



# PURVANCHAL VIDYUT VITRAN NIGAM LIMITED

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CIN-U31200UP2003SGC027461

Phone No:-0542-2318437, Fax No-0542-2319152

No.: 212 /MD/PuVVNL/GEM/2024/B/5682762/EDC-2 Prayag/Globetech

Dated: 6.8.25

**SUBJECT :-** Letter of award & Order for "Providing skilled/Un-skilled Manpower for operation/maintenance of 33/11 KV Substations and HT/LT distributions lines at PuVVNL" against GeM tender specification no. GEM/2024/B/5682762 for Electricity Distribution Circle-2, Prayagraj.

M/s Globetech Creations Private Limited  
Ward No 6, Gopal Nagar, Maharajganj,  
Uttar Pradesh-273163

Dear Sirs,

In reference to above and your offer against this office GeM tender GEM/2024/B/5682762, order is hereby placed to you for "Providing skilled/Un-skilled Manpower for operation/ maintenance of 33/11 KV Substations and HT/LT distributions lines at PuVVNL" for Electricity Distribution Circle-2 Prayagraj.

Sl. No.	Details of work	Period	Total Contract Value Including All Duties and Taxes (Rs.)
1.	"Providing skilled/Un-skilled Manpower for operation/maintenance of 33/11 KV Substations and HT/LT distributions lines at PuVVNL" for Electricity Distribution Circle-2, Prayagraj	12 Months from date of GeM Order (Date 01.03.2025 to 28.02.2026)	11,14,42,658.04
<b>Rs Eleven Crore Fourteen Lakh Forty-Two Thousand Six Hundred Fifty-Eight and Four Paise Only (Including All Duties and Taxes)</b>			

इस कार्यालय के पत्रांक-3946/पू0वि0वि0नि0लि0(वा0)/जेम निविदा दिनांक 21.10.2024 द्वारा कार्मिक अधिकारी, डिस्काम मुख्यालय, वाराणसी को विद्युत वितरण मण्डल-द्वितीय, प्रयागराज के अधीन खण्डों में तैनात किये जाने हेतु कुशल एवं अकुशल कार्मिकों की संख्या उपलब्ध कराने हेतु पत्र प्रेषित किया गया था जिसके सम्बन्ध में कार्मिक अधिकारी ने पत्रांक-3882/पू0वि0वि0नि0लि0(वा0)/का0अनु0 दिनांक 26.10.2024 द्वारा प्रेषित ई0आर0पी0 पर अपलोड किये गये तीन माह के बीजक में उल्लिखित उच्च संख्या एवं अधीक्षण अभियन्ता, वि0वि0मं0-द्वितीय, प्रयागराज द्वारा Rationalization उपरान्त उपलब्ध कराये गये संख्या के अनुसार 208 अद्द कुशल कार्मिक एवं 428 अद्द अकुशल कार्मिकों हेतु एल0ओ0आई0 जारी की जा रही है, जिसका विवरण निम्नवत् है:-

### EDC-2, Prayagraj

Sl. No.	Type of Manpower as given below	Minimum Daily Wages	EPF @12% of Daily wages	ESI @ 3.25 % of Daily Wages	Daily Administrative Charges @ 0.50% of Daily Wages	Daily Employees Deposit Linked Insurance Scheme (EDLI) Charges @.50 % of Daily Wages	Daily Wages Including EPF, ESI, EDLI & Administrative Charges (Col. 3+4+5 +6+7+8)	Total Monthly Wages	Number of Required Man power	Month	Annual Amount (INR)	Service Charge @4.5% inclusive of GST.	Total Annual Amount (INR)
1	2	3	5	6	7	8	9	10	11	12	13	14	15
1	SKILLED	391.43	46.97	12.72	1.96	1.96	455.04	13,651.2	208	12	3,40,73,395.2	15,33,302.784	3,56,06,697.984
2	UNSKILLED	317.67	38.12	10.32	1.59	1.59	369.29	11,078.7	428	12	5,69,00,203.2	25,60,509.144	5,94,60,712.344
<b>Total Amount</b>											9,09,73,598.4	40,93,811,928	9,50,67,410.328
<b>GST @18% of Total Amount of Col. No 13 (Skilled +Unskilled)</b>													1,63,75,247.712
<b>Total Annual Amount with GST.</b>													11,14,42,658.04

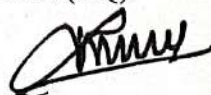
**Skilled Labour Minimum Payable Wage – Rs. 13651.00**

1.	Minimum monthly wages for skilled labour with D.A.	11743.00
a)	Total Minimum payment	11743.00
2.	Employer EPF Share	
a)	Employer EPF Share @ 12% of (Basic + DA)	1409.16
b)	Administrative Charges @ 0.50% of (Basic + DA)	58.72
c)	Employees-Linked Insurance scheme charges @ 0.50% of (Basic + DA)	58.72
d)	Employees-Linked Insurance scheme Admin charges @ 0.00 of (Basic + DA)	-
3.	Employer ESI Share @ 3.25% of (Basic + DA)	381.65
	Total Liability to be borne by the contractor towards Minimum Monthly wages & other expenses (per person)	13651.24
	Say	13651.00

**Un Skilled Labour Minimum Payable Wage – Rs. 11079.00**

1.	Minimum monthly wages for Un-skilled labour with D.A.	9530.00
a)	Total Minimum payment	9530.00
2.	Employer EPF Share	
a)	Employer EPF Share @ 12% of (Basic + DA)	1143.60
b)	Administrative Charges @ 0.50% of (Basic + DA)	47.65
c)	Employees-Linked Insurance scheme charges @ 0.50% of (Basic + DA)	47.65
d)	Employees-Linked Insurance scheme Admin charges @ 0.00 of (Basic + DA)	-
3.	Employer ESI Share @ 3.25% of (Basic + DA)	309.73
	Total Liability to be borne by the contractor towards Minimum Monthly wages & other expenses (per person)	11078.63
	Say	11079.00

- (i) The above rate includes Labour Basic Pay, DA, EPF, ESIC under the Employee's State insurance Act, 1948, Insurance under W/C act 1923, all cost on Labour Uniform, Safety Equipments, like hand gloves, Pliers, Safety belt, Shoes, etc., Bonus, Leaves Salary and associated materials required for proper execution of aforesaid work like ladders, chain, ropes, hydraulic ladder etc. along with contractor profit margin.
- (ii) Skilled/Unskilled minimum basic labour wages payment is mandatory as per State Govt. order issued time to time and in case of any increase/revision in it by State Govt. corresponding changes shall be ensured and will be payable by PuVVNL to the firm.
- (iii) The GST shall be paid extra as legally applicable; however present rate is 18%.
1. **Period of Contract :-** The period of Contract under the scope of work shall be up to 12 months from the date of placement of LOI/LOA which can further be extended in two tranches of one year each on mutual consent between both the parties on same rates, terms and conditions, as specified in bid documents, based on the performance of the contractor. However, the DISCOM may terminate the contract by giving 60 days notice without assigning any reason.
2. **SCOPE OF SERVICES**
- a. Supply of skilled and unskilled manpower for Operation of 33/11 KV Sub Station and its other related work under the jurisdiction of **Electrical Distribution Circle-2, Prayagraj** for round the Clock in three relay shift of 8 hours each. Shift comprising of the Skilled Operator having minimum qualification of I.T.I. in Electrical and Un-Skilled Helper in each shift for operation of S/S Equipment and Maintenance of records as detailed in technical specification.
- b. Maintenance of Line and its other related works under geographical area of 33/11 Kv Substation under the jurisdiction of **Electrical Distribution Circle-2, Prayagraj** for round the clock in three relay shift of 8 hours each. Gangs comprising of the skilled operator having minimum qualification of ITI and un-skilled helper in each shift as detailed in technical specification. (In rural areas deployment in shifts shall be as per norms of UPPCL (HQ)).



**3. Essential Qualification required for manpower to be deployed (Unskilled)**

- a. Deployed Manpower must be at least literate and shall possess reading & writing knowledge of Hindi and at least reading knowledge of English language.
- b. Age Limit Min: 18 Years and Max age limit: 55 Years (subject to sound health and fitness).
- c. Experience: At least 1 year of work experience preferably in electrical system.

**4. Major Duties (For Substation and Field Duties):-**

- To assist in disconnection work- if required to assist line man in operating duly signed disconnection list by Engineer-in charge to carry ladder, line man's tool bag, etc.
- To assist in maintenance of LT Line-During Maintenance of LT line, providing assistance to the Departmental Gang, in keeping the rope tightly held and carrying tools and material from Stores to site and back, as per instruction of Engineer-in-charge.
- To assist in attending of Fault operating at consumer (FOC) of LT consumer- To assist attending faults in carrying ladder, tool bags, etc. as per instruction of Engineer-in-charge.
- To assist in other works like construction etc.
- To assist in HT Maintenance work.
- Proper storage of records, cleaning of equipment in proper guidance and other routine work in sub-station.
- To abide by and conform to roles and responsibilities as notified by Purchaser/ Service Recipient form time to time.
- To perform miscellaneous and odd jobs for Officers/ Officials and other work assigned by the officer concerned.

**5. Essential Qualification required for manpower to be deployed (skilled)**

- a. Deployed Manpower must be at least with ITI certificate in Electrical Trade or Wireman as recognized by NCVT or SCVT or higher technical degree/ diploma in engineering, AND/OR with shall possess Overhead Certification for Electrical Safety Or The Manpower shall have at least 4 years of relevant experience and shall possess certification under RPL (Recognition of Prior Learning) by Power Sector Skill Council or other equivalent Govt. body under line man or Substation operator category. The manpower should have writing knowledge of Hindi/ English language.
- b. Age Limit Min: 18 Years and Max age limit: 55 Years (subject to sound health and fitness).
- c. Experience : At least one year of relevant work experience in case of having an ITI certificate and 4 years in case of RPL Certification as indicated above.

**6. Major Duties**

**A. For Substation Manpower:-**

Working Conditions: General power station conditions. Available for unscheduled work. Works rotating shift schedule, with one off in a week as per roster. Shift schedule changes with size of station and number of station personnel.

- Continuously observes the functioning of station equipment in substations, principally as resealed by various meters and gauges. Observes switchboard instruments for unusual operating conditions and performs the function necessary to restore the equipment to normal or remove it from service as required.
- Prepare summary of disconnection (s) in the prescribed format.
- Switches and maintains substation equipment for proper operations.
- Prepares the equipment for operations and starts, stops and controls the units, adjusting the load and voltage and accessory regulating equipment as required.
- Performs switching operations in accordance with standard operating procedures.
- Maintains daily operating log on all operations, both routine and emergency, and reports on line outages and weather conditions. Records hourly readings of indicating and integrating meters, and changes, marks and checks charts of recording instruments.
- Acts independently during an emergency by performing duties in rapid succession involving switching, adjusting load and/or voltage, or extinguishing fires.
- Issues protective tags through established safe clearance procedures for all equipment in the plant and substation.



- Notes changes in load and makes routine adjustments to meet such changes without immediate supervision. Reports unusual situations to supervisors.
- Periodically inspects station both inside and outside to determine proper operation of facilities and maintain security. Makes minor adjustments and repairs.
- Analyzes problems to determine type of repair necessary and informs proper personnel.
- Performs incidental or related duties such as watering storage batteries cleaning up and general housekeeping and receiving telephone complaints from the public.
- Conducts public tours of station as required.
- Performs sub- dispatching as required.
- Maintaining emergency stock of spares/tools.
- Assists in training apprentices.
- May performs duties of Utility man as required.
- Performs other duties as assigned Job duties are subject to change as directed by Engineer- in-charge.

**B. For Field Staff(Maintenance Gang):-**

- Disconnection work- Disconnecting the regular/ irregular consumer in the area as per the directives of Engineer-in-charge or his authorized representative and list provided to them. Necessary information of consumer enlisted and submission of reports on zone in prescribed format as per schedule. Monitoring of disconnection attended. Prepare summary of disconnections(s) in the prescribed format.
- Maintenance of LT Line- Maintenance of LT line independently or providing assistance to the Departmental gang. Arranging required material from stores/ section holder, carrying tools and material from stores to site and return back, as per instruction of Engineer-in-charge.
- DTR Circuit Maintenance – Regular observe the DT substation including health of transformer and its loading, leakage & hotspot etc.. To maintain Distribution Transformer as per instruction of Engineer-in-charge.
- Attending faults of LT consumers- to assist departmental gang attending fuse off calls etc. as per instruction of Engineer-in-charge.
- Other works like construction of lines and DT substations etc.
- HT maintenance work.
- Proper keeping of records and other routine works, as per the directives of Engineer-in- charge or their authorized representative.
- Keeping good relations with public, consumer and departmental staff.
- To abide by and conform to roles and responsibilities as notified by purchaser/ Service Recipient form time to time.

To perform miscellaneous other work assigned by the officer-in-charge.

**7 Safety Instructions**

- 7.1. Bidders should also note that it requires working on LT & HT lines, therefore bidders must have skilled manpower having necessary certification and experience of working on operation of substation. The manpower deployed for such work should be well versed with necessary tools & safety procedures for working on hot (live) LT lines.
- 7.2. The bidder shall be responsible for providing all safety apparatus like gloves, pliers, safety belt Ladder, Boot, Helmet, earth chain/rod etc. to the deployed manpower, as per the prescribed norms of Directorate of Electrical Safety.
- 7.3. Necessary training of safety procedures shall have to be imparted to the manpower by the contractor on half yearly basis.



## **8. Mandatory Obligation on the Contractor**

- 8.1. The Contractor shall be obliged to pay the applicable wages to its deployed personnel least which shall not be less than the minimum wages to the skilled/semi-skilled/unskilled personnel as applicable (as per the classification equivalent to the monthly/daily wages determined by the applicable (as per the classification equivalent to the monthly/daily wages determined by the Labour Commissioner, Govt. of Uttar Pradesh under Minimum Wages Act. 1948 or latest amendment there of) through bank transfer only in the account of deployed personnel. In this connection, the order issued by Government of Uttar Pradesh revising the wages from time to time shall be binding on the contractor from the effective date mentioned in such notification.
- 8.2. The Contractor shall discharge its liability for the deployed labour in respect of Employees Provident Fund under The Employee" Provident Funds and Miscellaneous Provision Act, 1952 on regular basis on or before the due date as per provision on of Act.
- 8.3. The Contractor shall discharge its liability for the deployed personnel in respect of Employees State Insurance Corporation (ESIC) under the Employee's State Insurance Act, 1948, and only in places where ESIC is not applicable, the Contractor will obtain Insurance under Workmen Compensation Insurance Policy from any of the IRDA recognized Insurance Companies. Copy of the policy shall be submitted to the Discom evidencing compliance of the provision.
- 8.4. The contractor shall also have to bear all other liabilities as per existing "Contract labour (Regulation and Abolition) Act 1970" and other applicable Labour Act as amendable from time to time.
- 8.5. The contractor shall also bear all other expenses like Leaves, Training, additional Salary, Group Insurance.
- 8.6. The contractor shall mandatorily provide uniform (uniform to be approved by DISCOM) to all its deployed personnel.
- 8.7. The Contractor shall be liable to give work off/holidays to the deployed labour as per the Contract labour (Rules and Abolition) Act, 1970 or latest amendments there of and shall also be liable to provide the substitute labour for this periods.
- 8.8. The Contractor shall have to provide Photo Identity Card for each and every deployed personnel which will have to be prominently displayed while on duty.
- 8.9. The contractor will have to make the payments of wages directly into a Bank Account of deployed personnel through NEFT/RTGS and shall provide details of their bank accounts number, bank name, etc. to the Executive Engineer.
- 8.10. The Contractor will mandatorily submit documents showing the proof of age and qualification of the personnel deployed by it. For executing the contract, and get it verified by concerned Executive Engineer of the division, Discom or any other officer as authorized by Executive Engineer Discom from time to time. The verification of the credential of the personnel by the Discom is mandatory and shall majorly be a one-time activity in a year. Duly signed Declaration to be given for all deployed manpower should be submitted to the officer-in-charge by Discom before deploying the respective manpower. Random police verification would be carried out regularly to the check the genuineness of the declaration.  
In case, the bill raised by the Contractors after three months gap, the same shall be passed only after successful verification of the credentials of deployed labour by Discom. Any addition/removal of work force will be properly/ promptly intimated to Discom and the added work force credentials will also be verified by the Discom.
- 8.11. The contractor shall have to ensure fulfillment of the eligibility criteria as mentioned in Section Qualification requirement Eligibility criteria of Bidders of the bid document, at all times.



9. Submission of Bills,

- 9.1. The contractor shall submit bills with all prescribed documents to Circle/Division office or any other office as prescribed by the Discom.
- 9.2. While submitting the bills for payment purpose, the Contractor shall have to enclose copy of the following documents before 7<sup>th</sup> (seventh) day of the succeeding month for the work/service extended during the previous month:
- Each month EPF Challan Sheet along with ECR Sheet in which deployed manpower should be highlighted for EPF Verification.
  - Copy of Biometric Card provided by ESIC (along with ESIC receipt) of each labour deployed. In case ESIC is not applicable than the copy of Workmen Compensation Insurance Policy or Group Personal Accident Policy, taken from any of the PSU's for the number of labours deployed.
  - The contractor shall have to get the attendance sheet (day-wise and shift-wise) verified by second working day of next month by Officer in charge or their authorized representatives and submit it with consolidated bills upto 7<sup>th</sup> (Seventh) day of the succeeding month.
  - The contractor shall have to provide Bank Account details of each deployed manpower in which he is paying the wages to the labours. Also Contractor must provide monthly statement of bank account showing transaction of salary in his manpower's account.
  - Shift wise roaster.
  - GST receipt, along with deposit challan & copy return file as per rules.
  - Receipt of Premium paid to Workmen Compensation Insurance policy or group personal accident policy.
  - Any other document, if applicable.
- 9.3. All above payment excluding wages (wages to be paid on 7th day) must be made in respective department by tenth of succeeding month else penalty of Rs.100/- per day per personnel for which the payment including the salary disbursement has been delayed or not been done (along with all the penalties imposed by ESIC or EPFO) shall be imposed and penalty shall not in any case exceed 10 (ten) percent of the contract value & it shall be recovered from its bill/contract performance guarantee. Any non-compliance regarding timely payment of salaries, PF, ESIC or any other payments due by Contractor to the deployed manpower may attract Stringent Actions including Legal proceedings and repetition of such offences might result into blacklisting of the Contractor for any future contracts/ tenders.
- 9.4. After the successful completion of work/service during the very first month of the contract period, the bills shall be passed only after the Contractor produces the undertaking for depositing wages into the accounts of the labour deployed by it. The evidence of payment of EPF (i.e.) ECR), ESIC (or WC Policy), and applicable GST shall not be mandatory to submit in first month. However, from the second month on wards all such statutory payments proofs are to be furnished along with the bills submitted by the Contractor (in accordance with guidelines mentioned in 4.2 above in this section). The Discom will verify the disbursement of wages along with the evidence of payment of EPF, ESIC or WC (as the case may be). The Discom will cross check the details, submitted by contractor to the Discom along with its bill from the EPFO portal. The Discom will also verify the payment receipts submitted by Contractor for the ESIC contribution or WC contribution of the concerned employees.
- 9.5. Contractor shall present e-bills, First part consisting of wages paid to the contractor's labour and other part will consist of statutory payments like details of EPF, ESI etc as applicable. However before submission of the bill, the Contractor has to ensure that the payment of persons deployed by the Contractor/Contractors have been made for the billed period before 7<sup>th</sup> (Seventh days) of the succeeding month. The correctness of amount and/or of any penalty imposed by the competent authority of the Discom/Service Recipient shall be binding on the Contractor. He will also enclose prove of payment/Wages made to staff for that month.
- 9.6. Payments shall be made promptly by the respective Discom, within thirty (30) days after submission of a valid bill along with all prescribed documents mentioned in Clause 4.1 of Special conditions of contract. In such case, where there is any dispute /issue related to the billed amount them payment at the rate of 80% of the least allowable amount (after deducting taxes,



penalties & Performance Security) of the bill shall be done and the balance amount/recoverable if any, shall be paid/adjusted along with next month's Payment.

It should be noted that in case of compensation recoverable, the contractor shall have to deposit the payment with the Discom not later than fifteen (15) days after submission of settlement statement. For any delay beyond this period (15days), the Contractor shall have to pay the settlement amount along with the applicable bank interest, beyond the 15 days period.

In any bill payment related dispute/issue arising between Discom and Contactor, a committee shall be formed and convened by concerned Superintending Engineer for resolution of such dispute. The committee shall resolve such issues within a period of 30 days from the day of identification of such issues. The decision of the committee shall be binding on both the parties.

In case there is no further resolution regarding bill payment related dispute/ issue within the stipulated timeline, Clause-15-General Conditions of Contract will be applicable.

- 9.7. The contractor shall also have to give an undertaking that, they are not availing any benefit of Employer share of Employee provident fund (EPF) under schemes like Pradhan Mantri Protsahan Yojana (PMRPY) or any other similar schemes. In case, contractor is availing any benefit for any such said schemes, the same shall be intimated to the Discom and reimbursement shall be reduced to the extent of benefit recovered by the contractor. In case, the fact of such reimbursement is not disclosed and is discovered subsequently, penal action shall be taken against such a contractor.

#### **10. Changes in Manpower Requirement**

- 10.1. The Contractor/Contractors must deploy the requisite number of manpower as and when required and notified by Engineer In charge (of concerned Circle/Division). The Discom/Service Recipient reserves its right to increase or decrease the manpower requirement numbers during the period of the contract as per the job requirement and Contractor/Contractor must abide by the same without any fail/objections. The change in manpower requirement shall be within the variation limit, mentioned in the specifications i.e (-50/+50%).
- 10.2. The Discom reserves the right to extend the services of the contractor in other circles within the Discom on the same rates, terms and condition.

#### **11 Contract Performance Guarantee**

- 11.1 The purpose of Contract Performance Guarantee is to cover the risk of business. It is a pre estimation of losses occurring to Discom due to non-performance of the Contractor.
- 11.2 Within Fifteen (15) days of issue of letter of award, the successful bidder shall furnish requisite contract performance guarantee which could be invoked at any branch of the bank in UP and also execute an agreement on the prescribed form duly stamped for the due and proper fulfillment of the contract. The cost of stamp paper including cost of revenue stamps and stationery charges shall be borne by the Contractor.
- 11.3 Failure by the successful bidder to furnish the prescribed Contract performance guarantee or to execute the agreement within the period specified in Bid document after its bid has been accepted or notice to start the work within such time as is determined by the Engineer-in-charge/Controlling officer after notification of the acceptance of the bid shall entail action as deemed appropriate by the Discom (including forfeiture of the earnest money deposit (EMD), cancellation of the contract, blacklisting of bidder, etc.).
- 11.4 The EMD shall be kept valid by the successful bidder, & shall be 1% of the Tender Value which shall be submitted along with the Bid, till the time the requisite CPG amount has been submitted by them and accepted by the officer-in-Charge. No payment shall be made to the contractor until the submission of the CPG by them and acceptance of the same by Officer-in-charge and its subsequent verification.



- 11.5 The Contract performance guarantee @15 % of the Contract value shall be in name of Superintending Engineer of concerned Distribution Circle & it should be submitted within 15 days from the date of LOI. The contract agreement shall be executed within 15 days from the date of LOI, failing which the action may be taken as per terms/rules in related matter.

**12 Contractor Profit Margin Charges**

- 12.1 Minimum profit margin should not less than 4.5% as per concerned GO.
- 12.2 Such profit margin shall be quoted taking into account all overhead expenses including all the statutory taxes envisaged by the bidder (not attributable to the Discom/Service Recipient) for efficient functioning /execution of Contract. All statutory dues including bonus pertaining to Payment of Bonus Act., 1965 (and its amendments thereafter if any) needs to be paid by Contractor /Contractor to its deployed personnel as per provision of said Act.
- 12.3 Bidders shall note that in case of revisions of minimum wages as notified by Labour office, Uttar Pradesh, Contractor must pay the wages to their deployed workers as per revised minimum wages as notified time to time by competent authority. Accordingly DA, PF & ESI shall be calculated based on prevailing minimum wages and bill shall be submitted accordingly.

Note : \*Statutory dues & DA may be changed with government guideline, however the value of profit calculated with respect to % quoted at minimum wages at time of bidding shall remain fixed throughout the contract period.

**13 Online Portal:-**

A portal has been created to monitor wages, EPF, ESI and other statutory contributions and the agency will be required to upload the following information on the portal:-

- 1- Name of Discom.
- 2- Name of Zone.
- 3- Name of distribution circle.
- 4- Name of division.
  - I. Name of Contractual Manpower, Address, Mobile No & Aadhar No./or any other photo Identify which includes Voter Identity Card, PAN Card and copy of Bank Passbook.
  - II. Tender Specification No.
  - III. Agreement No. with date
  - IV. Validity period of the Contract
  - V. Total no. of Manpower deployed by the contractor.
  - VI. Total registered no of Manpower under ESIC (कर्मचारी राज्य बीमा निगम 1948) act.
  - VII. Total registered no employee under Building Construction Act 1996 (भवन सन्निर्माण अधिनियम 1996).
  - VIII. EPF registration no. of contractor.
  - IX. ESI registration no. of the Contractor.
  - X. Nature of manpower (with number)- Skilled/un-skilled.
  - XI. Total registered no. of Manpower under EPF (कर्मचारी भविष्य निधि एक्ट 1952) act. for above agreement.
  - XII. Total monthly payment made through RTGS including wages, EPF, ESI etc-
  - XIII. The Contractor shall have to bear all other liabilities as per existing "Contract Labour (Regulation and Abolition) Act, 1970", Maternity Benefit Act 1961, Equal Remuneration Act 1976 and other applicable Labour Acts as amendable from time to time.
  - XIV. All statutory payments including bonus (As per payment of Bonus Act 1965 and its amendments thereafter), if applicable, is the sole responsibility of the contractor.



#### 14 Safety Instructions

- 14.1 Bidders should also note that it requires working on LT & HT lines, therefore bidders must have skilled manpower having necessary certification and experience of working on operation of substation. The manpower deployed for such work should be well versed with necessary tools & safety procedures for working on hot (live) LT lines.
- 14.2 The bidder shall be responsible for providing all safety apparatus like gloves, pliers, safety belt Ladder, Boot, Helmet, earth chain/rod etc. to the deployed manpower, as per the prescribed norms of Directorate of Electrical Safety.
- 14.3 Necessary training of safety procedures shall have to be imparted to the manpower by the contractor on half yearly basis.
- 15 The successful bidder shall be required to ensure that each deployed in particular substation feeders is not a local person for that area. The Engineer in Charge shall have right to ask the contractor to replace or transfer deployed manpower without any reasons thereof.
- 16 Contractor will be required to take Group insurance policy of its deployed manpower for at least 10.00 lacs per person from a IRDA recognized insurance company. In case of unfortunate death of a contractors employee in work related accident immediate relief of Rs. 10.00 lacs shall be released by the respective SE to the next of kin of deceased. The Contractor shall have to deposit this amount in concerned Discom account within ninety days or after getting the claim from the Insurance Company whichever is earlier. Otherwise rupees 10.00 lacs will be deducted from the contractor running bid.
- 17 The award of contract to a single bidder is limited to 7 circles in a Discom. In case tenders are invited for multiple circles, sequence of opening of tenders should be as per ascending order of the tender number allotted to that circle. In case a successful bidder is L-1 in more than 7 circles his bid shall not be considered for 8th and onwards circle(s). (Price part shall not be opened)
- 18 In case any bidder has already been awarded some circles in previous tenders finalized in financial Year 2022-23 such bidder shall be considered for award for only balance nos of circles limiting to seven. (For example if any bidder has been awarded 03 nos circles in previous tender, he shall be considered for awarding of maximum 04 nos circles in the present tender)
- 19 ESIC account of contractor deploying manpower should be open in Uttar Pradesh state only and ESI Family photo ID card to be issued within 30 days. KYC of deployed manpower and their nominees should also be updated on ESIC Portal by contractor within 60 days.
- 20 Dispensary center of ESI should be of that district in which manpower is working/deployed.
- 21 KYC of EPF account of deployed manpower should be updated.

Note :- Exemption to Micro, Small firms registered under MSME & Startup shall be as per corporation order issued from time to time.

- a. The Contractor shall furnish Bank Guarantee (valid for the entire contract period + 6 months and extension (if any) thereof for an amount totaling 15% of per annum contract value. The bank

guarantee shall be from Scheduled commercial bank excluding Cooperative bank and Regional Rural banks (of any Bank having Branch situated in the State of Uttar Pradesh). The bank guarantee should also have a further claim period of 03 months from the date of completion of the contract.

- b. If the successful bidder quote (profit margin) less than 6.0%, then Bank Guarantee should be submitted (valid for the entire contract period + 6 months and extension (if any) thereof for an amount totaling 15% of per annum contract value. The bank guarantee shall be from Scheduled commercial bank excluding Cooperative bank and Regional Rural banks (of any Bank having Branch situated in the State of Uttar Pradesh). The bank guarantee should also have a further claim period of 06 months from the date of completion of the contract.

- c. The payment to contractor shall be done as per the formula of GeM. (((Basic monthly pay (INR) exclusive of GST+ESI (INR Monthly)+Provident Fund (INR Monthly)+ELDI (INR Monthly)+ Bonus (INR Monthly)+Optional Allowances 1 (INR Monthly)+Optional Allowances 2 (INR Monthly)+ Optional Allowances 3 (INR Monthly)+EPF Admin Charges (INR Monthly))\*1.18+ (Percentage of Service charge\* (Basic monthly pay (INR) exclusive of GST+ESI (INR Monthly)+Provident Fund (INR Monthly)+ELDI (INR Monthly)+ Bonus (INR Monthly)+EPF Admin Charges (INR Monthly)+Optional Allowances 1 (INR Monthly)+Optional Allowances 2



(INR Monthly)+Optional Allowances 3 (INR Monthly)) /100))\*Tenure/ Duration of Employment (In Months)\*Number of Resources to be hired ))

- d. The Contract performance guarantee shall be in name of Superintending Engineer of concerned Distribution Circle & it should be submitted within 28 days from the date of LOI. The contract agreement shall be executed within 30 days from the date of LOI, failing which the action may be taken as per terms/rules in related matter.
- e. All relevant required documents shall be uploaded with bid on portal. Any documents other than uploaded documents shall not be considered after opening of bid part-I.
- f. LOI shall be issued by the HR wing of DISCOM & agreement shall be executed with Superintending Engineer of concerned Circles also.

In such above cases the Contract may become vested, the option thereof to award the Contract or a portion to any other contractor, thereof to be determined by the Discom subject to his/her providing an appropriate guarantee for the performance of such Contract.

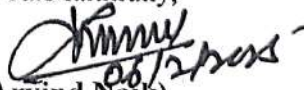
## **22. Other Term & Condition:-**

- 22.1. Deployment of manpower will be adhere to as per norms as mentioned in table no 13 of Corporation Order No--295--ज०श० एवं प्र०सु०-०१/पाकालि/२०१७-२-प्र०सु०/२००३ टी०सी०-Vi(A) दिनांक 15.05.2017
- 22.2. Deployment of additional manpower as and when required, must be within variation limit and it required prior approval from discom headquarter.
- 22.3. All Other Terms & Conditions of tender documents shall be integral part of agreement.
- 22.4 **Date of Work Start :-** The Work Start w.e.f 01.03.2025.
- 22.5 **LOI acceptance:-** You are requested to send acceptance of the offer within 03 days from the date of issue of letter of intent to the concerned CEO/ Superintending Engineer.
- 22.6 **The Agreement:-** Contract Agreement shall be signed between contractor and CEO/SE of concerned circle. You are therefore, requested to submit non judicial stamp papers of required value i.e. Rs. 100/- as per rules and execute the formal contract agreement within 15 days from the date of issue of letter of Intent along with performance security deposit. Performance security deposit @ 15% of the contract value in favour of CEO of concerned circle of PuVVNL valid for 12 months with a claim period of 06 months thereafter, at the time of executing contract agreement.

You are also requested to start the process of providing list of labour to be deployed as per scope of services of the specification to concerned CEO and other documents that is to be submitted immediately for approval.

In case you do not enter into an agreement completing all the formalities including deposition of proper performance security within stipulated period, it shall be presumed that you are not interested in this offer and action as per the terms shall be taken without further reference to you. Kindly acknowledge the receipt of this letter.

Yours faithfully,

  
(Arvind Naik)

**Superintending Engineer (Admin)**

**CC:-**

1. Director (P&A), PuVVNL, Varanasi.
2. CE(D), Prayagraj Zone-1, PuVVNL Prayagraj.
3. SE, EDC-2, PuVVNL, Prayagraj.
4. Personal Officer, PuVVNL, Varanasi..
5. MD, Camp, PuVVNL, Varanasi.