



भारत हेवी इलेक्ट्रिकल्स लिमिटेड

(भारत सरकार का उपक्रम)

BHARAT HEAVY ELECTRICALS LIMITED

(A Govt. of India Undertaking)

TCN – 01

Ref: PSER:SCT: KLN-C2148:TCN-01

Date: 07-05-2022

Sub	Tender Change Notice (TCN) - 01	
Job	Engagement of landscape architect agency for preparation of landscape design & drawings, detail technical specifications & bill of quantities for comprehensive landscape development work inside plant premises at 2 x 660 MW Maitree STPP, Bangladesh.	
Ref	1.0	Tender no PSER:SCT:KLN-C2148:22
	2.0	BHEL's NIT, vide reference no PSER:SCT:KLN-C2148:9129 Date: 26-04-2022
	3.0	All other pertinent issues till date.

With reference to above, following points/ documents, relevant to tender, may please be noted and complied with while submitting offer.

- 1.0 Introduction of "Standard Health Safety And Environmental Plan (Doc no.ER:HSE:01/22) to Volume-ID, Special Conditions Of Contract.
- 2.0 Introduction of following clause under Sl. No. 06 to Annexure-A of NIT ("Amendment to GCC/SCC"):

6. Clause 9.1 & 9.2 to 9.62 of SCC (HSE & OHSAS Obligations)

Cl. no. 9.0	No change
Cl. no. 9.1	HSE (Health, safety & Environment): Contractor will comply with HSE (Health, safety & Environment) requirements of BHEL as per "Standard Health Safety And Environmental Plan (Doc no.ER:HSE:01/22)" attached with this TCN-01.
Cl. no. 9.2 to 9.62	Deleted

- 3.0 Revised 'No deviation certificate' as per enclosed Annexure-2. Bidder shall submit no deviation certificate as per enclosed format only.
- 4.0 All other terms & conditions shall remain unchanged.

Thanking you,

Yours faithfully,
for BHARAT HEAVY ELECTRICALS LTD

DY. MGR (SCT)

Encl: As above.

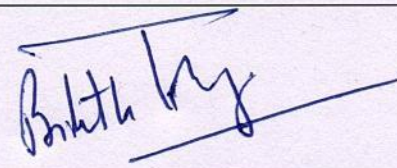
पावर सेक्टर पूर्वी क्षेत्र (मुख्यालय)

POWER SECTOR EASTERN REGION, DJ-9/1, SECTOR-II, SALT LAKE CITY, KOLKATA - 700 091

फैक्स/Fax : (033) 23211960 फोन/Phone : बोर्ड/EPABX : 23211691, 23211798, 23211796

 PS-ER	BHARAT HEAVY ELECTRICALS LIMITED PSER-KOLKATA	DOC. No. ER:HSE:01/22
	STANDARD HEALTH, SAFETY AND ENVIRONMENT PLAN: PREPARATION OF LANDSCAPE DESIGN & DRAWINGS FOR COMPREHENSIVE LANDSCAPE DEVELOPMENT WORK INSIDE PLANT PREMISES AT MAITREE SUPER THERMAL POWER PROJECT, BANGLADESH (MSTPP 2x660 MW), BHEL PSER	REVISION No. 00
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DOCUMENT ISSUE SHEET
(DOCUMENT REF. NO. ER:HSE:01/22)

	PREPARED BY	APPROVED BY
NAME	KINGSOOK ROY	BISHWANATH TIRKEY
DESIGNATION	DEPUTY ENGINEER (HSE), PSER-HQ, KOLKATA	ADDL. GM (HSE), PSER-HQ, KOLKATA
SIGNATURE		
ISSUED BY: BISHWANATH TIRKEY , AGM (HSE), PSER-HQ, KOLKATA		
ISSUED TO: MAITREE SUPER THERMAL POWER PROJECT, BANGLADESH (MSTPP)		
COPY NO: E-Copy		
DATE OF ISSUE: 06.05.2022		

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STANDARD HEALTH, SAFETY AND ENVIRONMENT PLAN: LANDSCAPE DEVELOPMENT WORK AT PSER SITES

1.0 INTRODUCTION

While working at a construction site, a person is exposed to various Health, Safety & Environmental (HSE) hazards depending upon his/ her job profile and area of work. It is equally true that his/ her own activity, if not done as per standard guidelines or procedures, may give rise to certain hazardous situations and endanger the lives of others and of asset/ installations.

BHEL is committed to achieve and maintain a high safety standard at all our project sites and we adhere to the principle of **'Zero Tolerance to Unsafe Act'**.

To achieve this, it is important that a strong Safety Management System is made a vital part of the Project Management System and all activities at a project site are executed in accordance with the guidelines and various rules & regulations prepared and issued for the purpose including such any modifications/amendments/additions that are affected and introduced from time to time. Accordingly, the present document (ER:HSE:01/22) outlines the HSE guidelines, rules & regulations that must be strictly followed and complied with by the Agency and its staff providing **'Landscape Design & Drawing for Comprehensive Landscape Development Services at Maitree Project Site'**.

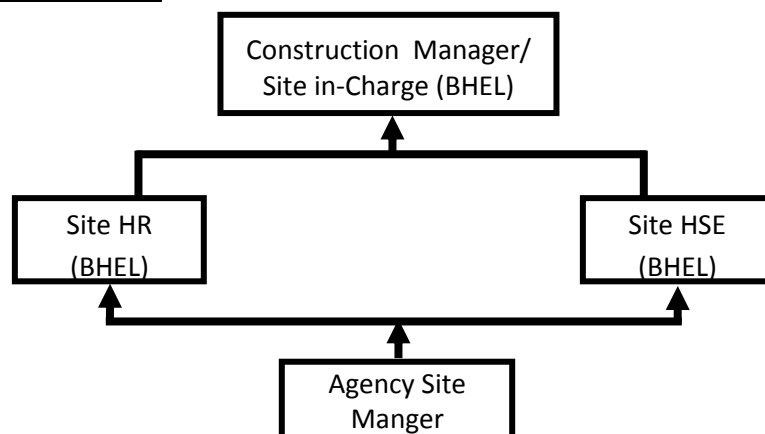
This document is, by no means, exhaustive and is subject to amendment, addition, deletion or modification as and when such a need arises and all such revisions will supersede the related sections of the present document and are to be mandatorily followed.

Non-compliance of the provisions of this document will be taken seriously by BHEL management and suitable penal action will be initiated against the Agency/ persons.

2.0 OBJECTIVE

To provide HSE (Health, Safety & Environment) guidelines including relevant rules & regulations for the Agency Management and staff that are to be followed and implemented mandatorily in order to ensure Personnel and material safety while discharging the roles & responsibilities of providing **'Landscape Design & Drawing for Comprehensive Landscape Development Services at Maitree Project Site'** effectively and efficiently.

3.0 ORGANISATION FLOW CHART



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4.0	<u>HSE GUIDELINES</u> The HSE guidelines in respect of providing 'Landscape Design & Drawing for Comprehensive Landscape Development Services at Maitree Project Site' primarily concern about the following issues:- • Health & Safety of the Personnel deployed by the Agency at the project site. • Health & Safety of other people we work with and/or persons otherwise employed at/visiting the project site, whose well-being may be endangered due to unsafe activities of the Agency Personnel deployed at/ visiting the project site. • Material safety or safety of assets & Process Safety which may be endangered due to unsafe activities of the Agency Personnel deployed at/visiting the project site. • Protection of environment. To ensure that all of the above issues are properly taken care of and no harm comes to either man, material or environment by the activities or ignorance of the Agency Personnel deployed at/ visiting the project site for 'Landscape Design & Drawing for Comprehensive Landscape Development Services at Maitree Project Site' the following Roles and Responsibilities have been defined:- • HSE Roles & Responsibilities of Agency Management (4.1) • HSE Roles & Responsibilities of Agency Personnel deployed at/ visiting the Project Site (4.2) • HSE Roles & Responsibilities of BHEL Site Management (4.3)
4.1	<u>HSE ROLES & RESPONSIBILITIES OF AGENCY MANAGEMENT</u> i. The Agency Management as well as the Agency Personnel deployed at/ visiting the project site shall be well acquainted with the risks & hazards at site and do not indulge in any unsafe and hazardous practice. The Agency Management shall ensure that all relevant safety measures as recommended and stipulated in the extant Safety Rules & Procedures of BHEL/ Customer are strictly followed by the deployed at/ visiting Personnel. ii. The Agency shall ensure that the Personnel deployed by them at the project site use requisite Personal Protective Equipment (PPEs) such as Safety Shoes, Goggles, Face Masks, Reflective Vests etc. where use of such equipment is required to enhance personal safety in day-to-day operations and they should provide all their staff deployed at/ visiting with all such PPEs including COVID-19 PPEs as per requirement. iii. The Agency shall ensure that the Personnel deployed at/ visiting the project site strictly comply with the COVID-19 (or any similar threat) Preventive Protocol at all times. iv. General guidelines to protect environment shall be strictly adhered to. v. Agency Management shall ensure that the Personnel deployed at/ visiting the project site are medically fit to endure the generally rigorous & demanding work environment of the project site. The Agency Personnel deployed at/ visiting the project site will have to undergo mandatory Induction Medical Check up to ensure their medical fitness prior to being allowed inside the project site. vi. The Agency shall be responsible for ensuring physical safety of the deployed Personnel. In case of any injury or ill health the agency has to have adequate provision for First Aid/ Emergency Medical Treatment facility for their employees.

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	<u>HSE ROLES & RESPONSIBILITIES OF AGENCY MANAGEMENT(CONTINUED FROM PREVIOUS PAGE)</u> vii. The Agency shall ensure that Permit to Work (PTW) system is properly followed by the Agency Personnel deployed at/ visiting the project site & Work Permit is obtained for all relevant activities. viii. The Agency Management shall promptly communicate to BHEL Site Management of any HSE issue that might have been identified/ noticed while discharging their duty and have been perceived as being unsafe & hazardous.
4.2	<u>HSE ROLES & RESPONSIBILITIES OF AGENCY PERSONNEL DEPLOYED AT/ VISITING PROJECT SITE</u> Personnel deployed at/ visiting BHEL project site for 'Landscape Design & Drawing for Comprehensive Landscape Development Services at Maitree Project Site' are primarily entrusted with the Design & Drawing and fixing of Bill of Quantity for Landscape Development Services of the project area. However, while executing the prescribed job they are also responsible to ensure that the basic HSE norms & guidelines are adhered to all the times. The roles & responsibilities of the Agency Personnel in respect of HSE compliance are as follows:- i. He/ She shall strictly follow all relevant safety measures & guidelines as recommended and stipulated in the extant Safety Rules & Procedures of BHEL and other statutory bodies. He/ She shall never indulge in any unsafe and hazardous practice himself/ herself or induce others to do so. He/ She shall ensure that none of his/ her actions endangers or interferes with manpower safety, process safety or material safety. ii. He/ She shall acquaint himself/ herself with the various risks & hazards of the project site and take all necessary safety precautions while working during any hour of the day. iii. He/ She shall acquaint himself/ herself with the Emergency Preparedness & Response Plan of BHEL/ Customer and the Emergency Exit Points & Emergency Assembly Areas within the project site and make use of such knowledge responsibly to ensure his/ her safety in the event of any emergencies. iv. He/ She shall wear all basic & work area specific PPEs including Safety Shoes, Safety Helmet, Reflective Vest & COVID-19 PPEs at all times during his/ her stay in & around the work zone. v. He/She shall strictly comply with all COVID-19 (or any similar threat) Preventive Protocols at all times. vi. He/She shall ensure that Permit to Work (PTW) system is properly followed & Work Permit is obtained for all relevant activities before commencement of the job. vii. He/ She shall promptly communicate to the BHEL HSE Official or to any member of BHEL Site Management, of any HSE hazard that might have been identified by him/ her during the course of duty. viii. He/ She shall ensure that Traffic Rules & Road Safety Guidelines as issued by BHEL Management/ Customer & other statutory bodies are followed by any of the Agency vehicles entering & operating within the project premises. ix. He/ She shall strictly adhere to the general guidelines to protect environment & none of his/ her actions should indulge in environment pollution.

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4.3	<u>HSE ROLES & RESPONSIBILITIES OF BHEL SITE MANAGEMENT</u> BHEL Site Management shall ensure, through Site HR and Site HSE officials, that the Personnel appointed/ deployed by the Agency for 'Landscape Design & Drawing for Comprehensive Landscape Development Services at Maitree Project Site' are complying with the following HSE requirements:- - The Personnel deployed at/ visiting the project site are complying with all relevant safety measures & guidelines as recommended and stipulated in the extant Safety Rules & Procedures of BHEL and other statutory bodies and that they do not indulge in any unsafe and hazardous practice themselves or induce others to do so. They shall ensure that none of their actions endangers or interferes with manpower safety, process safety or material safety. - All Agency Personnel deployed at/ visiting the project site are aware of various risks & hazards of the project site and they follow all necessary safety precautions while working during any hour of the day. - All Agency Personnel are aware of the Emergency Preparedness & Response Plan of BHEL/ Customer and various Emergency Exit Points & Emergency Assembly Areas within the project site. - All Agency Personnel deployed at/ visiting the project site are aware of their roles & responsibilities regarding HSE compliance at project site and are discharging their official commitments accordingly. - All Agency Personnel deployed at/ visiting the project site shall strictly adhere to the general guidelines to protect environment & none of his/ her actions should indulge in environment pollution. - All Agency Personnel deployed at/ visiting the project site are aware of the Traffic Rules & Road Safety Guidelines as issued by BHEL Management and other statutory bodies and are abiding by & implementing the same within the project premises. - All Agency Personnel deployed at/ visiting the project site strictly comply with the COVID-19 (or any similar threat) Preventive Protocol at all times. - All Agency Personnel deployed at/ visiting the project site shall wear all basic & work area specific PPEs including Safety Shoes, Safety Helmet, Reflective Vest & COVID-19 PPEs at all times during his/her stay in & around the work zone. BHEL Site Management shall ensure that the Agency, at their own expenses, should provide their Employees deployed at/visiting the project site with all requisite PPEs and other mandatory amenities as per requirement. - BHEL Site Management shall ensure that Permit to Work (PTW) system is properly followed by the Agency Personnel deployed at/ visiting the project site & Work Permit is obtained for all relevant activities before commencement of the job. - The Agency shall deploy such Personnel at the project site who are medically fit to endure the generally rigorous & demanding work environment of the project site. The deployed/ visiting Personnel must undergo mandatory Induction Medical Checkup to ensure their medical fitness prior to being allowed inside the project site. - BHEL Site Management shall ensure that all HSE related guidelines & directives that may have been issued time to time for implementation or any new HSE issue that may have been freshly noted are duly communicated to the Agency and their Personnel deployed at/visiting the project site in order
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	to enable them to initiate desired action on their part.
5.0	<u>GENERAL HSE RESPONSIBILITIES OF AGENCY/AGENCY PERSONNEL</u> In furtherance of the stated HSE Duties & Responsibilities vide Cl. 4.1 & 4.2, the Agency & their Personnel deployed at/visiting the project site are required to comply with the following specific HSE requirements:- - Daily Site Safety inspection/checks around work activities and/or job premises are to be conducted by Agency Personnel responsible for HSE coordination to ensure that work methods and the sites are maintained to an acceptable standard in terms of HSE compliance. Such inspections/checks, carried out before start of the day's work and also during peak hours of activities, should emphasize on:- - Proper PPE (Personal Protective Equipment) compliance i.e. wearing of personal safety gears by all Agency Personnel at all times during their presence at the project site. - Adoption of healthy & ergonomically correct work postures & positions by the work-force. - Use of Proper T&P as per nature of work & discarding all unserviceable, improper or unsafe T&Ps. BHEL may prohibit the use of any equipment, which according to the organization, is deemed unsafe. No claim for compensation due to such prohibition will be entertained by BHEL. - Mandatory compliance by all Agency Personnel including the work-force all general & work specific HSE guidelines and rules & regulations including relevant Safe Work procedures. - Proper Permit to Work (PTW) system is being followed i.e. no work is initiated without issue of Work Permit and are being conducted as per the instructions/check points mentioned therein. - Acquire adequate knowledge about the risks & hazards at project site and extant HSE guidelines, directives, rules & regulations of BHEL and/or Customer as well as HSE practices to be followed through- - Attending Induction Training which is mandatory for all entering & working within the site premises. - Referring various HSE documents like Site HSE Plan, Emergency Preparedness & Response Plan, Work Instructions and other such relevant documents issued by BHEL, Customer & other Statutory Bodies. - Attending HSE Meetings and various HSE Awareness Programmes conducted by BHEL and/or Customer. - Regular interactions with HSE Personnel of BHEL.
6.0	<u>PENALTY FOR HSE NON-COMPLIANCE</u> The Agency Personnel deployed at/ visiting the project site, shall comply with and help in upholding all the extant HSE guidelines, directives, rules & regulations issued by BHEL/Customer & other statutory bodies as well as such guidelines, directives, rules & regulations as may be issued from time to time

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during their duration of stay at the project site. In case of any HSE non-compliance or violation of extant HSE guidelines, directives, rules, regulations, etc. an appropriate penalty may be imposed on the Agency and/or their Personnel deployed at/visiting the project site. For repeated non-compliance of same nature or by the same person the amount of penalty levied shall be two times of the penalty charged in the previous instance depending on the gravity of the non-compliance as may be decided by the BHEL Site HSE Management.

The amount of penalty to be levied for various HSE non-compliance is stipulated in the following table:-

Sl. No.	Nature of Non-compliance	Penalty (in Rs.)	Remarks
1	Not using/ Improper PPEs	500.00 *	Per person/ day
2	Not following COVID-19 Preventive Protocol including not wearing COVID-19 PPEs	500.00*	Per person/ day
3	Activity carried out without valid safety work permit	1000.00*	Per occasion
4	Unsafe act in violation of standard HSE guidelines, rules & regulations	As decided by BHEL Site HSE Management*	
5	Any other non-compliance		
* Or as deducted by the Customer, whichever is higher			

FORMAT: MEMO FOR PENALTY

<u>MEMO FOR PENALTY: HSE NON-COMPLIANCE</u>				
MEMO No. :		DATE:	SITE/UNIT:	
NAME OF PERSON/ AGENCY			AREA OF DEPLOYMENT/ POST	
Sl. No.	NATURE OF NON-COMPLIANCE	RATE OF PENALTY AS PER CHART (Rs.)	No. OF DEFAULTERS	TOTAL PENALTY (Rs.)
TOTAL PENALTY AMOUNT		Rs.	(in figures)	
		Rs.	(in words)	

(Attach photograph or documentary proof if any)

Penalty levied by (BHEL Safety Officer):

Date:

(Name, Designation & Signature)

Distribution: 01 Copy to Agency

01 Copy to BHEL Site in-Charge/ CM

RECOVERY:

- In case of any delay in completion of a job due to mishap(s) attributable to lapses by the Agency, BHEL shall have the right to recover cost of such delay from the payments due to the Agency, after notifying the Agency suitably.
- In case of any damage to property due to lapses by the Agency, BHEL shall have the right to recover the cost of such damages from the Agency after holding an appropriate enquiry.

FORMAT FOR NO DEVIATION CERTIFICATE
(To be submitted in the bidder's letter head)

BHARAT HEAVY ELECTRICALS LIMITED,
 Power Sector - Eastern Region,
 Plot no 9/1, DJ Block, Sector – II, Salt Lake City,
 Kolkata – 700 091

Sub	No Deviation Certificate.	
Job	Engagement of landscape architect agency for preparation of landscape design & drawings, detail technical specifications & bill of quantities for comprehensive landscape development work inside plant premises at 2 x 660 MW Maitree STPP, Bangladesh.	
Ref	1.0	Tender no PSER:SCT:KLN-C2148:22
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	3.0	BHEL's TCN-01, vide reference no PSER:SCT: KLN-C2148:TCN-01 Date: 07-05-2022
	4.0	All other pertinent issues till date.

Dear Sirs,

With reference to above, this is to confirm that as per tender conditions, we have visited site before submission of our offer and noted the job content & site conditions etc. We also confirm that we have not changed/ modified the tender documents as appeared in the website/ issued by you and in case of such observance at any stage, it shall be treated as null and void.

We hereby confirm that we have not taken any deviation from tender clauses together with other references as enumerated in the above referred NIT. We hereby confirm our unqualified acceptance to all terms & conditions, unqualified compliance to technical specification, integrity pact (if applicable) and acceptance to reverse auctioning process.

In the event of observance of any deviation in any part of our offer at a later date whether implicit or explicit, the deviations shall stand null & void.

We confirm to have submitted/uploaded offer/documents in accordance with tender instructions with acceptance of the terms & conditions of the tender by us and as per aforesaid references.

Thanking you,

Yours faithfully,

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