



**Balmer Lawrie & Co. Ltd.**

**(G & L- Kolkata)**

**(A government of India Enterprise)**

**P-43, Hide Road Extension, Kolkata-700 088.**

**Phone- (033) 24500124, Fax- (033) 2439 2277, E-mail Srinivas.pcs@balmerlawrie.com**

## **Online Tender Enquiry**

**Tender No.: GLK/TE19/108**

**Tender Date: 24/7/19**

**Tender Due date: 8/8/19 up to 15:00 hrs IST**

### **Sub: Up gradation of existing Gantry - Design, Fabrication of Gantry - 2 set**

**Online offers** are invited from the competent and experienced vendors in the field with sound technical and financial capabilities for the subject job as per following table of contents-

- 1.00 Undertakings and Obligations (i.e. Scope of work) of Vendor
- 2.00 Undertakings and Obligations (Scope of work) of Balmer Lawrie & Co. Ltd.
- 3.00 General Terms & Conditions
- 4.00 Care of works, Insurance and Safety
- 5.00 Technical data sheet
- 6.00 Price Schedule
- 7.00 Condition for online bid submission
- 8.00 Disclaimer Clause

Your offer, complete in all respect furnishing details should be submitted to us on or before the due date.

Thanking you,

Yours faithfully,

For Balmer Lawrie & Co. Ltd.

Arnab Ghatak  
Sr. Mgr. (SCM)

Encl.: As above



## 1.0.0 Undertakings and Obligations (i.e. Scope of work) of Vendor

- 1.1.1 Design, Fabrication and modification of existing Gantry per the Drawing/spec of this tender
- 1.1.2 Detailed GA drawing with drawing to be submitted along with offer per given data. Successful bidder shall have to submit final dimensional drawing along with manual.
- 1.1.3 **Statutory rules and regulations:** Please note that this is a contract which also includes job work and accordingly all liability pertaining to this contract including those of the people engaged by the contractor solely rests upon the contractor. The contractor should also indemnify the Company against any deviation from the statutory rules and regulations to be observed by the contractor in respect of their people. **ESI/PF/Minimum Wages and all other statutory liabilities shall be borne by the contractor.**
- 1.1.4 **Fabrication & erection:** Except trolley all the structure to be fabricated & installed after modifying the existing gantry.
- 1.1.5 **Commissioning:** Shall be done by you with demo.

## 2.0.0 Undertakings and Obligations (Scope of work) of Balmer Lawrie & Co. Ltd.

- 2.1.0 Existing Gantry & its structure: will be provided for modification
- 2.2.0 **Electrical supply:** Free within battery limit. Suitable rating power socket DB will be provided. Extension if required shall be arranged by the party.
- 2.3.0 Arrangement for trial & final run with product shall be done by BL after installation at our site.
- 2.4.0 **Storage:** BL shall provide space for storage of equipments, raw material etc. The vendor at his own cost shall arrange temporary partition doors etc if required.
- 2.5.0 **Security:** No special security other than normal plant security shall be provided.



## 3.0.0 General Terms & Conditions:

3.1.0 Before filling up, the complete Tender Specification should be read properly. If the tenderer find any discrepancy, omission, ambiguity or conflict in or among the documents forwarded or be in doubt as to their meaning, specification and interpretations, such matter shall be brought to the attention of the company (Balmer Lawrie & Co. Ltd.), at least four days in advance, prior to the date of filling/submission of the Tender. For clarification required, if any, please contact

P.C.S.Srinivas  
Chief Manager (Maintenance & HSE)  
Balmer Lawrie & Co. Ltd.,  
P-43, Hide Road Extension, Kolkata-700088,  
E-mail- Srinivas.pcs@balmerlawrie.com  
Phone no. 033-24500124/09445160082,

3.2.0 Tenderer may **visit the site** and get them thoroughly acquainted with the nature and requirements of the work, facilities for access of materials, mode of transport and storage and removal of unwanted material.

3.3.0 **The bidder shall not be allowed to deviate from their scope of work as mentioned in the tender and in such deviation case their offer shall be rejected. For example if a vendor quoted for all the item as per scope of work or price schedule except one item say painting , in that case their offer shall be rejected.**

3.4.0 Submission of tender will be the conclusive evidence as to the fact that the tenderer has fully satisfied themselves as to the nature and scope of the work, site conditions, General terms & conditions and all other factors, affecting the performance of the contract and the cost thereof.

3.5.0 The vendor is not allowed to give any “subcontract” without proper justification and approval of BL.

3.6.0 **Right of acceptance / Rejection:** Balmer Lawrie & Co. Ltd reserves the right to accept/reject any or all expressions of interest received in response to this advertisement without assigning any reasons, whatsoever. Balmer Lawrie & Co. Ltd also reserves the right to alter the eligibility criteria & specification for short-listing the vendors.. Telex/Telegraphic/Fax offers shall not be accepted. The company will not accept any responsibility for any delay in receipt or non-receipt of bidding document sent by post.

3.7.0 **Job completion Period:** -The expected completion period of entire job (Fabrication, Supply and Installation & Commissioning) should be **7-9 weeks** from the issue date of Purchase Order (PO) or LOI which ever is earlier. However, the early completion period for the job(s) would be preferred.

### 3.8.0 Submission Bid:

3.8.1 **Technical Bid along with and GA Drawing** shall be submitted in **hard copy** in a sealed envelope, superscripting the envelope with tender no., date & due date, covering letter. The technical bid consist of duly filled & signed ‘**Technical Data Sheet**’ provided in this tender by the bidder, GA drawing with dimension on A4 size paper and other details (if any) on separate paper and EMD/ copy of SSI/NSIC certificate.  
Copy of the TENDER FORM also to be submitted after endorsement on all pages.  
Declaration on Guarantee period and After sales service also to be provided.(refer 3.14& 3.15)

### 3.8.2 **Price bid must to be submitted online.**

Bidders are requested to kindly visit our e-procurement website: <https://balmerlawrie.eproc.in> for the same.



3.9.0 **Selection & placement of offer:** A tenderer must have to quote for all the items/heads under this tender Balmer Lawrie & Co. Ltd. reserve the right to reject/accept all or any offer(s) without assigning any reason whatsoever. Purchase/work order will be placed on a single **technically & commercially qualified vendor**, whose total price of entire job **stands lowest**.

3.10.0 **Jurisdiction:** - All disputes are subject to Kolkata jurisdiction.

### **EARNEST MONEY DEPOSIT (EMD)**

All bidders must submit an interest free EMD of INR 5000 (rupees Five thousand only) by Pay Order / DD drawn on any schedule bank in India in favour of "BALMER LAWRIE & CO. LTD." and payable at Kolkata (Calcutta) or through online bank transfer in NEFT/ RTGS/IMPS mode., India. EMD of unsuccessful bidder(s) will be returned after finalization of the tender.

### **Provisions for Micro , Small and Medium Enterprises ( MSME) :**

- a) Qualification Criterion: MSME vendor must confirm that UAM No has been uploaded on CPPP website as required by Ministry's circular no F:No21(17) / 2016 dated 06.04.18 for qualifying to be considered as MSME vendor under this tender. The MSME registration to specify manufacturing / service of the tender item(s).
- b) Registered MSME vendors shall be exempted from need to furnish EMD, subject to their submission of registration details. Declaration of Udyog Aadhar Memorandum [UAM Number] number by the MSME vendors on Central Public Procurement Portal [CPPP] is mandatory to qualify for availing the benefits as per Public Procurement Policy for MSMEs.
- c) Preference for Price Quotation in tenders : Participating Micro and Small Enterprises quoting price within price band of L1+15%, will qualify to supply a portion of requirement by bringing down price to L1 price in a situation where L1 price is from someone other than a Micro and Small Enterprises. Such Micro and Small Enterprises shall be allowed to supply 25 per cent of total tendered quantity for the grade at the respective plants subject to operational viability as considered appropriate by tendering authority. It may be further noted that if more than one such duly qualified MSME bidder matches non-MSME L1 price, 25% of the tender quantity will be equally split between the L1 matching MSMEs. If more than one MSME bidder has quoted in afore-said price band, number of such bidders will be intimated by tenderer to MSME bidders when seeking their acceptance to match L1 bid."

**Note: As the required quantity for this tender is 2 sets 50% of the tender quantity will be split between the L1 matching MSME and L1 Bidder.**

3.11.0 **SECURITY DEPOSIT:** -The successful tenderer will be required to pay a sum of Rs. 15,000/- (Fifteen thousand only) as security Deposit with in 10 days of receipt of PO. The same will be returned after successful completion of Project. However EMD amount may be adjusted against SD

### **3.12.0 Payment terms:**

#### **(A) Supply: -**

(I) 90 % after completion of supply, installation & testing of the unit within 30 days against submission of invoice along with approved challan, test certificate/ report, as build drawing and other necessary documents.

(ii) Balance 10 % of supply value shall be kept as retention money & will be released after completion of guarantee period without any interest or will be released against submission of performance bank guarantee of equivalent amount.

#### **(B) Service (installation & Commissioning): -**

(i) 100 % of PO value within 30 days from the date of successful commissioning and

(ii) EMD amount: total EMD i.e. SD of successful bidder will be released after successful commissioning within 30 days.

3.13.0 **Performance Bank Guarantee (PBG):** - For an amount of 10% of the Supply value of PO shall be submitted as PBG. PBG shall be furnished in specified format and shall be valid for the guarantee period.



- 3.14.0 **Guarantee Period:** - Vendor shall guarantee against any and all defects in design, workmanship, materials and performance for a period of **twelve (12) months from the date of commissioning of equipments**. If any defects develop during the guarantee period, it shall be remedied promptly free of charge by the 'vendor' and all expenses for transportation of goods necessitated for such repairs or replacement shall be borne by the vendor.
- 3.15.0 **After sales service:** - Bidder shall have to specify the contact details of local service person to provide after sales service facility for system at our.
- 3.16.0 **Liquidated damages:** -Vendor shall be liable to pay liquidated damages for the following:
- 3.16.1 Failure to complete the required supply/job as per PO and handing over to BL within the scheduled period. In such case, vendor shall be liable to pay liquidated damages @ 0.5% of job contract value per week or part thereof subject to a maximum of 5.0%.
- 3.16.2 If any damage is caused to the property and/or machinery (including its any part) of BL, directly and/or indirectly incidental to and connected with the execution of the work, the loss shall be assessed by BL and vendor shall be liable to indemnify the value of such damaged property and/or machinery.
- 3.16.3 **Job site, working days & hours:** - All work required to be carried at BL's site shall be done only during working days between 8:30 am. To 5:00 pm (timing may be relaxed if required). The job site will be provided by BL after two months from date of issue of LOI/PO to the successful vendor for the job.

**3.16.4 Offers & Enclosures:** The design, data and detailed drawing, submitted by the all the tenderer, along with their respective offer(s) will be non-returnable and shall be the property of BL, even in the case of unsuccessful bidders. However BL shall maintain the confidentiality for the submitted documents.

## **4.0.0 Care of works, Insurance and Safety**

- 4.1.0 Proper care shall be taken during transport, erection, commissioning and testing of the equipment to avoid damage to equipment, properties and injury to persons.
- 4.2.0 The supply material shall be dispatched to the site duly packed (if required) with instructions. The material shall be delivered in good condition, necessary scaffolding, lifting tools and tackles to be used for loading, unloading and shifting of heavy equipments and material shall be provided by the contractor.
- 4.3.0 Contractor shall remove all wreckage, rubbish etc from site and stack the wastage at the space allotted for the purpose. On completion of the work, the contractor will keep the space clean and fit for occupation to the satisfaction of the company and demolish store, remove all debris, waste and useless material /created by them. In case the contractor does not maintain good housekeeping, the company has the right to get the work done and debit the cost to the contractor.
- 4.4.0 The **contractor shall cover** the following insurance till the complete job is handed over.
- 4.4.1 All persons employed by the contractor and subcontractor against accident, injury & death.
- 4.4.2 All material and entire installation against loss or damage during transit, installation till handing over to BL.
- 4.4.3 Vendor shall comply with all procedural requirements as defined in the insurance policy to ensure that it is valid till the successful commissioning or handing over of job to BL whichever is later.
- 4.4.4 Proper safety precautions and measures to be taken care of on the principle of **Safety come first** during the entire contract period. The **contractor shall be bound to bear** any claim or compensation for the accidents, injury and death arising out of negligence on their part to ensure such safety measures including the expenditure for defense legal proceedings.



- 4.5.0 Care shall be taken to provide and maintain the following **safety measures and statutory safety rules** and act in force **by contractor**
- 4.6.0 Ladders and scaffoldings shall be provided for the work that cannot be done from the ground. Portable single ladders shall not be more than 8 meters. Additional labor should be provided for folding the ladders. Over hung platforms and platforms provided for the ladders and scaffoldings shall be of minimum 300 mm wide and shall be with rising of minimum 1000 mm high.
- 4.7.0 **Safety belts, helmets & goggles** to be provided by the contractor to all the workmen.
- 4.8.0 Fabrication and welding gangs should be provided with gloves, protection-goggles, welding helmet etc.
- 4.9.0 Hoisting machines and tackles including their attachments, anchorage and supports of adequate capacity should be used for handling heavy equipments.
- 4.10.0 Workmen engaged in electrical work should be provided with gloves, and footwear's of adequate insulation value.
- 4.11.0 Workmen engaged in toxic chemicals, paints etc should be provided with gumboots, gloves, goggles, masks and other protective attachment depending upon the depth of expected hazard.



**Balmer Lawrie & Co. Ltd.**

**(G & L- Kolkata)**

**(A government of India Enterprise)**

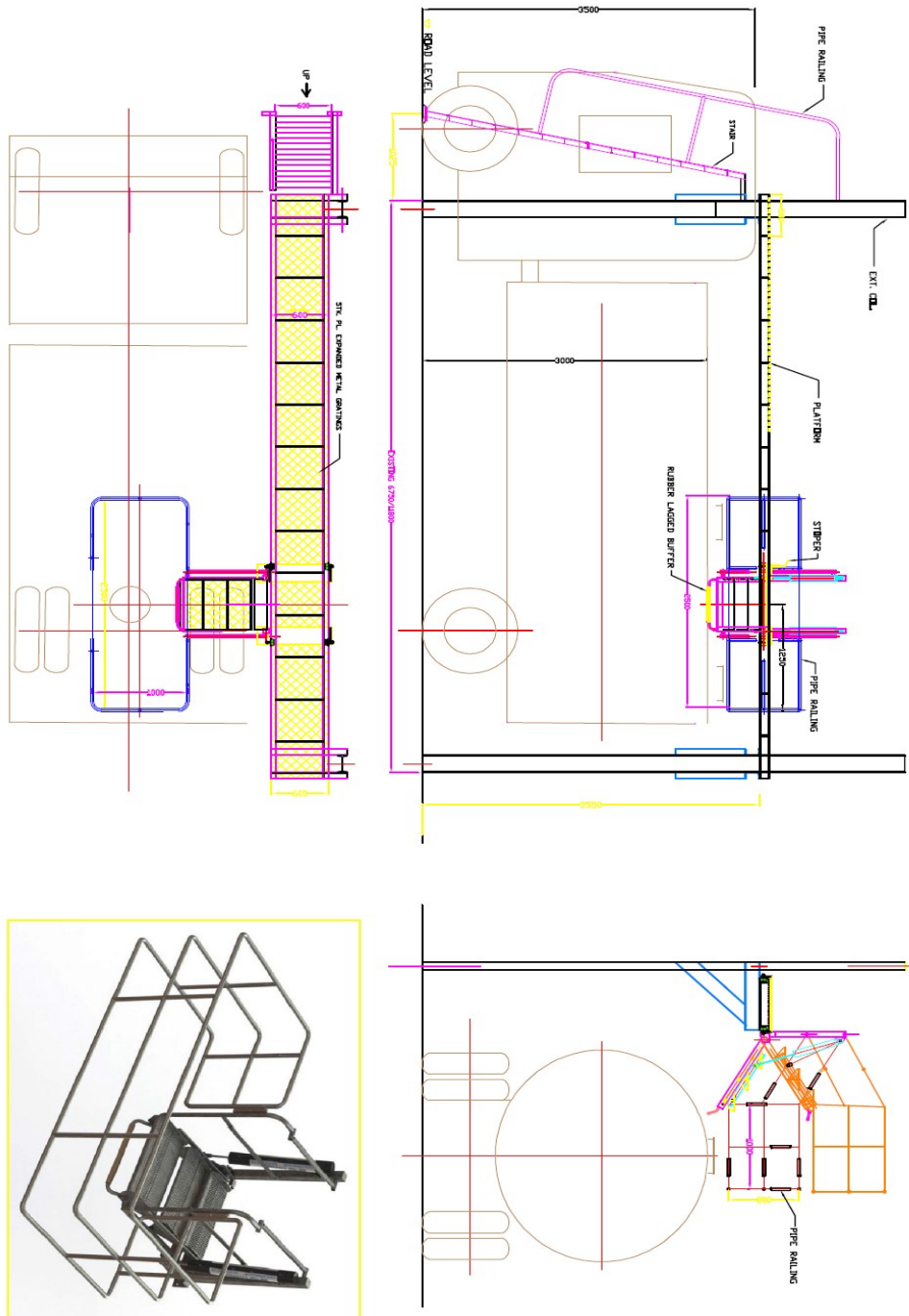
**P-43, Hide Road Extension, Kolkata-700 088.**

**Phone- (033) 24500124, Fax- (033) 2439 2277, E-mail Srinivas.pcs@balmerlawrie.com**

Company Name.....offer No.....Date.....

**5.00 Design drawing:** for tender Purpose

**5.2.0 The Gantry should be modified as per the below drawing & scope as in price schedule:**



Signature with  
official stamp





# Balmer Lawrie & Co. Ltd.

(G & L- Kolkata)

(A government of India Enterprise)

P-43, Hide Road Extension, Kolkata-700 088.

Phone- (033) 24500124, Fax- (033) 2439 2277, E-mail Srinivas.pcs@balmerlawrie.com

## 6.0.0 Price Schedule:

Company Name.....Offer No.....Date.....

6.1.0	Description of Supply [for detail ref. to GA drawing & tender]	Qty.	Unit	Unit rate	amount
6.1.1	Supply of structural material for Platform complete in all respect as per drawing.	3400	kg		
6.1.2	Supply of moving trolley with lock , Cage & Cage lifting arrangement with 2 set of pneumatic cylinder, FRL complete with Pu connector.	2	Set		
6.1.3	Supply of 1" MS ERW medium pipe for pneumatic air supply up to gantry, Make Tata/Jindal	200	Mtr		
6.1.4	<b>Sub total Basic (Supply)</b>				
6.1.5	Transportation Charges		LS		
6.1.6	GST on Basic + Transportation		% -		
6.1.7	<b>Grand total - Supply</b>				
6.2.1	Description of service [for detail ref. to GA drawing & tender]			Unit rate	amount
6.2.2	Fabrication and Erection of Platform complete in all respect as per drawing with above & old materials.	4000	kg		
6.2.3	Installation of moving trolley with lock , Cage & Cage lifting arrangement etc as supplied above	2	Set		
6.2.4	Fabrication and Lying of 1" MS ERW medium pipe for pneumatic air supply	200	Mtr		
6.2.5	Charges for Gas cutting, dismantling & shifting of unused parts of existing gantry .	2	LS		
6.2.6	Painting of gantry (1 coat primer+ 2 coat Al paint ) with material & Pneumatic pipe (1 coat primer+ 2 coat oil paint )	2	Set		
6.2.7	<b>Sub total of Service value</b>				
6.2.8	GST		% -		
6.2.9	Total Service Value ( Basic + GST)				
6.2.10	<b>Total project cost committed (Sum of Supply : 6.1.7 + Service 6.2.9)</b>				

Contact Person:

Contact No :

Signature with official stamp





## **7.0 Conditions for Online Bid Submission**

### **7.1 Procedure For Bid Submission**

The bidder shall submit his response through bid submission to the tender on eProcurement platform at <https://balmerlawrie.eproc.in> by following the procedure given below. The bidder would be required to register on the eProcurement market place <https://balmerlawrie.eproc.in> and submit their bids online. No offline bids shall be entertained by the Tender Inviting Authority. The bidders shall submit their eligibility and qualification documents, Technical bid, Financial bid etc., in the standard formats prescribed in the Tender documents, displayed in eProcurement web site. The bidders shall upload the scanned copies of all the relevant certificates, documents etc., in support of their eligibility criteria/technical bids in the eProcurement web site. However, **bulky documents need not be scanned and uploaded but physical copy of the same should be sent to the Tender Inviting Authority office before the tender opening date.** The bidder shall sign on the statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity.

### **7.2. Registration with eProcurement platform:**

For registration and online bid submission bidders may contact HELP DESK of M/s **C1 India Pvt., Ltd.**, or they can register themselves online by logging in to the website <https://balmerlawrie.govtprocurement.com>

### **7.3. Digital Certificate authentication:**

The bidder shall authenticate the bid with his Digital Certificate for submitting the bid electronically on eProcurement platform and the bids not authenticated by digital certificate of the bidder will not be accepted on the eProcurement platform. All the bidders who do not have Digital Certificates need to obtain Digital Certificate. They may contact Help Desk of C1 India Pvt Ltd.

### **7.4. Submission of Hard copies:**

After submission of bid online, the bidders are requested to submit the hard copies/documents either in person or through courier or by post and the receipt of the same within the stipulated time shall be the responsibility of bidder. BL shall not take any responsibility for any delay or non-receipt of said documents. If any of the documents furnished by the bidder is found to be false / fabricated, the bidder is liable for black listing, may be leading to cancellation of work and criminal prosecution.

The bidder is requested to get a confirmed acknowledgement from the Tender Inviting Authority as proof of submission of hardcopies.

### **7.5. Corrigendum to tender:**

The bidder has to keep track of any changes by viewing the addendum / Corrigendum's issued by the Tender Inviting Authority on time-to-time basis in the E-Procurement platform. The Company calling for tenders shall not be responsible for any claims/problems arising out of this.

### **7.6. Bid Submission Acknowledgement:**

The user should complete all the processes and steps required for bid submission. The successful bid submission can be ascertained once acknowledgement is given by the system through bid submission number after completing all the processes and steps. Tender Inviting Authority and C1 India Pvt. Ltd. will not be responsible for incomplete bid submission by users. Users may also note that the incomplete bids will not be saved by the system and are not available for the Tender Inviting Authority for processing.

Before uploading scanned documents, the bidders shall sign on all the statements, documents, certificates uploaded by him, owning responsibility for their correctness / authenticity.

### **8.00 Disclaimer Clause:**

Neither the Company (Balmer Lawrie & Co. Ltd.) nor the service provider (C1 India Pvt. Ltd.) is responsible for any failure of submission of bids due to failure of internet or other connectivity problems or reasons thereof.



**HSE Requirements BY CONTRACTORS**

(To be a part of contract document)

**1.0 Housekeeping**

Contractors shall ensure that their work area is kept clean tidy and free from debris. The work areas must be cleaned on a daily basis. Any disposal of waste shall be done by the Contractor.

All equipment, materials and vehicles shall be stored in an orderly manner. Access to emergency equipment, exits, telephones, safety showers, eye washes, fire extinguishers, pull boxes, fire hoses, etc. shall not be blocked or disturbed.

**2.0 Confined Space**

Before commencing Work in a confined space the Contractor must obtain from BL a Permit to Work, the Permit to Work will define the requirements to be followed.

As minimum Contractors must ensure the following:

- i. Confined spaces are kept identified and marked by a sign near the entrance(s).
- ii. Adequate ventilation is provided
- iii. Adequate emergency provisions are in place
- iv. Appropriate air monitoring is performed to ensure oxygen is above 20%.
- v. Persons are provided with Confined Space training.
- vi. All necessary equipment and support personnel required to enter a Confined Space is provided.

**3.0 Tools, Equipment and Machinery**

The Contractor must ensure that all tools & equipment provided for use during the Work is:

- i. suitable for its intended use
- ii. safe for use, maintained in a safe condition and where necessary inspected to ensure this remains the case (any inspection must be carried out by a competent person and records shall be available);
- iii. Used only by people who have received adequate information, instruction and training to use the tool or equipment.
- iv. Provided with Earth leakage circuit breaker (ELCBs) at all times when using electric power cords. Use of electrical tape for temporary repairs is prohibited.

**4.0 Working at Height**

Any Work undertaken where there is a risk of fall and injury is considered to be working at height.

For any Contractor Personnel working at height, Contractors shall provide fall prevention whenever possible and fall protection only when fall prevention is not practicable. Before commencing Work in a height for more than 6 ft height, the **Contractor must obtain Permit to Work from BL**, the Permit to Work will define the requirements to be followed. Supervisor must be present at all point of time, to ensure no deviation occur during the course of work.

**Fall Prevention System**

Fall prevention systems (e.g. fixed guardrails, scaffolds, elevated work platforms) must provide protection for areas with open sides, including exposed floor openings.

**Fall Protection Systems**

Where fall protection systems are used then the Contractor must ensure the following is applied:

- i. Only approved full body harness and two shock-absorbing lanyards are used,



- ii. Prior establishment of a rescue plan for the immediate rescue of an employee in the event they experience a fall while using the system,
- iii. Anchorage points must be at waist level or higher; and capable of supporting at least the attached weight,
- iv. Lifeline systems must be approved by BL before use.
- v. Use of ISI marked industrial helmet at all point of time.
- vi. **Safety net must be fixed in the working zone for double layer protection.**

## 5.0 Scaffolding

All scaffolds shall subject to a documented inspection by a competent person and clearly marked prior to use. The footings or anchorage for scaffolds shall be sound, rigid and capable of carrying the maximum intended load without settling or displacement. All scaffolding materials should be of **MS tubular type.**

Guardrails and toe-boards shall be installed on all open sides and ends of scaffold platforms. Scaffolds shall be provided with an access ladder or equivalent safe access. Contractor Personnel shall not climb or work from scaffold handrails, mid-rails or brace members.

## 6.0 Stairways and Ladders

Ladders should only be used for light duty, short-term work or access in line with the below and the Site Requirements.

- i. Fabricated ladders are prohibited.
- ii. Ladders will be secured to keep them from shifting, slipping, being knocked or blown over.
- iii. Ladders will never be tied to facility services piping, conduits, or ventilation ducting.
- iv. Ladders will be lowered and securely stored at the end of each workday.
- v. Ladders shall be maintained free of oil, grease and other slipping hazards
- vi. Ladders will be visually inspected by a competent person and approved for use before being put into service. Each user shall inspect ladders visually before using.
- vii. Ladders with structural defects shall be tagged "Do Not Use," immediately taken out of service, and removed from the Site by the end of the day.

## 7.0 Roof Work/Access

Roof work and access to roofs must not be undertaken without prior authorization from BL.

## 8.0 Overhead Work

A secure exclusion zone shall be maintained by Contractor below overhead work to prevent access. It is forbidden to work beneath a suspended load.

## 9.0 Lifting Operations

### Cranes and Hoisting Equipment

Contractors shall operate and maintain cranes and hoisting equipment in accordance with manufacturers' specifications and legal requirements.

Only Contractor Personnel trained in the use of cranes and hoists are permitted to use them.

## 10.0 Lifting Equipment and Accessories

All lifting equipment / accessories e.g., slings, chains, webbing, chain blocks, winches, jacks etc shall be indicated with their safe working load have an identification number visible on the unit and be inspected and tested in accordance with legal requirements.

Damaged equipment / accessories and equipment shall be tagged "out of use" and immediately removed from Site.

## 11.0 Lockout Tag out ("LOTO")



Prior to performing work on machines or equipment, the Contractor shall ensure that it is familiar with LOTO and Permit to Work procedures and that all of its affected Contractor Personnel receive the necessary training.

## 12.0 Barricades

Floor openings, stairwells, platforms and walkways, and trenching where a person can fall any distance shall be adequately barricaded and where necessary, well lit. Where there is a risk of injury from a fall then rigid barriers must be used.

Barricades must also be used to prevent personnel entering an area where risk of injury is high e.g., during overhead work activity or electrical testing etc. Such barricading must provide clear visual warning.

## 13.0 Compressed Gas Cylinders

Gas cylinder shall be securely stored and transported, and identified and used in line with the local requirements. Hose lines shall be inspected and tested for leaks in line with local requirements. Flash Back arrestor to be used to prevent any explosion due to back fire.

## 14.0 Electrical Safety

Prior to undertaking any work on live electrical equipment the Contractor must obtain a Permit to Work from BL. Where ever possible live work should be avoided. Any control measures highlighted shall be implemented prior to work commencing.

The below measures will be taken :

- i. Work practices must protect against direct or indirect body contact by means of tools or materials and be suitable for work conditions and the exposed voltage level.
- ii. Energized panels will be closed after normal working hours and whenever they are unattended. Temporary wiring will be de-energized when not in use.
- iii. Only qualified electrical Contractor Personnel may enter substations and/or transformer and only after being specifically authorized by BL.
- iv. Distribution switch board must have ELCB .

## 15.0 Hot Works

A Permit to Work must be obtained from BL prior to any hot works (welding, grinding, open flame work). Suitable fire extinguishing equipment shall be immediately available. Objects to be welded, cut or heated shall be moved to a designated safe location, or, if they cannot be readily moved, all movable fire hazards in the vicinity shall be taken to a safe place. Personnel working around or below the hot works shall be protected from falling or flying objects.

Prior to the use of temporary propane or resistance heating devices approval must be obtained from BL.

## 16.0 Trenching, Excavating, Drilling and Concreting

A Permit to Work must be obtained from BL and all underground lines, equipment and electrical cables shall be identified and located prior to beginning the work. The Contractor shall assign a competent Contractor Personnel to all trenching and excavation work.



Safe means of access and egress shall be located in trench excavations. Daily inspections shall be conducted by a competent Contractor Personnel for evidence of a situation that could result in possible cave-ins, indications of failure of protective systems or other hazardous conditions.

Physical barriers shall be placed around or over trenches and excavations. Flashing light barriers shall be provided at night.

**17.0 Environmental Requirements**  
**Waste Management**

The Contractor is responsible to remove any waste generated by the work being done on the Site. The Contractor must dispose of the waste in line with the relevant local legislative requirements. The waste disposal route shall be documented and made available for BL to review at any time and may be subject to BL's prior approval.

Wastes (includes rinse from washing of equipment, PPE, tools, etc.) are not to be poured into sinks, drains, toilets, or storm sewers, or onto the ground. Solid or liquid wastes that are hazardous or regulated in any way are not to be disposed of in general site waste receptacles.

**Spills**

The Contractor is responsible for the provision of adequate spill kits/protection and the clean-up and disposal costs arising from such spills.

**18.0 Emissions**

The Contractor shall identify and quantify any emission sources associated with the Works. The control measures associated with these emission shall be subject to the approval of BL. Emissions include but are not limited to noise, dust, fumes, vapours.



**Balmer Lawrie & Co. Ltd.**

**(G & L- Kolkata)**

**(A government of India Enterprise)**

**P-43, Hide Road Extension, Kolkata-700 088.**

**Phone- (033) 24500124, Fax- (033) 2439 2277, E-mail [Srinivas.pcs@balmerlawrie.com](mailto:Srinivas.pcs@balmerlawrie.com)**

---