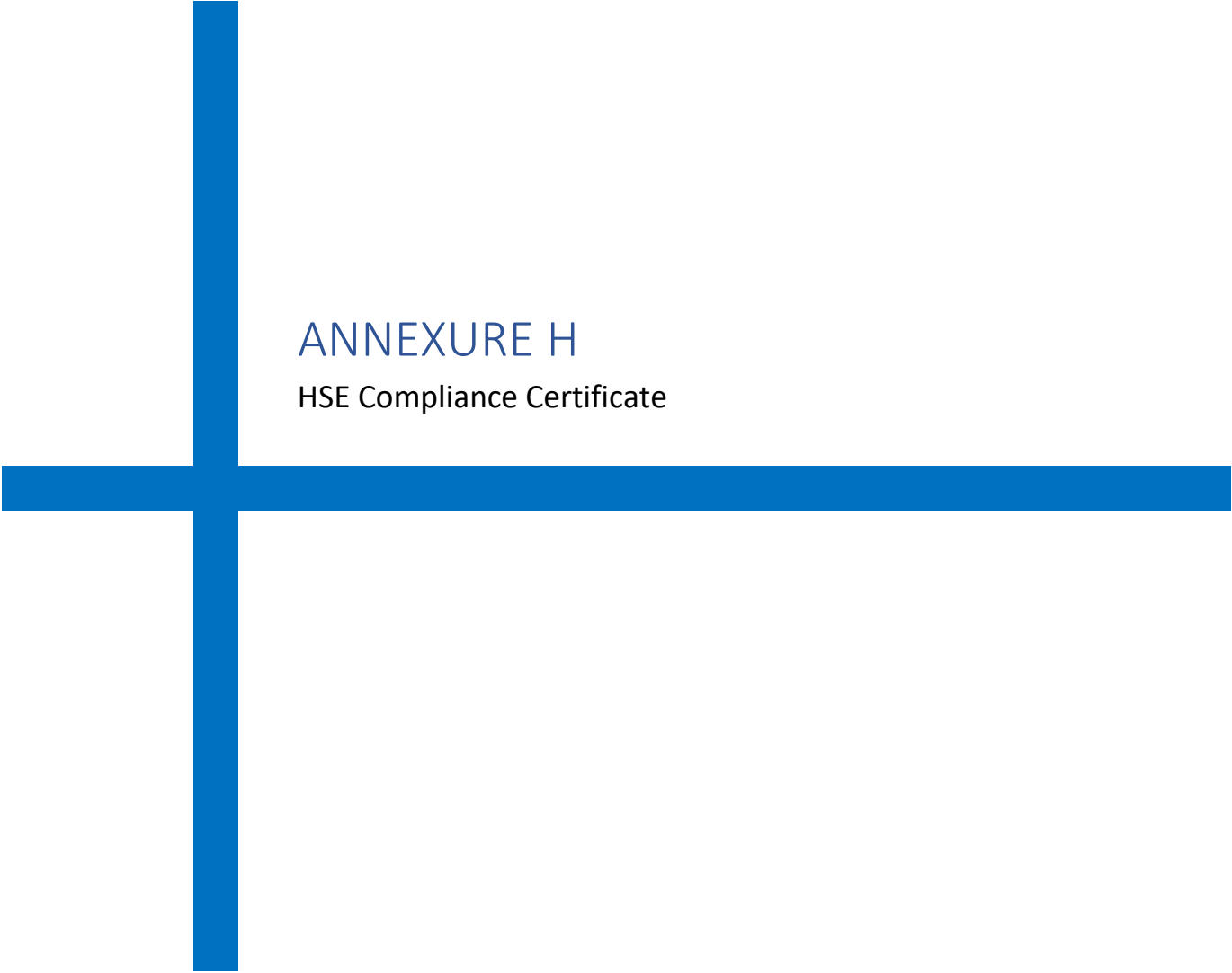
Note: Due to peculiarities of the power plant construction sites, there would be locations in the construction areas of Boiler, Turbine, Generator, Transformer, etc. where different types of fire risk (classes of fire) may co-exist. Special care shall be taken while selecting and installing portable fire extinguishers for such locations so that all types of fire risk that may co-exist, are adequately covered. Similar special care shall be taken for storage areas.

a. All Electrical welding booths shall be equipped with appropriate Fire Extinguisher

Bharat Heavy Electricals Limited, Power Sector

Regd. Office: BHEL House, Siri Fort, New Delhi-110049

- b. Appropriate Fire Extinguishers shall be made within easy reach of all welding operations
- c. Fire extinguishers shall be regularly tested and last checked date to be indicated on each. Master list shall be prepared with location and details
- d. Providing appropriate fire-fighting equipment at designated work place and nominate a fire officer/warden adequately trained for his job.
- e. Subcontractor shall provide enough fire protecting equipment of the types and numbers at his office, stores, temporary structure in labour colony etc. Such fire protection equipment shall be easy and kept open at all times.
- f. The fire extinguishers shall be properly refilled and kept ready which should be certified at periodic intervals. The date of changing should be marked on the Cylinders.
- g. All other fire safety measures as laid down in the “codes for fire safety at construction site” issued by safety coordinator of BHEL shall be followed.
- h. Non-compliance of the above requirement under fire protection shall in no way relieve the subcontractor of any of his responsibility and liabilities to fire incident occurring either to his materials or equipment or those of others.
- i. Emergency contacts nos. must be displayed at prominent locations
- j. Tarpaulin being inflammable should not be used (instead, only non-infusible covering materials shall be used) as protective cover while preheating, welding, stress relieving etc. at site.



ANNEXURE H

HSE Compliance Certificate

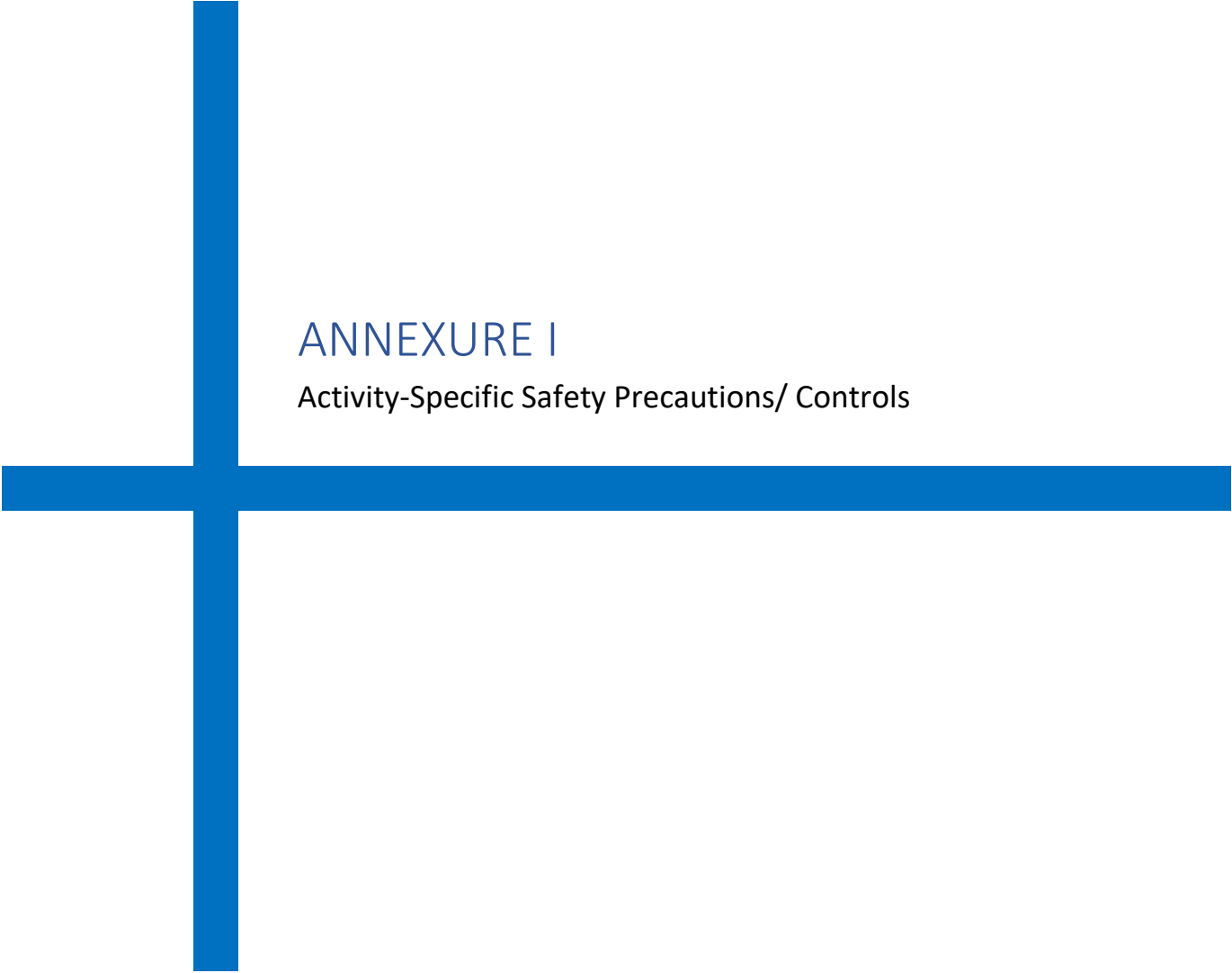
Bill Ref no: _____ Date: _____

NAME OF THE AGENCY: _____ Work-Area/Package: _____

Sl. No.	Description	Remarks
1	<u>HOUSE KEEPING:</u>	
1.1	All working areas at site (specific to the agency) are free from garbage's, scraps & any other undesired non-plant materials. There is no encroachment in safe passage of man, material & T&P to carry out activities safely	
1.2	All the plant materials under the custody of the agency are stacked & stored properly.	
2	<u>GENERAL ILLUMINATION:</u>	
2.1	ALL the working areas at site & office of the agency including passages are having proper & sufficient illumination.	
3	<u>STATUTORY & REGULATORY REQUIREMENT:</u>	
3.1	Sufficient water for drinking & other purposes and sanitation in work area and labour colony are available.	
3.2	Periodical Medical check-up of workers & staff done regularly & report submitted to BHEL	
3.3	Regular EYE testing is done for Crane operators/Welders and data's are available with agency	
3.4	All the T&P, Cranes etc used by the agency are having proper T.Cs & Fitness certificate available from competent authority.	
4	<u>SAFETY COMPLIANCE:</u>	
4.1	Number of Tool box meetings between Safety officers, erection staff & workers of the agency held in this month with location mentioned	
4.2	All precautions & Safety measures including PPE compliances are taken before working at HEIGHT	
4.3	Permit for working at Height is taken & complied accordingly	
4.4	ELCB is used in Construction Power Supply source by the agency & Proper Distribution board and electrical cabling has been used by the agency and regularly checked by electrician & safety officer of the agency	
4.5	Unsafe areas barricaded properly & unsafe opening closed properly	
4.6	Proper Platforms & Hand-rails used In areas earmarked earlier	
4.7	Proper safety signage's, Slogans & Emergency contact phone numbers including FIRE contact nos. are made available by the agency in locations mentioned	
5	Whether any penalty imposed by BHEL towards non-compliance of above points.	

<u>VENDOR'S SIGNATURE</u>	
Erection Engineer	
HSE Officer	
Site-in-Charge	

<u>BHEL'S SIGNATURE</u>	
Erection Engineer	
HSE Officer	
Package-in-Charge	



ANNEXURE I

Activity-Specific Safety Precautions/ Controls

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General

The philosophy of hierarchy of controls as below shall be followed

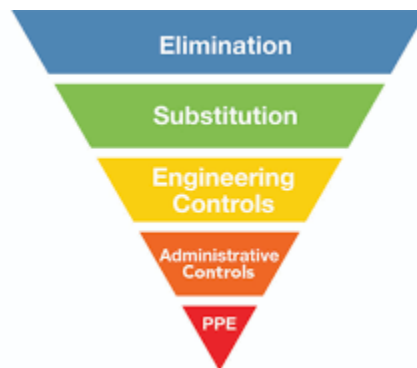


Fig. 1.1

It shall be ensured that there are multiple protections against any accident/ incident. For example, for height work there shall be safe platforms and walkways, Safety Nets and Lifelines for hooking double lanyard Safety harness by workers.

Monitoring and modifying worker behavior shall be part of ensuring safety. All personnel should be competent and trained for the job

Brief Safety guidelines for various hazardous activities are indicated below, besides the mandatory requirements based on Hazard Identification studies, HSE Procedures, Operational Control Procedures, Work Permits, applicable Indian Standard Codes and other provisions detailed in this document. Constant supervision at all times to be maintained by Execution & Safety Team to ensure implementation of these provisions.

1. WORK AT HEIGHT:

- a. All work at height above 2 meter above ground level without complete platforms, handrails and other related fall protection shall require a work permit in the prescribed form. This shall require approval by the competent authority. The HSE officer of sub-contractors shall follow the checklist religiously by physically verifying the condition of the work area before recommending for approval.
- b. Prior to the start of work at elevation, the HSE Officer involved with the work must meet the work supervisor to review the scope of work, and must review all the possible fall hazards and effective safety responses. The evaluation / analysis must be documented and kept on file and on site by the HSE Officer.
- c. Whenever a fall hazard or other exposure exists for working at heights more than 2.0m/6ft, the nature and scope of work will be evaluated for conditions and environmental factors before selecting the appropriate fall protection system (active, passive or a combination of measures, as appropriate).
- d. All Engineering and Administrative Controls including barricading, safe platform, Safety Nets etc. shall be made available at work location. Under no circumstances, there shall be total reliance on PPEs only
- e. **Safety Nets**
 - i. Contractor shall maintain sufficient stock of Safety Nets for deployment
 - ii. Safety Nets as per IS: 11057:1984 should be used extensively for prevention / arrest men and materials falling from height.
 - iii. The safety nets shall be fire resistant, duly tested and shall be of ISI marked.

- iv. Safety Nets shall be deployed below all platforms where height work is envisaged. Duration of work, delay shall be no excuses for non-installation of Safety Net
- f. Reaching beyond barricaded area without lifeline support, moving with support of bracings, walking on beams without support, jumping from one level to another, throwing objects and taking shortcut must be discouraged.
- g. Monkey Ladder shall be fitted with cages. Rope ladder should be discouraged.
- h. In case of pipe-rack, persons should not walk on pipes and walk on platforms only.
- i. In case of roof work, walking ladder/ platform should be provided along with lifeline and/ or fall arrestor.
- j. For chimney or structure painting, both hanging platform and men should be anchored separately to a firm structure along with separate fall arrestor.
- k. The procedures for the safety response to identified fall hazards developed and rescue plans must be reviewed with all individuals exposed to the hazards.
- l. The HSE Officer must establish an inspection process of fall protection systems. Some equipment requires documented inspections by its manufacture on a regular schedule. Such equipment must have evidence of the inspection and re-certification process on it. This information must be reviewed before the equipment is actually used. Individuals must visually inspect the fall protection equipment before each use. Failure to complete this inspection process could result in serious injury or death.
- m. Immediately remove from service any fall protection equipment that is identified as defective, damaged, or has been subjected to an impact. Damaged fall protective equipment must be destroyed to prevent re-use and not be discarded into trash containers, as the worn or damaged equipment could be unintentionally re-used.
- n. Aerial lifting devices, excluding scissor lifts require the use of full body harnesses and lanyards in any elevated position.
- o. Where Height related works are applicable then rescue team (consist of 5- 10 person) shall be identified and trained for potential rescue.

1.1 Personnel fall protection system must include:

a. Safety Harness

All height workers must use Full Body Safety harness with double lanyards with shock absorber (only). The primary lanyard is never unhooked until the secondary lanyard is secure. The design of the working platform should be such that under no circumstances, worker should have both lanyards unhooked while at height.

b. Lanyard

- i. The type of work and the environment conditions determine lanyard and lifeline selection. If welding, chemical cleaning that may damage lanyards, connectors or lifelines, sandblasting, etc., either protect the components or use more appropriate type of system.
- ii. Lanyards and lifelines must incorporate, or be used with, an appropriate deceleration (shock absorbing) device. Deceleration devices include rope grabs, rip-stitch lanyards, specially woven lanyards, tearing, or deforming lanyards, automatic self-retracting lifelines and lanyards which dissipate or limit the energy imposed on the employee during fall arrest.
- iii. Once in use, the system's effectiveness is to be monitored. In some cases, a program for cleaning and maintaining the system may be necessary. Lanyard and lifelines must use locking snap hooks only and under

no circumstances must two lanyard snap hooks be connected.

c. Lifeline

All lifelines in general are to be made of min 12mm dia. steel rope (plastic coated) and tied to columns with 3 clamps at each end. Wherever columns are not available to tie the lifelines, the vertical posts as per the design below are to be provided after carrying out drop load test initially. A load of 240kg to be dropped off the mid-point of lifeline in this test.

d. Lifeline Post

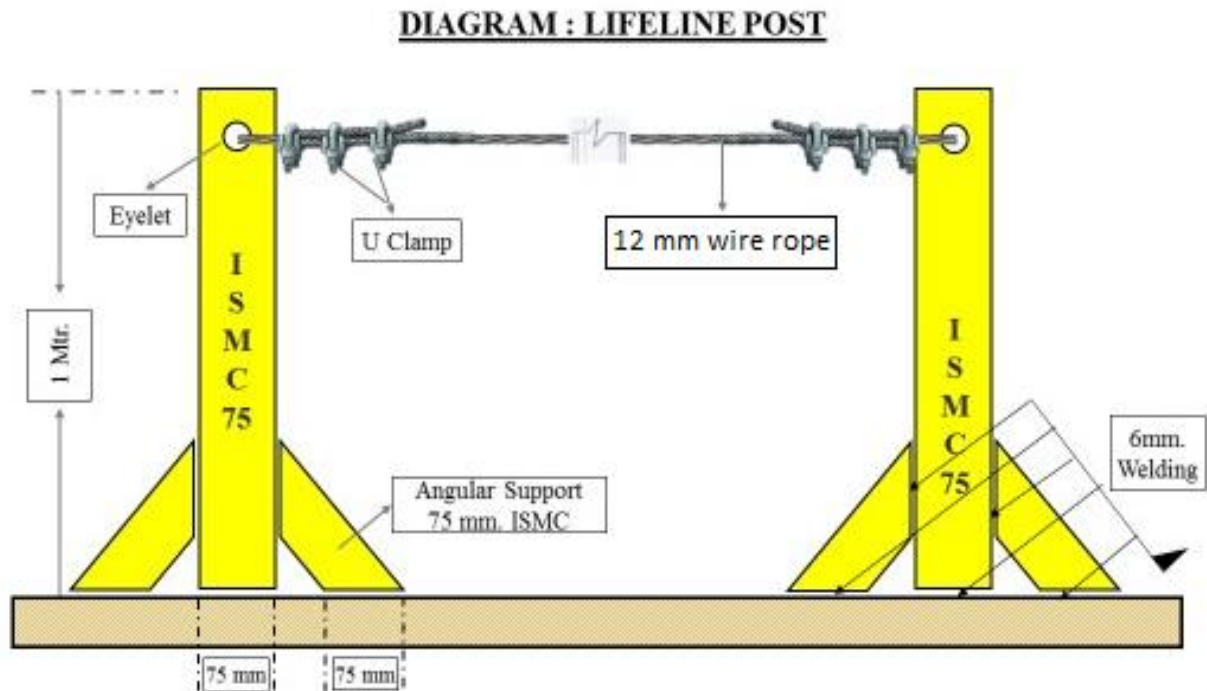


Fig. 2.1 Lifeline Post

- i. The support at vertical post shall be fixed at end-to-end (welded/ bolted). The maximum length of one end to another end shall be 6 meters
- ii. If the length of a lifeline is more than 6 meters, then intermediate vertical post(s) are to be used. Such intermediate post(s) will act as supports and the lifeline rope should simply pass through the eyelets (holes) of such supports without being anchored
- iii. The lifeline need not be wrapped / clamped to any intermediate post
- iv. Such intermediate posts must be used at an interval of every 6 meters
- v. The post(s) in which the original lifeline is to be installed should be capable of sustaining a tensile stress of 2268 Kgs.
- vi. In a horizontal lifeline installation, maximum allowable sagging is 500-600 mm
- vii. For a single spun lifeline, no more than 3(Three Nos.) persons are allowed to work; for more than two workers, another lifeline should be installed
- viii. Horizontal lifeline should be so installed that it does not impede safe movement of workers
- ix. All the installation work must be carried out by competent person with adequate knowledge

1.2 Working Platform

- a. Working platforms, gangways and stairways shall be so constructed that they do not sag unduly or unequally and if the height of the platform gangways provided is more than 3.6 m above ground level or

floor level, they shall be closely boarded and shall have adequate width, which shall not be less than 750 mm and be suitably fenced.

b. Precautions against the fall of Materials, Persons and Collapse of Structures:

- i. Every opening in the floor or a building or in a working platform shall be suitably barricaded to prevent the fall of persons by providing suitable fencing or railing whose minimum height shall be 90 cm.
- ii. Adequate precautions should be taken such as the provision of fencing, or barriers to protect any person who might be injured by the fall of materials, or tools or equipment being raised or lowered. Hard barricading shall be made at such places made of scaffolding pipe & clamps covered with reflective net. Cradle may be used for lifting materials - however this shall be made of MS angles and flats only and duly certified by the HSE officer. Operators may also use designed containers for lifting small tools.
- iii. Guardrails (including scaffolding) erected over/adjacent working areas must have the guardrails screened (opening < 0.5), to prevent material from falling outside the platform/decking.
- iv. Guardrails must be able to withstand a 200-pound force exerted in any one direction.
- v. Where necessary to prevent danger, guys, stays or supports should be used or other effective precautions should be taken to prevent the collapse of structures or parts of structures that are being erected, maintained, repaired, dismantled or demolished.
- vi. All openings through which workers are liable to fall should be kept effectively covered or fenced and indicated in the most appropriate manner.
- vii. Guardrails and toe-board/barricades and sound platform conforming to IS: 4912-1978 and other Indian laws and regulations as depicted below should be provided.

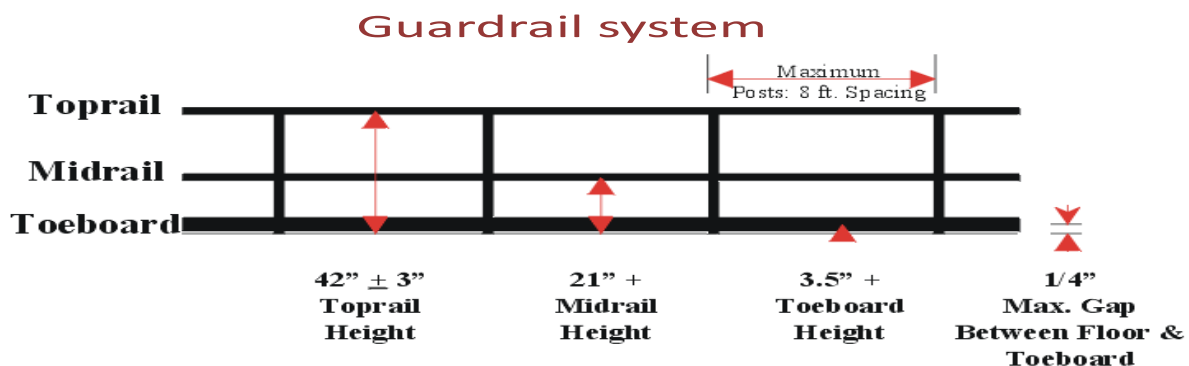


Fig. 2.2 Guard Rail System

- viii. Guardrails shall be provided to protect workers from falling from elevated work places. The rails are generally made of MS pipes of suitable dia. Rebar shall not be used for any handrails, ladder or cover purpose. Wherever the guard-rails and toe-boards cannot be provided:
 - a. adequate safety nets or safety sheets shall be erected and maintained; or
 - b. adequate safety harnesses shall be provided and used and / or
 - c. adequate fall arrestor shall be provided and used.

As mentioned under PPE clause, all these PPEs shall be defect free and regularly inspected for any defect. The full body safety harness shall have double lanyard only with max 1.8m length.

- ix. The monkey ladders shall have sufficient fall arrestors. Adequate lifelines of 8mm steel wire rope shall be provided across the work area.
- x. The HSE officer shall recommend appropriate PPEs after analyzing hazards and risks involved.

1.3 Scaffolding

All scaffolds shall be conformant to the relevant standards including IS 3696 and IS 4014 as applicable. A sketch of the scaffolds proposed to be used shall be prepared and approval of the BHEL Engineer obtained prior to construction / use. Only cup lock type scaffoldings will be allowed in site. Where cup lock type scaffolding arrangement is not feasible by the virtue of the location, in that case only pipe and clamp type scaffolding will be allowed.

- a. The scaffolding work must be carried out by a competent person, who shall train the scaffold users on safety aspects
- b. All scaffolds shall be erected / dismantled by scaffolding crew under direct supervision of competent scaffolding supervisors.
- c. All scaffolds shall be capable of supporting 4 times maximum intended load and erected on sound, rigid footing, capable of carrying the maximum intended load without settling or displacement. Bamboo scaffolding is not permitted for use on site.
- d. Each employee on the scaffold shall use an approved safety harness attached to an independent lifeline. The lifeline is to be securely attached to substantial members of the structure (not the scaffold itself) or to securely rigged lines, which shall safely suspend a worker in event of a fall.
- e. Guard rails and toe boards shall be installed on all open sides and ends of platforms more than (2) meters above ground or floor
- f. Scaffold planks must be at least 5 cm x 25 cm (2" x 10") full thickness lumber scaffold grade or better.
- g. Scaffold planks shall not span distances greater than 2.5 meters (8 feet).
- h. Scaffold planks shall extend over end supports not less than 6 inches nor more than 12 inches and be secured to the scaffold. Scaffolding and accessories with defective parts shall be immediately repaired or replaced.
- i. All scaffolding must be a minimum of two planks wide. No one may work from a single plank.
- j. Scaffold planks must be inspected before use. Planks that have been damaged must be removed from the site.
- k. Access ladders must be provided for each scaffold. Climbing the end frames is prohibited unless the design incorporates an approved ladder.
- l. Adequate mudsills or other rigid footing capable of withstanding the maximum intended load must be provided.
- m. Scaffolds more the 6 meters (20 feet) in height must be tied to the building or structure at intervals which do not exceed 4 meters (13 feet) vertically and 6 meters (20 feet) horizontally.
- n. Do not overload scaffolds. Material should be brought up as needed. Scaffolding must not be loaded in excess of its rated capacity.
- o. Barrels, boxes, kegs, blocks or similar unstable object must never be used as work platforms or to support scaffold.
- p. Where persons must work under or pass under a scaffold then a 18 gauge wire mesh screen must be installed between the toe board and guard rail.
- q. Employees exposed to overhead hazards while working on a scaffold will be protected by 5 cm (2") thick planks.
- r. Wooden/bamboo ladders shall not be allowed at any cost. Ladder's rungs shall be fitted /welded

properly. Before every use the rungs should be checked for safe use.

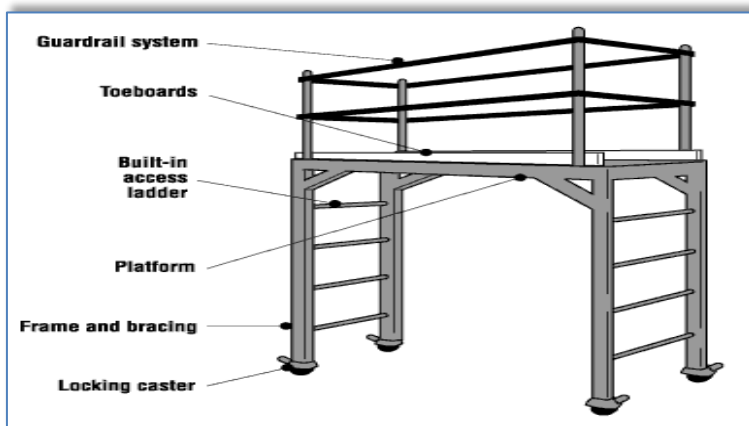
- s. Wooden scaffolds shall not be used in areas where fire / fire products are expected
- t. Ropes made of jute / Plastic and other fire prone material shall not be used to tie up scaffolding components together
- u. The platform should have permanent hand rail and mid rail with Toe board without fail.
- v. All platforms are to be tightly planked for the full width of the scaffold, except as may be necessary for entrance openings. Platforms shall be secured in place.
- w. On suspension scaffolds designed for a working load of 500 pounds, no more than two workers are permitted to work on the scaffold simultaneously. On suspension scaffolds with a working load of 750 pounds, no more than three workers are permitted on the scaffold simultaneously.
- x. **Requirements for different types of Scaffolds:**

A. Suspended Scaffold

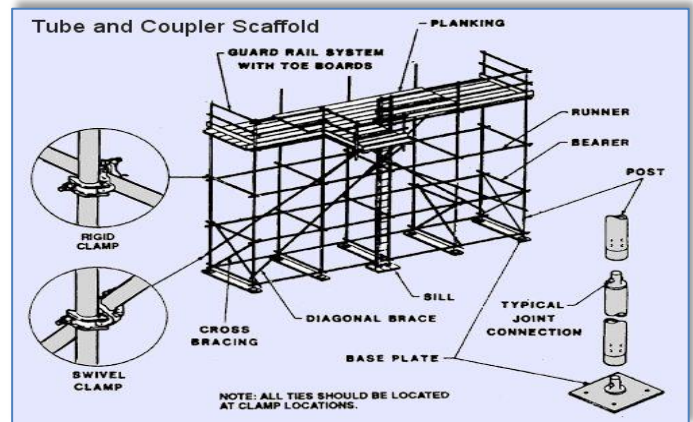
- i. Suspended scaffolds are platforms suspended by ropes, or other non-rigid means, from an overhead structure.
- ii. Requirements for use are to be preapproved by HSE Head, under a specific Permit to Work.

B. Rolling Scaffolds

- i. The height of rolling scaffolds shall not exceed three times the minimum base dimension.
- ii. The minimum base dimension of rolling scaffold will be 1.25 meters (4 feet).
- iii. Adequate help must be provided when moving a rolling scaffold.
- iv. Secure or remove all loose materials, equipment and tools before moving a rolling scaffold.
- v. No one is permitted to ride a rolling scaffold when it is being moved. Castor brakes must be locked-on when the scaffold is not being moved.



Rolling Scaffold



Tube & Coupler Scaffold

Fig. 2.3 Types of Scaffolds

1.4 Ladder Safety

A sketch of the ladders proposed to be used shall be prepared and approval of the BHEL Engineer obtained prior to construction / use

a. Safe Use of Ladders:

- i. Fall protection is required when working on a ladder above 2 meters and when climbing above nearby guardrails.

- ii. Ladders must be inspected prior to use and by a competent person quarterly, with documentation.
- iii. Use portable ladders for height up to 4 M only
- iv. Provide fixed ladders for height above 4 M
- v. Place the ladder at an angle of 75 degrees (approx.) from the horizontal (1:4)
- vi. Extend ladder at least 1 M above the top landing
- vii. Secure top and bottom of the ladder firmly to prevent displacement- anti skid lining at the bottom
- viii. Ensure that the width of the ladder is not less than 300 mm and distance between rungs is not more than 300 mm
- ix. Provide landings of minimum size 600 x 600 mm at intervals not more than 6 M for fixed ladders. Check the ladders daily for any defects
- x. Ensure that the areas around base and top of the ladder are clear. Getting on and off the ladder is more hazardous than using it. Use a mudsill if the ladder is to rest on soft, loose or rough soil
- xi. Do not use ladders of conducting material near power lines, and only use ladders near power line or other energize system with exposed parts if they are confirmed locked-out and de-energized.
- xii. Stand no higher than the fourth rung from the top for carrying out any job standing on a ladder.
- xiii. Never reach out from a ladder to perform work where your belt buckle protrudes past the ladder rung.
- xiv. Always face the ladder while climbing up or down
- xv. Maintain three-point contact while climbing up or down a ladder i.e. two hands and one foot or two feet and one hand on the ladder at all the times.
- xvi. Avoid climbing up or down a ladder while carrying anything in hands. Lift tools, equipment and materials with a rope.
- xvii. Work from portable and extension ladders near guardrail where fall expose exists over the guardrail regardless of height, and above 2.0 mtr. heights from the working/walking surface will require the use of personal fall arrest equipment

2. EXCAVATION & CIVIL WORKS

All safety precautions shall be taken for foundation and other excavation marks as per IS-3764.

2.1 Excavation

The following safety measures are to be ensured before and during excavation:

- a. All Excavation activities more than with depth of 1.22 meter or more shall require and Excavation Work Permit
- b. Check for underground utilities like electrical / telephone cables, sewage, water lines and proper care has to be exercised to protect and prevent damage to it.
- c. Electrical cables and service lines to be identified using cable detector/locator device before carrying out the excavation work
- d. Proper and adequate slope is maintained while excavating
- e. Adequate shoring or sheeting is done wherever require to prevent soil sliding
- f. Safe access through ladder or steps for exit & entry to excavation
- g. No material /excavated soil is kept within one meter from the edge
- h. Safe way is planned and provided for movement of HEM /transport equipment near excavation
- i. Safety helmet and shoes/gum boots are provided and worn by the workmen at excavation works

- j. Dewatering arrangement is made where water seepage is prevailed.
- k. Stop blocks are provided to avoid vehicles reversing into the excavated trenches
- l. Danger signs /Caution boards are displayed at work spot
- m. Hard Barricading is provided at excavated pits. It should be made of scaffolding pipe and clamp with reflective nets.
- n. All Excavated area of depth 3mtr or more is to be hard barricaded with pipe.

Soil Type	Height/Depth ratio	Slope Angle
Stable Rock	Vertical	90 deg.
Type A	$\frac{3}{4} : 1$	53 deg.
Type B	1 : 1	45 deg.
Type C	$1\frac{1}{2} : 1$	34 deg.

Determining Soil Type		
Type	Description	Examples
A	Cohesive soils with an unconfined compressive strength of 1.5 tons per square foot or greater.	Clay, silty clay, sandy clay, clay loam and in some cases: silty clay loam and sandy clay loam.
B	Cohesive soils with unconfined compressive strength greater than 0.5 tsf but less than 1.5 tsf.	Angular gravel (similar to crushed rock), silt, silt loam, sandy loam and, in some cases silty clay loam and sandy clay loam.
C	Cohesive soils with unconfined compressive strength greater than 0.5 tsf or less.	Granular soils such as gravel, sand and loamy sand; submerged soil or soil from which water is freely seeping; submerged rock that is not stable.

Fig. 3.1 Excavation Reference

2.2 Piling

Ensure the following precautionary measures before starting piling works:

- a. Inspection of piling equipment by responsible person for its condition before initiating piling operation.
- b. Checklist and OCP for piling to be prepared using manufacturer's instructions and used
- c. Testing and its certification wire rope, slings, D-shackles, chain pulley blocks using in the process of piling work by competent person
- d. Adequate support and secured foundation of the piling equipment to avoid toppling
- e. Hoses should be lashed and adequately secured
- f. Proper work platform is to be provided on piling frame
- g. Safe work procedures and close supervision to prevent unsafe acts of operators/any unsafe conditions that may arise
- h. Only experienced and trained operators are engaged for the piling operation
- i. Provision of Personal Protective Equipment (PPE) like safety shoes/gumshoes/safety helmet/safety belt etc. and its use by their workmen.
- j. Special care and precautions If work is near electrical live cables/ electrical equipment
- k. Cordoning of work area to prevent un authorized entry
- l. Guarding of revolving parts
- m. Specific measures to prevent over turning of pile driver/missing of hammer/ hammer movement out of range

2.3 Batching Plant Operation

Following Safety considerations for batching plant are to be ensured:

1. Modern type batching plant should be used in which all the moving parts are protected and emergency

and safety features are incorporated.

2. Installation of external Electric moto-vibrators in the feeding hopper of all batching plants to reduce human intervention.
3. Installation of safety devices like pull-chord on both the sides of conveyor for stopping the conveyor in emergency
4. Workers carrying cement / sand to be given appropriate PPEs like respiratory masks & gloves.
5. Conveyor belt/rotating parts must be guarded properly.
6. Safety awareness shall be inculcated in workmen about the risk involved in rotating parts.
7. The agency shall ensure to erect the batching plant as per drawing including installation of all safety devices as provided by manufacturer and witnessed by BHEL Engineer in charge before starting of machine in future.
8. Safety audit to also focus on Batching plant.
9. The site shall impose penalty on the agency who has violated the safety norms as per contract.

2.4 Mobile Plant

Mobile plant includes tractors, trailers, dumpers, excavators, bulldozers, road rollers etc. for earthmoving purpose and concrete mixers, concrete transit mixtures, concrete pumps etc for concreting purpose. Due to the very nature of their function and movement in difficult terrains, congested areas, working in tandem with manual work and other operations the danger is inherent.

Automatic reverse camera with reverse horn connected with reverse gear is compulsory for all moving machineries.

Following Safety measures to be ensured for Mobile Plant:

- a. Where movement around site is involved, routes should be planned, obstruction free and well maintained
- b. Observe specified speed limits
- c. Operating personnel should be aware of associated risks and its preventive measures
- d. Only experienced, trained and authorized persons with valid license (wherever applicable) should operate the mobile equipment/vehicles
- e. Provide and use Warning lights and reverse horn for cautioning the people around
- f. Operation should be on level and stable ground with adequate working clearance.
- g. Loading of out riggers/stabilizers should be well within safe ground bearing capacity
- h. No person should be on equipment or vehicle during loading and unloading of material
- i. Operators should be protected by warning barriers or switching off power when working in close proximity of overhead power lines
- j. The equipment /vehicles should be well maintained and provided with effective brake system and other safety devices (wherever require)
- k. Rotating parts of equipment should be adequately guarded
- l. Provide necessary personal protective appliances and ensure its use by the operating personnel Ensure effective measures at source to control harmful emissions, dust, fumes contaminating atmosphere and cause health hazards to the operators and people in the vicinity.
- m. No overloading/over stressing of vehicles/plant is allowed
- n. Hoses, pipes, receivers, gauges and valves involved in carrying out hydraulic fluid/ compressed air should be checked for leaks and tested prior to operation.

- o. Adequate safe clearance for swing and movement is to be judged during operation of Concrete mixer
- p. Setting of machines on firm and level ground with wheel locked to prevent movement of machine
- q. Proper instructions and Special precautions are to be ensured to prevent entry in to the danger zone of projectile of bucket while dropping bucket
- r. Operator leaving work spot should ensure that the equipment/vehicle is kept in neutral position and place on firm and level ground.
- s. The hand brake should be kept in position and block road wheels as additional safety measure
- t. Blades/buckets should be kept low while moving
- u. The dozer blades should not be used as brakes except in emergency
- v. The ground should be examined for its bearing capacity and general safety especially when operating road roller at the edges of slopes, embankments.
- w. The roller should not be moved downhill with the engine out of gear
- x. If operating near excavations the following precautionary measures are to be ensured
- y. Barricading, edge protection to prevent fall of persons/vehicles over running while reversing etc.
- z. Suitable support system and adequate allowance to avoid the danger of side collapsing
- aa. Experienced signaller /attendant should be always accompanied with operator/driver for proper direction /signal and also to caution others in the working Zone during operation of mobile plant

2.5 Concrete Vibrators

- a. Revolving parts/belt drives should be adequately guarded and Vibrating unit shall be completely enclosed and have suitable overload relays and effectively earthed
- b. Ensure sufficient length of cable to the Vibrator.
- c. Ensure electric starters and other accessories are firmly fixed adequately supported
- d. Ensure locking of needle load while inserting needle in to the vibrator,
- e. Ensure periodical lubrication and maintenance

2.6 Concrete Mixers

- a. Setting of machines on firm and level ground with wheel locked to prevent movement of machine
- b. Proper instructions and Special precautions are to be ensured to prevent entry in to the danger zone of projectile of bucket while dropping bucket

3. WELDING & GAS CUTTING SAFETY (HOT WORK)

- a. All Hot Work shall require a Hot Work Permit
- b. Inbuilt Voltage Reduction Device (VRD) equipped arc welding machine will only be allowed for work.
- c. There shall be flash-back arrestors conforming to IS-11006 at both cylinder and burner ends. Damaged tube and regulators must be immediately replaced.
- d. All safety precautions shall be taken for welding and cutting operations as per IS-818.
- e. When possible, items to be welded, cut, heated, etc. shall be moved to a safe location free of combustible or flammable material. If this is not possible, then all combustibles/ flammables that can be removed from the area shall be removed within a 35-foot circumference and a positive means of confining arcs and sparks generated by the process shall be ensured and additional person(s) shall be stationed as fire-watch for the area(s) still exposed, along with obtaining the Hot Work Permit as applicable.
- f. Appropriate fire-fighting equipment is to be available in close proximity of any welding and gas cutting operations at all times suitable for the type of Fire.

- g. Drums, tanks, and similar containers that have contained flammable or toxic material shall not be welded, cut, or heated until they have been made safe by water filling, thorough cleansing or similar accepted practices. The container shall also be ventilated during the welding, cutting, or heating process.
- h. Proper ventilation is required for any welding or torch operations performed in a confined space.
- i. Any welding or gas cutting operations performed on metals of toxic compounds or coating such as zinc, stainless steel, lead, cadmium, chromium, and beryllium shall be properly ventilated and/or proper respiratory protection shall be worn by any person that could be exposed to fumes, vapors, and gasses created by the welding and gas cutting processes.
- j. Wherever it is practical, all arc welding operations shall be shielded to prevent direct light rays or sparks from contacting persons in the vicinity or from reaching areas normally used to travel through or into the vicinity. Where this is not practical, persons who shall be in the area are to use proper eye and skin protection. Other persons who are not participating in the welding or gas cutting operations are not to be allowed into the hazard zone.
- k. Welders and other employees who are exposed to arc welding radiation shall wear suitable clothing and protective apparel to prevent burns and other types of ultraviolet radiation damage to the skin.
- l. Arc welding machines shall be shut down when being moved or when they are not in continuous use. Electrode holders left unattended shall have electrodes removed and shall not be left where they might contact employees or conducting objects.
- m. Arc welding power supply cable shall be of proper rating and material, e.g. copper.
- n. Welders shall guard against allowing materials adjacent to or behind them to reflect radiation back toward them or towards others in the area. Reflected radiation can cause skin burns and eye flash burns.
- o. Valve caps shall be in place when cylinders are not in use. Valve caps shall never be used for lifting the cylinder vertically.
- p. Torches shall only be lit by approved strikers; never with matches, cigarette lighters, or hot-work.
- q. **Splatter / Slag Collector:**

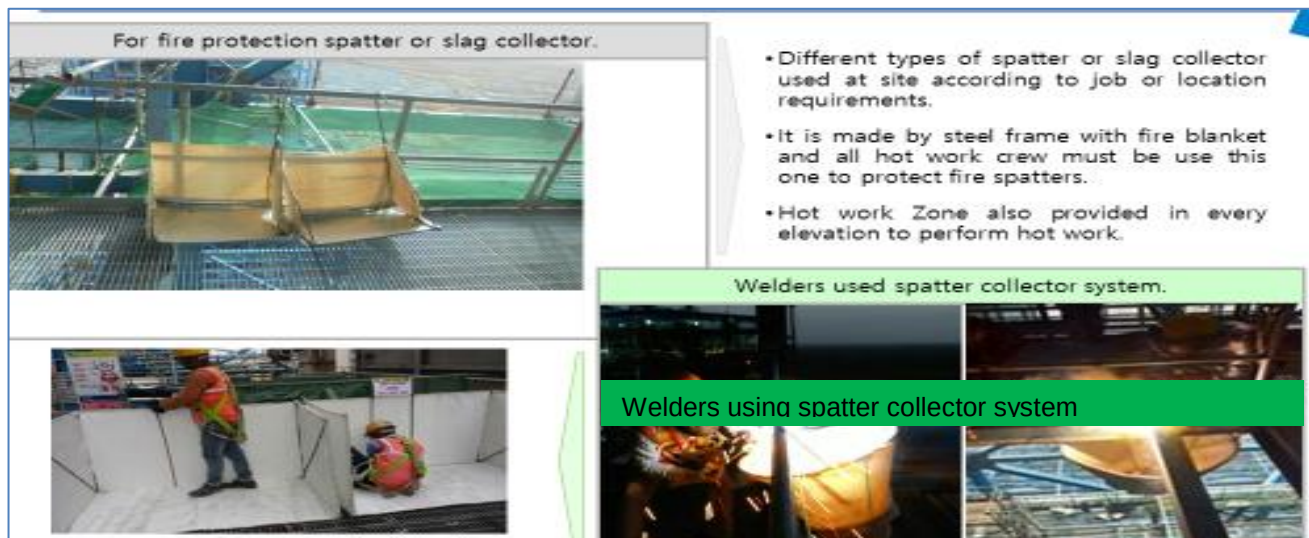


Fig. 4.1 Splatter / Slag Collector

While carrying out job at height, the sparks or molten slag shall be prevented from falling down by putting a fire-resistant (non-asbestos) sheet or patter/ slag collector or even MS Sheet. The passage of falling sparks

or molten slag shall be barricaded till ground floor and any cable/ tubes/ any other objects interfering in the passages shall either be removed or covered with Fire-resistant sheet or MS Sheet.

r. COMPRESSED GAS

- i. All cylinder valves shall be closed when any work is finished and when any Cylinders are empty or being moved. Valve protection caps shall be placed and secured properly before gas cylinders are transported, moved or stored.
- ii. Compressed gas cylinders shall be secured in an upright position with chain or appropriate means during storage & use. However, a trolley shall be used for transportation.
- iii. Compressed gas cylinders shall always be secured from tipping or falling, whether in use, in storage or in transit. The cylinders shall always be secured upright, except during times when actually being hoisted or carried.
- iv. When cylinders are transported by powered vehicle they shall be secured in a vertical position.
- v. Regulators shall be removed when cylinders are not in use or are in transit, unless the cylinder is firmly secured on a special carrier designed for this purpose.
- vi. Gas cylinders are not allowed to be used in man-basket when occupied.
- vii. Cylinders containing oxygen or fuel gasses shall not be taken into confined spaces.
- viii. Oxygen cylinders shall be stored a minimum of 6 meters from fuel gas cylinders or shall have an approved firewall between them.
- ix. All cylinders shall be kept at a safe distance from welding or cutting operations or shielded from arc/sparks / slag.
- x. All cylinders shall be placed where they cannot become part of the electrical circuit.
- xi. Oxygen and acetylene shall not be stored together. Oxygen must be separated from acetylene (or ANY fuel gas) or combustible material by at least 20ft or a barrier with a 30-minute fire resistance rating.
- xii. All Cylinders should be stored upright in a designated area with labels for the type of gas. All applicable precautions to be ensured during storage
- xiii. Oxygen and fuel gas regulators, hoses and associated equipment shall not be altered and shall be in proper working order while in use.
- xiv. Compressed air can be extremely dangerous if allowed to penetrate the skin. As such, the use of compressed air to clean off yourself or other workers shall be strictly prohibited.
- xv. All gas cylinders shall be stored in upright position. Suitable trolley shall be used for cylinder movement, the design of which shall be submitted to BHEL Engineer for approval.
- xvi. No of cylinders shall not exceed the specified quantity as per OCP
- xvii. Cylinders shall be moved by tilting and rolling them on their bottom edges. They shall not be intentionally dragged, struck or permitted to strike each other violently.
- xviii. All cylinder should be kept only in cylinder trolley.
- xix. Cylinder shall be transported in upright vertical position by suitable mean.

4. LIFTING & RIGGING SAFETY

- a. All Heavy / Complex Lifting operations as defined in Clause 6.12 shall require a Lifting Work Permit. A written rigging procedure and plan must be prepared for all individual heavy/ complex lifting operations.

- b. All the cranes and lifting tools & tackles shall be inspected on daily / weekly basis as well as monthly by expert as per applicable formats.
- c. In addition, inspection / certification as mandated by law shall be carried out wherein these shall be tested and certificates of fitness shall be obtained from 3rd party State Govt. approved competent agency before deploying at site and later periodically. BHEL shall be given advance intimation of any such inspections
- d. The last date of Third-Party Inspection and the next Due date shall be conspicuously displayed on all cranes. A copy of certificate shall be pasted on operator's cabin of all the lifting equipment.
- e. Specifically designed heavy steel plates lifting clamps shall be used for lifting heavy metal sheets. Manmade lifting clamp chapa shall not be used for lifting/shifting of plates.
- f. Following requirements shall be mandatorily followed, wherever applicable:
 - i. The manufacturer's instruction for maintenance shall also be followed. All safety measures shall be followed.
 - ii. All tools tackles, lifting appliances; material-handling equipment etc. used by the subcontractor shall be of safe design and construction.
 - iii. The operators, slingers and signalers shall be qualified as per IS 13367 (part-1):2003 "Safe use of cranes- code of practices".
 - iv. There shall be a person responsible for co-ordination among cranes where multiple cranes are used, and lifting over load chart of the crane to be avoided.
 - v. Mobile phone should be banned for crane operator and lifting operation. Only walkie talkie shall be allowed in rigging/Lifting purpose.
- g. Lifts/Movements between 5 Tons and 20 Tons:
 - i. Shall include a rigging plan, detailing schematic representation of the handling/lifting operations that must be included on the Method Statement.
 - ii. When performing similar lifts of identical items, only one rigging plan need be prepared, provided each of the lifts can be performed in accordance with the rigging plan.
- h. Lifts/Movements Less Than 5 Tons:
 - i. An equipment rigging plan is not required for lifts less than 5 tons, safety measures are covered in the JSA. This could change as per BHEL requirement

i. Personnel Lifts (Man-Basket / Jhoola):

The design of personnel man basket shall be submitted to BHEL Engineer for approval before use. Relevant permit (Height work & others as applicable) shall be completed prior to lifting any people, along with a rigging plan.

- i. A separate Lifeline / fall arrestor anchored to a fixed structure outside of Jhoola shall be provided for the workers inside the basket. All occupants of the basket shall have Safety Harnesses equipped with rope grabs, which are to be hooked to the vertical lifeline.
- ii. Man-basket shall be used where access through ladders or scaffolding is not feasible.
- iii. Man-baskets shall be designed and engineered by a manufacturer (job made man-baskets are not allowed, unless designed and tested by a certified engineer), and built robust with MS Angles and flats or plates or channels only.
- iv. Guard rails top and mid, must be in place and screened-in to avoid material from falling out of

basket. The factor of safety shall be 200%.

- v. It shall have a door with double latches and shall open inside. Anchor points shall be identified within the man-basket.
- vi. The man-basket shall be thoroughly inspected and load tested and a trial run performed without personnel before being put to job.
- vii. It shall be treated as a lifting tool (T&P Item) and shall undergo same certification cycle and inspection as other lifting equipment.
- viii. An additional sling of required lifting capacity shall be fixed the man-basket main lifting point and attached to the crane above the ball or block.
- ix. While lifting man-basket, the crane shall maintain a uniform speed of lift without any swing.
- x. Once man-basket reaches the destination, the lift brakes shall be locked as long as the basket
 - a. remains at that point. The same care shall be taken in its descent.
- xi. As for hanging man-basket, the same shall be hung off a rigid structure with help U-shaped handle welded to man-basket. This shall be tested once in a year by a competent person.
- xii. Use of Rebar steel for making and monkey-ladder must be avoided.

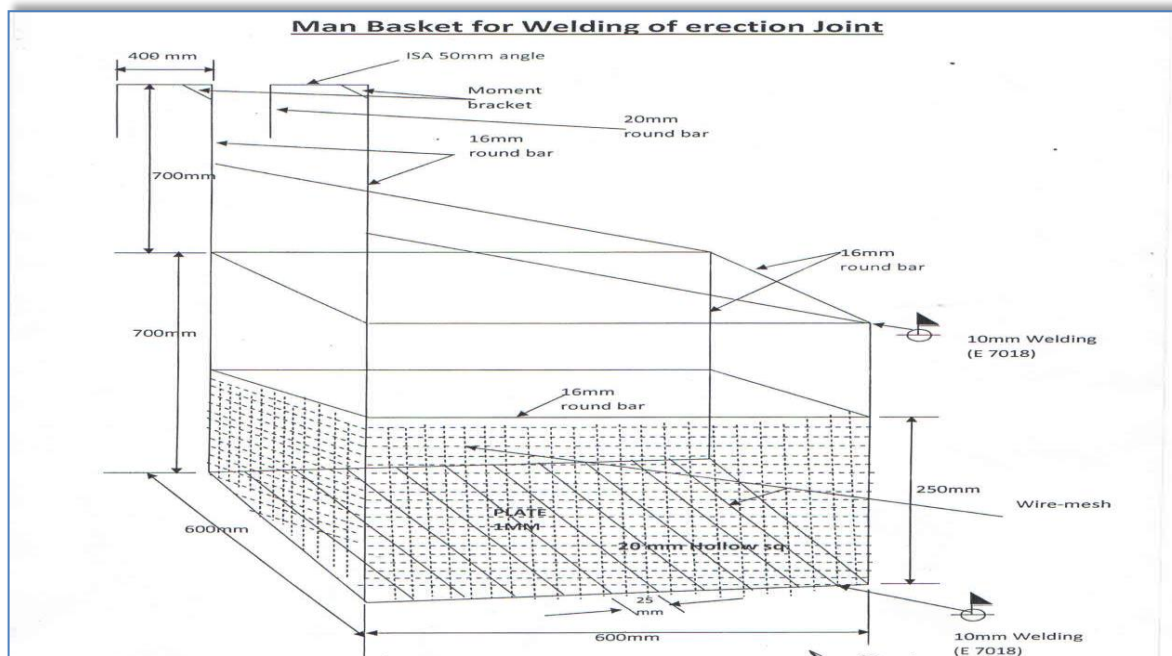


Fig. 5.1 Man Basket for Welding Erection Joint

4.1 Cranes & Hoisting Equipment:

This section provides the guidelines to ensure proper rigging and lifting activities are accomplished safely and in accordance with applicable specifications, codes, and regulations.

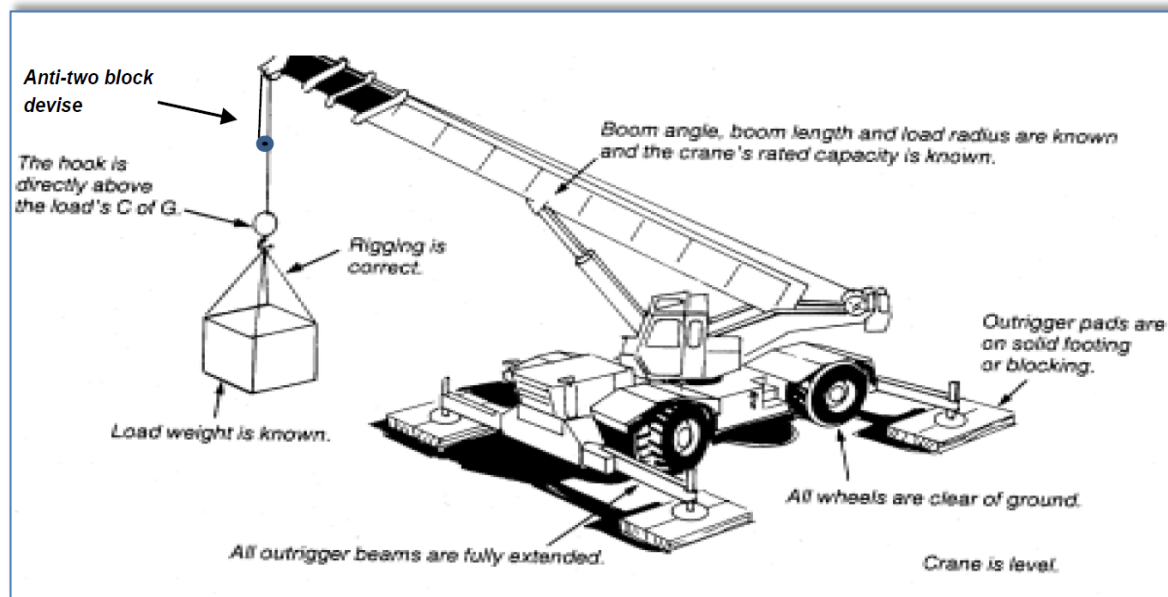


Fig. 5.2 Proper Crane Setup

- a. On every crane or piece of hoisting equipment notices of all rated load capacities, recommended operating speeds, and any hazard warnings or special instructions shall be conspicuously posted. All instructions and warning shall be visible from the equipment operator's station.
- b. Cranes shall have an Anti-Two-block safety device installed
- c. All mobile cranes shall have overload and backup alarms, load angle indicators and limit switches
- d. All areas within swing radius of cranes that are potentially accessible by pedestrian, vehicular, or equipment movement shall be barricaded to prevent anyone or any vehicle or equipment from being struck by the crane or hoisting equipment, or its load(s).
- e. No part of the lifting equipment or its load shall be within the distance as specified in the Indian Electricity Act from an energized power line
- f. Cranes shall have annual certified third-party inspection and be inspected before use by the operator. Any defects shall be corrected before use. Logs of crane inspection shall be kept with the crane.
- g. Make certain that the rigging personnel, material, and equipment have the necessary capabilities for the job and are in safe condition.
- h. Communicate with person(s) directly responsible for accomplishing the work and / or work area to establish requirements/responsibilities and make certain that all preparatory work is complete.
- i. Mats/Pads must be used on all lifting equipment, equipped with out riggers.
- j. Pick and carry must have the load secured to the rig in front.
- k. Only BHEL Approved Plate Lifting Spreader Beam configuration shall be used (Sample in Fig. 11.3.5.3)
- l. Crane operators must follow the following:
 - i. Pass an annual Operator's Physical examination
 - ii. Carry a valid training certification card at all time while operating issued by the Govt. or other recognized institute.

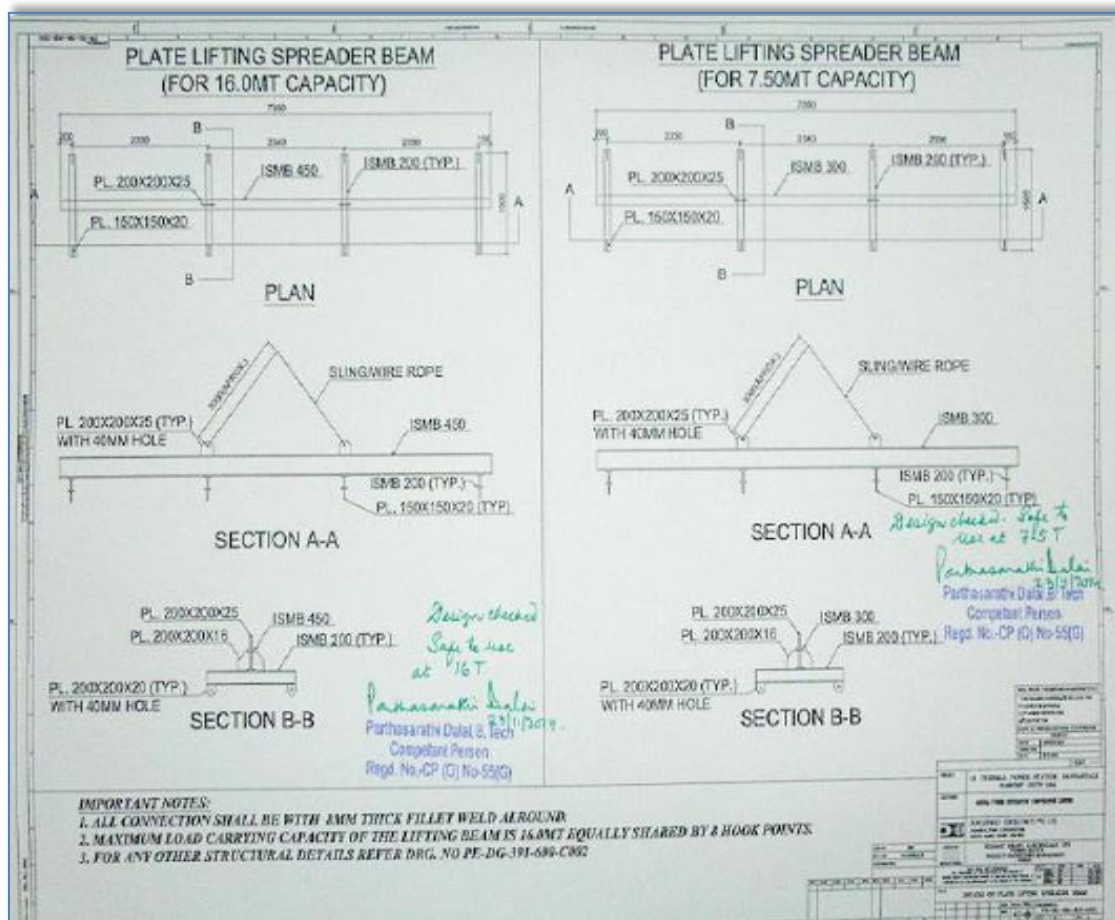


Fig. 5.3 Typical Plate Lifting Spreader Beam Configuration for 7.5 MT and 15 MT Loads

m. Safe Rigging Practices

- Review the planned operation and requirements with the operator and rigging crew.
- Ensure a pre-lift meeting is conducted with crane operator, tagline operator, signal personnel, and Safety Manager.
- Designate a qualified person from the rigging crew to observe clearance of the equipment and give timely warning for all operations where it is difficult for the operator to maintain the desired clearance by visual means.
- Clear the lift area of all unnecessary personnel.
- Hydras shall only be allowed for loading & unloading works & shall not be allowed to move with load

n. Rules for Safe Rigging

- Use loops, thimbles and corner pads to prevent damage to slings when used around corners or on cutting edges.
- Never allow wire rope to lie on the ground for any length of time or on rusty steel or near solvents, chemicals or corrosive substances.
- Slings must not be pulled from between or under loads with load resting on the sling.
- Keep all rope away from flame cutting or welding operations.
- Never use rope as sling material.
- Never wrap a wire rope completely around a hook.

- vii. Do not bend wire rope near any attached fitting.
- viii. The sling must be selected to suite the most heavily loaded leg rather than the total weight when using multi-legged sling to lift loads in which one end is heavier than the other.
- ix. When using 3 and 4-legged sling configurations, any two legs must be capable of supporting the entire load.
- x. Where possible, wire rope choker hitches must include a shackle with the eye around the shackle pin to prevent breaking wires of the choke. The choker hitch must be “snugged down” prior to lifting, not after tension is applied.
- xi. Unless authorized by the hook manufacturer when more than two rope eyes are placed over a hook, install a shackle, pin resting in the hook, and place the rope eyes in the bowl of the shackle.
- xii. Properly rig all loads to prevent dislodgment of any part.
- xiii. Use guide ropes or tag lines to prevent the rotation or uncontrolled motion of the load when necessary.
- xiv. Loads must be safely landed and properly blocked before being unhooked and unslung. Tag lines must not be used in situations that jeopardize the safety of the lift.
- xv. Lifting beams must be plainly marked with their weight and designed working load and must only be used in the manner for which they were designed.
- xvi. The hoist rope or chain must never be wrapped around the load. The load must be attached to the hook by slings or other rigging devices that are adequate for the load being lifted.
- xvii. Multiple part lines must not be twisted around each other.
- xviii. The hook must be brought over the center of gravity of load before the lift is started.
- xix. If there has been a slack rope condition, determine that the rope is properly seated on the drum and in the sheaves prior to lifting.
- xx. Keep hands away from pinch points as the slack is being taken up.
- xxi. Leather gloves are recommended when handling wire rope.
- xxii. Avoid impact loading caused by sudden jerking when lifting or lowering. Lift the load gradually until the slack is eliminated.
- xxiii. Never ride on a load that is suspended.
- xxiv. Avoid allowing the load to be carried over the heads of any personnel.
- xxv. Never work under a suspended load until the load has been adequately supported from the floor and all conditions have been approved by the supervisor in charge of the operation.
- xxvi. Never leave a load suspended unless emergency evacuation is required.
- xxvii. Never make temporary repairs to sling.
- xxviii. The capacity of a sling is determined by its angle, construction, type of hitch and size.
- xxix. Never lift loads with one leg of a multi-leg sling until the unused legs are made secure.
- xxx. Never point load a hook unless it is especially designed and rated for such use.
- xxxi. Make certain that the load is broken free before lifting and that all legs are taking the load.
- xxxii. When using two or more slings on a load make certain all slings are made from the same materials.
- xxxiii. Lower the loads on to adequate blocking to prevent damage to the slings.
- xxxiv. Materials and equipment being hoisted must be loaded and secured to prevent any movement which could create a hazard in transit.

- xxxv. The weight of the hook, load block and any material handling devices must be included when determining crane capacity.
- xxxvi. Calculated weights cannot exceed load chart without written approval.
- xxxvii. Personnel must be completely clear of loads being picked up or set down by crane. Tag lines will be used to control the loads. Loads must not be touched by hand while placing/ moving.

o. Slings

The following are rules for safe use of synthetic slings:

- i. Synthetic slings must be marked to show the rated capacity for each type of hitch and type of web material.
- ii. Nylon web slings must not be used where fumes, vapors, sprays or mists or liquids of acids or phenolic are present. Web slings with aluminum fittings must apply in this category.
- iii. **Synthetic web slings must be removed from service and destroyed if any of the following conditions are present:**
 - a. Acid or caustic burns
 - b. Melting or charring of any part of the sling surface
 - c. Snags, punctures, tears or cuts
 - d. Broken stitches
 - e. Distortion of fittings
 - f. Synthetic web slings of polyester or nylon must not be used at or come in contact with temperatures in excess of 82°C
 - g. Polypropylene web slings must not be used at or come in contact with temperatures in excess of 93°C
 - h. Insulated hooks must be tested yearly to ensure insulation integrity to at least manufacturer's specifications.

p. Wire Rope Slings must be removed from service and destroyed if any of the following conditions are present:

- i. In (10) randomly distributed wires broken in one (1) rope lay, or five (5) broken wires in one (1) strand in one (1) rope lay.
- ii. Wear or scraping of one-third the original diameter of outside wires.
- iii. Kinking, crushing, bird caging or any other damage resulting in distortion of the wire rope structure such as:
- iv. Evidence of heat damage.
- v. End attachments that are cracked, deformed worn.
- vi. Corrosion of the rope or end attachments.

q. Metal mesh slings must be immediately removed from service if any of the following conditions are present:

- i. A broken weld or broken brazed joint along the sling edge.
- ii. Reduction in wire diameter of 25 percent due to abrasion or 15 percent due to corrosion.
- iii. Lack of flexibility due to distortion or corrosion.

r. Requirements of Plate Clamps:

- i. The rated load of the plate clamp must be marked on the main structure.

- ii. Care must be taken to make certain the load is correctly distributed for the plate clamp being used.
- iii. Do not allow load or plate clamp to come into contact with any obstruction.
- iv. The plate clamp must not be used for side pulls or sliding the load.
- v. When lifting stainless steel or special alloys, ensure plate clamp is designed for use on the specific metal.

s. Signaling Practices:

- The "slinger" is responsible for attaching and detaching the load to and from the crane. He shall:
 - have received appropriate training on general safe lifting operations;
 - be capable of selecting lifting gears suitable for the loads;
 - liaise with the operator and direct the movement of the crane safely.
- The "signaller" is responsible for relaying the signal from the slinger to the crane operator. He shall:
 - have received appropriate training on general safe lifting operations;
 - be able to direct the movement of the crane and loads.

Suggested hand signals



Note: During the lifting operation, either the slinger or signaller shall communicate with the operator. Other communication methods (e.g., wireless walkie-talkies, telephones, etc.) may also be used.

Fig. 5.4 Recommended Signaling Practices

5. DEMOLITION WORK

Before any demolition work is commenced and also during the process of the work the following shall be ensured, besides using the Work Permit:

- a. All roads and open areas adjacent to the work site shall either be closed, suitably protected or restricted for movement
- b. No electric cable or apparatus which is liable to be a source of danger nor a cable or an apparatus used by the operator shall remain electrically charged.

- c. All practical steps shall be taken to prevent danger to persons employed from the risks of fire or explosion or flooding. No floor, roof or other part of the building shall be so overloaded with debris or materials as to render them unsafe.

6. T&PS GENERAL

- a. All T&Ps/ MMEs should be of reputed brand/appropriate quality & must have valid test /calibration certificates bearing endorsement from competent authority of BHEL.
- b. Subcontractor to also submit monthly reports of T&Ps deployed and validity test certificates to BHEL safety Officer as per the format/procedure of BHEL.
- c. Tagging and punching in all lifting tool is compulsory with SWL, sr. no. and due date.
- d. All T&Ps shall be inspected by authorized Third Party agency as per applicable frequency. BHEL shall be kept informed of any such scheduled inspection
- e. All T&Ps shall be internally inspected in each quarter and colour coded.

7. CHEMICAL HANDLING

- a. Displaying safe handling procedures & MSDS for all chemicals such as lube oil, acid, alkali, sealing compounds etc. at work place.
- b. Where it is necessary to provide and/or store petroleum products or petroleum mixture & explosives, the subcontractor shall be responsible for carrying out such provision / storage in accordance with the rules & regulations laid down in the relevant petroleum act, explosive act and petroleum and carbide of calcium manual, published by the chief inspector of explosives of India. All such storage shall have prior approval if necessary from the chief inspector of explosives or any other statutory authority. The subcontractor shall be responsible for obtaining the same.
- c. The used containers of chemicals shall be segregated and disposed of suitably
- d. In case the used containers need to be re-used, all traces of the chemical to be removed by thorough cleaning with detergents etc. under trained supervision

8. ELECTRICAL SAFETY

- a. Only electricians licensed by appropriate statutory authority shall be employed by the subcontractor to carry out all types of electrical works. The subcontractor shall maintain adequate number of qualified electricians to maintain his temporary electrical installations.
- b. No PDB or any other distribution board shall be more than 03 (three) years of purchase. Only modern PDB with industrial sockets as shown in layout below to be allowed to use at site.
- c. Power supply to all equipment at site to be routed through MCBs of appropriate rating. A 'Power Supply Distribution Plan' shall be prepared and submitted to BHEL Engineer for approval
- d. All power supplies through cables shall be underground or overhead with height > 3mtrs.
- e. All power distribution boxes shall be locked and the key controlled by site management of concerned subcontractor.
- f. All individual equipment & tools at site shall be powered through Earth Leakage Circuit Breakers of 30 mA sensitivity.
- g. These MCBs and ELCBs shall be regularly tested as per Clause 14
- h. All fuses and fuse wires shall be of standard size and rating.
- i. All electrical appliances used in the work shall be in good working condition and shall be properly double earthed other than armour earthing.

- j. All extension boards shall have separate switches for all sockets / connections.
- k. All portable electric tools used by the subcontractor shall have safe plugging system (industrial top & socket) to source of power and be appropriately earthed.
- l. Providing adequate no. of 24 V sources and ensure that no hand lamps are operating at voltage level above 24 Volts especially in confined spaces like inside water boxes, turbine casings, condensers etc.
- m. Electrical appliance shall have proper earthing and for appliances equal to & more than 415V shall have two separate earthing (as per IS-3043-1987)

n. Portable Electric Lights

- i. Portable electric lights used in wet or potentially wet locations must be either low voltage type (24 volts or less) or protected by a GFI (ground fault interrupter).
- ii. They must be visually checked before each use and periodically while in use to assure their original integrity is maintained.
- iii. Cords with cuts, breaks, deep abrasions, etc. shall be taken out of service immediately.
- iv. Repairs to extension cords shall only be performed by qualified/ licensed electricians.
- v. Must not be allowed to lie in wet or potentially wet areas.

o. Underground Cables:

- i. Every electric line or cable of unknown origin that is discovered or exposed during a digging, drilling, probing, or similar operation is to be considered as energized and life threatening.
 - ii. The senior company employee on the site will ensure that all necessary safety precautions are taken in order to isolate the line from all workers and the public.
 - iii. Such precautions may include halting the operation if appropriate.
 - iv. The senior company employee on the site is to then contact the proper authorities to have the line identified and either confirmed to be abandoned and/or made safe for continuing the work.
 - v. Any and all underground lines that are discovered or become severed must be considered energized on both sides, and be treated accordingly.
- p. Details of earth resource and their test date to be given to BHEL safety officer as per the prescribed formats of BHEL
- q. The subcontractor shall use only properly insulated and armoured cables and conform to the requirement of Indian Electricity Act and Rules for all wiring, electrical applications at site.
- r. BHEL reserves the right to replace any unsafe electrical installations, wiring, cabling etc. at the risk & cost of the subcontractor.
- s. No maintenance work shall be carried out on live equipment
- t. Adequate precautions shall be taken to prevent danger for electrical equipment. No materials on any of the sites of work shall be so stacked or placed as to cause danger or inconvenience to any person or the public
- u. The subcontractor shall carefully follow the safety requirement of BHEL/ the purchaser with the regard to voltages used in critical areas.
- v. Wiring and Branch Circuits Must be protected by a proper amperage over-current device such as a HRC fuse or circuit breaker. Such installations must be located so as to prevent physical damage to the wire conductors & panels.

- w. The sub-contractor shall supply modern power distribution board of different combination (1-phase & 3-phase). All the distribution of power should be through modern PDB. Equipment drawing is mentioned below.

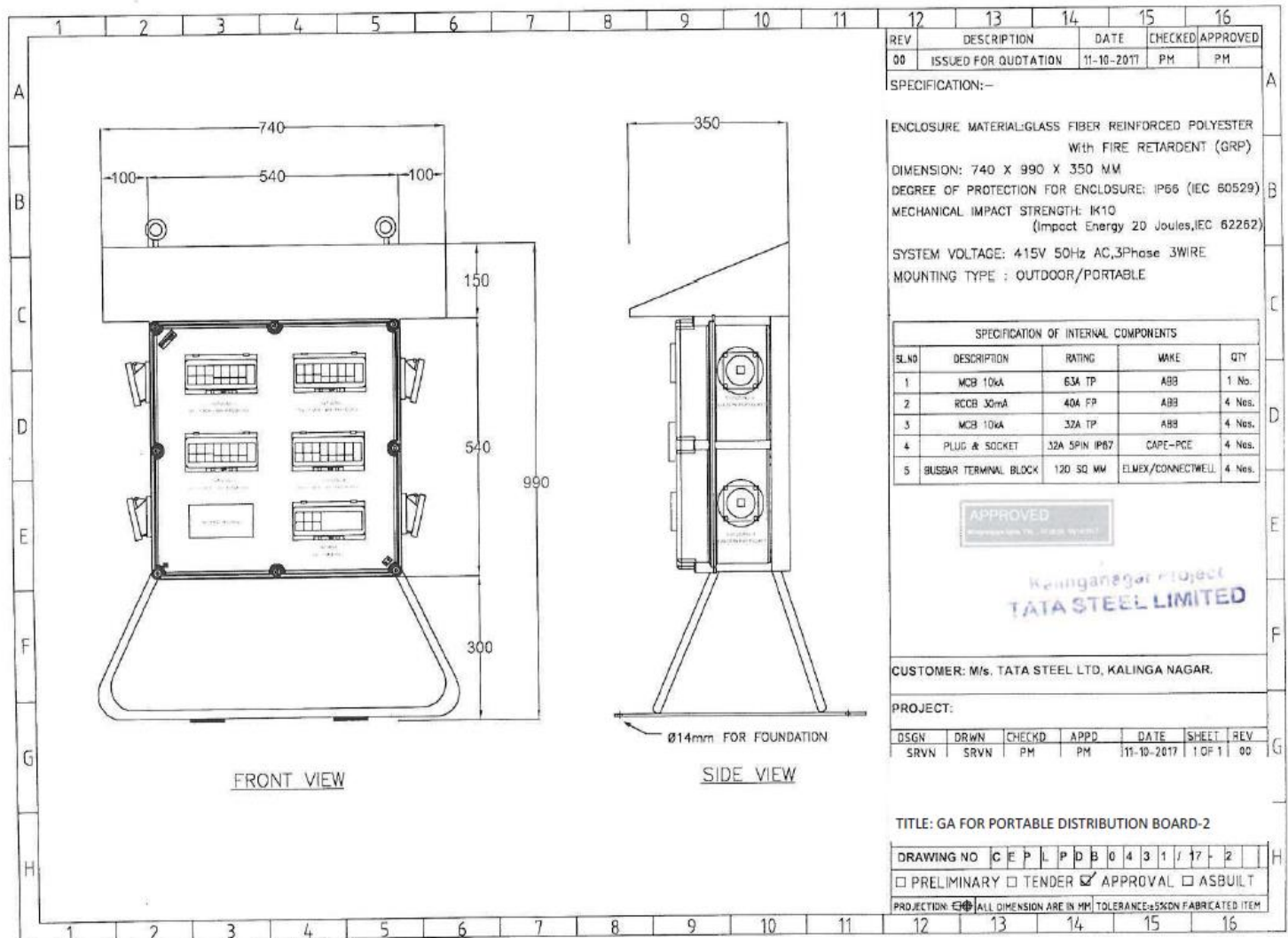


Fig. 9.1 Layout of a modern Power Distribution Board

x. General Electrical Safety

- In general, equipment or machinery being moved or transported must maintain minimum clearances of 25 ft. to all power lines.
- TAG IN/ TAG OUT must be in force in Switch Room and all Distribution Boxes for live power line. The authorized person's name and contact no shall be displayed
- Ensure "double insulated" three - core cables and three pin connectors are used and are properly ground "all insulated" types, all electrical tools and appliances must be manufactured for industrial use.
- All connections shall be electrically and mechanically sound and properly insulated. Taped joints are not permitted. Connections to socket outlets must be made with proper plugs (industrial top and socket).
- Splices in electrical cords are not permitted. Repairs must be made at the socket connection and retain the same mechanical and dielectric condition of the original connection.

- vi. Damaged or defective electric tools, equipment and extension cords, etc. must not be used and shall be tagged out of service, removed from the work area and taken back to stores.
- vii. Only licensed electricians are authorized to repair and work on electrical equipment. Tampering with electric tools or equipment by others could result in termination.
- viii. Temporary electric cabling should be elevated 2.2 meters above the floor/ground or covered for protection. It must be kept clear of walkways and other locations where it may be exposed to damage or create a tripping hazard.
- ix. Energized wiring in junction boxes, circuit breaker panels and similar places must be covered and locked at all times.
- x. Areas with live high voltage wires or terminals must be barricaded against entry and warning signs posted Danger – High Voltage and Authorized Personnel Only.
- xi. Personnel should never work on energized equipment, de-energizing (lockout/tag out) the equipment is always the first requirement.
- xii. The lockout and tag out procedure will be used when testing or working on, or around, energized installation.
- xiii. Working around energized equipment should never be done alone. A second electrician must always be available for assistance.
- xiv. If lockout/tag out of the work is infeasible (must be demonstrated), work on energized electrical circuits must be approved by the Site In-charge. All safety precautions necessary must be taken, PPE use must be evaluated per the exposure and used, i.e high/low voltage gloves, insulated shoes, overcoats/aprons, face shields, and other protective equipment like insulated tools, blankets, mats, etc. must be used.
- xv. The welding machines earth leads shall be properly fixed without loose contacts. The earth cable only has to be used. No steel members shall be used as earth leads.
- xvi. Electrical crews must be qualified for the equipment and tools they work on, including being trained in Cardio-Pulmonary Resuscitation (CPR) methods and First Aid for rendering help in the event of electric shock.

y. Qualified Persons for Electrical Works

(One who is trained and wiremen licensed to Govt. of Respective State and familiar with the construction, operation and safety hazards of the equipment upon which they are permitted to work.)

- i. Qualified persons are intended to be only those who are well acquainted/experienced with and thoroughly conversant in the electric equipment and electrical hazards involved with work being performed.
- ii. Only qualified persons may be permitted to work on or near exposed energized parts. Such persons are required to have been trained in three specific areas:
- iii. Qualified persons must be capable of working safely on energized circuits;
- iv. Must be familiar with the proper use of special precautionary techniques and procedures bases on equipment and exposure; and
- v. Must be familiar with required personal protective equipment, insulating and shielding materials, and insulated tools.

- vi. Qualified persons are expected to be able to evaluate unknown situations and adjust their activities in such a way that only safe work practices are used. Such behavior is the responsibility of the qualified person.
- vii. It is possible and likely for an individual to be 'qualified' with regard to certain equipment in the work place, and unqualified on other equipment they must know their limitation and stop work if not qualified on what equipment they were to work on.
- viii. An employee who is undergoing on-the-job training, who, in the course of such training, has demonstrated an ability to perform duties safely at his or her level of training, and who is under the direct supervision of a qualified person is considered to be a qualified person for the performance of those duties. The process must be documented as proof.

z. Mandatory PPEs of electrical work on LV & HV

- i. HV arc flash suit with protective hood (for protection of face and head) as specified for hazard risk category-4 in NFPA-70E or similar IS specification for working on HT switch gear (for all voltage >690 V) to the concerned licensed electrician or competent person.
- ii. LV arc flash jacket/FR as specified for hazard risk category-4 in NFPA-70E or similar IS specification having ATPV rating of 8.5 to 9 cal/cm² for working on LV (>260V and ≤690V) to the concerned licensed electrician or competent person.



- iii. The LV arc flash jacket as shown above shall be worn continuously while working on LV (>260V and ≤690V). The color specification of LV arc flash jacket should be blue.
- iv. Electrical hand gloves should have following specification: Flame resistance, arc flash and cut protection of voltage rating (>260V and ≤690V).
- v. Electrical safety over shoe of relevant IS make for foot protection of licensed electrician or competent person while working in HV & LV line or equipment.

9. USE OF HAND TOOLS AND POWER-OPERATED TOOLS

a. General Provisions

- i. All hands and power tools and similar equipment, shall be maintained in safe condition.
- ii. When power operated tools are designed to accommodate guards, they shall be equipped
- iii. with such guards, when in use;
- iv. Belts, gears, shafts, pulleys, sprockets, spindles, drums, fly wheels, chains and other reciprocating, rotating or moving parts of the equipment shall be similarly guarded;
- v. Personnel using hand and power tools and exposed to the hazard of falling, flying, abrasive, and splashing objects, or exposed to harmful dusts, fumes, mists, vapors, or gases shall be provided with the particular personal protective equipment necessary to protect them from the hazards;

- vi. All hand-held powered platen sanders, grinders, grinders with wheels of 5 cm or less, routers, planers, laminate trimmers, nibblers, shears, scroll saws and jigsaws with blade shanks of 0.5 cm wide or less shall be equipped with only a positive on-off control.
- vii. All hand-held powered drills, tappers, fastener drivers, horizontal, vertical or angle grinders with wheels greater than 5 cm in diameter, disc sanders, belt sanders, reciprocating saws, saber saws and other operating powered tools shall be equipped with a momentary contact on control provided that turnoff can be accomplished by a single motion of the same finger or fingers that turn it on.

b. Hand Tools

- i. The subcontractor shall not issue or permit the use of unsafe hand tools;
- ii. Wrenches including adjustable pipe end and socket wrenches shall not be used when saws are sprung to the point that slippage occurs;
- iii. Impact tools such as drift pins, wedges and chisels shall be kept free of mushroomed heads;
- iv. The wooden handles of tools shall be kept free of splinters or cracks and shall be kept tight on the tools.

c. Power Operated Tools

- i. Electric power operated tools shall be either of the approved double-insulated type or shall be grounded;
- ii. The use of electric cords for hoisting or lowering loads shall not be permitted;
- iii. Pneumatic power tools shall be secured to the hose or whip by some positive means to prevent the tool from becoming incidentally disconnected;
- iv. Safety clips or retainers shall be securely installed or maintained on pneumatic impact (percussion) tools to prevent attachments from being incidentally expelled;
- v. All pneumatically riveting machine staplers and other similar equipment provided with automatic fastener feed, which operate at more than 7 kg/cm² pressure at the tool a safety device on the muzzle to prevent the tool from ejecting the fasteners unless the muzzle is in contact with the work surface;
- vi. Compressed air shall not be used for cleaning purposes except when the pressure is reduced to less than 2 kg/cm² and that too with effective chip guarding. The 2 kg/cm² pressure requirement does not apply to concrete form, mill scale and similar cleaning purposes;
- vii. The manufacturer's safe operating for hoses, pipes, valves, filters and other fittings shall not be exceeded;
- viii. Only personnel who has been trained in the operation of the particular tool shall be allowed to operate power-actuated tools;
- ix. The tool shall be tested each day before loading to see that the safety devices are in proper working condition. The method of testing shall be accordance with the manufacturer's recommended procedure;
- x. Any tool found not in proper working order, or that which develops a defect during use, shall be immediately removed from service and not used until properly repaired;
- xi. Tools shall not be loaded until just prior to the intended firing time. Neither loaded nor empty tools are to be pointed at any other person. Hands shall be kept clear of the open barrel end;
- xii. Loaded tools shall not be left unattended;
- xiii. Fasteners shall not be driven into very hard or brittle materials including, but not limited to, cast iron, glazed tiles, surface hardened steel, glass block, live rock, face brick or hollow tiles;

- xiv. Driving into materials that can be easily penetrated shall be avoided unless backed by a
- xv. substance that will prevent the pin or fastener from passing completely through and creating a flying missile hazard on the other side;
- xvi. No fastener shall be driven into a palled area caused by an unsatisfactory fastening;
- xvii. Only non-sparking tools shall be used in an explosive or flammable atmosphere;
- xviii. All tools shall be used with the correct shield, guard or attachment as recommended by the manufacturer.

d. Abrasive Wheels and Tools

- i. All grinding wheel must be ISO certified only.
- ii. All grinding machines shall be supplied with sufficient power to maintain the spindle speed at safe levels under all conditions of normal operation;
- iii. Grinding machines shall be equipped with suitable safety guards;
- iv. The maximum angular exposure of the grinding wheel periphery and sides shall not be more than 900, except that when the work requires contact with the wheel below the horizontal plane of the spindle, the angular exposure shall not exceed 1200. In either case, the exposure shall begin not more than 8.650 above the horizontal plane of the spindle. Safety guards shall be strong enough to withstand the bursting of the wheel;
- v. Floor and bench-mounted grinders shall be work-rests, which shall be rigidly supported and readily adjustable. Such work-rests shall be kept at a distance not to exceed 5 mm from the surface of the wheel;
- vi. Cup type wheels used for external grinding shall be protected by either revolving cup guard or a band type guard;
- vii. When safety guards are required, they shall be mounted as to maintain proper alignment with the wheel and the guard and the guard and its fastening shall be adequate strength to retain the fragments of the wheel in case of incidental breakage. The maximum angular exposure of the grinding wheel periphery and sides shall not exceed 1800;
- viii. Portable abrasive wheel used for internal grinding shall be provided with suitable safety flanges;
- ix. When safety flanges are required, they shall be used only with wheels designed to fit the flanges. Only safety flanges, of a type and design and properly assembled so as to ensure that the pieces of the wheel will be retained in case of incidental breakage, shall be used;
- x. All abrasive wheels shall be closely inspected and ring tested before mounting to ensure that they are free from cracks or defects;
- xi. Grinding wheels shall fit freely on the spindle and shall not be forced on. The spindle nut shall be tightened only enough to hold the wheel in place;
- xii. All employees using abrasive wheels shall be protected by suitable eye protection equipment.

e. Wood Working Tools

- i. All fixed power-driven woodworking tools shall be provided with a disconnect switch that can either be locked or tagged in the off-position;
- ii. The operating speed shall be attached or otherwise permanently marked on all circular saws over 0.5 m in diameter or operating at over 3000 peripheral rpm. Any saw so marked shall not be operated at a speed other than that marked on the blade. When a marked saw is re-tensioned for a different speed,

the marking shall be corrected to show the new speed;

- iii. Automatic feeding devices shall be installed on machines wherever the nature of the work will permit. Feeder attachments shall have the feed rolls or other moving parts covered or guarded so as to protect the operator from hazardous points;
- iv. All portable power-driven circular saws shall be equipped with guards above and below the base plate or shoe. The upper guard shall cover the saw to the depth of the teeth, except for the minimum arc required to permit the base to be tilted for bevel cuts. The lower guard shall cover the saw to the depth of the teeth, except for the minimum arc required to allow proper retraction and contact with the work. When the tool is withdrawn from the work, the lower guard shall automatically and instantly return to the covering position.

10. START UP, COMMISSIONING AND TESTING:

There are various activities involved prior to commissioning- the major ones are -Hydraulic Test, Steam Blowing, Transformers Charging, Boiler Light Up, Rolling and Synchronisation and Full loading of unit.

- a. These activities shall be personally supervised by the site executive along with the commissioning engineer.
- b. Appropriate Work Permits shall be taken as applicable
- c. The readiness of upstream and downstream system shall be ensured before taking up.
- d. These shall be handled strictly by the authorized persons only and the team shall be suitably briefed about the activity including hazards & risks involved and control plan by the concerned executive-in-charge before start.
- e. Entry of persons to the area of activity shall be suitably restricted and the emergency functions like Ambulance, first aid center and Fire station shall be intimated about the plan well in advance.
- f. Tag-in/ Tag-out shall be in place while charging transformer and whenever necessary.
- g. Electricians with valid wiremen license only shall be permitted to work on power lines.
- h. The area and the passage shall be adequately illuminated.

11. FIRE SAFETY

- a. The Fire Prevention, Protection and Preparedness Program is an integral part of the overall HSE Program. Effort and consideration must be given to safety, life and potential for delays in construction schedules and plant startup, as well as protection of property on a given project. The purpose of which is to prevent
 - i. Inception of fire
 - ii. Loss of life or personal injury
 - iii. Loss of Property
 - iv. Interruption of operations
- b. Site-in-charge / Safety Officer will make periodical review of the site Fire Protection, Prevention Preparedness Programme, Site conditions and available fire protection equipment. It is very imperative that the Sub-contractors along with BHEL to establish good contact with Local fire station for availability of Fire tender in case of emergencies, in addition to their own fire equipment.
- c. Fire Protection, Prevention and Preparedness Inspections - The Contractor /Sub-Contractor will be required to make frequent fire prevention inspections of his work site and operating facilities. Deficiencies will be corrected at once.
- d. Area where Hot work activities are carried out (Gas cutting / Welding/ any other spark producing work)

above a working spot, a GI / fire-resistant non-asbestos sheet or suitable material shall be placed to prevent the fall of hot sparks. A bucket of water shall be kept nearby while doing hot work

- e. Hot work shall be preferably carried out in a designated area with a standing Hot Work Permit, to be renewed monthly. The designated area shall have fire extinguishers.
- f. Any hot work outside designated area shall require a Hot Work permit and fire watch. No flammable material shall be stored within 35 feet from any fire load.

12. PAINTING:

- a. Requirements provide a detailed procedure to be implemented by all concerned employees and sub-contractors involved in painting activities.
- b. Significant Environmental Hazards:
 - i. Chemical hazard due to inhalation of lead fumes (lead containing paint)
 - ii. Chemical hazard due to inhalation of VOC's from painting operations
 - iii. VOC's from painting and coating operation
 - iv. Disposal of paints and coats drums
- c. Control Procedure for Painting:
 - i. Chemical products used in painting and coating operation shall have proper MSDS sheet in place. Whenever any doubt arises with respect to handling and safety point of view it should be accessed to all concerned.
 - ii. Toxic substances and hazards relate the toxic chemicals shall be identified.
 - iii. Proper PPE shall be used including plastic gloves appropriate overall etc.,
 - iv. Arrangement for cleaning of spillage shall be ensured
- d. Only trained workers shall be allowed and proper training should be imparted to the works.
- e. Exposure limits of the toxic substances shall be checked before starting the work and nobody shall be allowed to carry the work beyond the permissible limit.
- f. Ventilation or exhaust facility shall be provided at place where painting and coating operations are carried out.
- g. Overalls shall be supplied by the contractors/subcontractors to the workmen and adequate facilities shall be provided to enable the painters to wash at the cessation of work.
- h. Smoking, open flames or sources of ignition shall not be allowed in places where paints and other flammable substances are stored.
- i. A caution board in national /regional language "**smoking strictly prohibited**" shall be displayed in the vicinity.
- j. Suitable fire extinguishers/sand buckets shall be kept available at places where flammable paints are stored, handled or used.
- k. In case of indoor painting or painting in confined spaces, exhaust ventilating shall be provided. If adequate ventilation is not provided a proper respirator shall be provided and used by persons who are trained and fit tested.
- l. The VOC's from painting and coating operations shall not exceed the permissible level of CPCB/ SPCB norms. The paints and coats must be selected as per the guidelines.
- m. Workers shall thoroughly wash their hands and feet before leaving the work.

13. “HAZARDOUS ENERGY” CONTROL PROCEDURE/ LOCKOUT/TAGOUT (LOTO)

Hazardous Energy Control Procedures, known as "Lockout/Tagout (LOTO)" refers to specific practices and procedures to safeguard employees from the unexpected energization or startup of machinery and equipment, or the release of hazardous energy during service or maintenance activities.

Contractors must develop and submit a written LOTO program. This requires that a designated qualified individual turns off and disconnects the machinery or equipment from its energy source(s) before performing service or maintenance and that the authorized employee(s) either lock and tag the energy-isolating device(s) to prevent the release of hazardous energy and test the machine or equipment to verify that the energy has been isolated effectively.

a. Minimum Requirements:

The following are minimum requirements that must be included in the Contractor's LOTO program:

- i. Inspection of equipment by a trained individual who is thoroughly familiar with the equipment operation and associated hazards.
- ii. Identification and labeling of lockout devices. Purchase of locks, tags, and blocks. Development of a standard written operating procedure, permitted through a controlling authority that is followed by all workers.

b. General Requirements

The following steps must be taken to protect workers that install or service equipment and systems:

Follow the hazardous energy procedures and statutory regulations. Follow the manufacturer's service/repair instructions. Identify and label all sources of hazardous energy. Before beginning work, accomplish the following:

- i. De-energize all sources of hazardous energy:
- ii. Disconnect or shut down engines or motors.
- iii. De-energize electrical circuits.
- iv. Block fluid (gas or liquid) flow in hydraulic or pneumatic systems.
- v. Block or secure machine parts against motion.
- vi. Block or dissipate stored energy.
- vii. Discharge capacitors.
- viii. Release or block springs that are under compression or tension.
- ix. Vent fluids from pressure vessels, tanks, or accumulators—but never vent toxic, flammable, or explosive substances directly into the atmosphere.
- c. Lockout and tag out all forms of hazardous energy including electrical breaker panels, control valves, etc. Make sure that only one key exists for each of your assigned locks and that access to the key is controlled. Verify by test and/or observation that all energy sources are de-energized.
- d. After completion of the work, accomplish the following:
 - i. Inspect repair work before removing the lock and activating the equipment.
 - ii. Make sure that only the worker that installed the lock removes his/her assigned lock.
 - iii. Make sure that all workers are clear of danger points before re-energizing the system.

e. LOTO Procedure**PURPOSE AND SUMMARY**

This procedure provides the requirements and responsibilities of Hazardous Energy Control and the process for Lockout / Tag out (LOTO) of energy isolating devices (valves, circuit breakers, disconnect, etc.). Its use

shall ensure that machinery, equipment, or systems are isolated from all potentially hazardous energy to prevent unexpected energization, startup, or release of stored energy which may cause personnel injury or property damage.

This procedure applies to all BHEL personnel and subcontractors working on the WBPDC (1X660MW) STAGE-III projects where equipment must be taken out of service for the performance of work activities such as installation, maintenance, repair, construction, or equipment removal. The procedure may also be used to isolate equipment of which the energization or operation may present danger to personnel or property. Lockout / tag out are not required for electrical equipment that can be unplugged from the source and the person performing the work has control of the plug.

This procedure shall be applied to prevent injury or damage caused by the unexpected release of active or stored energy. Hazardous energy sources could be in the form of the following:

- Electrical
- Hydraulic
- Chemical
- Thermal
- Mechanical
- Pneumatic

Preplanning of work activities includes the identification of all potential hazardous energy sources so that they may be properly controlled and isolated, locked, and tagged out.

Prior to initiating work activities on or around locked out / tagged out equipment, the equipment must be tested and tried by or in the presence of the person(s) performing the work activities.

RESPONSIBILITIES

- The Engineers in Charge is responsible for implementing and enforcing this procedure and approving lockouts /tag outs that impact the operation of the project.
- The Engineer in Charge is responsible for authorizing Lockout /Tag out Requests.
- The Lockout / Tag out Coordinator is responsible for maintaining the Lockout / Tag out Log. Each shift should have a designated Lockout / Tag out Coordinator.
- The Isolator is responsible for determining the proper isolation devices and device positions required to isolate all potential energy sources so that the work stated on the Lockout /Tag out Request Permit may be safely performed. The Isolator must be familiar with the equipment and energy type(s) that require isolation. For this reason, in some cases the Isolator may be more than one person (i.e. Engineer, System Operator and/or Electrician). The Isolator shall position the specified device points, and apply locks and tags, and sign the tags and the LOTO Permit isolation point blocks.
- The Safety Manager is responsible for conducting an annual audit that is documented to ensure all procedures and requirements are current and being followed as written.

DEFINITIONS

Affected Employee: -

An employee whose job requires him/her to operate or use machinery or equipment on which servicing or maintenance is being performed under a lock out/tag out procedure or whose job requires him/her to work in an area in which servicing or maintenance is being performed under a lockout/tag out procedure

Authorized Employee: -

An employee who implements a lockout/tag out procedure on machinery, equipment, or systems in order that servicing or maintenance may be performed. Often an authorized employee and an affected employee may be the same person.

Danger “Do Not Operate” Tag

A tag used to identify energy isolation devices and specify the required position of the device. The tag should be affixed to the isolation device such that it is in plain view of anyone attempting to operate the device. The tags shall be sequentially numbered and shall specify the lockout/ tag out request number. The tag shall also state the purpose, and the expected duration of the lockout /tag out

Isolation Device

A device that is designed and intended to prevent the passage of energy. These devices, usually located at the energy source, are typically valves, circuit breakers, etc. Isolation devices should have a means of being locked in position

Lockout Device

A device that uses a positive physical means such as a lock, either key or combination type to maintain an energy isolation device in the safe position and prevent the inadvertent energization of machinery, equipment, or systems. Device locks should serve no other purpose other than hazardous energy control isolation

Lockout Tag out Request Permit

A pre-numbered form used to request that machinery, equipment or systems be taken out of service. A Lockout/Tagout Request Permit may be initiated by any one requiring energy isolation for work activities or for taking faulty equipment out of service

Lockout / Tag out Request Log

A record of all Lockout /Tag out Request Permits shall be maintained by the Lockout /Tag out Coordinator.

PROCEDURE**1. REQUESTING A LOCKOUT / TAGOUT PERMIT**

When machinery, equipment, or systems are partially or completely taken out of service for work activities or equipment protection, a lockout / tag out shall be requested. The requestor shall be familiar with scope of work required and shall provide a brief description of the work on the Lockout / Tag out Request Permit. The requestor shall also provide the proposed start time and estimated duration of lockout / tag out. If familiar with the machinery, equipment, or system to be taken out of service, the requestor may identify the devices that are required to be isolated. The LOTO Request Permit shall be forwarded to the Authorized Lockout / Tag out Coordinator for reviewed and signature, along with Permit to Work number to be entered on the LOTO Request Permit.

- a. The Lockout / Tag out Coordinator shall record the necessary information on the Lockout / Tag out Request Log and forward the request to the Engineer in Charge for approval.
- b. The Safety Manager or Engineer in Charge shall review the Lockout / Tagout Request Permit for impact on project operations. Project operations could be impacted by the equipment being taken out of service or by the required isolation to take the equipment out of service. If project operations are impacted by the Lockout / Tagout, the request shall be forwarded to the Engineer in Charge for approval.
- c. The Engineer in Charge shall provide the lockout / tag out isolation points necessary to perform the task stated on the request. The device identification, device location, device position, and locking mechanism

shall be entered into the appropriate blocks on the Lockout / Tag out Request Permit.

- d. The Engineer in Charge indicates approval of the Lockout / Tagout Request Permit by signing in the appropriate space on the request. If the Lockout /Tag out Request Permit is rejected, the Engineer in Charge shall return it to the requestor, via the Lockout / Tagout Coordinator with a written explanation of the rejection.
- e. Once approved, the Lockout / Tag out Request Permit shall be forwarded to the Lockout / Tag out Coordinator to assign tags and locks.
- f. The log shall show current status of all Lockout / Tag out Request Permits from submittal to approval, through lifting of locks and tags to final closeout. The log shall be maintained by the Lockout / Tag out Coordinator in their office.

2. PLACEMENT OF LOCKS AND TAGS

- a. The tags shall be filled out to match the information on the LOTO Request Permit. Appropriate locks for the types of isolation devices specified shall be collected and placed with the tags and the Lockout / Tag out Request Permit.
- b. The isolator(s) shall take the device locks, tags, and the Lockout / Tagout Request Permit to position the specified isolation devices, sign and hang the tags, and place the locks. If the isolator does not agree with or understand the Lockout / Tagout Request Permit, or has a problem performing the isolation, the problem should be brought to the attention of the Safety Representative or Area Supervisor immediately and the lockout / tag out should be postponed until the situation is resolved.
- c. Once the Isolator has placed all “locks” on isolation points, they will “test ”and “try” the machinery, equipment, or system to ensure all hazardous energy has been completely removed and the isolation is one totally accomplished, and has initialed and signed the Lockout /Tag out Request Permit indicating all isolation points have been confirmed. Examples of “lock”, “test” and “try”:
 - by checking that all locks on the LOTO Request Permit have been applied and are in the specified position open/closed, on/off, etc.; metering test of electrical circuits, opening of drain valves, checking pressure gauges or indicators; and try by pushing start buttons and on/off switches, etc.
 - Testing shall be performed by person(s) knowledgeable of the energy source(s) being isolated (e.g., an electrician should meter electrical circuits).
- d. A copy of the completed Lockout /Tag out Request Permit shall remain with the Work Package and used as part of the daily Pre-Job Briefings

3. WORKING UNDER A LOCKOUT / TAGOUT REQUEST

- a. Prior to starting the work activity, the person(s) performing the work shall review the Lockout / Tag out Request Permit and place the necessary tags and personal locks on the identified isolation devices. Personal locks may be placed only on devices that have already been locked and tagged in accordance with the Lockout / Tag out Request Permit.
 - All personal locks shall be accompanied by a tag that is signed and dated by the worker(s) and specifies the work activity being performed.
 - Personal locks should be of a different color than device locks for ready identification.
- b. Verification of the effectiveness of the isolation by the Isolator shall be performed for Worker’s working under the lockout / tag out, by demonstrating the checks on “lock”, “test” and “try”,
- c. When the work activity is finished, personal locks and tags shall be removed and the Safety Representative

shall be notified that the Lockout / Tagout is no longer required. If work under a lockout / tag out is to be delayed or interrupted for a period in excess of 24 hours, personal locks shall be removed until the work restarts. Personal locks shall be removed prior to the worker(s) leaving the project at the end of shift unless the key(s) are maintained at the project.

4. REMOVAL OF LOCKS AND TAGS

- a. When the lockout / tag out is no longer required, the Safety Representative or Area Supervisor shall obtain the Lockout / Tagout Request Permit from the work package for LOTO removal. Prior to removing locks or tags that may allow equipment to be energized, a check shall be made to verify that the equipment is free to safely operate (i.e., will not cause damage or injury). The locks and tags shall be removed and returned to the Lockout / Tagout Coordinator. Isolation devices may be repositioned at the discretion of the Engineer in Charge according to operational requirements. The Isolator shall complete the Lockout / Tagout Request Permit indicating each lock and tag has been removed and the Safety Representative or Area Supervisor forward to the Lockout / Tagout Coordinator.
- b. The Lockout / Tagout Coordinator shall discard the tags and maintain the completed Lockout / Tagout Request Permit for future reference.
- c. In the event that an employee leaves the job site without removing the personal lock I tag, the following measures shall be taken and documented. The measures listed below are a minimum set of guidelines and under all circumstances, refer to the site-specific safe work plan for detailed procedures:
 - Attempt calling / contacting the employee to return to the site for removal.
 - In the event an employee cannot be contacted, the Site Manager and Safety Manager shall sign an Emergency Lockout/Tagout Removal Form, which has been completed by the Area Supervisor.
 - Employee shall be notified upon returning to the site, prior to beginning any work.

5. INTERRUPTION OF A LOCKOUT / TAGOUT

Operational Emergency

The Engineer in Charge / Safety Manager /Area Supervisor may deem it necessary to temporarily remove the locks and tags from isolation devices, prior to the end of the work activity. The standard procedure for removal of locks and tags shall be followed. Extreme caution shall be taken by the Isolator removing the locks and tags to prevent personnel injury.

Testing

When the performance of a work activity requires the functional testing of a machine, component, or system, the locks and tags may be temporarily removed in accordance with the tag removal, to perform the test. As a result of the testing, if it is determined that the equipment needs further work, the locks and tags shall be positioned back on to the device. If it is not necessary to replace all the locks and tags, then the unnecessary locks and tags may be returned to the Lockout / Tagout Coordinator. The Engineer in Charge shall initial the Lockout / Tag out Request Permit in the removal block to indicate that these locks and tags have been removed. When testing has been satisfactorily completed, the locks and tags shall be removed.

ISOLATION DEVICES

- In most industrial applications, there are isolation devices that were not designed to accommodate a locking device. In these instances, an acceptable alternative that physically obstructs or prevents the use of the isolation device shall be found. Chains shall be placed on valves or electrical panels. Wires shall be determinate, pulled back, taped, and secured.

- If an isolation device does not accept a lock, a tag only is acceptable; however, all possible precautions shall be undertaken to provide a level of safety for the workers. The tag shall be readily visible to anyone attempting to operate the device.
- If more than one Lockout / Tagout Request Permit requires that a single isolation device be locked and tagged, a lock and tag for each request shall be placed. Each lock in itself prevents the inadvertent operation of the device.

GROUP / COMPLEX LOCKOUT

In a multiple lockout / tag out procedure, each person working on the machinery or equipment must place a lock or tag on the energy isolating device. If the energy isolating device will not accept multiple locks or tags, a hasp (a multiple lockout device, may be used. The locks or tags must be placed in such a way that energy cannot be restored to the machinery or equipment until every lock or tag is removed. As each employee involved no longer needs to maintain lockout / tag out protection that employee removes his - her lock and/or tag. The employee attaching the lock or tag is the only person authorized to remove the lock or tag.

6. TRAINING

The training must include recognition of hazardous energy source, type and magnitude of energy available, methods and means necessary for energy isolation and control. Each authorized employee shall receive adequate training. The training should address that all affected employees are instructed in the purpose and use of the energy control procedure. There should be training provisions included for any other employee whose work operations are or may be in an area where energy control procedures may be utilized. The employee training should also address when tag out systems are used including the limitations of a tag (tags are warning devices and do not provide physical restraint). The training should also include that a tag is not to be removed without authorization. The tag is never to be ignored or defeated in any way. Retraining is required when there is a change in job assignments, in machines, a change in the energy control procedures, or a new hazard is introduced. All training and I or retraining must be documented with employee's name and dates of training.

7. PROGRAM REVIEW

The lockout / tag out program must be reviewed at least annually. The review must ensure that procedures are being followed and that they are effective. A documented review of the inspection must include the date, the equipment, employees involved & the inspector. The inspector must be someone other than those actually using the lockout / tag out in progress.

ATTACHMENTS

#1. Danger (DO NOT OPERATE) Tags



#2. Device & Personal Locks and Multi Lock Hasp:



#3. Lockout / Tagout Request Permit

		LOCKOUT / TAGOUT REQUEST PERMIT			LOTO Request Permit No.: Work Permit No.:		
Equip. Out of Service:	LOTO Date Required by: ____ / ____ / ____	Estimated Duration:		LOTO Requested Date:			
Scope of Work:				LOTO Authorization Signed by: Date:			
				LOTO Removal Authorization Signed by: Date: Time:			
Tag No.	Device to be Tagged / Locked I.D. No.	Device Location	Device Position OPEN / CLOSE D -	Lock No.	Tag/Lock Placed by Print/Sign - Date/Time		Tag /Lock Removed by Print/Sign - Date/Time
Comments Instructions: Attachment 3.Lockout / Tag out Request Permit:							

#4. Lockout / Tag out Request Log

LOTO Permit No.	Request or Name	Equipment & Location	Est. Work Completed Date	Approval Date	LOTO Placed Date	LOTO Removed Date	Comments

14. RISK ASSESSMENT

Risk and Hazard Analysis

In order to produce an overall Project EHS Plan, a project must be assessed for its risks. There are two components to the risk and hazard analysis. The procedure used to examine and plan for the identified risks and hazards is called a General Hazard and Risk Assessment.

JSA/HIRA review

Prior to commence the following activities Method statement and JSA/HIRA to be prepared by the concern engineer in coordination with EHS officer and submit to the client for review and approval. After getting approval the work will be started under PTW after clearance. For HIRA and criteria for the defining the high, medium & low risk the relevant annexure be referred. In case any deviations required in the approved method statement the concerned engineer/supervisor has to prepare additional HIRA/JSA to cover the new activities and associated risk. Following activities to be covered,

- Deep excavation (more than 5 feet)
- Significant concrete pouring (like heavy foundation, TG deck, Slab casting etc.)
- Confined entry
- Blasting
- Working on electrical/ energized equipment's
- Steel erection more than 5-Ton weight
- Working at height prior to completion of stairs/ladders/hand railing etc.

Definition:

HAZARD - Any potential or present danger to persons or property within the project site, e.g., oil on the floor is a hazard.

INCIDENT - An unintended happening that may result in injury, loss or damage, e.g., Slipping on the oil is an Incident.

INJURY – Physical harm, the result of an Incident, e.g., a sprained wrist from the fall would be an injury.

Hazard Analysis Document

- For high risk and dangerous work identified, the Applicant shall complete and submit a Hazard Analysis Document together with the PTW request. It will be a JSA (Job Safety Analysis) or Preliminary Hazard Analysis Checklist. And it shall be reviewed and approved by respective Construction and HSE Representatives.
- Issues such as work interface, coordination, drawings, toolbox meetings and work type/duration shall be detailed and included with supporting documentation for the Applicant's request for PTW.
- If applicable, Hazard Analysis Document shall be used as the foundation for development of Safe Work Method Statement. Each hazard identified shall be addressed in the Safe Work Method Statement and be submitted as part of the Applicant's submittal package.

Evaluation of Sub-contractor Risk Assessments includes

- Experience and expertise in performing similar type work.
- Duration of work performed
- Location of the work to be performed.

- Nature of the work to be performed.
- Potential for a subcontractor performing the work to expose themselves, other persons or employees, to hazards.
- Potential for exposure to work site hazards.

Review of Subcontractor specific issues

Preventive and protective measures must be introduced according to the following order of priority

- Eliminating the hazard by removing the activity from the work process. Examples include substitution with less hazardous chemicals, using different manufacturing processes, etc.
- Controlling the hazard at its source through use of engineering controls. Examples include local exhaust ventilation, isolation rooms, machine guarding, acoustic insulating, etc.
- Minimizing the hazard through design of safe work systems and administrative or institutional control measures. Examples include job rotation, training safe work procedures, lock-out and tag-out, workplace monitoring, limiting exposure or work duration, etc.
- Providing appropriate personal protective equipment (PPE) in conjunction with training, use, and maintenance of the PPE.

15. HSE PREPAREDNESS FOR ADVERSE CLIMATES AND WEATHER

All Preventive and Precautionary measures to ensure Health & Safety of workers in all possible adverse weather conditions based on the analysis of the local area conditions to be taken by the subcontractor

15.1 SUMMER

1. The Working Time and Lunch Hour will be as per instruction of Statutory Authorities (no work between 11am to 3:30pm). However, in case temp comes down due to rain/cloudy weather work will continue as per normal routine.
2. During long lunch break, worker will be allowed to go back home for rest. Those who will like to stay back will avail at the facility of rest shed or other designed area.
3. They will be allowed to take small break during work as per their need.
4. Water sprinkling will be done on roads to reduce dust concentration.
5. Workers will be provided with adequate cool drinking water and Butter milk/Lemon water etc.
6. Adequate ORS stock will be made available at the work location in the First-Aid Box for use as needed and at First-aid Centre for emergency need.
7. Fire prevention shall be on high alert, with removal of dry grass and bushes, etc, inside and outside the surrounding work areas. No smoking, and control of open flame/sparks shall be maintained and monitored.
8. Worker will be informed about the Do's and Don'ts to be followed during summer in the Pre Job Brief.

Dos & Don'ts

1. Drink plenty of cool water and other non-alcoholic fluid and keep body well hydrated.
2. Eat salt in food to replenish loss of salt through sweating.
3. Avoid over physical exercise.
4. Have adequate sleep at night.
5. Eat light and less spicy food
6. Avoid eating food which was cooked long time ago.

7. Nobody should use small water bodies such as pits, running rain water through crevices etc. for drinking and cleaning purpose as it may be unhygienic.

Emergency Handling

In case of emergency due to heat disorder:

1. Rescue the victim from workplace and place under shed.
2. If to be rescued from height, use stoke basket or rescue kit.
3. Inform Ambulance immediately.
4. If nearby any air conditioned room/shed is available, place him inside the room/shed.
5. Administer First aid by trained First aider for Heat Disorder
6. If conscious, give him ORS solution to drink.
7. If required send the victim hospital immediately.

15.2 MONSOON**A. Height Work & Structural Safety:**

1. Ensure that all height work platforms are barricaded and avoid any highly hazardous
2. Height work.
3. Ensure that all personnel have good quality and intact safety shoes
4. Stop all dangerous height work during rain
5. Explain Do's and Don'ts to workers during Tool Box Meetings
6. Ensure that there are no weak structures, boards etc. that can fall during high winds
7. Do not allow any loose material (e.g. GI sheet, Ply board, empty cement bag, aluminium foil, foam sheets etc.) on roof sheds or top of structures.
8. Do not permit any one to ride up or come down scaffolds frame work during heavy wind or rain.
9. Provide "anchor" of adequate strength to scaffolds and other high-rise structures.
10. All rest sheds and GI sheds will be anchored into the round and wall and roof panels will be secured with J hook to prevent shed from blowing over or parts/pieces becoming airborne. Proper earthing per IS standard is also to be installed.
11. Do not go alone nor permit anyone to stay at tower-tops, roof-tops, high structures or on electrical poles during the course of stormy weather or heavy rain.

B. Electrical:

1. All electrical connections / loads have to be routed through ELCB / RCCB (residual current circuit breaker) whose rating should be 30mA.
2. RCCB operational checks need to be done DAILY / WEEKLY during monsoon season.
3. Avoid joints on power cables which need to be laid over-head or under-ground, better not to have any joint at all. In case joints become essential, such cables must be housed rigidly and insulation must be provided as per approved standard. The joint shall be suitable for outdoor use.
4. All electrical distribution board shall be properly covered at top and sides to protect from rain water. Extension boards shall be protected from rain water.
5. Ensure proper "earthing" for each and every electrical appliance.
6. Double earthing need to be provided for 3-phase power supply and for voltage more than 220V.

7. Provide lightening arrestors at the top of Boiler 3 and boiler 4 and rest sheds which are not covered by existing lightening arrestor of other installation.

C. Others:

1. Maintain smooth flow on open drains. i.e. no obstruction or blockade shall be made on storm water drains. If required, make temporary drains.
2. Arrange back-filling of excavated pits on war-footing basis.
3. Arrange bringing down booms of all cranes, hydra machines during stormy weather (wind speed 40-50 km/hr)
4. Confirm that all gantry cranes are effectively choked to prevent rolling and toppling.
5. Do not forget to deep ready a dew battery operated lights at site-offices during rainy season.
6. Avoid using wet damp clothes.
7. Hard Barricade excavated zone filled with water with scaffolding pipe & clamp with reflective net
8. Engage diesel operated water pump to dewater work area. For electrically operated water pump, the starter shall be protected from rain water. All rotating parts shall be guarded. Ensure availability of sufficient water pumps.

D. Health and hygiene:

1. Monsoon reduces the immunity of our body and makes us vulnerable to many diseases which are commonly associated with this season. It is time for us to keep our body challenging against disease by boosting our immunity and taking safety measures against these diseases.
2. The diseases associated with monsoon are Malaria, Jaundice, Gastro-intestinal infections, like typhoid, cholera etc. apart from these viral infections like cold and cough also make their presence felt. Majority of above said diseases are on account of:
3. Puddle of water formed due to rain become breeding grounds for mosquitoes which spread disease like, malaria and dengue fever. As a precautionary measure against mosquito-bite disease one can use mosquito net around the end which is better choice to mosquito repellents like mats and coils.
4. Pollution of drinking water during monsoon is very common. It is very necessary to drink clean and pure water when water-borne monsoon diseases like diarrhoea and gastro-intestinal infections threaten us.
5. Walking in dirty water during rainy season leads of numerous fungal infection which affect toes and nails. Diabetic patients have to take a special care about their feet. Keeping feet always dry and clean is very necessary. Avoid walking in dirty water. Keep shoes socks and raincoats dry and clean.

E. Workmen will be made aware of following Do's and Don'ts:

1. Do not sleep in daytime.
2. Avoid over physical exertion.
3. During lightning and thunder storm, do not take shelter under tree. Take shelter inside rest shed or store room.
4. Wash vegetables with clean water and steam them well to kill germs.
5. Avoid eating un-cooked foods and salads should be washed properly before consumption.
6. Drink plenty of water and keep body well-hydrated.
7. Always keep the surrounding area dry and clean. Don't allow to get water accumulated around.
8. Keep body warm as viruses attack immediately when body temperature goes down.

9. Do not enter air conditioned room with wet hair and damp cloths.
10. Dry your feet and webs with soft dry cloth whenever they are wet.
11. Eat light and less spicy food.
12. Avoid eating food which was cooked long time ago.
13. Eat salt in food to replenish loss of salt through sweating.

15.3 EMERGENCY WEATHER CONDITIONS

Cyclone/Severe thunder storm

In the event of Cyclone/Severe thunder storm, alert will be issued by subcontractor on notification received by Govt. authorities/Metrological departments Customer or BHEL.

The actions required during cyclone/rough weather:

1. Check and advice subcontractors to clean-up work area. Pick up all loose and unused material of respective supervisor's area.
2. Tie to secure all gas cylinders to avoid displacement and unsafe conditions which could be due to wind pressure.
3. Secure portable electricity generating sets and other equipment, pumps, hoses etc.
4. Make preparation for removal of water logging.
5. Take review of work activity and make preparation for removal of equipment and material from vulnerable areas.
6. Isolate/turn off all electrical power form the main panel/switches. Secure and anchor panels properly.
7. Recheck anchorage/tie of all temporary structures/sheds, tall objects, cranes, rigs, scaffolds etc. to avoid toppling due to wind force.
8. Cranes boom shall be secured, either locked or lowered the booms as reasonably and practicably possible and rigs to safe position for the safety point of view.
9. Group up all trash barrels, wooden pallets, forms; wooden decks etc. and anchor properly.
10. Welding machines, air compressors and such equipment are to be grouped together and secured to the stable objects. Welding leads, electrical cables, hoses are to be rolled up and secured properly.
11. Set on site vehicles on high ground in the site area with brakes set firmly.
12. Anchor all tanks, vessels, gas cylinders that may be moved by high wind and water.
13. Evacuate job site.

Personnel Evacuation:

1. Personnel Evacuation will be required if predicted wind speed and storm surge heights are beyond acceptable limits as per the instructions from Govt. Authorities/ Metrological departments or Customer.
2. Once the warning is received for personnel evacuation, an emergency response team shall be formed. The team will work with local authorities and other agencies formed/deployed to evacuate and transport all personnel involved in the project to the cyclone shelter.
3. Cyclone may be followed by the calm "EYE", be aware of it. If the wind suddenly drops, don't assume the cyclone is over. Violent wind may resume from the opposite side direction. Wait for the official "All clear Signal".

4. After the cyclone, do not go outside until officially communicated about safe situation outside. Use recommended routes for returning. Do not panic or rush while returning.
5. Checking of gas leaks and well-being of electrical appliances is essential before leaving the site.
6. Follow local communications for official warning and advice. The construction Manager shall also obtain updates from customer/metrological departments and communicate to the personnel on project site.

15.4 PREVENTION OF COVID-19 (COVID-19 HERE TO BE READ AS COVID-19 AND OTHER PANDEMICS/ COMMUNICABLE DISEASES) AT PROJECT SITE & LABOUR COLONY:

Resumption of Construction Activities after Lock Down and Prevention of Coronavirus Infection during Site Operations and OCP 61A: Prevention of COVID-19 Infection in Labor Colony will be strictly followed.

A. Preventive measures at project site:

- BHEL and Agencies shall nominate COVID Marshalls, who will be responsible for monitoring the COVID prevention measures and apprising management on the same.
- Mandatory health check-up for every worker/ official joining the site
- All activities to be carried out using least amount of paperwork and physical proximity as far as possible.
- **HSE Observer App** to be used to monitor HSE Activities and follow up with agencies for closure of non-conformities.

a. Strict Control at the Gate/ Banning Entry to Anyone Not Wearing Masks

- i. Security personnel at the gate may erect a barricade preferably approx. 10 meters from the gate and only allow personnel who are wearing proper masks inside.
- ii. Public address system may be used to warn any non-compliant visitors
- iii. Near entry gate, round markers at minimum 1-meter distance to be ensured so that distancing is ensured
- iv. A hand-wash or hand sanitiser facility is preferable at the gate to allow entry after hand wash or hand sanitisation. These are also to be provided at key locations to enable hand wash / hand sanitisation before starting work, before eating, etc.
- v. Gutkha, Paan, tobacco etc. to be banned from the site. Spitting to be strictly prohibited.

b. Screening at Gate with Contactless Thermometer & Action on Suspected Cases

- i. Security Personnel at the Gate to screen each person entering the premises using a non-contact infrared thermometer, which is duly serial numbered and calibrated.
 - ii. In case any site worker/ official is found to have fever more than 99 Degrees Fahrenheit or found coughing/ sneezing, he/she may be advised rest till recovery and entry to be permitted after obtaining clearance from medical officer/assistance/attendants.
- Parcel to be collected from gate by concerned person preferably with provision of Special Box
 - Any construction material received at site, unless properly sanitized, to be kept undisturbed for at least 3 days and to be used only after that period.
 - During Toolbox Talks, minimum 1-meter distance between any two workers to be ensured

c. During site execution activities:

For all site execution activities, social distancing is to be maintained. In case this is not possible due to nature of work, speciality of work, etc, ensure sensitisation of the labour/staff involved and use of appropriate PPEs, especially mandatory face mask. In any case, close working to be allowed only in special

circumstances and ensuring these activities are preferably time staggered to the extent possible

d. In office premises:

- i. Sharing of items like pens, water bottles etc. in office premises to be avoided
- ii. Doors preferably to be in open condition to avoid contact
- iii. All common touch points to be frequently disinfected in a day.

e. Regular disinfection of all Areas, Equipment and facilities

- i. A dedicated disinfectant gang to be identified for the task by each agency. The disinfectant gang to be provided full body suits for the task.
- ii. All areas (including office premises, site areas, chairs, tables, furniture etc.), tools & equipment to preferably be disinfected by dedicated gang every day before resumption of work.
- iv. Common touch points like handrails, lift buttons, door/window knobs or handles, vehicle door handles, taps, conference room & dining hall tables/chairs, common sofas/chairs, visitor sofa/chairs, files & folders, etc to preferably be disinfected regularly at frequent intervals every day.
- v. Pool vehicles, to be disinfected after every use. Social distancing to be maintained inside the common pool vehicles as per Govt./ statutory body guidelines.

f. Disinfecting the operator/driver touch points of Vehicles/cranes, T&Ps etc.

Disinfection to also be carried out for all Cranes, Vehicles, Equipment, consoles, T&Ps etc. which come into contact with operating personnel.

g. Posters on COVID-19

Sufficient Posters on COVID-19 to be ensured across the site in languages understood by most workers.

h. Brief guidelines for hand washing are as below:

- i. Soap to be provided at each wash basin and replenished regularly.
- ii. Washing with soap for at least 20 seconds is recommended.
- iii. As a general guideline, for every 100 workers, 1 wash-basin may be provided at site areas.
- iv. Close queue to be avoided near wash-basins and 1-meter distance to be maintained. Round markers at 1-meter distance can be ensured as guidance

Composition of Disinfectant:

- i. Readily available 1% hypochlorite solution or 4%
- ii. Liquid chlorine-1% solution
- lii. Surgical spirit-95% alcohol content
- iv. Hand sanitizer should have: Isopropyl alcohol-75%, Glycerol-1.45%, Hydrogen Peroxide-0.125%

B. Prevention of COVID-19 Infection in Labor Colony:

- Spacing of minimum 2 meters between living areas of workers inside a room may be maintained. Preferably, the living area of each worker may be partitioned using sheet of cloth, plastic etc.
- Rooms to be properly ventilated as far as possible
- Sanitation to be given prime importance and personal hygiene to be promoted
- Face masks shall be worn by everyone inside the colony premises
- Spitting of Pan. Gutkha etc. inside the colony and urinating etc. outside the toilets to be strictly avoided
- Regular visits by Doctors to the labor colony can be arranged on non-working day for check-up of all workers
- **Identification of "COVID Wardens" (CWs) by each agency for maintaining the following:**
 - i. Keeping an eye on the health of workers and report any suspected cases of fever, coughing etc. to the

management

- ii. Keeping an eye on the social distancing measures in the labor colony and report any non-conformances to the management.
- iii. Educate the workers about social distancing and COVID prevention measures.
- Training/ Awareness regarding COVID-19 to be provided to workers regularly.
- Workers to be instructed to maintain social distancing of minimum 1 m at all time
- **Posters on COVID-19:** Sufficient Posters on COVID-19 to be ensured across the labor colony in languages understood by most workers.
- All workers to be instructed to inform any suspected cases of illness (individual or others) to an emergency contact number of CW, the emergency contact numbers and CW contact numbers to be displayed at prominent locations
- **Inspection & Review**
 - i. Daily Inspection by concerned COVID Wardens and reporting to Agency
 - ii. Regular inspection by Agency & BHEL

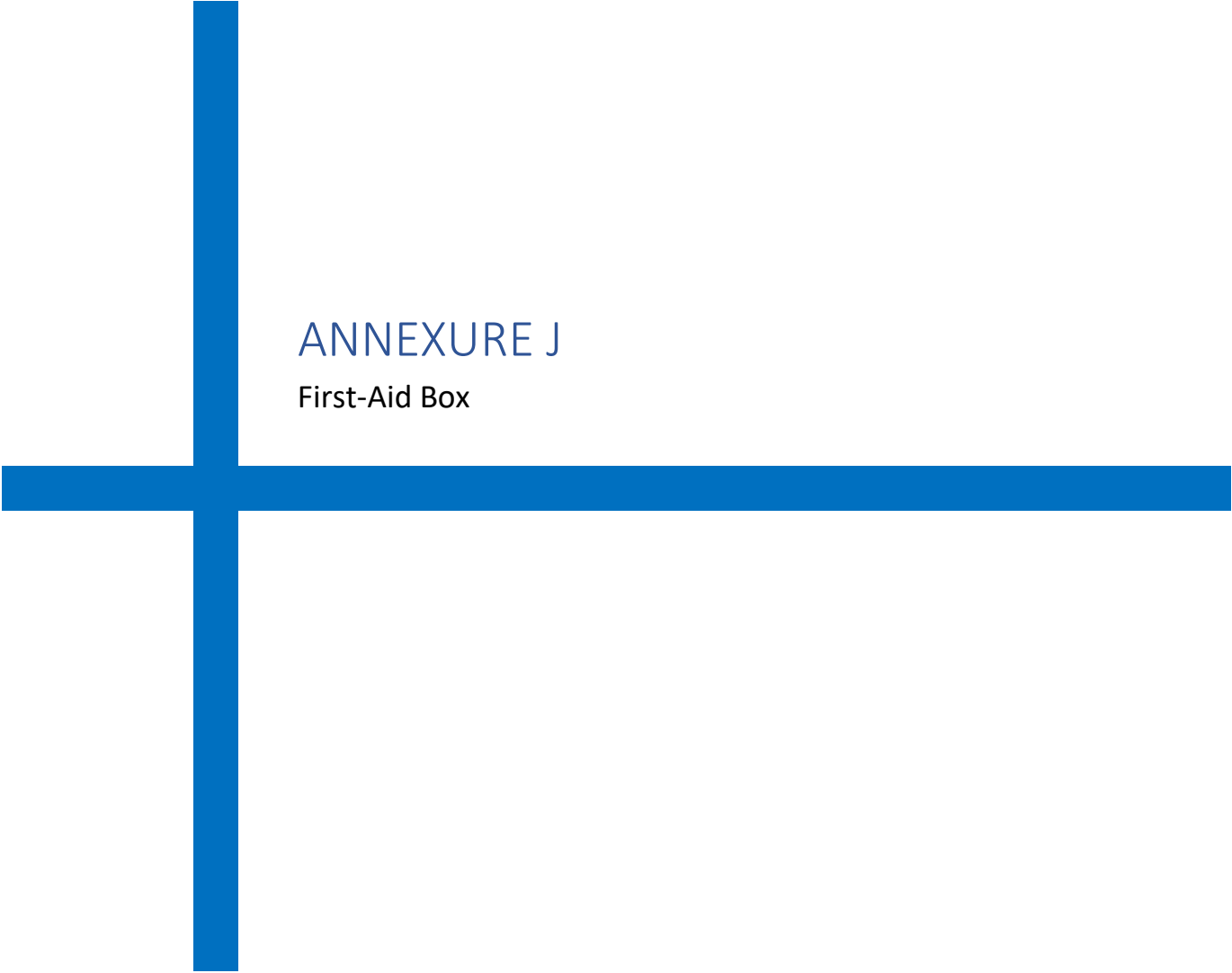
15.5 Noise Mitigation

High noise is harmful to the human health and it can cause impairment if exposed for long duration at regular intervals, and also cause disruption in nearby communities.

- Noise monitoring shall be carried out in all construction locations periodically.
- Use of silent DG is allowed at site during construction.
- Low noise generation equipment's to be preferred.
- Work areas where noise levels exceed the 85db shall be posted as hearing protection required.
- Use of PPEs / ear plug/ear muff for personnel entering into high noise area.
- Activities generation High noise will be planned in day shift.

Noise Level Chart

Parameter	Night Noise level dBA	Daytime Noise Level dBA
At 1-meter from each piece of equipment	85	85
At Property boundary	70	70



ANNEXURE J

First-Aid Box

Details & Contents of First Aid Box as per Contract Labor (Regulation & Abolition Act), Central Rules, 1971

- (1) The first-aid box shall be distinctively marked with a Red Cross on a white background and shall contain the following items, namely:

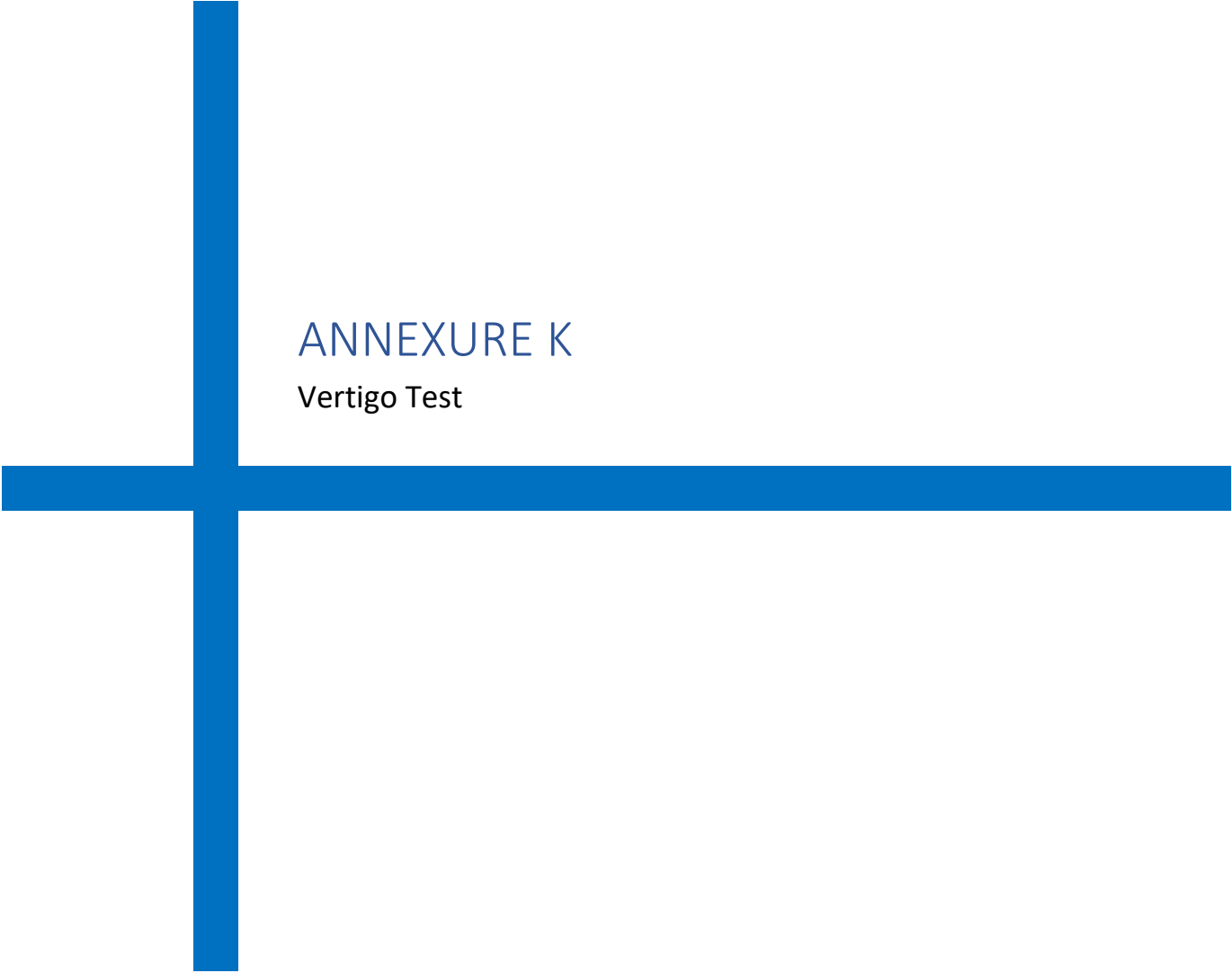
(a) For establishments in which the number of contract labor employed does not exceed fifty, each first aid box shall contain the following equipment:

(i)	6 small sterilized dressings
(ii)	3 medium size sterilized dressings
(iii)	3 large size sterilized dressings
(iv)	6 pieces of sterilized eye pads in separate sealed packets.
(v)	6 roller bandages 10 cm wide.
(vi)	6 roller bandages 5 cm wide.
(vii)	One tourniquet
(viii)	A supply of suitable splints
(ix)	Three packets of safety pins.
(x)	Kidney tray.
(xi)	3 large sterilized burn dressings.
(xii)	1 (30ml) bottle containing a two percent alcoholic solution of iodine
(xiii)	1 (30 ml) bottle containing Sal volatile having the dose and mode of administration indicated on the label
(xiv)	1 snake bite lancet
(xv)	1 (30gms) bottle of potassium permanganate crystals.
(xvi)	1 pair scissors
(xvii)	1 copy of the First-Aid leaflet issued by the Director General, Factory Advice Service and Labor Institutes, Government of India.
(xviii)	A bottle containing 100 tablets (each of 5 grains) of aspirin
(xix)	Ointment for burns
(xx)	A bottle of suitable surgical anti-septic solution

(b) For establishment in which the number of contract labor exceeds fifty each first-aid box shall contain the following equipment:

(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 grams) packets sterilized cotton wool
(vi)	12 pieces of sterilized eye pads in separate sealed packets.
(vii)	12 roller bandages 10 cm wide.
(viii)	12 roller bandages 5 cm wide.
(ix)	One tourniquet.
(x)	A supply of suitable splints.
(xi)	Three packets of safety pins.
(xii)	Kidney tray.
(xiii)	Sufficient number of eye washes bottles filled with distilled water or suitable liquid clearly indicated by a distinctive sign which shall be visible at all times.
(xiv)	4 per cent Xylocaine eye drops, and boric acid eye drops and soda by carbonate eye drops.
(xv)	1 (60ml) bottle containing a two percent alcoholic solution of iodine
(xvi)	One (two hundred ml) bottle of mercurochrome (2 per cent) solution in water.
(xvii)	1 (120ml) bottle containing Sal volatile having the dose and mode of administration indicated on the label.
(xviii)	1 roll of adhesive plaster (6 cmX1 meter)
(xix)	2 rolls of adhesive plaster (2 cmX1 meter)
(xx)	A snake bite lancet.
(xxi)	1 (30 grams) bottle of potassium permanganate crystals.
(xxii)	1 pair scissors
(xxiii)	1 copy of the First-Aid leaflet issued by the Director-General, Factory Advice service and labor Institutes, Government of India.
(xxiv)	a bottle containing 100 tablets (each of 5 grains) of aspirin
(xxv)	Ointment for burns
(xxvi)	A bottle of a suitable surgical anti septic solution.

- (2) Adequate arrangement shall be made for immediate recoupment of the equipment when necessary.



ANNEXURE K

Vertigo Test

Vertigo Test Procedure/ Guidelines

This document specifies minimum requirements for vertigo test. These may be supplemented by any additional requirements deemed fit by the medical examiner/ HSE department)

Fear of height may be physiological or psychological. Therefore, to rule out any possibility of physiological factor, detailed medical check-up of workers is carried out before vertigo test. Medical check-up of workers includes the following:

history of past illnesses (like epilepsy, drug allergy, diabetics/ hypertension, unconsciousness etc.), general physical examination (like height, weight, BMI, build and nourishment etc.), measurement of pulse rate, Blood Pressure, respiratory rate.

After this check-up, those who are found suitable for height work by examining doctor, are allowed to undergo vertigo test.

During this health check-up, psychology of workers is also studied. If any worker finds it extremely difficult/ frightening to climb the monkey ladder & walk on the beam, during/after performing vertigo test or even before performing, then he is treated as disqualified.

As per standard, during vertigo test, worker is allowed to climb on a foundation through monkey ladder, walk on a beam, then steps down at the other end of beam, through monkey ladder. Height of the beam should be at least six feet from ground level. All necessary safety precautions are taken during this test. Worker has to wear full body harness with double lanyard. A horizontal lifeline is run parallel to the beam and worker has to put his lanyards into the lifeline. Additionally, a safety net is also put below the beam for rescue of the victim in case of a fall from beam.

Following activities are suggested to be carried out during testing:**1. Walking Bench Training:**

- a. Person should walk over the channel. He should maintain balance & walk without much problem.
- b. If the person has problem to balances himself on repeated chances, he may be having flat foot or some other problem. So, he may not be fit for height work.

2. Rope Climb Training:

Person should be able to climb the rope up to the top channel for ensuring that in case of fall, a person hanging on the safety harness, will be able to safely climb back to the platform within minimum time period before the safety harness start breaking down under the load.

3. Height Work Training:

Person should walk freely on the middle channel while holding the top channel with the help of safety harness.

4. Ladder for Vertical fall arrestor Training:

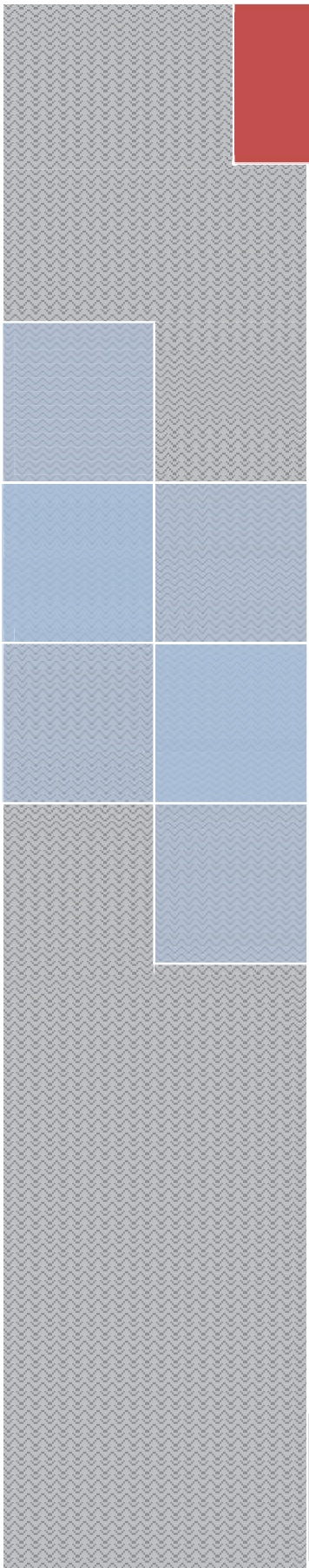
Vertical fall arrestor rope is fixed from top to bottom of the ladder. It will ensure:

- Usage of vertical fall arrestor.
- Usage of two lanyards of a safety harness.
- Ensure 3-point contact on the ladder while climb.

5. Chair for work at height Training:

- Climb though vertical ladder with two lanyard ropes.
- Hooking of two lanyard ropes to life line. With this safe arrangement, he can walk to chair.
- Sits in the chair safely, comes out & walks back to the vertical ladder & come down from vertical ladder. After completion of vertigo test, blood pressure of worker is again measured. If it is not within acceptable limits for any worker, concerned worker is denied height pass.

Only those who pass the above training are to be considered as fit for height work.



VOLUME- 1D

FORMS & PROCEDURES

F & P – SR dated 18-05-2022

BHARAT HEAVY ELECTRICALS LIMITED
BHARAT HEAVY ELECTRICALS LIMITED



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OFFER FORWARDING LETTER / TENDER SUBMISSION LETTER

Form No: F-01 (Rev 00)

OFFER FORWARDING LETTER / TENDER SUBMISSION LETTER

(To be typed and submitted in the Letter Head of the Company / Firm of Bidder)

Offer Reference No:.....

Date:.....

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : Submission of Offer against Tender Specification No:

I / We hereby offer to carry out the work detailed in the Tender Specification issued by Bharat Heavy Electricals Limited, Power Sector - Southern Region. Chennai, in accordance with the terms and conditions thereof.

I/We have carefully perused the following listed documents connected with the above work and agree to abide by the same.

1. Amendments/Clarifications/Corrigenda/Errata/etc issued in respect of the Tender documents by BHEL
2. Notice Inviting Tender (NIT)
3. Price Bid
4. Technical Conditions of Contract
5. Special Conditions of Contract
6. General Conditions of Contract
7. Forms and Procedures

Should our Offer be accepted by BHEL for Award, I/we further agree to furnish 'Security Deposit' for the work as provided for in the Tender Conditions within the stipulated time as may be indicated by BHEL.

I / We further agree to execute all the works referred to in the said Tender documents upon the terms and conditions contained or referred to therein and as detailed in the appendices annexed thereto.

I/We have deposited/depositing herewith the requisite Earnest Money Deposit (EMD) as per details furnished in the Check List.

Authorised Representative of Bidder

Signature :

Name :

Address :

Place:

Date:

FORMS & PROCEDURES
DECLARATION BY AUTHORISED SIGNATORY OF BIDDER

Form No: F-02 (Rev 00)

DECLARATION BY AUTHORISED SIGNATORY OF BIDDER
(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : **Declaration by Authorised Signatory**

Ref : 1) NIT/Tender Specification No:
2) All other pertinent issues till date

I/We, hereby certify that all the information and data furnished by me with regard to the above Tender Specification are true and complete to the best of my knowledge. I have gone through the specifications, conditions, stipulations and all other pertinent issues till date, and agree to comply with the requirements and Intent of the specification.

I further certify that I am authorised to represent on behalf of my Company/Firm for the above mentioned tender and a valid Power of Attorney to this effect is also enclosed.

Yours faithfully,

(Signature, Date & Seal of Authorized
Signatory of the Bidder)

Date:

Enclosed : Power of Attorney

FORMS & PROCEDURES

NO DEVIATION CERTIFICATE

Form No: F-03 (Rev 00)

NO DEVIATION CERTIFICATE

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : **No Deviation Certificate**

Ref : 1) NIT/Tender Specification No:
2) All other pertinent issues till date

We hereby confirm that we have not changed/ modified/materially altered any of the tender documents as downloaded from the website/ issued by BHEL and in case of such observance at any stage, it shall be treated as null and void.

We also hereby confirm that we have neither set any Terms and Conditions and nor have we taken any deviation from the Tender conditions together with other references applicable for the above referred NIT/Tender Specification.

We further confirm our unqualified acceptance to all Terms and Conditions, unqualified compliance to Tender Conditions, Integrity Pact (if applicable) and acceptance to Reverse Auctioning process.

We confirm to have submitted offer in accordance with tender instructions and as per aforesaid references.

Thanking you,

Yours

faithfully,

(Signature, date & seal of authorized
representative of the bidder)

FORMS & PROCEDURES

DECLARATION CONFIRMING KNOWLEDGE ABOUT SITE CONDITIONS

Form No: F-04 (Rev 00)

DECLARATION CONFIRMING KNOWLEDGE ABOUT SITE CONDITIONS

(To be typed and submitted in the Letter Head of the Company / Firm of Bidder)

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : **Declaration confirming knowledge about Site conditions**

Ref : 1) NIT/Tender Specification No:,

2) All other pertinent issues till date

I / We, _____ hereby declare and confirm that we have visited the Project Site as referred in BHEL Tender Specifications and acquired full knowledge and information about the Site conditions including Wage structure, Industrial Climate, the Law & Order and other conditions prevalent at and around the Site. We further confirm that the above information is true and correct and we shall not raise any claim of any nature due to lack of knowledge of Site conditions.

I/We, hereby offer to carry out work as detailed in above mentioned Tender Specification, in accordance with Terms & Conditions thereof.

Yours faithfully,

(Signature, Date & Seal of Authorized
Representative of the Bidder)

Date :

Place:

FORMS & PROCEDURES
DECLARATION FOR RELATION IN BHEL

Form No: F-05 (Rev 00)

DECLARATION FOR RELATION IN BHEL

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder failing
which the offer of Bidder is liable to be summarily rejected)

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : **Declaration for relation in BHEL**

Ref : 1) NIT/Tender Specification No:

I/We hereby submit the following information pertaining to relation/relatives of
Proprieter/Partner(s)/Director(s) employed in BHEL

Tick(✓) any one as applicable:

1. The Proprieter, Partner(s), Director(s) of our Company/Firm DO NOT have
any relation or relatives employed in BHEL
OR
2. The Proprieter, Partner(s), or Director(s) of our Company / Firm HAVE
relation / relatives employed in BHEL and their particulars are as below:
 - (i)
 - (ii)

Signature of the Authorised Signatory

Note:

1. Attach separate sheet, if necessary.
2. If BHEL Management comes to know at a later date that the information
furnished by the Bidder is false, BHEL reserves the right to take suitable
action against the Bidder / Contractor.

FORMS & PROCEDURES
NON DISCLOSURE CERTIFICATE

Form No: F-06 (Rev 00)

NON DISCLOSURE CERTIFICATE

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

NON DISCLOSURE CERTIFICATE

I/We understand that BHEL PSSR is committed to Information Security Management System as per their Information Security Policy.

Hence, I/We M/s..... who are submitting offer for providing services to BHEL PSSR against Tender Specification No:_____, hereby undertake to comply with the following in line with Information Security Policy of BHEL PSSR, Chennai-600100.

- To maintain confidentiality of documents & information which shall be used during the execution of the Contract.
- The documents & information shall not be revealed to or shared with third party which shall not be in the business interest of BHEL PSSR.

(Signature, date & seal of Authorized
Signatory of the bidder)

Date:

FORMS & PROCEDURES
BANK ACCOUNT DETAILS FOR E-PAYMENT

Form No: F-07 (Rev 00)

BANK ACCOUNT DETAILS FOR E-PAYMENT

(To be given on Letter head of the Company /Firm of Bidder, and **ENDORSED (SIGNED & STAMPED) BY THE BANK** to enable BHEL release payments through Electronic Fund Transfer (EFT/RTGS))

1. Beneficiary Name :
2. Beneficiary Account No. :
3. Bank Name & Branch :
4. City/Place :
5. 9 digit M ICR Code of Bank Branch :
6. IFSC Code of Bank Branch :
7. Beneficiary E-mail ID :
(for payment confirmation)

NOTE: In case Bank endorsed certificate regarding above has already been submitted earlier, kindly submit photocopy of the same.

FORMS & PROCEDURES
FORMAT FOR SEEKING CLARIFICATION

Form No: F-08 (Rev 00)

FORMAT FOR SEEKING CLARIFICATION
(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : **Request for Clarification**

Ref : 1) NIT/Tender Specification No:
2) All other pertinent issues till date

Sl no	Reference clause of Tender Document	Existing provision	Bidder's query	BHEL's clarification
1				
2				
3				
4				
5				
6				

Yours faithfully,

(Signature, date & seal of Authorized
Representative of the Bidder)

FORMS PROCEDURES
CAPACITY EVALUATION OF BIDDERS FOR CURRENT TENDER

=====

Form No: F-09 (Rev 00)

CAPACITY EVALUATION OF BIDDERS FOR CURRENT TENDER

Sl. No.	DESCRIPTION OF WORK (Similar to Tendered Scope)	WORK ORDER REF & DATE	CONTRACT VALUE (Rs. Lacs)	CUSTOMER NAME & ADDRESS	CURRENT STATUS OF THE JOB ALONG WITH LATEST MILE STONE COMPLETED	%AGE OF WORK COMPLETED	VALUE OF BALANCE WORK (Rs. Lacs)
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							

NOTES:

- BIDDERS ARE REQUIRED TO FURNISH ALL THE JOBS OF SIMILAR NATURE WHICH THEY ARE EXECUTING (IN PROGRESS) AT THE TIME OF SUBMISSION OF TENDER, AS PER ABOVE FORMAT.
- BIDDERS HEREBY UNDERTAKE THAT THEY HAVE FURNISHED THE DETAILS SOUGHT AS PER POINT NO. 1 IN TOTALITY AND THAT THE DETAILS FURNISHED IS COMPLETE IN ALL RESPECT.
- BHEL WILL TAKE APPROPRIATE ACTION AS DEEMED FIT , IN CASE, IT IS FOUND AT A LATER DATE THAT THE CONTRACTOR HAD SUPPRESSED THE FACTS AND HAVE NOT FURNISHED THE CORRECT & COMPLETE INFORMATIONS.

DATE :

PLACE:

Signature
Name, Designation & Seal of Bidder

FORMS & PROCEDURES
CONTRACT AGREEMENT

Form No: F-10 (Rev. 00)

BHARAT HEAVY ELECTRICALS LIMITED

(A Government of India Undertaking)

Power Sector – Southern Region

Chennai

CONTRACT AGREEMENT

AGREEMENT NO. _____

NAME OF WORK	
NAME OF THE CONTRACTOR WITH FULL ADDRESS	
VALUE OF WORK AWARDED	
LETTER OF INTENT NO.	
TIME ALLOTTED FOR COMPLETING THE WORK (DATE OF COMPLETION)	

SIGNATURE OF CONTRACTOR

(SIGNATURE OF BHEL OFFICER)

CONTRACT AGREEMENT

THIS AGREEMENT MADE THIS _____ DAY OF _____ between BHARAT HEAVY ELECTRICALS LIMITED (A Government of India Enterprise) a Company incorporated under the Companies Act, 1956, having its Registered Office at BHEL House, Siri Fort New Delhi- 110049 (herein after called BHEL) of the ONE PART.

AND

M/S _____
_____ (hereinafter called the `Contractor') of the SECOND PART.

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CONTRACT AGREEMENT

WHEREAS M/s -----state that they have acquired and possess extensive experience in the field of -----
----- And
Whereas in response to an Invitation to Tender No. ----- issued by BHEL for execution of ----- the contractor submitted their offer No.-----dated -----
And whereas BHEL has accepted the offer of the Contractor on terms and conditions specified in the Letter of Intent No.-----dated -----
---read with the references cited therein.

THIS AGREEMENT WITNESSES AND it is hereby agreed by and between the parties as follows:

1. That the contractor shall execute the work of -----and more particularly described in Tender Specification No -----including Drawings and Specifications (hereinafter called the said works) in accordance with and subject to terms and conditions contained in these presents, instructions to Tenderers, General Conditions of Contract, Special Conditions, Annexures, Letter of Intent dated -----and such other instructions, Drawings, Specifications given to him from time to time by BHEL.
2. The Contractor is required to furnish to BHEL Security deposit in the form of cash/ approved securities/ Bank Guarantee valid upto ----- for a sum of Rs.----- towards satisfactory performance and completion of the Contract.
3. The Contractor has furnished a Bank Guarantee bearing no.-----dated -----for a sum of Rs.-----executed by -----in favour of BHEL towards Security Deposit valid upto -----

OR

The Contractor has furnished to BHEL an initial Security Deposit of Rs.-----
-----in the form of cash / approved Securities/ B.G No.----- dated --
----- for Rs.-----executed by ----- in favour of BHEL
valid upto ----- and has agreed for recovery of the balance security deposit by BHEL @ 10% of the value of work done from each running bill till the entire Security Deposit is recovered.

OR

The contractor has furnished to BHEL an initial Security Deposit of Rs.-----
---(Rs.----- vide Bank draft No.-----dated -----and by
adjusting EMD of Rs.-----submitted vide Bank draft No.----- dt.--
-----) and has agreed for recovery of balance Security Deposit by BHEL @
10% of the value of work done from each running bill till the entire security deposit is recovered.

4. The Contractor hereby agrees to extend the validity of the Bank Guarantee for such further period or periods as may be required by BHEL and if the Contractor fails to obtain such extension(s) from the Bank, the Contractor, shall pay forthwith or accept recovery of Rs.----- from the bills in one

FORMS & PROCEDURES

CONTRACT AGREEMENT

installment and the contractor further agrees that failure to extend the validity of the Bank Guarantee or failure to pay the aforesaid amount in the manner specified above shall constitute breach of contract. In addition to above, BHEL shall be entitled to take such action as deemed fit and proper for recovering the said sum of Rs.-----

OR

In case the contractor furnishes the bank guarantee at a later date the contractor hereby agrees to extend the validity of bank guarantee for such further period or periods as may be required by BHEL and if the contractor fails to obtain such extension(s) from the bank, the contractor shall pay forthwith or accept recovery of the amount of bank guarantee given in lieu of security deposit from the bills in one installment and the contractor further agrees that failure to extend the validity of bank guarantee or failure to pay the aforesaid amount in the manner specified above shall constitute breach of contract. In addition to above, BHEL shall be entitled to take such action as deemed fit and proper for recovering the said sum.

5. That in consideration of the payments to be made to the Contractor by BHEL in accordance with this Agreement the Contractor hereby covenants and undertakes with BHEL that they shall execute, construct, complete the works in conformity, in all respects, with the terms and conditions specified in this Agreement and the documents governing the same.
6. That the Contractor shall be deemed to have carefully examined this Agreement and the documents governing the same and also to have satisfied himself as to the nature and character of the Works to be executed by him.
7. That the Contractor shall carry out and complete the execution of the said works to the entire satisfaction of the Engineer or such other officer authorised by BHEL, within the agreed time schedule, the time of completion being the essence of the Contract.
8. That BHEL shall, after proper scrutiny of the bills submitted by the Contractor, pay to him during the progress of the said works such sum as determined by BHEL in accordance with this Agreement.
9. That this Agreement shall be deemed to have come into force from ----- the date on which the letter of intent has been issued to the Contractor.
10. That whenever under this contract or otherwise, any sum of money shall be recoverable from or payable by the Contractor, the same may be deducted in the manner as set out in the General Conditions of Contract or other conditions governing this Agreement.
11. That all charges on account of Octroi, Terminal and other taxes including sales tax or other duties on material obtained for execution of the said works shall be borne and paid by the Contractor.

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CONTRACT AGREEMENT

12. That BHEL shall be entitled to deduct from the Contractor's running bills or otherwise Income Tax under Section 194 (C) of the Income Tax Act, 1961.
13. That BHEL shall be further entitled to recover from the running bills of the Contractor or otherwise such sum as may be determined by BHEL from time to time in respect of consumables supplied by BHEL, hire charges for tools and plants issued (Where applicable) and any other dues owed by the Contractor.
14. That it is hereby agreed by and between the parties that non- exercise, forbearance or omission of any of the powers conferred on BHEL and /or any of its authorities will not in any manner constitute waiver of the conditions hereto contained in these presents and the liability of the Contractor with respect to compensation payable to BHEL or Contractor's obligations shall remain unaffected.
15. It is clearly understood by and between the parties that in the event of any conflict between the Letter of Intent and other documents governing this Agreement, the provisions in the Letter of Intent shall prevail.
16. The following documents
 1. Invitation to Tender No----- and the documents specified therein.
 2. Contractor's Offer No----- dated-----.
 3. _____
 4. _____
 5. _____
 6. Letter of Intent No_____ dated_____.
 7. _____ shall also form part of and govern this Agreement.

IN WITNESS HEREOF, the parties hereto have respectively set their signatures in the presence of

WITNESS

1.

2.

(CONTRACTOR)
(to be signed by a person holding
a valid Power of Attorney)

WITNESS

1.

2.

(For and on behalf of BHEL)

PROFORMA OF BANK GUARANTEE (in lieu of SECURITY DEPOSIT)

(On non-Judicial paper of appropriate value)

(Para 4.7.6 of Works Accounts Manual)

Bank Guarantee No.....

Date.....

To

(Employer's Name and Address)

.....

In consideration of Bharat Heavy Electricals Limited (hereinafter referred to as the 'Employer' which expression shall unless repugnant to the context or meaning thereof, include its successors and permitted assigns) incorporated under the Companies Act, 1956 and having its registered office at BHEL House, Siri Fort, Asiad, New Delhi – 110049 through its unit at Bharat Heavy Electricals Limited, Power Sector Southern Region, BHEL-PSSR, BHEL Integrated Office Complex, TNEB Road Pallikaranai, Chennai 600100 having agreed to exempt _____ 1 (Name of the Vendor /Contractor / Supplier) with its registered office at _____ 2 (hereinafter called the said "Contractor" which term includes supplier), from demand under the terms and conditions of the Contract arising vide Letter of Intent (LOI) reference No. _____ dated _____ 3 valued at Rs. _____ 4 (Rupees _____ only) 4 (hereinafter called the said Contract), of Security Deposit for the due fulfilment by the said Contractor of the terms and conditions contained in the said Contract, on production of a Bank Guarantee for Rs. _____ 5 (Rupees _____ only),

We, the (Name & address of the Bank) having our Head Office at (hereinafter referred to as the Bank), at the request of _____ [Contractor(s)], being the Guarantor under this Guarantee, do hereby irrevocably and unconditionally undertake to forthwith and immediately pay to the Employer, an amount not exceeding Rs. _____ without any demur, immediately on demand from the Employer and without any reservation, protest, and recourse and without the Employer needing to prove or demonstrate reasons for its such demand

Any such demand made on the bank, shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____ 5 .

We undertake to pay to the Employer any money so demanded notwithstanding any dispute or disputes raised by the Contractor(s) in any suit or proceeding pending before any Court or Tribunal or Arbitrator or any other authority, our liability under this present being absolute and unequivocal.

The payment so made by us under this guarantee shall be a valid discharge of our liability for payment hereunder and the Contractor(s) shall have no claim against us for making such payment.

We, further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Contract and that it shall continue to be enforceable till all the dues of the Employer under or by virtue of the said Contract have been fully paid and its claims satisfied & the Employer certifies that the terms and conditions of the said Contract have been fully and properly carried out by the said contractor(s) or acceptance of the final bill or discharge of this guarantee by the Employer, whichever is earlier. This guarantee shall initially remain in force upto and including _____ 6 and shall be extended from time to time for such period as may

be desired by the Employer. Unless a demand or claim under this guarantee is made on us in writing on or before the _____⁷, we shall be discharged from all the liability under this guarantee thereafter.

We, _____(indicate the name of the Bank) further agree with the Employer that the Employer shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Contract or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Employer against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said Contract and we shall not be relieved from our liability by any reason of any such variation or extension being granted to the said contractor(s) or for any forbearance, act or omission on the part of the Employer or any indulgence by the Employer to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.

The Bank also agrees that the Employer at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Contractor and notwithstanding any security or other guarantee that the Employer may have in relation to the Contractor's liabilities.

This Guarantee shall not be determined or affected by liquidation or winding up, dissolution or change of constitution or insolvency of the Contractor but shall in all respects and for all purposes be binding and operative until payment of all money payable to the Employer in terms thereof. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).

We, ... BANK lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Employer in writing.
Notwithstanding anything to the contrary contained hereinabove:

- a) The liability of the Bank under this Guarantee shall not exceed.....⁵
- b) This Guarantee shall be valid up to ⁶
- c) Unless the Bank is served a written claim or demand on or before _____⁷ all rights under this guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities under this guarantee irrespective of whether or not the original bank guarantee is returned to the Bank.

We, _____ Bank, have power to issue this Guarantee under law and the undersigned as a duly authorized person has full powers to sign this Guarantee on behalf of the Bank.

Date _____ Day of _____ for _____ (indicate the name of the Bank)

(Signature of Authorised signatory)

¹ NAME OF VENDOR /CONTRACTOR / SUPPLIER
² REGISTERED OFFICE ADDRESS OF THE VENDOR /CONTRACTOR / SUPPLIER.
³ LETTER OF INTENT(LOI) REFERENCE NO. WITH DATE
⁴ CONTRACT VALUE (AS MENTIONED IN LOI)
⁵ BG AMOUNT IN FIGURES AND WORDS
⁶ VALIDITY DATE
⁷ DATE OF EXPIRY OF CLAIM PERIOD (CLAIM PERIOD SHALL BE MINIMUM OF 3 MONTHS AFTER VALIDITY DATE)

Note:

1. The BG should be on Non-Judicial Stamp paper/e-stamp paper of appropriate value as per Stamp Act prevailing in the State(s) where the BG is submitted or is to be acted upon or the rate prevailing in the State where the BG was executed, whichever is higher. The Stamp Paper/e-stamp paper shall be purchased in the name of Vendor/Contractor/Supplier /Bank issuing the guarantee.
2. In Case of Bank Guarantees submitted by Foreign Vendors-
 - a. From Nationalized/Public Sector / Private Sector/ Foreign Banks (BG issued by Branches in India) can be accepted subject to the condition that the Bank Guarantee should be enforceable in the town/city or at nearest branch where the Unit is located i.e. Demand can be presented at the Branch located in the town/city or at nearest branch where the Unit is located.
 - b. From Foreign Banks (wherein Foreign Vendors intend to provide BG from local branch of the Vendor Country's Bank)
 - b.1 In such cases, in the Tender Enquiry/ Contract itself, it may be clearly specified that Bank Guarantee issued by any of the Consortium Banks only will be accepted by BHEL. As such, Foreign Vendor needs to make necessary arrangements for issuance of Counter- Guarantee by Foreign Bank in favour of the Indian Bank's (BHEL's Consortium Bank) branch in India. It is advisable that all charges for issuance of Bank Guarantee/ counter- Guarantee should be borne by the Foreign Vendor. The tender stipulation should clearly specify these requirements.
 - b.2 In case, Foreign Vendors intend to provide BG from Overseas Branch of our Consortium Bank (e.g. if a BG is to be issued by SBI Frankfurt), the same is acceptable. However, the procedure at sl.no. b.1 will required to be followed.
 - b.3 The BG issued may preferably be subject to Uniform Rules for Demand Guarantees (URDG) 758 (as amended from time to time).

FORMS & PROCEDURES

BANK GUARANTEE FOR INTEREST BEARING REFUNDABLE ADVANCE

Form No: F-12 (Rev 00)

BANK GUARANTEE FOR INTEREST BEARING REFUNDABLE ADVANCE

B.G. No.

Date

This deed of Guarantee made this _____ day of _____ two thousand _____ by < **Name and Address of Bank**> hereinafter called the "The Guarantor" (which expression shall unless repugnant to the context or meaning thereof be deemed to include its successors and assigns) in favour of M/S Bharat Heavy Electricals Limited a Company incorporated under the Companies Act, 1956, having its registered office at BHEL House, Siri Fort, New Delhi - 110049 through its unit at Bharat Heavy Electricals Limited, Power Sector Southern Region, BHEL Integrated Office Complex, TNEB Road Pallikaranai, Chennai 600100, hereinafter called "The Company" (which expression shall unless repugnant to the context or meaning thereof be deemed to include its successors and assigns).

WHEREAS M/s. _____ (hereinafter referred to as the Contractor) have entered into a Contract arising out of Letter of Intent no. _____ dtd _____ (hereinafter referred to as "the Contract") for the < **Name of work** > with the Company.

AND WHEREAS the Contract inter-alia provides that the Company will pay to the Contractor interest bearing advance of Rs. _____ (Rupees _____ only) on certain terms and conditions specified in the Contract subject to the Contractor furnishing a Bank Guarantee for Rs. _____ (Rupees _____ only) in favour of the Company.

AND WHEREAS the Company has agreed to accept a Bank Guarantee from a Bank to cover the said advance.

AND WHEREAS the Contractor has approached the Guarantor and in consideration of the arrangement arrived at between the Contractor and the Guarantor, the Guarantor has agreed to give the Guarantee as hereinafter mentioned in favour of the Company.

NOW THIS DEED WITNESSES AS FOLLOWS:-

- (1) In consideration of the Company having agreed to advance a sum of Rs. _____ (Rupees _____ only) to the Contractor, the Guarantor do hereby guarantee the due recovery by the Company of the said advance with interest thereon as provided

FORMS & PROCEDURES

BANK GUARANTEE FOR INTEREST BEARING REFUNDABLE ADVANCE

according to the terms and conditions of the Contract. If the said Contractor fails to utilise the said advance for the purpose of the Contract and /or the said advance together with interest as aforesaid is not fully recovered by the Company the Guarantor do hereby unconditionally and irrevocably undertake to pay to the Company without demur and merely on a demand, to the extent of the said sum of Rs._____ (Rupees_____ only) any claim made by the Company on them for the loss or damage caused to or suffered by the Company by reasons of the Company not being able to recover in full the advance with interest as aforesaid.

- (2) The decision of the Company whether the Contractor has failed to utilise the said advance or any part thereof for the purpose of the Contract and / or as to the extent of loss or damage caused to or suffered by the Company by reason of the Company not being able to recover in full the said sum of Rs._____ with interest if any shall be final and binding on the Guarantor, irrespective of the fact whether the Contractor admits or denies the default or questions the correctness of any demand made by the Company in any Court Tribunal or Arbitration proceedings or before any other Authority.
- (3) The Company shall have the fullest liberty without affecting in any way the liability of the Guarantor under this Guarantee, from time to time to vary any of the terms and conditions of the Contract or extend time of performance by the Contractor or to postpone for any time and from time to time any of the powers exercisable by it against the Contractor and either enforce or forebear from enforcing any of the terms and conditions governing the Contract or securities available to the Company and the Guarantor shall not be released from its liability under these presents by any exercise by the Company of the liberty with reference to the matters aforesaid or by reasons of time being given to the Contractor or any other forbearance, act or commission on the part of the Company or any indulgence by the Company to the Contractor or of any other matter or thing whatsoever which under the law relating to sureties would, but for this provision have the effect of so releasing the Guarantor from its liability under this guarantee.
- (4) The Guarantor further agrees that the Guarantee herein contained shall remain in full force and effect during the period till the Company discharges this Guarantee, subject to however, that the Company shall have no claim under this Guarantee after_____ i.e. (the present date of validity of Bank Guarantee unless the date of validity of this Bank Guarantee is further extended from time to time, as the case may be) unless a notice of the claim under this Guarantee has been served on the Guarantor before the expiry of the said period in which case the same shall be enforceable against the Guarantor notwithstanding the fact that the same is enforced after the expiry of the said period.

FORMS & PROCEDURES

BANK GUARANTEE FOR INTEREST BEARING REFUNDABLE ADVANCE

- (5) The Guarantor undertakes not to revoke this Guarantee during the period it is in force except with the previous consent of the Company in writing and agrees that any liquidation or winding up or insolvency or dissolution or any change in the constitution of the Contractor or the Guarantor shall not discharge the Guarantor's liability hereunder.
- (6) It shall not be necessary for the Company to proceed against the Contractor before proceeding against the Guarantor and the Guarantee herein contained shall be enforceable against them notwithstanding any security which the Company may have obtained or obtain from the Contractor shall at the time when proceedings are taken against the Guarantor hereunder be outstanding or unrealised.
- (7) Notwithstanding anything contained herein before, our liability under the Guarantee is restricted to Rs. _____ (Rupees _____). Our guarantee shall remain in force until _____, i.e. the present date of validity of Bank Guarantee unless the date of validity of this Bank Guarantee is further extended from time to time. Unless a claim or demand under this guarantee is made against us on or before-----, we shall be discharged from our liabilities under this Guarantee thereafter.
- (8) Any claim or dispute arising under the terms of this document shall only be enforced or settled in the courts at Chennai only.
- (9) The Guarantor hereby declares that it has power to execute this Guarantee under its Memorandum and Articles of Association and the executant has full powers to do so on its behalf under the Power of Attorney dated _____ (To be incorporated by the Bank) granted to him by the proper authorities of the Guarantor.

IN WITNESS whereof the _____(Bank) has hereunto set and subscribed its hand the day, month and year first, above written.

(Name of the Bank)

Signed for and on behalf of the Bank
(Designation of the Authorized Person Signing the Guarantee)

(Signatory No.-----)

DATED:
SEAL

Notes :

1. The BG shall be executed on non-judicial stamp papers of adequate value procured in the name of the Bank in the State where the Bank is located.
2. The BG is required to be sent by the executing Bank directly to BHEL at the address where tender is submitted / accepted, under sealed cover.

FORMS & PROCEDURES
FORM for EXTENSION OF VALIDITY OF BANK GUARANTEE

Form No: F-13 (Rev 00)

FORM for EXTENSION OF VALIDITY OF BANK GUARANTEE

1. To be typed on non judicial Stamp Papers of value as applicable in the State of India from where the BG has been issued or the State of India where the BG shall be operated
2. The non judicial stamp papers shall be purchased in the name of the Party on whose behalf the BG is being issued or the BG issuing Bank

BANK GUARANTEE No:

Date:.....

To

(Write Designation and Address of Officer of BHEL inviting the Tender)

Dear Sir

Sub : Validity of Bank Guarantee No:..... Dated
for Rs in favour of yourself, expiry
date, on account of M/s in
respect of Contract Number....., (herein after called the Original
bank Guarantee)

At the request of M/s....., we
Bank, having its branch Office at and having
Head office at, do hereby extend our liability under the above
mentioned Bank Guarantee number..... dated for a further
period of Months/years from to expire on

Except as provided above, all other terms and conditions of the Original Bank
Guarantee No Dated..... shall remain unaltered and
binding on us.

Kindly treat this extension as an integral part of the original Bank Guarantee to which
it would be attached.

Yours faithfully

Signature.....

Name & Designation.....

Power of Attorney / Signing Power No

Seal of Bank

Name of Project		Contract No.	
Name of Work		Name of Contractor	

PART-A: PLAN/REVIEW OF WORK FOR THE MONTH OF

SN.	Description of work	Unit of Measurement	Unit Rate	Planned (QTY Planned for the month as per Part –C of last month)		Cumulative Shortfall attributable to contractor upto last month (Refer Note 1)		Achieved		Shortfall attributable to BHEL w.r.t Plan (as per Col. 3 of Part-D)		Cumulative Shortfall attributable to Contractor upto & including this month		REMARKS (Reasons for Shortfall attributable to Contractor. Supporting documents to be kept as record.)
				Phy.	Financial	Phy.	Financial	Phy.	Financial	Phy.	Financial	Phy.	Financial	
(a)	(b)	(c)	(d)	A		B		C		D		E=A+B-C-D		
				Phy.	Financial	Phy.	Financial	Phy.	Financial	Phy.	Financial	Phy.	Financial	
	Value of Other Items not mentioned above but planned to be executed in this month													
	Total			ΣA		ΣB		ΣC		ΣD		ΣE		

Note 1: In addition to the work planned as per Col. 'A', Contractor shall also make full efforts to minimize the 'Cumulative shortfall attributable to contractor upto the month' as mentioned in Col. 'B' by enhancing its resources, so as to achieve the completion of activities as per agreed schedule. In case contractor is not able to execute the entire shortfall, then BHEL 'Engineer in-charge', shall decide the priority of work to be executed and it shall be binding on the contractor.

Note 2: Percentage Shortfall attributable to contractor w.r.t. "Plan - Shortfall attributable to BHEL" for the month = $[(\Sigma E - \Sigma B) / (\Sigma A - \Sigma D)] \times 100$. In case, $(\Sigma E - \Sigma B)$ is negative, then it shall be treated as zero percent."

Note 3: Form 14 should include all items being planned in the current month, and all items against which shortfall was attributable to contractor till previous month. However, for practical reason, if it is not possible to mention some of the items in Form-14 being planned to be executed in this month, then also value of such items shall necessarily be included in calculation of Total Value.

Note 4: In case reason for shortfall attributable to contractor is w.r.t. T&P and Manpower, it should be in conformity with Part B1 and B2.

BHEL

(Sign with name, designation and date)

CONTRACTOR

(Sign with name, designation and date)

Name of Project		Contract No.	
Name of Work		Name of Contractor	

PART – B-1: PLAN/REVIEW OF DEPLOYMENT OF MAJOR T&Ps FOR THE MONTH OF Date of Plan/ Review

CONTRACTOR'S SCOPE:-

SN.	PLAN				DEPLOYMENT STATUS		REMARKS (Works affected due to non-deployment of T&Ps)
	Major T&P to be deployed as per work planned for the month	QTY.	Deployment Period (in days)	Weightage assigned to planned T&P (in fraction such that $\sum C = 1$)	Actual Deployed Quantity	Actual Deployment Period (in days)	Weighted T&P Deployed
		A	B	C	D	E	$F = (C \times D \times E) / (A \times B)$

Note: In case, $E > B$, it shall be considered as $E = B$. Similarly, in case $D > A$, it shall be considered as $D = A$.
Percentage of T&P Deployed = $\sum F \times 100$

BHEL SCOPE:-

SN.	PLAN			DEPLOYMENT STATUS		REMARKS (Works affected due to non-deployment of T&Ps)
	Major T&P to be deployed as per work planned for the month	QTY.	Deployment Period (in days)	Actual Deployed Quantity	Actual Deployment Period (in days)	Weighted T&P Deployed

Name of Project		Contract No.	
Name of Work		Name of Contractor	

PART – B-2: PLAN/ REVIEW OF DEPLOYMENT OF MANPOWER FOR THE MONTH OF Date of Plan/ Review

CONTRACTOR'S SCOPE:-

SN.	Area of Work	Category of Labour	No. of Labour required as per category	Deployment Period (in days)	No. of Labour actually deployed	Actual Deployment Period (in days)	REMARKS (Works affected due to non-availability of labour)
			A	B	C	D	

Percentage of Manpower Deployed= $100 \times \frac{\sum(C \times D)}{\sum(A \times B)}$

Name of Project	Contract No.
Name of Work	Name of Contractor

PART – C: PLAN(PHYSICAL) FOR THE NEXT MONTH i.e. Date of Plan

SN.	Description of work	Original Planned Quantity	Planned Quantity (excluding shortfalls attributable to contractor till date)	Unit of Measu- rement	T&Ps Required				Manpower Required		REMARKS (Reasons for difference in Original Planned Quantity w.r.t. Planned quantity to be given)
					Contractor Scope		BHEL Scope		Category of Labour	No. of Labour required as per Category	
					Major T&P to be deployed as per work planned for the month	Quantity	Major T&P to be deployed as per work planned for the month	Quantity			

Note 1: Planned quantity should be based on available/ expected fronts/ inputs in the next month

Note 2: “Original Planned Quantity” shall be as per latest jointly agreed programme between BHEL and Contractor before commencement of work or at the time of latest Time Extension, as the case may be.



Name of Project		Contract No.	
Name of Work		Name of Contractor	

PART – D: REASONS FOR SHORTFALL ATTRIBUTABLE TO BHEL IN RESPECT OF PLAN FOR THE MONTH

SN.	Description of Work (from Part-A)	Quantities Affected		Reasons for Shortfall attributable to BHEL	Agency responsible for reasons for shortfall	Remarks (Supporting Documents in respect of agency responsible)
		Physical Quantity	Unit of Measu- rement			
1	2	3		4	5	6

Note1 : Reasons for shortfall shall include non-availability of fronts/ drawings/ materials/ T&P (BHEL Scope)/ clearances etc. and other hindrances for which contractor is not responsible.

Note2: Agency responsible may be BHEL Site/ MUs/ Design Centre/ BHEL Customer etc.

BHEL
(Sign with name, designation and date)

CONTRACTOR
(Sign with name, designation and date)

MONTHLY PERFORMANCE EVALUATION OF CONTRACTOR

Form No.: F-15 (Rev 03)

Page 1 of 5

Project	Parameter for Measurement	Vendor		Package/Unit		Supporting Documents
		Classification	Max Score	Score Obtained	Measurement Key/Scheduled date	
#1.01	Cumulative number of days in the month, the nominated Quality Officer or his authorised nominee was not available	QUALITY	1.5		Quality Officer or his authorised nominee should be available for all the days of working at site	Daily Log Book entry/Incident Registers/letter references
#1.02	Number of instances of non- compliance wrt FQP, Standard Drawings, Specifications, E&C Manuals etc.	QUALITY	1.5		No deviation from FQP, Standard Drawings, Specifications, E&C Manuals etc. is allowed without BHEL Engineer's approval.	Daily Log Book entry/Incident Registers/letter references
#1.03	Percentage submission of test certificates for batches of welding electrodes, cement, sand, aggregate, consumable, Paints etc. as applicable for this month OR In case of MM & MH package, monthly checks for Storage/Preservation of material.	QUALITY	1		Submission of 100% Test certificates for materials as per FQP is mandatory. MM & MH package: Storage/Preservation as per manual/procedure.	Daily Log Book entry/Incident Registers/letter references
#1.04	Number of incidences of improper storage & preservation (not in accordance to the guidelines of BHEL MUs or approved FQP) of materials, consumables (viz. gases, welding electrodes & fluxes, fuel etc.) & bought-out items (paints, fasteners etc.) under the custody of the contractor	QUALITY	1		Total number of non-compliances	Daily Log Book entry/Incident Registers/letter references
#1.05	Rework/ Rejection instances in a month necessitated due to deviation from Standard Drawings /Specifications /Manuals /E&C procedures /FQPs or due to Poor Workmanship by contractor	QUALITY	2		Reworks/ Rejection should be as minimum as possible. Total number of reworks/ rejections due to reasons attributable to contractor.	Daily Log Book entry/Incident Registers/letter references
#1.06	Delay in preparation & submission of signed protocols / log sheets / site register / NDT test reports as per approved FQP/ Qualified Welder List along with photocopies of Welder ID cards / Welder Performance Evaluation records etc. in the month OR in case of MM / MH package reconciliation statement / verification report.	QUALITY	1		Within 2 days of measurements taken or within first 3 working days of next month, as advised by BHEL Engineer	Daily Log Book entry/Incident Registers/letter references
#1.07	Number of instances for Major equipment/product failure due to negligence/improper work/poor workmanship by contractor	QUALITY	1		No such event should happen	Daily Log Book entry/Incident Registers/letter references
#1.08	Total number of complaints received in the month on the quality of finish / aesthetics	QUALITY	1		Total number of non-compliances	Daily Log Book entry/Incident Registers/letter references

Name and Signature of BHEL Package In-charge

Name and Signature of Contractor

MONTHLY PERFORMANCE EVALUATION OF CONTRACTOR

Form No.: F-15 (Rev 03)

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Project	Parameter for Measurement	Vendor		Package/Unit		Supporting Documents
		Classification	Max Score	Score Obtained	Measurement Key/Scheduled date	
#2.01	Cumulative number of days of delay in submission of Plan FOR THE MONTH supported by deployment plan of Major T&Ps and Manpower (as per Form F-14) and relevant construction/layout drawings - like A4 plan / elevation views of plan status for structures / pressure parts/Civil Works, Piping isometrics for piping, Layout / PID / System reference sketch, Unloading / storage plans etc.as applicable.	PERFORMANCE	5		Number of days delayed from second working day of the month	Daily Log Book entry/Incident Registers/letter references
#2.02	Percentage of timely submission of Daily Reports for Progress of work, Resources, Consumables etc.	PERFORMANCE	1.5		Percentage of timely submission of daily reports/ Scheduled date is successive next day for each day	Daily Log Book entry/Incident Registers/letter references
#2.03	Number of days delayed for submission of FQP log sheets / protocols / Monthly Progress Reports for the work executed during the month under measurement	PERFORMANCE	1.5		Number of days delayed/Scheduled date is first 2 working days of next month	Daily Log Book entry/Incident Registers/letter references
#2.04	Percentage Shortfall attributable to contractor w.r.t. "Plan - Shortfall attributable to BHEL " for the month as per Form-14	PERFORMANCE	35		As per Part-A of Form-14	Progress review formats
#2.05	Number of days delayed in submission of Running bills with complete supporting documents (including updated reconciliation statement of BHEL issued material) for the month	PERFORMANCE	2		Number of days delayed / Scheduled date is 7th day of next month	Daily Log Book entry/Incident Registers/letter references
#2.06	Number of times the Top Management of contractor did not respond to critical issues of site, for the month	PERFORMANCE	1		Total number of instances	Daily Log Book entry/Incident Registers/letter references
#2.07	Cumulative number of days in the month the works were stopped / refused on interpretation of contract clauses/scope due to tendency of taking undue advantage by interpreting contract clauses in their favour	PERFORMANCE	2		Cumulative number of days lost	Daily Log Book entry/Incident Registers/letter references
#2.08	Number of times rework was refused by contractor	PERFORMANCE	1		Total number of non-compliances	Daily Log Book entry/Incident Registers/letter references

Name and Signature of BHEL Package In-charge

Name and Signature of Contractor

MONTHLY PERFORMANCE EVALUATION OF CONTRACTOR

Form No.: F-15 (Rev 03)

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Project	Parameter for Measurement	Vendor		Package/Unit		Supporting Documents
		Classification	Max Score	Score Obtained	Measurement Key/Scheduled date	
#2.09	Cumulative number of days in the month recording / logging was not done in daily log / history register / hindrance register / soft form in a PC maintained at BHEL Site Office	PERFORMANCE	1		Cumulative number of days recording or logging was not done / all days of the month	Daily Log Book entry/Incident Registers/letter references
#3.01	Percentage of Manpower Deployed w.r.t. Plan for the month as per Form-14.	RESOURCES	7		As per Part-B2 of Form-14	Daily Log Book entry/Incident Registers/letter references
#3.02	Percentage of T&P Deployed w.r.t. Plan for the month as per Form-14.	RESOURCES	7		As per Part-B1 of Form-14	Daily Log Book entry/Incident Registers/letter references
#3.03	Cumulative number of major instances in the month hampering / affecting progress of work due to breakdown or non-availability of major T&P and MME for the work, under the scope of Contractor	RESOURCES	3		Cumulative number of instances	Daily Log Book entry/Incident Registers/letter references
#3.04	Cumulative number of major instances in the month hampering / affecting progress of work due to non-availability of Consumables/ use of improper consumables under the scope of contractor	RESOURCES	3		Cumulative number of instances	Daily Log Book entry/Incident Registers/letter references
#4.01	Number of non-compliances during the month for Statutory requirements like validity of Labour Licence, Insurance Policy, Labour Insurance, PF, BOCW Compliance etc. and any other applicable laws/ Regulation, Electrical Licence, T&P fitness certificate, Contractors' All Risk Policy etc. as applicable	SITE INFRASTRUCTURE & SERVICE	1		Total number of non-compliances	Daily Log Book entry/Incident Registers/letter references
#4.02	Cumulative number of days in a month poor illumination is reported at storage area, erection area, pre-assembly area and other designated areas by BHEL site.	SITE INFRASTRUCTURE & SERVICE	0.5		Total number of non-compliances/random checks	Daily Log Book entry/Incident Registers/letter references
#4.03	Cumulative number of days of non-availability of well-maintained toilets facilities for workers (separate for men and women) and non-availability of potable drinking water stations for workers in specified areas.	SITE INFRASTRUCTURE & SERVICE	1		Total number of non-compliances/random checks	Daily Log Book entry/Incident Registers/letter references

Name and Signature of BHEL Package In-charge

Name and Signature of Contractor

MONTHLY PERFORMANCE EVALUATION OF CONTRACTOR

Form No.: F-15 (Rev 03)

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Project	Vendor	Score Obtained	Max Score	Package/Unit	Supporting Documents
Sl. No.	Parameter for Measurement	Classification		Measurement Key/Scheduled date	
#4.04	Total number of instances in the month, Housekeeping NOT attended to in spite of instructions by BHEL -i.e. removal / disposal of surplus earth / debris / scrap / unused / surplus cable drums / other electrical items / surplus steel items / packing materials, thrown out scrap like weld butts, cotton waste etc. from the working area to identified locations	SITE INFRASTRUCTURE & SERVICE	2	Total number of non-compliances/random checks	Daily Log Book entry/Incident Registers/letter references
#4.05	Total number of instances in a month, Site Office with reasonably good facilities including enough nos. of computers and printers etc. for use by office and supporting staff was not made available/maintained.	SITE INFRASTRUCTURE & SERVICE	0.5	No discrepancy during regular or surprise visits	Photograph and report of the Engineer
#5.01	Number of days delayed in making labour payments for the last month	SITE FINANCE	2	Number of days delayed / Scheduled date is 7th day of next month	Daily Log Book entry/Incident Registers/letter references
#5.02	Number of complaints from labour/ sub supplier/ sub-contractor for non-receipt of payments from contractor	SITE FINANCE	1.5	Total number of complaints or reporting	Daily Log Book entry/Incident Registers/letter references
#5.03	Number of times the site operations were hampered for want of funds at the disposal of site-in-charge.	SITE FINANCE	1.5	Total number of non-compliances	Daily Log Book entry/Incident Registers/letter references
#6.0	Performance against HSE Parameters (as per Annexure-AA)	HSE	10	Score as per Safety Performance Evaluation System, scaled down to 10	Safety Performance Evaluation System
Total			100		

Less Deduction in Score Due to Fatal Accidents attributable to the Contractor @ 20 points/ accident	
Less Deduction in Score Due to Major Accidents (Permanent Disability or bodily injury by which person injured is prevented to resume to work within 48 hours or more after accident,, Major Damage to Equipment etc.) attributable to the contractor @ 15 points/ accident	
Less Deduction in Score Due to Minor Accidents attributable to the contractor @ 2 points/ accident	
Less Deduction in Score Due to not Maintaining of Labour Colony (if applicable) as per BHEL HSE policy @3 points in a month on verification any day	
Final Score	

Name and Signature of BHEL Package In-charge

Name and Signature of Contractor

MONTHLY PERFORMANCE EVALUATION OF CONTRACTOR

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Project		Vendor		Score Obtained	Package/Unit	
Sl. No.	Parameter for Measurement	Classification	Max Score	Score Obtained	Measurement Key/Scheduled date	Supporting Documents
	Performance Score Summary for the Month	Total Score	Score Obtained			
	QUALITY	10				
	PERFORMANCE	50				
	RESOURCES	20				
	SITE INFRASTRUCTURE & SERVICE	5				
	SITE FINANCE	5				
	HSE	10				
	OTHERS (deductions if any)	0	-			
	TOTAL	100				

Note:

- 1) It is only indicative and shall be as per the online format issued by BHEL time to time.
- 2) No request will be entertained after specified date of current month w.r.t. changes requested in the scores of immediate previous month.

Name and Signature of BHEL Package In-charge

Name and Signature of Contractor

Monthly Safety Performance Evaluation of Contractor

SL	Parameter for Measurement	M/O	Wt	Supporting Documents
1a	Induction training for new workers conducted through audio-visual medium & documented ?	M	1	Induction Training Records
1b	Tool box talk conducted regularly as per plan, and documented?	M	1	Toolbox Talk Records
1c	Contractor in charge and safety in charge attended safety meetings?	M	2	Minutes of Meeting
1d	Whether observations in safety meetings are complied before next meeting?	M	2	-do-
1e	Preparation and submission of Monthly HSE report within stipulated time	M	1	Report submission date
1f	Preparation and submission of Incident/near-miss report and RCA Report (as applicable) within stipulated time	M	1	Incident/ Near Miss Records
1g	Carrying out Inspections and submission of Inspection reports within stipulated time	M	1	Inspection Records
1h	Regular Job Specific Training ensured for High Risk Workers (through audio-visual medium) as per plan	M	1	Training & Attendance Records
2a	Whether the contractor is registered under BOCW	M	2	BOCW Registration Certificate
2b	Availability of Qualified safety officer (1 for every 500 labour)	M	2	Safety Officer qualification & experience records
2c	Availability of Qualified safety supervisor (1 for every 100 labour)	M	2	Safety Officer qualification & experience records
2d	All the workers are provided and using safety helmets and safety shoes/gum boots	M	2	PPE Issue Records, Inspection/ non-conformity records
2e	Housekeeping done on regular basis and scrap removal at site	M	1	Housekeeping records, Inspection/ non-conformity records
2f	Usage of Goggles/Face shields and Hand gloves for gas cutter and grinders		1	PPE Issue Records, Inspection/ non-conformity records
2g	Wall openings & floor openings are guarded?		1	Inspection/ non-conformity records
2h	Adequate illumination provided in all working area?		1	Inspection/ non-conformity records
2i	Safety posters, sign boards and emergency contact numbers in all prominent location are displayed?		1	Inspection/ non-conformity records
2j	Availability of automatic reverse horns, Main horn, hook latches for Vehicles, mobile cranes, Hydras		1	Inspection/ non-conformity records
2k	Ban of carrying mobile phones to work place is implemented for workers		1	Inspection/ non-conformity records
2l	Availability of Tags & Inspection Certificates for Cranes of all capacities		1	Master T&P List with internal & external test details
2l.2	Availability of Tags & Inspection Certificates for Winches of all capacities		1	Master T&P List with internal & external test details
2l.3	Availability of Tags & Inspection Certificates, colour coding for Chain pulley blocks		1	Master T&P List with internal & external test details
2l.4	Availability of Tags & Inspection Certificates for Vehicles - Trailers, Dozers, Dumpers, Excavators, Mixers etc.		1	Master T&P List with internal & external test details
2l.5	Availability of Tags & Inspection Certificates for Welding machines, grinders, Drilling machines, etc.		1	Master T&P List with internal & external test details

2l.6	Availability of Tags & Inspection Certificates, colour coding for Wire rope slings etc.		1	Master T&P List with internal & external test details
2l.7	Availability of Tags & Inspection Certificates for Batching plants		1	Master T&P List with internal & external test details
2m.1	Use of Lifting Permit as per requirement		1	Permit Records
2m.2	Use of Height Permit as per requirement		1	Permit Records
2m.3	Use of Hot Work Permit as per requirement		1	Permit Records
2m.4	Use of Excavation permit as per requirement		1	Permit Records
2m.5	Use of Confined space work permit as per requirement		1	Permit Records
2m.6	Use of Grating removal and safety net removal permit as per requirement		1	Permit Records
2m.7	Use of Lockout-Tag out permit as per requirement		1	Permit Records
2m.8	Use of Radiography permit as per requirement		1	Permit Records
2m.9	Use of Night/ Holiday Work Permit as per requirement		1	Permit Records
2m.10	Use of Any other Applicable Permit as per requirement		1	Permit Records
3a	Material safety data sheet(MSDS) available for all chemicals and displayed in usage and storage area?		1	Inspection/ non-conformity records
3b	Spillages of oil/concrete and other chemical is controlled and cleaned by proper method in case of spill?		1	Inspection/ non-conformity records
3c	Availability of adequate number of urinals in workplace and in elevations and maintained	M	1	
3d	Availability of rest rooms for workers at site	M	1	
3e	Availability of Drinking water facility at work spot		1	
3f	Hygienic Labour colony is provided for workers.		1	
4a	Is heavy/complex critical lifting permit obtained for heavy, complex materials before handling/erection activity?		1	Work Permit records
4b	Whether area below lifting activities barricaded		1	Inspection/ non-conformity records
4c	Availability of experienced rigging foreman		1	Experience details of rigging foreman
4d	Is agency is following proper storage and handling procedure as per manufacturer standard for all hazardous material?		1	Procedure for storage & handling
4e	Are oxygen and acetylene cylinders are transported to work place from storage area in trolleys		1	
5a	Whether all deep excavation has been protected by barrier		1	Inspection/ non-conformity records
5b	Sloping/benching & shoring provided for excavation as per requirement?		1	-do-
5c	Proper access and egress provided for excavations?		1	-do-
5d	Blasting is done in controlled manner?		2	-do-
6a	Whether Electrical booth is equipped with Co ₂ fire extinguishers and fire buckets filled with sand?		2	Inspection/ non-conformity records
6b	Availability of Illumination lamp in electric booth?		1	-do-
6c	whether Caution Boards have been displayed?		1	-do-
6d	Usage of Metal Plug top for all hand power tools ?		1	-do-
6e	Usage of Insulated welding cables.		1	-do-
6f	Electrical Booth/Distribution Board to be covered by proper Canopy.		1	-do-
6g	Availability of functional & individual 30ma ELCB / RCCB and MCB for protection and conducting periodical check-up?		1	-do-
6h	Double earthing for panel boards and all machinery & proper earth pit with regular inspection available?		1	-do-
6i	Whether Electrician is qualified and experienced		1	Qualification & Experience records of electrician
6j	Availability and usage of Rubber hand gloves by electrician?		1	Inspection/ non-conformity records

7a	Whether Scaffolding pipes made with steel or aluminium, are being used and checked periodically by experienced/ certified scaffolder?		2	Inspection/ non-conformity records
7b	8mm Stainless Steel wire rope with plastic cladding is provided for life line (Vertical / Horizontal) during height work?		2	-do-
7c	Availability of emergency lighting in case of power failure		1	-do-
7d	Whether all the openings are covered with Safety Nets made of fire proof Nylon?		1	-do-
7e	Whether MS pipe rails around staircases & platforms in usage are provided with top, middle rails and toe guard ?		1	-do-
7f	Whether Ladder with vertical life line /Fall arrestor is available to climb?		1	-do-
7g	Whether all workers deployed for working at height have been issued height pass after undergoing vertigo test?		1	Height Pass records
7h	Whether all workers deployed for height work / climbing ladder are provided and using Double lanyard safety belt?		1	PPE Issue records, inspection/ non-conformity reports
7i	Is all hand tools/Small material used by height workers is tied firmly to prevent fall?		1	-do-
8a	Flash back arrestors for all gas cutting sets is available on Torch side and cylinder side		1	Inspection/ non-conformity records
8b	Oxygen/Acetylene/LPG cylinders not in use have caps in place and stored separately?		1	-do-
8c	Availability of Face screen, Hand gloves, and Apron, for welders		1	-do-
8d	Protection from falling hot molten metal during metal cutting / welding at height by providing GI sheet below the cutting area especially in fire prone areas		1	-do-
9a	Pre-employment medical check-up done for all workers and submitted?		1	Medical check records
9b	Availability of first aid centre, with MBBS doctor(Own or Sharing basis)	M	2	Attendance records
9c	Availability of Ambulance facility 24 hours (Own or sharing basis)	M	2	-do-
9d	Is First aid trained personnel's are available and their names are displayed at site?	M	1	-do-
9e	Availability of Emergency vehicle at site		1	
9f	Periodical medical check-up is conducted for all the workers and submitted?		1	Medical check records
9g	Availability of sufficient number of first aid box as per standard list and maintaining record		1	Inspection records
10a	Availability of Fire extinguishers, buckets at all vulnerable points		2	Fire extinguisher records
10b	Periodic fire mock drill conducted?		1	Fire, Mock drill records
10c	Are all flammable materials are stored separately?		1	
10d	Periodic grass cutting is done in material storage area?		1	
10e	Availability of 24V DC lighting in confined space work area		1	
10f	Availability of exhaust fan in confined space work area		1	

Note:

- M: Mandatory; O: Optional. Points other than mandatory can be excluded with appropriate justification (scope etc.) by BHEL. Score obtained in selected parameters divided by maximum possible score of selected parameters shall be multiplied by 10 for use in as per point Sl. no. # 6.o as detailed at page 4 of Form F-15.
- There shall be deduction of marks from overall score for Fatal/ Major/ Minor Accidents and for not maintaining labour colony, as detailed at page 4 of Form F-15.

FORMS & PROCEDURES
INDEMNITY BOND

Form No: F-21 (Rev 00)

INDEMNITY BOND

(To be executed on a Non Judicial Stamp Paper of the requisite value as per Stamp Duty prevalent in the respective State)

This Indemnity Bond executed by <name of company> having their Registered Office at <xxxxxxxxxx> in favour of M/s Bharat Heavy Electricals Limited, a Company incorporated under the Companies Act, 1956, having its Registered Office at BHEL House, Siri Fort, Asiad, New Delhi - 110049 through its Unit at Power Sector- Southern Region, BHEL Integrated Office Complex, TNEB Road Pallikaranai, Chennai 600100, Tamilnadu. (Hereinafter referred to as the Company)

And whereas the Company has entered into a Contract with M/s xxxxxxxxx, the executants of this Deed (hereinafter referred to as the Contractor) as its contractor in respect of the work of "xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx".

AND WHEREAS under the provisions of GCC further stipulates that the Contractor shall indemnify the Company against all claims of whatever nature arising during the course of execution of Contract including defects liability period of <xx Months > i.e till <xx xx xxxx>

Now this deed witness that in case the Company is made liable by any Authority including Court to pay any claim or compensation etc. in respect of all labourers or other matters at any stage under or relating to the Contract with the Contractor, the Contractor hereby covenants and agrees with the Company that they shall indemnify and reimburse the Company to the extent of such payments and for any fee, including litigation charges, lawyers' fees, etc, penalty or damages claimed against the Company by reason of the Contractor falling to comply with Central/States Laws, Rules etc, or his failure to comply with Contract (including all expenses and charges incurred by the Company).

FORMS & PROCEDURES

INDEMNITY BOND

The Contractor further indemnifies the Company for the amount which the Company may be liable to pay by way of penalty for not making deductions from the Bills of the Contractor towards such amount and depositing the same in the Government Treasury.

The Contractor further agree that the Company shall be entitled to with hold and adjust the Security Deposit and/or with hold and adjust payment of Bills of Contractor pertaining to this Contract against any payment which the Company has made or is required to make for which the Contractor is liable under the Contract and that such amount can be withheld, adjusted by the Company till satisfactory and final settlement of all pending matters and the Contractor hereby gives his consent for the same.

The Contractor further agrees that the terms of indemnity shall survive the termination or completion of this contract.

The contractor further agrees that the liability of the contractor shall be extended on actual basis notwithstanding the limitations of liability clause, in respect of :

1. breach of terms of contract by the contractor
2. breach of laws by the contractor
3. breach of Intellectual property rights by the contractor
4. breach of confidentiality by the contractor

Nothing contained in this deed, shall be construed as absolving or limiting the liability of the Contractor under said Contract between the Company and the Contractor. That this Indemnity Bond is irrevocable and the condition of the bond is that the Contractor shall duly and punctually comply with the terms and the conditions of this deed and contractual provisions to the satisfaction of the Company.

In witness where of M/s xxxxxxxxxxxx these presents on the day, month and year first, above written at xxxxxxxx by the hand of its signatory Mr. xxxxxxxxxxxx.

Signed for and on behalf of
M/s xxxxxxxxxxxxxxxxx

Witness:

1
2

FORMS & PROCEDURES

CONSORTIUM AGREEMENT

Form No: F-22 (Rev 00)

CONSORTIUM AGREEMENT

(To be executed on Rs. 50/- Non – Judicial Stamp Paper)

THIS AGREEMENT is made and executed on this _____ day of _____, by and between (1) M/s _____, (The First Party, i.e, the Bidder) a company incorporated under the Company's Act 1956, having its registered office at _____(herein after called the "Bidder", which expression shall include its' successors, administrators, executors and permitted assigns) and (2) M/s _____, (The Second Party, i.e, the associates), a company incorporated under the Company's Act 1956, having its registered office at _____ (herein after called the " Associates", which expression shall include its' successors, administrators, executors and permitted assigns).

WHEAEAS the Owner, Bharat Heavy Electricals Ltd, a Government of India Undertaking, proposes to issue / issued an NIT (herein after referred to as the said NIT) inviting bids from the individual Bidders for undertaking the work of _____, at _____ (herein after referred to as the said works).

WHEREAS the said NIT enables submission of a bid by a Consortium subject to fulfillment of the stipulations specified in the said NIT.

AND WHEREAS M/s _____ (The First Party, i.e, the Bidder) will submit its proposal in response to the aforesaid invitation to bid by the Owner for _____ as detailed in the Bid doc. no. < TENDER REF----->

AND WHEREAS M/s _____ (The First Party, i.e the Bidder) itself is meeting all the qualifying requirements except the qualifying requirements of _____ (as detailed in the NIT) and in order to fully meet the qualifying requirements of NIT, this tie-up agreement is being entered into with M/s _____ (The Second Party, the Associates), who fully meet the balance part of the said works (_____).

FORMS & PROCEDURES

CONSORTIUM AGREEMENT

WHEREAS the First Party and the Second Party are contractors engaged in the business of carrying out various items of works. WHEREAS the two parties have agreed to constitute themselves into a consortium for the purpose of carrying out the said works, and that the consortium will be continued till the completion of the works in all respects.

WHEREAS the parties have agreed to certain terms and conditions in this regard:

NOW THEREFORE THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. First and Second parties hereby constitute themselves into a Consortium for the purpose of bidding and undertaking the said works pursuant to the said NIT as hereinafter stated.
2. The First Party will be the leader (Lead Partner) and will be responsible for the entire works.
3. The First Party shall undertake the following part(s) of work detailed in the NIT namely _____
4. The Second Party shall undertake the following part(s) of work detailed in the said NIT namely _____
5. The parties hereby declare and confirm that each of them will fulfill the required minimum qualifying requirements as prescribed in the said NIT for the works agreed to be undertaken by them as stated here-in-above.
6. It is also agreed between the parties hereto that all of them shall be individually and severally responsible for the completion of the said works as per the schedule. Further, if the Employer / Owner sustains any loss or damage on account of any breach of the Contracts, we the, Consortium partners individually and severally undertake to promptly indemnify and pay such losses / damages caused to the Employer/Owner on its written demand without any demur, reservation, contest or protest in any manner whatsoever.

FORMS & PROCEDURES

CONSORTIUM AGREEMENT

7. The parties hereby agree and undertake that they shall provide adequate finances, suitable Tools, Plants, Tractors, Trailers, other transportation equipment, other Tools & Plants, Measuring & Monitoring Equipments (MMEs), Men and Machinery etc. for the proper and effective execution of the works to be undertaken by them as specified here-in-above.
8. It is agreed interse between the parties hereto that all the consequences liabilities etc., arising out of any default in the due execution of the said works shall be borne by the party in default, that is by party in whose area of works default has occurred, provided however, so far as M/s Bharat Heavy Electricals Limited is concerned, all the parties shall be liable jointly and severally.

IN WITNESS HEREOF the parties above named have signed this agreement on the day month and year first above written at _____(Place) .

WITNESS

For

1. NAME
2. OFFICIAL ADDRESS

(FIRST PARTY)

WITNESS

For

1. NAME
2. OFFICIAL ADDRESS

(SECOND PARTY)

[The successful bidder shall have to execute the "JOINT DEED OF UNDERTAKING "in the format to be made available by BHEL at the time of awarding].

FORMS & PROCEDURES

REFUND OF SECURITY DEPOSIT

Form No: F-23 (Rev 00)

REFUND OF SECURITY DEPOSIT

To,
The Construction Manager
BHEL Site Office,

Dear Sir,

Sub : **Refund of Security Deposit**

Ref : Contract No:

Work:.....

I / We have submitted Final Bill in respect of the above Contract/Work vide our letter no:.....
dated In line with Tender conditions (GCC clause no 1.11), kindly arrange to release /
refund the Security Deposit along with Final Bill payments.

The details of Security Deposit are as below:

1. Cash Portion :
2. BG Portion :

Thanking You

Date: _____

Authorised representative of Contractor

=====

To be filled up by BHEL

1. Security Deposit to be refunded:
 - a. Cash Portion:
 - b. BG Portion :
2. Less
 - a. Amount spent by BHEL on behalf of Contractor:
 - b. Payments made by BHEL on behalf of Contractor:
 - c. Other recoveries for Services etc
 - d. Any other recoveries
 - e. Total of 'a' to 'd':
3. Net Amount to be released (1-2) :
4. Certified that
 - a. The payment recommended for release is in order and there are no demands other than those included in the claim outstanding from the Contractor
 - b. Contract Guarantee period of Months commenced wef : _____
 - c. All objections raised so far have been settled
 - d. A note for refund of Security Deposit has been made in the Measurement Book

Signature of BHEL Engineer

Construction Manager

Date:-----

FORMS & PROCEDURES
REFUND OF GUARANTEE MONEY

Form No: F-24 (Rev 00)

BHARAT HEAVY ELECTRICALS LIMITED
POWER SECTOR, SOUTHERN REGION

REFUND OF GUARANTEE MONEY

Ref No:

Date:

1. Name and Address of Contractor :
2. Contract Agreement/LOI No :
3. Date of Contract Agreement/LOI :
4. Name of the Work undertaken :
5. Date of commencement of the Work :
6. Date of Completion of the Work :
7. Period of Maintenance (Guarantee Period) :
8. Date on which the Final Bill was paid :
9. Last date of making good the defect during Maintenance Period :
10. Expenditure incurred by BHEL during Maintenance Period, if any, recoverable :
11. Date on which Guarantee Money refund falls due as per Contract :
12. Amount of Guarantee Money to be refunded :
13. Less Amounts recoverable (with details)
 - a. Amount spent by BHEL on maintenance :
 - b. Payments made by BHEL on behalf of Contractor:
 - c. Court dues/penalties/compensation :
 - d. Other recoveries for Services, etc :
 - e. Total of 'a' to 'd' :
14. Net Amount recommended for release (12-13) :

Signature of BHEL Engineer

Date: _____

FORMS & PROCEDURES
REFUND OF GUARANTEE MONEY

CERTIFICATE TO BE FURNISHED BY THE CONTRACTOR

I / We have no claim or demand outstanding against BHEL_____, for the work done or for labour or material supplied or any other account arising out of or connected with the Contract Agreement / LOI (No_____ dated _____) and the payment of this bill shall be in full and final settlement of all my/our claims and demands including the 'Deposits' of the Contract Agreement / LOI referred to.

Signature of Contractor

Date: _____

CERTIFICATE TO BE FURNISHED BY SENIOR ENGINEER/CONSTRUCTION MANAGER

1. Certified that

- a. The payment recommended for release is in order and there are no demands other than those included in the claim outstanding from the Contractor
- b. Maintenance period (Contract Guarantee period) is over and the Contractor has carried out the works required to be carried out by him during the period of maintenance (Guarantee) to our satisfaction, and all expenses incurred by the Company on carrying out such works have been included for adjustment
- c. All objections raised so far have been settled
- d. A note for refund of Guarantee Amount has been made in the Measurement Book and Contract Agreement / Work Order

Signature of BHEL Engineer

Construction Manager

Date:_____

FOR USE IN ACCOUNTS DEPARTMENT

Passed for Rs_____ (Rupees _____ only)

Accountant

Accounts Officer

ACKNOWLEDGE BY THE CONTRACTOR

Received Rs _____ in full and final settlement of my / our claim

Signature of Contractor

Date: _____

FORMS & PROCEDURES
POWER OF ATTORNEY for SUBMISSION OF TENDER / SIGNING CONTRACT
AGREEMENT

Form No: F-25 (Rev 00)

POWER OF ATTORNEY for SUBMISSION OF TENDER / SIGNING CONTRACT
AGREEMENT

(To be typed on non judicial Stamp Papers of appropriate value as applicable and Notarised)

KNOW ALL MEN BY THESE PRESENTS, that I / We do hereby make, nominate, constitute and appoint Mr , whose signature given below herewith to be true and lawful Attorney of M/s..... hereinafter called 'Company', for submitting Tender/entering into Contract and inter alia, sign, execute all papers and to do necessary lawful acts on behalf of Company with M/s Bharat Heavy Electricals Ltd, Power Sector Southern Region, BHEL-PSSR,BHEL Integrated Office Complex,TNEB Road Pallikaranai,Chennai 600100 in connection with

..... vide Tender Specification No.

dated

And the Company do hereby agree to ratify and confirm all acts, deeds, things or proceedings as may be lawfully done by the said attorney and by or on behalf of the company and in the name of the company, by virtue of the powers conferred herein and the same shall be binding on the company and shall have full force and effect.

IN WITNESS WHEREOF the common seal of the company has been hereunto affixed in the manner hereinafter appearing on the document.

Dated at _____, this _____ day of _____

Director / CMD / Partner / Proprietor

Signature of Mr.....(Attorney)

Witness

Attested by: Director/CMD/Partner/Proprietor

Notary Public

FORMS & PROCEDURES
ANALYSIS OF UNIT RATES QUOTED

Form No: F-26 (Rev 00)

ANALYSIS OF UNIT RATES QUOTED

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

Offer Reference No:.....

Date:.....

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : Analysis of Unit Rates Quoted

Ref : Tender Specification No:

Analysis of Unit Rates quoted by us in respect of above Tender is as detailed

Sl. No.	DESCRIPTION	% OF QUOTED RATE	REMARKS
01	SITE FACILITIES VIZ., ELECTRICITY, WATER OTHER INFRASTRUCTURE.		
02	SALARY AND WAGES + RETRENCHMENT BENEFITS		
03	CONSUMABLES		
04	T&P DEPRECIATION & MAINTENANCE		
05	ESTABLISHMENT & ADMINISTRATIVE EXPENSES		
06	OVERHEADS		
07	PROFIT		
	TOTAL	100%	

Yours faithfully,

(Signature, Date & Seal of Authorized
Representative of the Bidder)

FORMS & PROCEDURES RUNNING ACCOUNT BILL

Form WAM 6

BHARAT HEAVY ELECTRICALS LIMITED

DIVISION.....

Running Account Bill

(Para 4.31.1 of Works Accounts Manual)

Departmental Bill no:

Division:

Date of written order to commence the work :

Date of commencement of the Work:

Due date of completion as per Agreement:

Contract Agreement No : Dated:

Date:
Sub-Division:

1. ACCOUNT OF WORK EXECUTED

On account payment for work not previously previously measured**		Item No of	Description of Work	Quantity as per agree- ment	Quantity executed up to date	Rate	Unit	Payment on the basis of actual measure- ment up to date	Quantity since last running account bill	Payment on the basis of actual measurement since last running account bill	Remarks	

Total		since last	Total									
As per		running	up to									
Running account		date										
Account bill												
Rs.	Rs.	Rs.				Rs.	P.	Rs.	P.	Rs.	P.	
1	2	3	4	5	6	7	8	9	10	11	12	13

- **1. Whenever payment is made on 'on account' basis without actual measurements the amount in whole rupees should be entered in columns 1 to 3 only and not in columns 7 to 12.
2. whenever there is an entry in column 12 on the basis of actual measurement, the whole of the amount previously paid without detailed measurement should be adjusted by a minus entry in column 2 equivalent to the amount shown in column 1, so that the total up to date in column 4 may become nil.

BHARAT HEAVY ELECTRICALS LIMITED

Page 1 of 9

FORMS & PROCEDURES
RUNNING ACCOUNT BILL

Form WAM 6 (contd...)

1	2	3	4	5	6	7	8	9	10	11	12	13

Total value of work done up to date	(A) ...
Deduct value of work shown on the last Running Account Bill	(B) ...
Net value of work done since last	(C) ...

Rupees (in words) only.

FORMS & PROCEDURES RUNNING ACCOUNT BILL

Form WAM 6 (contd...)

II.MEMORANDUM OF PAYMENTS

	I		II	
	Rs.	P.	Rs.	P.
1.Total value of work actually measured as per Account No. I. Column 10	(A)			
2.Total up to date 'on account' payment for work covered by approximate Or plan measurements as per Account No. I, Column 3	(B)			
3.Total up to date secured advances on security of materials as per column 8 Of the enclosed Account (Form WAM 10)	(C)			
4.Total up to date payments [(A) + (B) + (C)]	(D)			
5.Total amount of payments already made as per Entry (D) of last Running Account Bill No..... Dated.....forwarde to the Accounts Office on	(E)			
6.Balance (D)-(E)]				
7.Payments now to be made:				
a) by cash/cheque				
b) by deduction for value of materials supplied				
c) by BHEL vide Annexure A attached				
d) by deduction for hire of tools and plant vide Annexure B attached				
e) by deduction for other charges vide Annexure C Attached				
f)by deduction on account of security deposit				
h) by deduction on account of Income Tax				

Note: Amounts relating to items 4 to 6 above should be entered in column II and those relating to item 7 in column I. The amount shown against item 6 and the total of item 7 should agree with each other.

Form WAM 6 (contd...)

1. The measurements on which the entries in column 7 to 12 of Part I of this Bill (Account of work executed) are based were made by of Measurement Book No (Name and Designation) and are recorded at pages of Measurement Book No

Form WAM 6 (contd...)

Accounts Bill No Dated

Entered in Journal Book vide entry No Dated

Passed for Rs

Less Deductions Rs

Net Amount Payable Rs

(Rupees.....only)

Payable to Shri/M/s.....by cheque/cash

Entered in Contractor's Ledger No Page

Credit (Deductions)	Rs.	P.
1. Balance b/d	100	
2. To Balance b/d		100
3. To Balance b/d		100
4. To Balance b/d		100
5. To Balance b/d		100
6. To Balance b/d		100
7. To Balance b/d		100
8. To Balance b/d		100
9. To Balance b/d		100
10. To Balance b/d		100
11. To Balance b/d		100
12. To Balance b/d		100
13. To Balance b/d		100
14. To Balance b/d		100
15. To Balance b/d		100
16. To Balance b/d		100
17. To Balance b/d		100
18. To Balance b/d		100
19. To Balance b/d		100
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31. To Balance b/d		100
32. To Balance b/d		100
33. To Balance b/d		100
34. To Balance b/d		100
35. To Balance b/d		100
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40. To Balance b/d		100
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90. To Balance b/d		100
91. To Balance b/d		100
92. To Balance b/d		100
93. To Balance b/d		100
94. To Balance b/d		100
95. To Balance b/d		100
96. To Balance b/d		100
97. To Balance b/d		100
98. To Balance b/d		100
99. To Balance b/d		100
100. To Balance b/d		100

VI. Received Rs..... (Rupees..... only) as per
Memorandum of Payments on account of this work.

Date:

Cash Book entry No. and date:

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FORMS & PROCEDURES
RUNNING ACCOUNT BILL

Form WAM 6 (contd...)

ANNEXURE A

Statement showing details of materials issued to the contractor Shri/M/s.....
In respect of Contract Agreement No Dated.....

Sl. No.	Stores issue Voucher No. and date	Issue voucher No. and date allotted by stores to the SIV	Description of material issued to the contractor	Quantity issued	Quantity actually incorporated in the work	Whether recoverable from the contractor or supplied free	If recoverable from the contractor				REMARKS
							Rate at which recoverable	Amount recoverable up to previous bill	Balance now recovered		
1	2	3	4	5	6	7	8	9	10	11	12

Total

Signature of contractor
Date:

Signature of Engineer in Charge
Date:

Signature of Senior Engineer
Date:

FORMS & PROCEDURES
RUNNING ACCOUNT BILL

Form WAM 6 (contd...)

ANNEXURE B

Statement showing tools and plant issued to the contractor Shri/M/s.....
In respect of Contract Agreement No Dated.....

Sl. No	Description of tools and plant issued	Period for which Issued	Rate at which recovery Is to be Made	Amount recover-able	Amount recovered upto previous bill	Balance now recovered	Remarks
			Rs. P.	Rs. P.	Rs. P.	Rs. P.	

1	2	3	4	5	6	7	8

Total

Signature of contractor
Date:

Signature of Engineer in Charge
Date:

Signature of Senior Engineer
Date:

FORMS & PROCEDURES
RUNNING ACCOUNT BILL

Form WAM 6 (contd...)

ANNEXURE C

Statement showing details of other recoveries to be made from the contractor Shri/M/s.....
In respect of Contract Agreement No Dated.....

Sl. No	Particulars	Unit	Quantity	Rate	Amount recover-able	Rs. P.	Amount recovered upto pre-vious bill	Rs. P.	Amount now recovered	Rs. P.	Remarks
1	2	3	4	5	6		7		8		9
1.	Water Charges										
2.	Electricity charges										
3.	Seignorage charges										
4.	Medical charges										
5.	Cost of empty gunny bags and										
	Empty containers not returned										
6.											
7.											
8.											
9.											
10.											
Total											

Signature of contractor
Date:

Signature of Engineer in Charge
Date:

Signature of Senior Engineer
Date:

FORMS & PROCEDURES RUNNING ACCOUNT BILL

Form WAM 6 (contd...)

ANNEXURE D

Name of the Contractor:
Name of the Work:

Contract Agreement No.:
Date:

Sl. No.	Description of item	Unit	Quantity as per Agreement	Quantity as executed	Quantity further anticipated	Total quantity anticipated on completion	Rate as per agreement Rs. P.
1	2	3	4	5	6	7	8

Rate as executed	Amount as per agreement	Amount as executed	Amount further anticipated	Total amount anticipated on completion	Difference	Reason for the deviation with authority, if any
Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs. P.
9	10	11	12	13	14	15
						16

Signature of Engineer in Charge
Date:

Signature of Senior Engineer
Date:

BHARAT HEAVY ELECTRICALS LIMITED DIVISION..... And Final bill (Para 4.3.2 Of Works Accounts Manual)									
Name of Contractor		Departmental Bill no			Date				
Name of the Work		Division			Division				
Sanctioned Estimate		Date of written order to commence the work							
Contract Agreement/work Order No		Date of commencement of work							
		Due date of completion as per agreement							
		Date of actual completion of the work							

I. ACCOUNT OF WORK EXECUTED

On Account payment for the work not previously measured **			Item No of the agreement/work order	Descripti on of work	Quantity as per agreement	Quantity executed up to date	Rate Rs. P	Unit	Payment on the basis of actual measurement up to date Rs P	Quantity since last running account bill	Payment on the basis of actual measurement since last running account bill Rs P	Remarks
Total as per last running account bill Rs.	Since last running account bill Rs	Total up to date Rs										
1	2	3	4	5	6	7	8	9	10	11	12	13

1	2	3	4	5	6	7	8	9	10	11	12	13

Total Value of Work Done up to date	(A)	
Deduct Value of work shown on the last running account bill	(B)	
Net value of work done since last running account bill	(C)	
Rupees (In Words).....Only		

Rs. P

3 Payments now to be made $\{ (A) - (B) \}$

a Material supplied by BHEL vide annexure A attached

2. **Time of 100% & 1 minute video annotations**
 3. **Other changes vide Annexure C attached**

Income tax

5 Balance

7 Net amount to be paid to the Contractor

The measurement on which the entries in columns 7 to 12 of Part I of this bill (Account of work executed) are based were made by

2 A statement showing the quantities of stores issued to the contractor (whether free or on recovery

Signature of Engineer in charge

Designation

IV CERTIFICATE OF THE SENIOR ENGINEER

1 Certified that I have personally inspected the work and that the work has been physically completed on the due date in accordance with the terms and
Cretified that the measurements have been check measured to the prescribed extent by
..... (Name & designation). And by the the undersigned at site and relevent entries have been initiated in the measurement book (vide
2 pages.....)

3 Certified that the methods of measurement are correct
4 Certified that the measurements have been technically checked with reference to contract drawings, deviations etc
5 Certified that all the measurements recorded in the measurement book have been correctly billed for at the contract rates or approved rates.
6 Certified that all the recoverable amounts in respect of stores, tools and pallant, elwater, electricity charges etc. have been correctly made vide Annexures A
7 Certified that the issues of all stores as per statement atyached (whether charged to the contractor or direct to the work) have been technically checked and

Certified for payment of * Rs (Rupees)..... (Only). To be paid in
cash/by cheque in the presence of

The expenditure as under and to be included in the accounts for 19

ALLOCATION

Ledger Head	Debit		Credit	
	(Gross Amount)		(Deduction)	
	Rs.	P	Rs.	P
.....				
Total				

* Here specify the net amount payable

Signature of Senior Engineer
Date

V. ENTRIES TO BE MADE IN THE ACCOUNTS OFFICE

Account Bill no.....	Dated	Estimate No:	ALLOCATION		Code No
Entered in Journal book vide entry No.....	Dated.....	Name of the Work			
Passed for.....Rs.....					
Less Deductions.....Rs.....					
(Rupees.....Only)					
Payable to Shri/M/s..... by cheque/cash					
Entered in contractors' Ledger no..... Page					
Assistant	Accountant	Accounts officer	Ledger Head	Debit	Credit
Date:	Date:	Date:		(Gross Amount)	(Deduction)
				Rs P	Rs
					
			Total		

VI. Received Rs.....(Rupees.....Only) in full and final settlement of all moneys due under this contract and I / we have no further claims of this contract.

Signature of Witness
Address

Revenue Stamp
Signature of Contractor
Date:

VII . ENTRIES TO BE MADE BY TREASURY SECTION

Cash book entry no and date :

Amount Paid Rs.....
Amount unpaid Rs.....
Total Rs.....

Signature of Cashier
Date:

Part I

Whether
If recoverable from contractor

1

Signature of Senior Engineer

Date

ANNEXURE A
Part II

Statement showing details of material issued to the contractor Shri/M/s.....in respect of Contract Agreement/Work Order No..... Dated and not covered by the agreement

SI No	Stores Issue voucher No and date	Issue voucher No and date alloted by stores to the SIV	description of material issued to the contractor	Quantity actually incorporated in the work	Quantity issued	Issue Rate Rs P	Amount Recoverabl e		Amount recoverable upto previous bill		Balance Now recovered		Remarks
							Rs	P	Rs	P	Rs	P	
1	2	3	4	5	6	7	8	9	10	11			

Total
Add Departmental Charges
Add Sales Tax (wherever applicable)
Total

Signature of Contractor
Date

Signature of Engineer in charge
Date

Signature of Senior Engineer
Date

ANNEXURE B

Statement showing TOOLS & PLANTS issued to the contractor Shri/M/s..... in respect of Contract Agreement/Work Order No..... Dated and not covered by the agreement

Sl No	Description of tools & plants issued	Period for which issued	Rate at which Recivery is to be made	Amount recoverabl e		Amount recoverable upto previous bill	Balance Now recovered		Remarks
				Rs	P	Rs	P	Rs	
1		3	4		5		6	7	8

Total

Signature of Contractor
Date

Signature of Engineer in charge
Date

Signature of Senior Engineer
Date

ANNEXURE C

showing detail of other recoveries to be made from the contractor Shri/M/s.....
nent/Work Order No.....Dated.....

Sr.No	Particulars	Unit	Quantity	Rate Rs. P.	Amount recoverable Rs. P	Amount recovered upto previous bill Rs. P.	Amount now recovered Rs. P.	Remarks
1	2	3	4	5	6	7	8	9
	1 Water Charges							
	2 Electricity Charges							
	3 Seignorage Charges							
	4 Medical Charges							
	Cost of empty gunny bags and empty containers not 5 returned							
	6							
	7							
	8							
	9							
	10							
Total								
Signature of Contractor			Signature of Engineer Incharge		Signature of Sr. Engineer			
Date			Date		Date			

ANNEXURE D

DEVIATION STATEMENT

Name of the Contractor :

Name of the Work :

Contract Agreement/Work Order No. :

Date :

Sl. No.	Description of item	Unit	Quantity as per agreement	Quantity as executed	Rate as per agreement Rs. P.	Rate as executed Rs. P.	Amount as per agreement Rs. P.	Amount as executed Rs. P.	Difference		Reason for the deviation with authority, if any
									Excess	Savings	
					Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs. P.	
1	2	3	4	5	6	7	8	9	10	11	12

Signature of Engineer in Charge

Date :

Signature of Senior Engineer

Date :

ANNEXURE E

Statement showing the consumption of materials issued to the contractor Shri/M/s.....
in respect of Contract Agreement/Work Order No..... Dated.....

Name of the Work :

ON RECOVERY BASIS

Sl. No.	Description of material	Unit	Quantity actually issued	Quantity actually incorporated in the work	Balance of disposal of balance	Particulars	Quantity to be issued as per approved data for work actually done	Variation in consumption (Difference between column 5 and 8)	Rate chargeable for excess/short consumption, if any	Amount recoverable for excess/short consumption, including materials not returned		
								More Less	Rs. P.	Rs. P.		
1	2	3	4	5	6	7	8	9	10	11	12	13
1.	Cement											
2.	Bricks											
3.	Wood.....											
4.	Asbestos Sheet											
5.	Iron Materials											
6.												
7.												
8.												
9.												
10.												

Signature of Contractor

Date :

Signature of Engineer in Charge

Date :

Signature of Senior Engineer

Date :

Note : 1. The quantities shown in columns 4 and 5 above should tally with those shown in columns 5 and 6 respectively of Annexure A (Part I and II).

2. Data statement of theoretical consumption should be attached in support of quantity specified in column 8.

ANNEXURE F

Statement showing detail of materials issued to the contractor Shri/M/s.....
Contract Agreement/Work Order No.....Dated.....

Name of work;											
FREE OF COST											
Sr.No	Stores issue voucher No.	Description of material	Unit	Quantity issued	Quantity required as per data	Quantity consumed in the work	Balance (If any)	Nature of disposal for the balance	Rate chargeable for material not returned Rs.P.	Amount recoverable for material not returned Rs. P	Remarks
1	2	3	4	5	6	7	8	9	10	11	12
Total											
Signature of Contractor Date			Signature of Engineer Incharge Date			Signature of Sr. Engineer Date					
Note: Data statement of theoretical consumption should be attached in support of the quantity specified in column 6											

QUESTIONNAIRE TO BE ANSWERED BY ENGINEER IN CHARGE AND SENIOR ENGINEER	
(Correct particulars and answers to be recorded)	
Name of the work :	
Name of the Contractor :	
Date of commencement of the work:	
Contract agreement/work ordered no. and date:	
Reference to supplementary agreement no,if any :	
Whether administrative approval and technical sanction has been accorded by the competent authority ? If so ,cite reference	
Whether sanction of the competent authority and financial concurrence of the Accounts Department for award of the work has been accorded ? If so,cite reference.	
Whether the work has been completed in time ? If not ,whether penalty has been levied or sanction of the competent authority for extension of time granted and communicated to the Accounts Department with reasons for grant of extension? (Due and actual date of completion of the work and reference to letter no. and date granting the extension of time should be given)	
(a) Whether the rates allowed in the bill have been checked with the contract agreement ? (b) Whether the rates for extra/supplemental items have been approved by the competent authority and the sanction communicated to the accounts Department together with rate analysis? If so,cite reference.	
Whether deviations have been approved by the competent authority? If yes, give reference to the approval; if not, give reasons.	
Whether the rates of recovery of stores issued to the contractor which are not provided for in the Contract Agreement have been settled in consultation with Finance?	
Whether discrepancies pointed out by the Accounts Department in the store statement have been reconciled and accepted by the Accounts Department?	

QUESTIONNAIRE TO BE ANSWERED BY ENGINEER IN CHARGE AND SENIOR ENGINEER	
(Correct particulars and answers to be recorded)	
Whether materials issued to the contractor in excess of the theoretical requirements have been returned to the Stores Department and the no. and date of such returned stores vouchers have been shown in stores statement? If not, whether the cost of such excess material has been recovered at the prescribed rate? Whether consumption statements in respect of materials chargeable to the work have been attached to the bill?	
Whether consumption of materials shown has been technically checked by Senior Engineer?	
Whether materials issued and used in the work is not less than that required for consumption in work according to our specification? If consumption is less, whether necessary recovery has been made in the bill?	
Whether measurements have been checked by the Engineer and Sr. Engineer to the extent required and certificates of check recorded in the measurement books?	
Whether contractor has signed the bill and the measurement books without reservations? If not; whether reasons have been intimated to the Accounts Department?	
Whether arithmetical calculations have been checked and certificate recorded in the measurement books by a person other than the one who calculated initially	
Whether any work was done at the risk and cost of the contractor and whether such cost has been recovered from him? Give particulars.	
Whether all advance payments on running Accounts have been recovered?	
Whether all the recoveries due to services given to the contractor like rent of accommodation, water charges, electricity charges etc. have been recovered and whether payments made by the company on behalf of the contractor have been adjusted?	
Whether the files containing abstracts from measurement books/ standard measurement books have been completed/ updated?	
Whether hire charges of tools and plant have been recovered and the statement of hire charges with full details attached?	

QUESTIONNAIRE TO BE ANSWERED BY ENGINEER IN CHARGE AND SENIOR ENGINEER	
(Correct particulars and answers to be recorded)	
Whether the certificate of workmanship and completion of work according to specifications, drawings etc. is recorded by Engineer/ Sr. Engineer and whether recoveries have been made for defective works, if any?	
Whether all corrections in the bill/measurement books etc. have been neatly made and attested and there are no overwriting?	
Whether final measurements have been taken as soon as possible after completion of work and the certificate of completion issued? If not, whether reasons for delay have been recorded and communicated to Accounts?	
In respect of quantities reduced in the final bill as compared to the running payment, whether adequate reasons have been recorded and communicated to Accounts	
Whether the expenditure has been classified correctly according to heads of Account recorded in the sanctioned estimate?	
Whether the work has been completed within the estimated cost? If not, what is the percentage of excess over the sanctioned estimate/ administrative approval? In case the excess is beyond the competency of Sr. Engineer, what action has been taken for the obtaining the approval of the authority competent to sanction the excess?	
(a) If the contractor has furnished bank guarantee in lieu of cash security deposit towards proper execution of works and guarantee against defects during the maintenance period, whether the period of currency of the bank guarantee covers the entire maintenance period? (b) If not, whether security deposit has been proposed to be recovered from the final bill?	
Whether all the previous audit objections raised on running Account bills have been settled? If so, cite reference.	
Signature of Engineer in Charge	Signature of Engineer in Charge
Date:	Date:

PROFORMA OF BANK GUARANTEE (in lieu of EARNEST MONEY if permissible under Works Policy)

(On non-Judicial paper of appropriate value)
(Para 4.7.6 of Works Accounts Manual)

Bank Guarantee No.....

Date.....

To
(Employer's Name and Address)

.....

Dear Sirs,

In accordance with the terms and conditions of Invitation for Bids/Notice Inviting Tender No.....¹ (Tender Conditions), M/s. ² having its registered office at ³ (hereinafter referred to as the 'Tenderer'), is submitting its bid for the work of.....⁴ invited by Bharat Heavy Electricals Limited (hereinafter referred to as the 'Employer' which expression shall unless repugnant to the context or meaning thereof, include its successors and permitted assigns) incorporated under the Companies Act, 1956 and having its registered office at *BHEL House, Siri Fort, Asiad, New Delhi – 110049* through its unit at *Bharat Heavy Electricals Limited, Power Sector Southern Region, BHEL Integrated Office Complex, TNEB Road Pallikaranai, Chennai 600100*.

The Tender Conditions provide that the Tenderer shall pay a sum of Rs ⁵ as Earnest Money Deposit in the form therein mentioned. The form of payment of Earnest Money Deposit includes Bank Guarantee executed by a Scheduled Bank.

In lieu of the stipulations contained in the aforesaid Tender Conditions that an irrevocable and unconditional Bank Guarantee against Earnest Money Deposit for an amount of ⁶ is required to be submitted by the Tenderer as a condition precedent for participation in the said Tender and the Tenderer having approached us for giving the said Guarantee,

we, the(Name & address of the Bank)
..... having our Head Office at
.....(hereinafter referred to as the Bank) being the Guarantor under this Guarantee, hereby irrevocably and unconditionally undertake to forthwith and immediately pay to the Employer without any demur, merely on your first demand any sum or sums of Rs.....⁶ (in words Rupees.....) without any reservation, protest, and recourse and without the beneficiary needing to prove or demonstrate reasons for its such demand.

Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. ⁶

We undertake to pay to the Employer any money so demanded notwithstanding any dispute or disputes raised by the Tenderer in any suit or proceeding pending before any Court or Tribunal, Arbitrator or any other authority, our liability under this present being absolute and unequivocal.

The payment so made by us under this Guarantee shall be a valid discharge of our liability for payment hereunder and the Tenderer shall have no claim against us for making such payment.

We Bank further agree that the Employer shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Tender or to extend the time of submission of from time to time or to postpone

for any time or from time to time any of the powers exercisable by the Employer against the said Tenderer and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Tenderer or for any forbearance, act or omission on the part of the Employer or any indulgence by the Employer to the said Tenderer or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.

The Bank also agrees that the Employer at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Tenderer and notwithstanding any security or other guarantee that the Employer may have in relation to the Tenderer's liabilities.

This Guarantee shall be irrevocable and shall remain in force upto and including.....⁷ and shall be extended from time to time for such period as may be desired by the Employer.

This Guarantee shall not be determined or affected by liquidation or winding up, dissolution or change of constitution or insolvency of the Tenderer but shall in all respects and for all purposes be binding and operative until payment of all money payable to the Employer in terms hereof. However, unless a demand or claim under this Guarantee is made on us in writing on or before the ⁸ we shall be discharged from all liabilities under this Guarantee.

We, ... Bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Employer in writing.

Notwithstanding anything to the contrary contained hereinabove:

- a) The liability of the Bank under this Guarantee shall not exceed.....⁶
- b) This Guarantee shall be valid up to ⁷
- c) Unless the Bank is served a written claim or demand on or before ⁸ all rights under this guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities under this guarantee irrespective of whether or not the original bank guarantee is returned to the Bank

We, ... Bank, have power to issue this Guarantee under law and the undersigned as a duly authorized person has full powers to sign this Guarantee on behalf of the Bank.

For and on behalf of
(Name of the Bank)

(Signature of Authorised signatory)

Date.....

Place of Issue.....

¹ Details of the Invitation to Bid/Notice Inviting Tender (Tender Ref. No. Eg. - BHEL PSSR SCT XXXX)

² Name of Tenderer

³ REGISTERED Office Address of the Tenderer

⁴ Details of the Work i.e Tender Description

⁵ EMD Amount as mentioned in Notice Inviting Tender

⁶ BG Amount in words and Figures (BG Amount shall be Minimum of EMD amount less Rs. 2 Lakhs)

⁷ Validity Date

⁸ Date of Expiry of Claim Period (Claim Period shall be minimum of 3 Months after the validity date of Bank Guarantee)

Note:

1. The BG should be on Non-Judicial Stamp paper/e-stamp paper of appropriate value as per Stamp Act prevailing in the State(s) where the BG is submitted or is to be acted upon or the rate prevailing in the State where the BG was executed, whichever is higher. The Stamp Paper/e-stamp paper shall be purchased in the name of Vendor/Contractor/Supplier /Bank issuing the guarantee.

2. In Case of Bank Guarantees submitted by Foreign Vendors-
 - a. From Nationalized/Public Sector / Private Sector/ Foreign Banks (BG issued by Branches in India) can be accepted subject to the condition that the Bank Guarantee should be enforceable in the town/city or at nearest branch where the Unit is located i.e. Demand can be presented at the Branch located in the town/city or at nearest branch where the Unit is located.
 - b. From Foreign Banks (wherein Foreign Vendors intend to provide BG from local branch of the Vendor Country's Bank)
 - b.1 In such cases, in the Tender Enquiry/ Contract itself, it may be clearly specified that Bank Guarantee issued by any of the Consortium Banks only will be accepted by BHEL. As such, Foreign Vendor needs to make necessary arrangements for issuance of Counter- Guarantee by Foreign Bank in favour of the Indian Bank's (BHEL's Consortium Bank) branch in India. It is advisable that all charges for issuance of Bank Guarantee/ counter- Guarantee should be borne by the Foreign Vendor. The tender stipulation should clearly specify these requirements.
 - b.2 In case, Foreign Vendors intend to provide BG from Overseas Branch of our Consortium Bank (e.g. if a BG is to be issued by SBI Frankfurt), the same is acceptable. However, the procedure at sl.no. b.1 will required to be followed.
 - b.3 The BG issued may preferably be subject to Uniform Rules for Demand Guarantees (URDG) 758 (as amended from time to time).

PROFORMA OF BANK GUARANTEE (in lieu of RETENTION AMOUNT)**(On non-Judicial paper of appropriate value)**

To
 Bharat Heavy Electricals Limited,
 Power Sector Southern Region,
 BHEL Integrated Office Complex
 TNEB Road Pallikaranai
 Chennai 600100

Bank Guarantee No.....
 Date.....

—

In consideration of Bharat Heavy Electricals Limited (hereinafter referred to as the 'Employer' which expression shall unless repugnant to the context or meaning thereof, include its successors and permitted assigns) incorporated under the Companies Act, 1956 and having its registered office at BHEL House, Siri Fort, Asiad, New Delhi 110049 through its Unit at Bharat Heavy Electricals Limited, Power Sector Southern Region, BHEL-PSSR, BHEL Integrated Office Complex, TNEB Road Pallikaranai, Chennai 600100 having agreed to exempt _____¹ (Name of the Vendor / Contractor / Supplier) with its registered office at _____² (hereinafter called the said "Contractor" which term includes Supplier), from demand under the terms and conditions of the Contract reference No. _____ dated _____³ valued at Rs _____⁴ (Rupees _____)⁴ (hereinafter called the said Contract), of Retention Amount for the due fulfilment by the said Contractor of the terms and conditions contained in the said Contract, on production of a Bank Guarantee for Rs _____⁵ (Rupees _____ only).

We _____ (indicate the name and address of the Bank) having its Head Office at _____ (address of the Head Office) (hereinafter referred to as the Bank), at the request of _____ [Contractor(s)], being the Guarantor under this Guarantee, do hereby irrevocably and unconditionally undertake to forthwith and immediately pay to the Employer, an amount not exceeding Rs _____ without any demur, immediately on demand from the Employer and without any reservation, protest, and recourse and without the Employer needing to prove or demonstrate reasons for its such demand.

Any such demand made on the bank, shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs _____ .

We undertake to pay to the Employer any money so demanded notwithstanding any dispute or disputes raised by the Contractor(s) in any suit or proceeding pending before any Court or Tribunal or Arbitrator or any other authority, our liability under this present being absolute and unequivocal.

The payment so made by us under this guarantee shall be a valid discharge of our liability for payment hereunder and the Contractor(s) shall have no claim against us for making such payment.

We, further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Contract and that it shall continue to be enforceable till all the dues of the Employer under or by virtue of the said Contract have been fully paid and its claims satisfied & the Employer certifies that the terms and conditions of the said

PROFORMA OF BANK GUARANTEE (in lieu of RETENTION AMOUNT)

Contract have been fully and properly carried out by the said contractor(s) or acceptance of the final bill or discharge of this guarantee by the Employer, whichever is earlier. This guarantee shall initially remain in force upto and including _____⁶ and shall be extended from time to time for such period as may be desired by the Employer. Unless a demand or claim under this guarantee is made on us in writing on or before the _____⁷, we shall be discharged from all the liability under this guarantee thereafter.

We, _____ (indicate the name of the Bank) further agree with the Employer that the Employer shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Contract or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Employer against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said Contract and we shall not be relieved from our liability by any reason of any such variation or extension being granted to the said contractor(s) or for any forbearance, act or omission on the part of the Employer or any indulgence by the Employer to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.

The Bank also agrees that the Employer at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Contractor and notwithstanding any security or other guarantee that the Employer may have in relation to the Contractor's liabilities.

This Guarantee shall not be determined or affected by liquidation or winding up, dissolution or change of constitution or insolvency of the Contractor but shall in all respects and for all purposes be binding and operative until payment of all money payable to the Employer in terms thereof. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).

We, _____ Bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Employer in writing.

Notwithstanding anything to the contrary contained hereinabove:

- a) The liability of the Bank under this Guarantee shall not exceed _____⁵
- b) This Guarantee shall be valid up to _____⁶
- c) Unless the Bank is served a written claim or demand on or before _____⁷ all rights under this guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities under this guarantee irrespective of whether or not the original bank guarantee is returned to the Bank.

We, _____ Bank, have power to issue this Guarantee under law and the undersigned as a duly authorized person has full powers to sign this Guarantee on behalf of the Bank.

Date _____ Day of _____

for _____ (indicate the name of the Bank)

(Signature of Authorized signatory)

PROFORMA OF BANK GUARANTEE (in lieu of RETENTION AMOUNT)

¹ NAME OF THE VENDOR /CONTRACTOR / SUPPLIER.

² ADDRESS OF THE VENDOR /CONTRACTOR / SUPPLIER.

³ DETAILS ABOUT THE NOTICE OF AWARD/CONTRACT REFERENCE

⁴ CONTRACT VALUE

⁵ BG AMOUNT IN FIGURES AND WORDS

⁶ VALIDITY DATE

⁷ DATE OF EXPIRY OF CLAIM PERIOD

Note:

1. Units are advised that expiry of claim period may be kept 3-6 months after validity date. It may be ensured that the same is in line with the agreement/ contract entered with the Vendor.

2. The BG should be on Non-Judicial Stamp paper/e-stamp paper of appropriate value as per Stamp Act prevailing in the State(s) where the BG is submitted or is to be acted upon or the rate prevailing in the State where the BG was executed, whichever is higher. The Stamp Paper/e-stamp paper shall be purchased in the name of Vendor/Contractor/Supplier /Bank issuing the guarantee.

3. In line with the GCC, SCC or contractual terms, Unit may carry out minor modifications in the Standard BG Formats. If required, such modifications may be carried out after taking up appropriately with the Unit/Region's Law Deptt.

4. In Case of Bank Guarantees submitted by Foreign Vendors-

a. From Nationalized/Public Sector / Private Sector/ Foreign Banks (BG issued by Branches in India) can be accepted subject to the condition that the Bank Guarantee should be enforceable in the town/city or at nearest branch where the Unit is located i.e. Demand can be presented at the Branch located in the town/city or at nearest branch where the Unit is located.

b. From Foreign Banks (wherein Foreign Vendors intend to provide BG from local branch of the Vendor Country's Bank)

b.1 In such cases, in the Tender Enquiry/ Contract itself, it may be clearly specified that Bank Guarantee issued by **any of the Consortium Banks only** will be accepted by BHEL. As such, Foreign Vendor needs to make necessary arrangements for issuance of Counter- Guarantee by Foreign Bank in favour of the Indian Bank's (BHEL's Consortium Bank) branch in India. It is advisable that all charges for issuance of Bank Guarantee/ counter- Guarantee should be borne by the Foreign Vendor. The tender stipulation should clearly specify these requirements.

b.2 In case, Foreign Vendors intend to provide BG from Overseas Branch of our Consortium Bank (e.g. if a BG is to be issued by SBI Frankfurt), the same is acceptable. However, the procedure at **sl.no. b.1** will required to be followed.

b.3 The BG issued may preferably be subject to Uniform Rules for Demand Guarantees (URDG) 758 (as amended from time to time). The BG Format provided to them should clearly specify the same.

Guidelines for Reverse Auction – 2021

Doc. No. AA:SSP:RA:05
Dated: 08.03.2021

1.0 Scope

This document describes the guidelines to be followed by BHEL for conducting Reverse Auction (RA) for procurement of material/ works/ services. The RA shall follow the philosophy of English Reverse (No ties).

English Reverse (No ties) is a type of auction where the starting price and bid decrement are announced before start of online reverse auction. The interested bidders can thereupon start bidding in an iterative process wherein the lowest bidder at any given moment can be displaced by an even lower bid of a competing bidder, within a given time frame. The bidding is with reference to the current lowest bid in the reverse auction. All bidders will see the current lowest quoted price and their rank. The term 'No ties' is used since more than one bidder cannot give an identical price, at a given instant, during the reverse auction. In other words, there shall never be a tie in the bids.

3.0 Upfront declaration in NIT

Decision to go for RA would be taken before floating of the tender. In case it is decided to go for RA, same shall be declared upfront in NIT by inserting the following **clause**:

"BHEL shall be resorting to Reverse Auction (RA) (Guidelines as available on www.bhel.com) for this tender. RA shall be conducted among the techno-commercially qualified bidders.

Price bids of all techno-commercially qualified bidders shall be opened and same shall be considered for RA. In case any bidder(s) do(es) not participate in online Reverse Auction, their sealed envelope price bid along with applicable loading, if any, shall be considered for ranking."

6.0 Business rules for RA

Model Annexure-I is attached.

7.0 Role of Service Provider

- Acknowledge the receipt of mandate from BHEL.
- Contact the bidders, provide business rules and train them, as required.
- Get the process compliance form signed by all the participating bidders before RA event.

Guidelines for Reverse Auction – 2021

Doc. No. AA:SSP:RA:05
Dated: 08.03.2021

- Conduct the event as per the contract and business rules.
- Submit the Login Reports, Results, History sheet and authorized final bid from the bidders.
- To obtain price breakup from successful bidder and submit the same to BHEL.

10.0 Reverse Auction Process

10.1 Reverse Auction will be conducted if two or more bidders are techno-commercially qualified. In case of two or three qualified bidders, there shall be no elimination of H1 bidder (whose quote is highest in sealed envelope price bid). In case of four qualified bidders, the H1 bidder shall be eliminated whereas in case of five qualified bidders, H1 & H2 bidders shall be eliminated. However, in case of six or more qualified bidders are available, RA would be conducted amongst first 50% of the bidders arranged in the order of prices from lowest to highest. Number of bidders eligible for participating in RA would be rounded off to next higher integer value if number of qualified bidders is odd (e.g. if 7 bids are qualified, then RA will be conducted amongst lowest four bidders). However, there will be no elimination of qualified bidders who are MSE or qualifying under PPP-MII, Order 2017, irrespective of the number of bidders qualifying techno-commercially.

In case of multiple H1 bidders, all H1 bidders (excluding MSEs and bidders qualifying under PPP-MII, Order 2017) shall be removed provided minimum two bidders remain in fray, else no H1 removal.

- 10.2 During RA, all bidders will see their rank and current L1 price on the screen. Once the RA is done, the ranking status would be based on the last quoted price of the bidder(s) irrespective of the quote received in RA or sealed envelope price bid.
- 10.3 No bidder shall be allowed to lower its bid below the current L1 by more than 5 decrements at one go.

11.0 Processing of case after RA

- 11.2 In case of splitting requirement, bidders who were removed from participation in RA may also be considered for counter offer if the pre-stated (NIT) numbers of suppliers do not accept the counter offer.

Guidelines for Reverse Auction – 2021

Doc. No. AA:SSP:RA:05
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13.0 Others

- 13.2 In case of enquiry through e-Procurement, the sealed electronic price bid (e-bid) is to be treated as sealed envelope price bid.
- 13.3 BHEL will inform bidders the details of service provider who will provide business rules, all necessary training and assistance before commencement of online bidding.
- 13.4 Bidders will be advised to read the 'Business Rules' indicating details of RA event carefully, before reverse auction event.

---XXX---

ABRIDGED VERSION

Guidelines for Reverse Auction – 2021

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Business Rules for Reverse Auction

Annexure – I

This has reference to tender no **{tender number....date...}**. BHEL shall finalise the Rates for the supply of **{item name}** through Reverse Auction mode. BHEL has made arrangement with M/s. **{Service provider}**, who shall be BHEL's authorized service provider for the same. Bidders should go through the instructions given below and submit acceptance of the same.

The technical & commercial terms are as per (a) BHEL Tender Enq. No. {...} dated {...}, (b) Bidders' technical & commercial bid (in case of two part bid) and (c) subsequent correspondences between BHEL and the bidders, if any.

1. Procedure of Reverse Auctioning

- i. Price bids of all techno-commercially qualified bidders shall be opened.
- ii. **Reverse Auction:** The 'bid decrement' will be decided by BHEL.
- iv. Bidders by offering a minimum bid decrement or the multiples thereof can displace a standing lowest bid and become "L1" and this continues as an iterative process. However, no bidder shall be allowed to lower its bid below the current L1 by more than 5 decrements at one go.
- v. After the completion of the reverse auction, the Closing Price shall be available for further processing.
- vi. Wherever the evaluation is done on total cost basis, after Reverse Auction, prices of individual line items shall be reduced on pro-rata basis.

2. **Schedule for reverse auction:** The Reverse Auction is tentatively scheduled on {date}: ;{start time}: ;{Close Time: }.

3. **Auction extension time:** If a bidder places a bid in the last {...} minutes of closing of the Reverse Auction and if that bid gets accepted, then the auction's duration shall get extended automatically for another {...} minutes, for the entire auction (i.e. for all the items in the auction), from the time that bid comes in. Please note that the auto-extension will take place only if a bid comes in those last {...} minutes and if that bid gets accepted as the lowest bid. If the bid does not get accepted as the lowest bid, the auto-extension will not take place even if that bid might have come in the last {...}

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minutes. In case, there is no bid in the last {...} minutes of closing of Reverse Auction, the auction shall get closed automatically without any extension. However, bidders are advised not to wait till the last minute or last few seconds to enter their bid during the auto-extension period to avoid complications related with internet connectivity, network problems, system crash down, power failure, etc.

The above process will continue till completion of Reverse Auction.

Complaints/ Grievances, if any, regarding denial of service or any related issue should be given in writing thru e-mail/ fax to M/s. {Service provider} with a copy to BHEL within 15 minutes prior to initial closing time of Reverse Auction.

4. **Bid price:** The Bidder has to quote the {...} Price inclusive of Packing & Forwarding charges, all the routine & type tests as per tender scope, taxes, duties, freight and insurance as specified in tender document. including loading (if indicated by BHEL due to deviations in technical/ commercial terms) for the Items specified. Details are as shown in Excel Sheet for calculation of total cost to BHEL (To be specified by Unit as per NIT conditions).
5. **Bidding currency and unit of measurement:** Bidding will be conducted in *Indian Rupees per Unit* of the material as per the specifications {...}

In case of foreign currency bids, exchange rate (TT selling rate of State Bank of India) as on scheduled date of tender opening (Part-I bid) shall be considered for conversion in Indian Rupees. If the relevant day happens to be a Bank holiday, then the forex rate as on the previous bank (SBI) working day shall be taken.
6. **Validity of bids:** Price shall be valid for {... days} from the date of reverse auction. These shall not be subjected to any change whatsoever.
7. **Lowest bid of a bidder:** In case the bidder submits more than one bid, the lowest bid at the end of Reverse Auction will be considered as the bidder's final offer to execute the work.
8. Unique user IDs shall be used by bidders during bidding process. All bids

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made from the Login ID given to the bidders will be deemed to have been made by the bidders/ bidders' company.

9. **Post auction procedure:** BHEL will proceed with the Lowest Bid in the Reverse Auction for further processing.
11. Reverse auction shall be conducted by BHEL (through M/s {Service Provider}), on pre-specified date, while the bidders shall be quoting from their own offices/ place of their choice. Internet connectivity shall have to be ensured by bidders themselves.

During the RA process if a bidder is not able to bid and requests for extension of time by FAX/ email/ phone then time extension of additional 15 minutes will be given by the service provider provided such requests come before 5 minutes of auction closing time. However, only one such request per bidder can be entertained.

In order to ward-off contingent situation of connectivity failure bidders are requested to make all the necessary arrangements/ alternatives whatever required so that they are able to circumvent such situation and still be able to participate in the reverse auction successfully. Failure of power or loss of connectivity at the premises of bidders during the Reverse auction cannot be the cause for not participating in the reverse auction. On account of this, the time for the auction cannot be extended and neither BHEL nor M/s. {Service provider} is responsible for such eventualities.

12. Proxy bids: Proxy bidding feature is a pro-bidder feature to safe guard the bidder's interest of any internet failure or to avoid last minute rush. The proxy feature allows bidders to place an automated bid in the system directly in an auction and bid without having to enter a new amount each time a competing bidder submits a new offer. The bid amount that a bidder enters is the minimum that the bidder is willing to offer. Here the software bids on behalf of the bidder. This obviates the need for the bidder participating in the bidding process until the proxy bid amount is decrementally reached by other bidders. When proxy bid amount is reached, the bidder (who has submitted the proxy bid) has an option to start participating in the bidding process.

The proxy amount is the minimum amount that the bidder is willing to offer.

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Annexure – I

During the course of bidding, the bidder cannot delete or change the amount of a proxy bid.

Bids are submitted in decrements (decreasing bid amounts). The application automates proxy bidding by processing proxy bids automatically, according to the decrement that the auction originator originally established when creating the auction, submitting offers to the next bid decrement each time a competing bidder bids, regardless of the fact whether the competing bids are submitted as proxy or standard bids. However, it may please be noted that if a manual bid and proxy bid are submitted at the same instant manual bid will be recognized as the L1 at that instant.

In case of more than one proxy bid, the system shall bid till it crosses the threshold value of 'each lowest proxy bid' and thereafter allow the competition to decide the final L1 price.

Proxy bids are fed into the system directly by the respective bidders. As such this information is privy only to the respective bidder(s).

13. Bidders are advised to get fully trained and clear all their doubts such as refreshing of Screen, quantity being auctioned, tender value being auctioned etc from M/s {Service provider}.
14. M/s. {Service provider}, shall arrange to demonstrate/ train the bidder or bidder's nominated person(s), without any cost to bidders. M/s. {Service provider}, shall also explain the bidders, all the business rules related to the Reverse Auction. Bidders are required to submit their acceptance to the terms/ conditions/ modalities before participating in the Reverse Auction in the process compliance form as enclosed. Without this, the bidder will not be eligible to participate in the event.
15. Successful bidder shall be required to submit the final prices (L1) in prescribed format (Annexure – VI) for price breakup, quoted during the Reverse Auction, duly signed and stamped as token of acceptance without any new condition (other than those already agreed to before start of auction), after the completion of auction to M/s. {Service provider} besides BHEL within two working days of Auction without fail.
16. Any variation between the final bid value and that in the confirmatory

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Business Rules for Reverse Auction

Annexure – I

signed price breakup document will be considered as tampering the tender process and will invite action by BHEL as per extant guidelines for suspension of business dealings (as available on www.bhel.com).

17. Bidders' bid will be taken as an offer to execute the work/ supplies the item as per enquiry no. {...} dt. {...}. Bids once made by the bidder, cannot be cancelled/ withdrawn and bidder shall be bound to execute the work as mentioned above at bidder's final bid price. Should bidder back out and not execute the contract as per the rates quoted, BHEL shall take action as per extant guidelines for suspension of business dealings (as available on www.bhel.com).
18. Bidders shall be able to view the following on their screen along with the necessary fields during Reverse Auction:
 - a. Leading (Running Lowest) Bid in the Auction (only total price of package)
 - b. Bid Placed by the bidder
 - c. Start Price
 - d. Decrement value
 - e. Rank of their own bid during bidding as well as at the close of auction.
19. BHEL's decision on award of contract shall be final and binding on all the Bidders.
20. BHEL reserves the right to extend, reschedule or cancel the Reverse Auction process at any time, before ordering, without assigning any reason, with intimation to bidders.
21. BHEL shall not have any liability to bidders for any interruption or delay in access to the site irrespective of the cause. In such cases, the decision of BHEL shall be binding on the bidders.
22. Other terms and conditions shall be as per bidder's techno-commercial offers and other correspondences, if any, till date.
23. If there is any clash between this business document and the FAQ available, if any, in the website of M/s. {Service provider}, the terms & conditions given in this business document will supersede the information contained in the FAQs. Any changes made by BHEL/ service provider (due to unforeseen

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Business Rules for Reverse Auction

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contingencies) after the first posting shall be deemed to have been accepted if the bidder continues to access the portal after that time.

24. Bidder shall not divulge either his Bids or any other exclusive details of BHEL to any other party. If the Bidder or any of his representatives are found to be involved in Price manipulation/ cartel formation of any kind, directly or indirectly by communicating with other bidders, action as per extant BHEL guidelines for suspension of business dealings (as available on www.bhel.com), shall be initiated by BHEL.

ABRIDGED VERSION

PROCEDURE FOR CONDUCT OF CONCILIATION PROCEEDINGS

1. The proceedings of Conciliation shall broadly be governed by Part-III of the Arbitration and Conciliation Act 1996 or any statutory modification thereof and as provided herein:
2. The party desirous of resorting to Conciliation shall send an invitation/notice in writing to the other party to conciliate specifying all points of Disputes with details of the amount claimed. The party concerned shall not raise any new issue thereafter. Parties shall also not claim any interest on claims/counter-claims from the date of notice invoking Conciliation till the conclusion of the Conciliation proceedings. If BHEL is to initiate Conciliation, then, the invitation to Conciliate shall be extended to the concerned Stakeholder in **Format 7** hereto. Where the stakeholder is to initiate the Conciliation, the notice for initiation of Conciliation shall be sent in **Format-8** hereto.
3. The party receiving the invitation/notice for Conciliation shall within 30 days of receipt of the notice of Conciliation intimate its consent for Conciliation along with its counter-claims, if any.
4. The Conciliation in a matter involving claim or counter-claim (whichever is higher) up to Rs 5 crores shall be carried out by sole Conciliator nominated by BHEL while in a matter involving claim or counter-claim (whichever is higher) of more than Rs 5 crores Conciliation shall be carried out by 3 Conciliators nominated by BHEL. The appointment of Conciliator(s) shall be completed and communicated by the concerned Department/Group of BHEL Unit/Division/Region/Business Group to the other party and the Conciliator(s) within 30 days from the date of acceptance of the invitation to conciliate by the concerned party in the **Format-9**. The details of the Claim, and counter-claim, if any, shall be intimated to the Conciliator(s) simultaneously in **Format-5**.
5. The Parties shall be represented by only their duly authorized in-house executives/officers and neither Party shall be represented by a Lawyer.
6. The first meeting of the IEC shall be convened by the IEC by sending appropriate communication/notice to both the parties as soon as possible but not later than 30 days from the date of his/their appointment. The hearings in the Conciliation proceeding shall ordinarily be concluded within two (2) months and, in exceptional cases where parties have expressed willingness to settle the matter or there exists possibility of settlement in the matter, the proceedings may be extended by the IEC by a maximum of further 2 months with the consent of the Parties subject to cogent reasons being recorded in writing.

- 7.** The IEC shall thereafter formulate recommendations for settlement of the Disputes supported by reasons at the earliest but in any case within 15 days from the date of conclusion of the last hearing. The recommendations so formulated along with the reasons shall be furnished by the IEC to both the Parties at the earliest but in any case within 1 month from the date of conclusion of the last hearing.
- 8.** Response/modifications/suggestions of the Parties on the recommendations of the IEC are to be submitted to the IEC within time limit stipulated by the IEC but not more than 15 days from the date of receipt of the recommendations from the IEC.
- 9.** In the event, upon consideration, further review of the recommendations is considered necessary, whether by BHEL or by the other Party, then, the matter can be remitted back to the IEC with request to reconsider the same in light of the issues projected by either/both the Parties and to submit its recommendations thereon within the following 15 days from the date of remitting of the case by either of the Parties.
- 10.** Upon the recommendations by the Parties, with or without modifications, as considered necessary, the IEC shall be called upon to draw up the Draft Settlement Agreement in terms of the recommendations.
- 11.** When a consensus can be arrived at between the parties only in regard to any one or some of the issues referred for Conciliation the draft Settlement Agreement shall be accordingly formulated in regard to the said Issue(s), and the said Settlement Agreement, if signed, by the parties, shall be valid only for the said issues. As regards the balance issues not settled, the parties may seek to resolve them further as per terms and conditions provided in the contract.
- 12.** In case no settlement can be reached between the parties, the IEC shall by a written declaration, pronounce that the Conciliation between the parties has failed and is accordingly terminated.
- 13.** Unless the Conciliation proceedings are terminated in terms of para 22 (b), (c) & (d) herein below, the IEC shall forward his/its recommendations as to possible terms of settlement within one (1) month from the date of last hearing. The date of first hearing of Conciliation shall be the starting date for calculating the period of 2 months.
- 14.** In case of 3 members IEC, 2 members of IEC present will constitute a valid quorum for IEC and meeting can take place to proceed in the matter after

seeking consent from the member who is not available. If necessary, videoconferencing may be arranged for facilitating participation of the members. However, the IEC recommendations will be signed by all members. Where there is more than one (1) Conciliator, as a general rule they shall act jointly. In the event of differences between the Members of IEC, the decision/recommendations of the majority of the Members of IEC shall prevail and be construed as the recommendation of the IEC.

- 15.** The Draft Settlement Agreement prepared by the IEC in terms of the consensus arrived at during the Conciliation proceedings between the Parties shall be given by the IEC to both the parties for putting up for approval of their respective Competent Authority.
- 16.** Before submitting the draft settlement agreement to BHEL's Competent Authority viz. the Board Level Committee on Alternative Dispute Resolution (BLCADR) for approval, concurrence of the other party's Competent Authority to the draft settlement agreement shall be obtained by the other party and informed to BHEL within 15 days of receipt of the final draft settlement agreement by it. Upon approval by the Competent Authority, the Settlement Agreement would thereafter be signed by the authorized representatives of both the Parties and authenticated by the members of the IEC.
- 17.** In case the Draft Settlement Agreement is rejected by the Competent Authority of BHEL or the other Party, the Conciliation proceedings would stand terminated.
- 18.** A Settlement Agreement shall contain a statement to the effect that each of the person(s) signing thereto (i) is fully authorized by the respective Party(ies) he/she represents, (ii) has fully understood the contents of the same and (iii) is signing on the same out of complete freewill and consent, without any pressure, undue influence.
- 19.** The Settlement Agreement shall thereafter have the same legal status and effect as an arbitration award on agreed terms on the substance of the dispute rendered by an arbitral tribunal passed under section 30 of the Arbitration and Conciliation Act, 1996.
- 20.** Acceptance of the Draft Settlement Agreement/recommendations of the Conciliator and/or signing of the Settlement Agreement by BHEL shall however, be subject to withdrawal/closure of any arbitral and/or judicial proceedings initiated by the concerned Party in regard to such settled issues.
- 21.** Unless otherwise provided for in the agreement, contract or the Memorandum of Understanding, as the case may be, in the event of likelihood of prolonged

absence of the Conciliator or any member of IEC, for any reason/incapacity, the Competent Authority/Head of Unit/Division/Region/Business Group of BHEL may substitute the Conciliator or such member at any stage of the proceedings. Upon appointment of the substitute Conciliator(s), such reconstituted IEC may, with the consent of the Parties, proceed with further Conciliation into the matter either de-novo or from the stage already reached by the previous IEC before the substitution.

22. The proceedings of Conciliation under this Scheme may be terminated as follows:

- a.** On the date of signing of the Settlement agreement by the Parties; or,
- b.** By a written declaration of the IEC, after consultation with the parties, to the effect that further efforts at conciliation are no longer justified, on the date of the declaration; or,
- c.** By a written declaration of the Parties addressed to the IEC to the effect that the Conciliation proceedings are terminated, on the date of the declaration; or,
- d.** By a written declaration of a Party to the other Party and the IEC, if appointed, to the effect that the Conciliation proceedings are terminated, on the date of the declaration; or,
- e.** On rejection of the Draft Settlement Agreement by the Competent Authority of BHEL or the other Party.

23. The Conciliator(s) shall be entitled to following fees and facilities:

Sl No	Particulars	Amount
1	Sitting fees	Each Member shall be paid a Lump Sum fee of Rs 75,000/- for the whole case payable in terms of paragraph No. 27 herein below.
2	Towards drafting of settlement agreement	In cases involving claim and/or counter-claim of up to Rs 5crores. Rs 50,000/- (Sole Conciliator) In cases involving claim and/or counter-claim of exceeding Rs 5 crores but less than Rs 10 crores. Rs 75,000 (per Conciliator)

Sl No	Particulars	Amount
		In cases involving claim and/or counter-claim of more than Rs 10 crores. Rs 1,00,000/- (per Conciliator) Note: The aforesaid fees for the drafting of the Settlement Agreement shall be paid on the, Signing of the Settlement Agreement after approval of the Competent Authority or Rejection of the proposed Settlement Agreement by the Competent Authority of BHEL.
3	Secretarial expenses	Rs 10,000/- (one time) for the whole case for Conciliation by a Sole Member IEC. Where Conciliation is by multi member Conciliators –Rs 30,000/- (one time)- to be paid to the IEC
4	Travel and transportation and stay at outstation Retired Senior Officials of other Public Sector Undertakings (pay scale wise equivalent to or more than E-8 level of BHEL)	As per entitlement of the equivalent officer (pay scale wise) in BHEL.
	Others	As per the extant entitlement of whole time Functional Directors in BHEL. Ordinarily, the IEC Member(s) would be entitled to travel by air Economy Class.
5	Venue for meeting	Unless otherwise agreed in the agreement, contract or the Memorandum of Understanding, as the case may be, the venue/seat of proceedings shall be the location of the concerned Unit / Division / Region /

Sl No	Particulars	Amount
		Business Group of BHEL. Without prejudice to the seat/venue of the Conciliation being at the location of concerned BHEL Unit / Division / Region / Business Group, the IEC after consulting the Parties may decide to hold the proceedings at any other place/venue to facilitate the proceedings. Unless, Parties agree to conduct Conciliation at BHEL premises, the venue is to be arranged by either Party alternately.

- 24.** The parties will bear their own costs including cost of presenting their cases/evidence/witness(es)/expert(s) on their behalf. The parties agree to rely upon documentary evidence in support of their claims and not to bring any oral evidence in IEC proceedings.
- 25.** If any witness(es) or expert(s) is/are, with the consent of the parties, called upon to appear at the instance of the IEC in connection with the matter, then, the costs towards such witness(es)/expert(s) shall be determined by the IEC with the consent of the Parties and the cost so determined shall be borne equally by the Parties.
- 26.** The other expenditures/costs in connection with the Conciliation proceedings as well as the IEC's fees and expenses shall be shared by the Parties equally.
- 27.** Out of the lump sum fees of Rs 75,000/- for Sitting Fees, 50% shall be payable after the first meeting of the IEC and the remaining 50% of the Sitting Fees shall be payable only after termination of the conciliation proceedings in terms of para 22 hereinabove.
- 28.** The travelling, transportation and stay at outstation shall be arranged by concerned Unit as per entitlements as per Serial No. 4 of the Table at para 23 above, and in case such arrangements are not made by the BHEL Unit, the same shall be reimbursed to the IEC on actuals limited to their entitlement as per Serial No. 4 of the Table at Para 23 above against supporting documents. The IEC Member(s) shall submit necessary invoice for claiming the fees/reimbursements.
- 29.** The Parties shall keep confidential all matters relating to the conciliation proceedings. Confidentiality shall extend also to the settlement agreement,

except where its disclosure is necessary for purposes of its implementation and enforcement or as required by or under a law or as per directions of a Court/Governmental authority/ regulatory body, as the case may be.

- 30.** The Parties shall not rely upon or introduce as evidence in any further arbitral or judicial proceedings, whether or not such proceedings relate to the Disputes that is the subject of the Conciliation proceedings:
- a.** Views expressed or suggestions made by the other party in respect of a possible settlement of the Disputes;
 - b.** admissions made by the other party in the course of the Conciliator proceedings;
 - c.** proposals made by the Conciliator;
 - d.** The fact that the other Party had indicated his willingness to accept a proposal for settlement made by the Conciliator.
- 31.** The Parties shall not present the Conciliator(s) as witness in any Alternative Dispute Resolution or Judicial proceedings in respect of a Disputes that is/was the subject of that particular Conciliation proceeding.
- 32.** None of the Conciliators shall act as an arbitrator or as a representative or counsel of a Party in any arbitral or judicial proceeding in respect of a Disputes that is/was the subject of that particular Conciliation proceeding.
- 33.** The Parties shall not initiate, during the Conciliation proceedings, any arbitral or judicial proceedings in respect of a Disputes that is the subject matter of the Conciliation proceedings except that a Party may initiate arbitral or judicial proceedings where, in his opinion, such proceedings are necessary for preserving his rights including for preventing expiry of period of limitation. Unless terminated as per the provisions of this Scheme, the Conciliation proceedings shall continue notwithstanding the commencement of the arbitral or judicial proceedings and the arbitral or judicial proceedings shall be primarily for the purpose of preserving rights including preventing expiry of period of limitation.
- 34.** The official language of Conciliation proceedings under this Scheme shall be English unless the Parties agree to some other language.

**STATEMENT OF CLAIMS/COUNTER CLAIMS TO BE SUBMITTED TO THE
IEC BY BOTH THE PARTIES**

1. Chronology of the Disputes
2. Brief of the Contract/MoU/Agreement/LOI/LOA
3. Brief history of the Disputes:
4. Issues:
5. Details of Claim(s)/Counter Claim(s):

Sl. No.	Description of claim(s)/Counter Claim	Amount (in INR)Or currency applicable in the contract	Relevant contract clause

6. Basis/Ground of claim(s)/counter claim(s) (along with relevant clause of contract)

Note– *The Statement of Claims/ Counter Claims may ideally be restricted to maximum limit of 20 pages. Relevant documents may be compiled and submitted along with the statement of Claims/ Counter Claims. The statement of Claims/ Counter Claims is to be submitted to all IEC members and to the other party by post as well as by email.*

FORMAT FOR NOTICE INVOKING CONCILIATION CLAUSE BY BHEL FOR REFERRING THE DISPUTES TO CONCILIATION THROUGH IEC

To,

M/s. (Stakeholder's name)

Subject: **NOTICE FOR INVOCATION OF THE CONCILIATION CLAUSE OF THE CONTRACT BY BHEL**

Ref: Contract No/MoU/Agreement/LOI/LOA& date _____.

Dear Sir/Madam,

As you are aware, with reference to above referred Contract/MoU/Agreement/LOI/LOA, certain disputes have arisen, which, in spite of several rounds of mutual discussions and various correspondences have remained unresolved. The brief particulars of our claims which arise out of the above- referred Contract/MoU/Agreement/LOI/LOA are reproduced hereunder:

Sl. No.	Claim description	Amount involved

As you are aware, there is a provision in the captioned Contract/MoU/Agreement/LOI/ LOA for referring disputes to conciliation.

In terms of Clause -----of Procedure i.e., Annexure ----- to the Contract/MoU /Agreement / LOI / LOA, we hereby seek your consent to refer the matter to Conciliation by Independent Experts Committee to be appointed by BHEL. You are invited to provide your consent in writing to proceed with conciliation into the above mentioned disputes within a period of 30 days from the date of this letter along with details of counter-claims, if any, which you might have with regard to the subject Contract/ MoU/ Agreement/ LOI/ LOA.

Please note that upon receipt of your consent in writing within 30 days of the date of receipt of this letter by you, BHEL shall appoint suitable person(s) from the BHEL Panel of Conciliators.

This letter is being issued without prejudice to our rights and contentions available under the contract and law.

Thanking you
Yours faithfully

Representative of BHEL

Note: The Format may be suitably modified, as required, based on facts and circumstances of the case.

**FORMAT FOR NOTICE INVOKING CONCILIATION CLAUSE BY A
STAKEHOLDER FOR REFERRING THE DISPUTES TO CONCILIATION
THROUGH IEC**

To,

BHEL (Head of the Unit/Division/Region/Business Group)

Subject: **NOTICE FOR INVOCATION OF THE CONCILIATION CLAUSE OF THE
CONTRACT BY A STAKEHOLDER**

Ref: Contract No/MoU/Agreement/LOI/LOA& date _____.

Dear Sir/Madam,

As you are aware, with reference to above referred Contract/MoU/Agreement/LOI/LOA, certain disputes have arisen, which, in spite of several rounds of mutual discussions and various correspondences have remained unresolved. The brief particulars of our claims which have arisen out of the above-referred Contract/MoU/Agreement/LOI/LOA are enumerated hereunder:

Sl. No.	Claim description	Amount involved

As you are aware, there is a provision in the captioned Contract/MoU/Agreement/LOI/ LOA for referring inter-se disputes of the Parties to conciliation.

We wish to refer the above-said disputes to Conciliation as per the said Clause of the captioned Contract/MoU/Agreement/LOI/ LOA. In terms of Clause -----of Procedure i.e., Annexure ----- to the Contract/MoU /Agreement / LOI / LOA, we hereby invite BHEL to provide its consent in writing to proceed with conciliation into the above mentioned disputes within a period of 30 days from the date of this letter along with details of counter-claims, if any, which it might have with regard to the subject Contract/ MoU/ Agreement/ LOI/ LOA and to appoint suitable person(s) as Conciliator(s) from the BHEL Panel of Conciliators.

This letter is being issued without prejudice to our rights and contentions available under the contract and law.

Thanking you

Yours faithfully

Representative of the Stakeholder

Note: The Format may be suitably modified, as required, based on facts and circumstances of the case.

FORMAT FOR INTIMATION TO THE STAKEHOLDER ABOUT APPOINTMENT OF CONCILIATOR/IEC

To,

M/s. (Stakeholder's name)

Subject: **INTIMATION BY BHEL TO THE STAKEHOLDER AND CONCILIATOR(S) ABOUT APPOINTMENT OF CONCILIATOR/IEC**

Ref: Contract No/MoU/Agreement/LOI/LOA& date _____.

Sir,

This is with reference to letter dated ----- regarding reference of the disputes arising in connection with the subject Contract No /MoU/Agreement/LOI/LOA to conciliation and appointment of Conciliator(s).

In pursuance of the said letter, the said disputes are assigned to conciliation and the following persons are nominated as Conciliator(s) for conciliating and assisting the Parties to amicably resolve the disputes in terms of the Arbitration & Conciliation Act, 1996 and the Procedure ---- to the subject Contract/MoU/Agreement/LOI/LOA, if possible.

Name and contact details of Conciliator(s)

a)

b)

c)

You are requested to submit the Statement of Claims or Counter-Claims (strike off whichever is inapplicable) before the Conciliator(s) in Format 5 (enclosed herewith) as per the time limit as prescribed by the Conciliator(s).

Yours faithfully,

Representative of BHEL

CC: To Conciliator(s)... for Kind Information please.

Encl: As above

Note: The Format may be suitably modified, as required, based on facts and circumstances of the case.