

Common points in Store management contract:

Scope includes

(i) Store operation manpower supply & management

(ii) FLTs supply, operation & management

(iii) Weighbridge operation & management

(i) Store operation manpower supply & management:

Description:

Manpower supply for stores Management to provide Supervisor, helper and sweeper.

Tentative Requirement of Manpower in contract on per day basis:-

Supervisor - 2 Persons

MH manpower(skilled/semiskilled/unskilled)- 11 Persons

Housekeeping manpower (Unskilled) - 2 Persons

Above is tentative qty and can change as per requirement from time to time as per job requiremnet or as decided by officer-in-charge.

Extra manpower may be required for any special task and in Shutdown, so contractor shall have to provide the same.

Category of manpower will be decided by officer-in-charge based upon qualification, experience, interview and working at ISRPL.

(ii) Forklift service:

Description:

Forklift with manpower supply for stores operation.

Requirement of Forklift in contract on per day basis:-

3 nos Forklift with diesel and Forklift Drivers

(iii) Wrighbridge operations:

Description:

Manpower supply for weighbridge operation .

Weighbridge operator - 2 Persons

(+1 Reliever in case of any of two will be on leave)

Contractor should made Gatepass of standby manpower in advance and have to provide replacement of manpower on leave in absence of replacement.

Common Points:

Contractor must have to provide PPE's as maintained in Service item, without PPE's, Manpower is not allowed to work inside ISRPL.

Contractor has to provide and following PPE 's.

1. Safety Shoe

2. Helmet

3. Nitrile Coated Nylon Cotton Safety Gloves

4. Safety Goggles

5. Uniform with contractor logo - Min 2 sets once in a year (Dangri or Pant,shirt as per job requirement confirmed from stores).(+ Jacket or windcheater for winters also)

There should be 1 month PPE's stock available in the stores to meet any contingency.

No loose clothing like T-shirt and Lower not allowed.

Manpower is allowed to work with appropriate PPE's only. So contractor have to ensure that work shouldn't stop due to PPE's issue.

Safety shoes should be given once in a year or whenever damaged not fit for use and should be of Brand like Liberty,Bata,Allen cooper or Jcb.

ALL Contractor employees should be vaccinated of corona vaccine and should be medically fit work they are assigned. Medical fitness certificate should be submitted once in a year without expiry of previous test date.

Contractor have to make attendance of daily manpower and get acknowledged from ISRPL stores staff.

Penalty Clause :

1.Contractor should made Gatepass of standby manpower in advance and have to provide replacement of manpower on leave in absence of replacement.

2.

2.1 Penalty for not providing manpower as per stores requirement:- In case of lack of manpower, if dept's works suffers then penalty will be imposed apart from absent deduction. It will be minimum of Rs. 100 per absent manday or as decided by officer-in-charge. If there is no improvement in shortage (or absence) then after every 3 days of regular absence of short supply this penalty will double the rate as mentioned above.

2.2 Penalty for FLT's breakdown:- It will be deducted on hourly breakdown time. Breakdown charges will be imposed on hourly basis and will be equal to OT hourly rates.

If there is no replacement of manpower/ FLT's then after every 3 days of regular breakdown penalty will double the rate as mentioned above .

3. Penalty for the any contractor member found without wearing defined PPE, uniform will be 1000/day.

4. Penalty for any Material/Machine loss due to due to lack of supervision/negligence/mishandling by contractor / supervisor/ manpower will be deducted from contractor's due payments or member- to be decided by Stores or management.

5. Contractor manpower should have to follow supervisor instructions. Misbehaving of Contractor manpower and contractor while working in ISRPL. Penalty value will be decided by Stores .

6. All queries/issues should be addressed and closed within 2 days from date of reporting .Non response will attract penalty as decided by stores.

Contractor have to comply all HR and Government norms updated with time.