





e-AUCTION CATALOGUE FOR

Online sale of Decommissioned Plant of Bharat Aluminum Company Limited (BALCO) at Korba, Chattisgarh.



CONDUCTED BY mjunction services limited



1. Online Auction of Decommissioned Plant of Bharat Aluminum Company Limited (BALCO) at Korba, Chattisgarh./NOV'14

Being sold on "AS IS WHERE IS & NO COMPLAINT BASIS"

Table - 1

Mandate Number:	VJ14293707					
Seller:	Bharat A	Bharat Aluminum Company Limited (BALCO)				
Online Event website:	www.metaljunction.com					
Date & Time:	<mark>17.12.1</mark> 4	17.12.14 - Online forward auction will commence at 12:30 PM				
Inspection Date & Time:		29.11.14 to 13.12.14 (Monday to Saturday only) with prior appointment with concerned person from				
			e date of visit. Inspection timings – <mark>9 am to 12 pm &</mark>			
1		4.30 pm				
Location of material:		luminium Company Limited Ico Nagar				
	Korba - 4	_				
	Chhattis					
Pre Bid Security:	_		f Rs. 3,00,000,00 (Rupees Three Crore Only) in the form			
		-	No other mode of payment allowed for Pre Bid			
	Security)				
		Beneficiary Name	MJUNCTION SERVICES LIMITED			
		Beneficiary Account Number	00140310003480			
		IFSC Code	HDFC0000014			
		Bene Bank Name	HDFC BANK LTD			
		Bene Bank Branch Name	SARAT BOSE ROAD			
Buyer Fee:	1. 0.5%	6 of the Total Sales Value (excluding ta	exes & duties) will be charged by mjunction services			
	limit	ted.				
	2. This	is over & above the 100% payment to $$	be made to BALCO.			
	3. This	is only applicable to the H1 buyer on $\boldsymbol{\rho}$	orice approval.			
Caution Monay	1. Rs. 3	20 lake to be deposited to MULINICTION	I SERVICES LIMITED by RTGS in the Account mentioned			
Caution Money:		ve. This is over & above the Pre Bid Sec	·			
		is to be submitted along with Pre Bid S				
		Caution Money will be adjusted agains				
			•			
	4. In case the Buyer Fee exceeds the Caution Money amount, the buyer needs to deposit additional amount to mjunction. This is to be paid to MJ at the same time that the instalment is deposited to BALCO. Likewise if the Buyer Fee is less than Caution Money,					
balance amount will be refunded to the Buyer by MJ after the successful completion						
(full lifting is completed).						
(ruii iliting is completed).						
	<u>l</u>					



Contact Details:		
	mjunction services ltd:	
	Inspection & any query :	Mr.Suvasis Paul: 09163348064; suvasis.paul@mjunction.in Mr.Gaurav Das: 08584008249; gaurav.das@mjunction.in Mr. Biswajit Banerjee: 08584008276; biswajit.banerjee@mjunction.in Mr.Jamsheed Daver: 09163348136; jamsheed.daver@mjunction.in
	Auction Room No's:	(033)66031760-72 (13 lines) (033)44091760-72 (13 lines)

<u>2.MATERIAL DETAILS:</u> The entire plant will be sold in a single lot. A single winner will emerge based on Total Lot Value. There are 3 categories of material in the lot as shown in the table below:

Table - 2

Category No.	MATERIAL	Estimated QTY	UOM	VAT/ CST	TCS
BALCO- KORBA/1	All the mechanical equipment including supporting structure & shed, pipelines, conveyors, Control & Instrumentation items of the decommissioned unit	26,000	MT	5%	1%
BALCO- KORBA/2	Electrical Items like transformers , motors, cables ,panels etc. & GI sheets/PVC/HDPE items/Cooling Tower, Wood, Asbestos Sheets	1	LOT	5%	1%
BALCO- KORBA/3	RCC structures including the Rebar material	1	LOT	5%	1%

Note:

- 1 Taxes and duties will be charged at the rates prevailing at the time of invoicing. Taxes & duties shown in the table above are to be paid over & above the prices quoted in the auction.
- 2 For inter-state customers, concessional CST @ 2% will be charged if the customer separately submits differential CST deposit of 3% on or before the due date of first instalment payment. This is to be submitted directly to BALCO. The same will be refunded after receiving complete endorsed C form from the customer.



3.List of items/material not in Scope of Sale:

The following items are not part of the sale. The winning customer will not be allowed to dismantle/ lift these items:

Table - 3

1.	Engineering Building
2.	Production Building
3.	Central work shop
4.	Electrical repair shop
5.	Instrumentation repair shop
6.	Alumina stores
7.	Area sub-station no-1
8.	Shop sub-station no-1
9.	Shop sub-station no-7
10.	Weigh bridges- 3 nos
11.	Loco Shed along with traffic control room
12.	Railway tracks
13.	RCC/PCC floors of ground level
14.	Underground waterlines and sewage lines
15.	Open drain channels and RCC tanks (below ground)

Special Terms & Conditions

Onsite Inspection:

4.

- i. Inspection will only be permitted by giving prior notification to the value_junction team at least 2 days before the date of visit.

 Refer to the Expression of Interest document for inspection appended below.
- ii. Buyers are required to submit the duly filled in EOI (next page) & the balance sheet of the previous financial year before visiting
- iii. Customers visiting the site are required to carry the following 2 items with them:
 - 1. Photo identity proof of each visitor.
 - 2. Company letterhead.



Address of the plant: Bharat Aluminium Company Limited P.O.: Balco Nagar Korba - 495 684 Chhattisgarh

EXPRESSION OF INTEREST FOR INSPECTION (To be printed on company letter head)

To
The Manager
valuejunction
mjunction services limited
Godrej Waterside Building Tower 1
Sec-v, Salt Lake
Kolkata – 700091

Dear Sir

REF.: Sale of Decommissioned Plant of Bharat Aluminum Company Limited (BALCO) at Korba, Chattisgarh

Dear on,	
As we are interested to participat we want to visit the site for detail	e in the upcoming online auction of BALCO Plant at Korba, Chattisgarh
We are aware that the site visit is	to be done only on working days only i.e. Monday to Saturday from
09:00 AM to 05:30 PM.	
We agree to follow all the safety n	orms of BALCO inside the Korba plant during inspection.
•	
-	ection by our company at the site is to be completed by us within a
maximum of two days.	
We are hereby submitting the last	t year's Balance Sheet of our company and Company PAN Card copy to
"mjunction services limited" pr	
•	
We are providing the details of th	e personnel who will be visiting the site on behalf of our company and
submitting their official photo ide	ntity proof.
(A) Name of the Company	:
Address	·
Address	:
(B) Name of the Contact Person	
Address	:
(C) Contact Telephone Nos.	:
(D) Mobile No	
(D) Mobile No.	:
(E) FAX No.	:



(F) E-Mail	:		
(G) Company PAN No.	:	-	
I / WE CONFIRM THAT I / WE AR OFFER.	RE AWARE ABOUT THE T&C	FOR INSPECTION AND THE	ITEMS ON
The Name & Detail of Persons wh	o will be visiting the site:		
1. 2. 3. 4.			
Yours faithfully for M/S			
Signature of authorised person			
With company seal	Place:	Date:	
Note : This document is to be scar documents to be submitted.	nned & sent to the following	gemail addresses along with	the other
 suvasis.paul@mjunction.in jamsheed.daver@mjunction.in gaurav.das@mjunction.in 			



5. Requirements of participation in online auction:

- 5.1 <u>Registration</u>: Before participation in the e-Auction, a prospective bidder shall be required to get registered with mjunction services limited. For details visit **www.metaljunction.com** OR get in touch with the concerned person from mjunction.
- 5.2 <u>Documentation</u>: The following documents need to be submitted by the bidder interested for participating in the e-Sale to mjunction services limited prior to the date of the e-Sale:
- Letter of Interest duly signed and stamped by bidder (attached with this catalogue).
- Each page of this catalogue to be signed and stamped by the buyer and to be submitted to Mjunction Services Limited in hard copy & soft copy.
- New bidders (not registered with mjunction) are requested to submit notarized copies of their SOI's & supporting documents before participating in the eAuction.

<u>Pre Bid Security Deposit</u>: Non-Interest bearing security deposit of Rs. 3,00,000,00 (Rupees Three Crores Only) in the form of RTGS to "MJUNCTION SERVICES LIMITED" No other mode of payment for deposit of pre bid security is allowed.

Caution Money Deposit: Non Interest bearing deposit of Rs. 30,00,000 (Thirty Lakh Only) in the form of RTGS to "MJUNCTION SERVICES LIMITED"_No other mode of payment for deposit of caution money is allowed.

Table – 4

Beneficiary Name	MJUNCTION SERVICES LIMITED
Beneficiary Account Number	00140310003480
IFSC Code	HDFC0000014
Bene Bank Name	HDFC BANK LTD
Bene Bank Branch Name	SARAT BOSE ROAD

Qualification Criterion of the buyers:

- 1. The buyer must submit an experience certificate of dismantling a plant/equipment of minimum value of INR 25 crores or quantity of 15,000 MT in the last 5 years in a single project. Invoice copy/completion certificate or any other valid document will be accepted. The document proof needs to be submitted along with Pre Bid deposit prior to auction date.
- 2. Deposit of pre bid security of INR 3 Crores prior to auction date.
- 3. Deposit of Caution Money of INR 30 lakh prior to auction date

Last Date for submission of Pre Bid Security Deposit & Caution Money & all supporting Documents: 15.12.2014 by 4 pm



6.0nline bidding process:

- I. The entire plant will be auctioned in a single lot. A single buyer will emerge as H1 for the entire plant.
- II. The plant is divided into 3 categories as shown in the material list above.
- H-||||. ___Alumina Powder to be filled in Jumbo-bags and handed over to BALCO. Supply of the bags is under bidder's scope.
- III.IV. Coal to be shifted to other location inside the plant as per instructions of EIC.
- Red-mud, Glass-wool of insulation, civil-debris, Refractory bricks/ lining debris, Garbage etc. will be treated as no value item
- ₩.VI. ___An estimated quantity has been provided against each category
- WH.VII. Bidding customers need to place their quote in all 3 categories of material. For Category (i) quotes are to be placed in Rs/Mt and for Category (ii) & (iii) in Rs/Lot basis.
- The system will decide the H1 on the basis of **TOTAL LOT VALUE**.
- - IX.X. An 'English No Ties' forward auction will be conducted.
 - X.XI. If the actual tonnage exceeds the estimated tonnage (26,000 MT) during dispatch, the H1 buyer will need to make the extra payment before he can lift the material. In case of shortfall of material against the estimated quantity (26,000 MT) ,refund will be made to H1 buyer.
- XI.XII. Prices are to be quoted ex-location exclusive of taxes & duties.
 - XIII. Bid Validity: Bid shall be valid for Three (3) days from the date of e-sale.

7. Payment & Lifting Terms:

- i. <u>Pre Bid (Security Deposit):</u> Rs. 3 Cr to be submitted for participating in the auction. MJ will transferred the Pre Bid Security deposit of H1 to BALCO within 3 working days from receiving price approval.
- ii. <u>Caution Money Deposit:</u> Rs. 30 lakh to be submitted for participating in the auction. This will be adjusted with the Buyer Fee.
- iii. <u>Material Value payment:</u> The full payment along with taxes and duties is to be made in four equal instalments as shown in the table (Payment & Lifting Schedule) Table 6.
- iv. <u>Dismantling: The dismantling & lifting of material is to be commenced only after the following jobs have been completed:</u>

 1.Construction of Road and Erection of Gate with compound wall. (The detailed scope of work is enlisted in the table below).
- v. <u>Site clearance:</u> The material will have to be removed on 'AS IS WHERE IS & NO COMPLAINT BASIS' at the buyer's own cost & expenses. The buyer would have to arrange for all the equipments as may be needed for dismantling and transportation. All the safety norms of BALCO as stated in this document only under Safety clauses will have to be strictly followed while the dismantling & lifting activity is underway.
- vi. The buyer must clearly understand that mjunction services limited/BALCO does not guarantee the correctness or accuracy of any description printed, read out or verbally declared. The customer must satisfy themselves on all aspects pertaining to the nature, quantity, quality, other technical specifications, taxes-duties and legalities prior to bidding in the e-auction. No complaint, whatsoever, would be entertained after the submission of the online bid.
- vii. After the submission of bid(s) by the Buyer, a presumption would be drawn that the buyer has inspected the material and has satisfied himself fully about the nature, quantity, quality, other technical specifications, taxes-duties and legalities prior to the e-auction. No complaint, whatsoever, on the points referred above or any other points with regard to material would be entertained after the submission of the bid.



- viii. The submission of the pre-bid security along with the sign & stamped catalogue shall confirm the acceptance of the terms and conditions of the auction in full and totality.
- ix. No subletting of the contract shall be permitted by mjunction services limited/BALCO. If it comes to the knowledge of mjunction services limited/BALCO that subletting has taken place, then mjunction services limited/BALCO shall be free to cancel the contract and forfeit all amounts of the purchaser available with mjunction services limited/BALCO.
- x. If the successful bidder/purchaser who is awarded contract fails to make the full payment or fails to lift the materials in full within the stipulated period, then BALCO / mjunction services limited reserves the right to for_close/cancel the contract, and in such an event, the entire amount available with mjunction services limited/BALCO, under any account head, shall be forfeited.
- xi. It will be at the sole discretion of BALCO to accept or cancel the BID placed in the online auction without assigning any reason. The contract shall be treated as having been entered into as soon as a Letter of Acceptance / Sale Order is issued to the successful bidder.
- **xii.** The contract shall be deemed to be completed as soon as the entire area is cleared by the buyer and when the BALCO issue the completion certificate to the successful buyer.
- **xiii.** The buyer has to demolish and remove the / foundations / buildings and level the ground as per the scope of work mentioned in this document.
- **xiv.** All civil installations needs to be dismantled up to -0.05 M (50 mm) below ground level and the exposed rebar's should cut and plugged with cement mortar (1:3).
- **xv.** Dismantling of underground pipelines and tunnels included in scope.
- **xvi.** Dismantling of underground sewage lines, Industrial water lines, Fire extinguisher pipelines and drinking water pipelines excluded from Scope.
- **xvii.** Scrap sheets to be disposed out of plant boundary. The same should be loaded in presence of BALCO's security/ representative.

8. Scope of Work of Buyer: Part A

SI no	Item Description	Category	Approx. Quantity	Remarks
1	Dismantling of all Mechanical items, structural items, C&I Items, Conveyor belts, pipelines	Non- hazardous	26,000 MT	This includes dismantling, stacking & lifting.
2	Dismantling/Demolishing of all civil- installations upto 50 mm below ground level with Rebars. This includes PCC, RCC, brick work etc.	Non - hazardous	22,000 Cu Meter	a) This includes Dismantling/ demolishing of Auxiliary units, Chimney's, SILO'S. b) Bidder has to arrange for disposal of debris out of plant premises. He has to arrange vehicles for shifting of debris out of plant premises. Disposal yard will be provided by BALCO. Necessary permissions to be arranged by customer but full support in getting the permission will be given by BALCO.
3	Dismantling of wooden cooling towers .	ling Non- hazardous 6 no's		 a) This includes dismantling of mechanical equipment's, pipelines, sheets, wooden planks etc. of cooling tower and Disposal of mud of tower pit out of plant premises. b) Bidder has to arrange vehicles for disposal of mud of tower pit out of plant premises(10-15 km). Land/Pond for disposal of same will be provided by BALCO. Necessary permissions to be arranged by customer but full support in getting the permission will be given by



ı			I		BALCO.
					BALCO.
	4	Dismantling of all kind of roof/wall Sheeting -(This includes GI/ asbestos sheets).	Non - hazardous	40,000 Sq. M	 a) Breaking/Dismantling of asbestos sheets depends on condition of Sheets and bidder has to take approval of EIC before start of work. b) Bidder has to arrange vehicles for disposal of sheet scrap out of plant premises BALCO will provide permissible disposal yard. Necessary permissions to be arranged by buyer but full support in getting the permission will be given by BALCO
	5	Dismantling of Insulation.	Hazardous	50,000 Sq. M	This includes dismantling, segregation, staking of useful material and disposal of Glass wool out of plant boundary (10-15 km. Permissible Disposal yard will be provided by BALCO. Necessary permissions to be arranged by buyer but full support in getting the permission will be given by BALCO.
	6	Recovery and disposal of Red Mud/ Hydrate scales/Debris by descaling from various equipment's/Pipelines/tanks/drains of Alumina plant.	Hazardous	40,000 MT	The chemical scales to be recovered from all units of Alumina Plant and disposal of same out of plant premises(10-15 km). Permissible Disposal yard will be provided by BALCO. Necessary permissions to be arranged by buyer but full support in getting the permission will be given by BALCO
	7	Recovery of Alumina powder from various equipment's by descaling, bagging and stacking.	Hazardous	10,000 MT	a) Alumina powder to be recovered from all units of alumina plant. For e.g., Precipitators, tanks, Pumps, Kilns, SILO etc. and the same to be filled in Jumbo bags and handover to BALCO. b) Supply of Bags is under Bidders scope. Bidder to arrange for transportation of the same to a location inside the plant specified by EIC.
	8	Recovery of coal from different equipment's of Steam plant.	Non - hazardous	250 MT	Bidder to arrange vehicles and manpower for shifting of the same to other location inside the plant as specified by EIC.
	9	Recovery and disposal of refractory lining of Boilers, Chimneys, Kiln's, Coolers etc. of steam plant & Calcination area.	Non- Hazardous	1700 MT	Bidder has to arrange vehicles for disposal of refractory scrap out of plant premises. Disposal yard will be provided by BALCO. Necessary permissions to be arranged by buyer but full support in getting the permission will be given by BALCO.
	10	Dismantling of Belt Conveyors.	Non - hazardous	3,000 M	The belts to be rolled in Cylindrical form .



11	Dismantling of PVC pipe lines along with valves (3" to 6" NB)	Non- Hazardous	3000 M	
12	Dismantling of HDPE tanks	Non- Hazardous	5 nos.	
13	Dismantling of C&I instruments.	Non – hazardous	2000 no's	
14	Dismantling of LT transformers of maximum 1500 kVA rating	Hazardous	LOT	
15	Dismantling of lighting poles and fittings	Non - hazardous	LOT	
16	Dismantling of HT & LT Aluminium/Copper cable of various sizes.	Non - hazardous	LOT	
17	Dismantling of all kind of HT/LT panels, MCCs, electrical fittings like,lights,fans,switches,Switch boards etc.	Non - hazardous	LOT	
19	Construction of special material gate with supporting wall and temporary road for smooth movement of vehicles for disposal of materials outside the plant.	Non - hazardous		Construction of special material gate and temporary road for smooth movement of vehicles for disposal of materials outside the plant. This is to be constructed within 20 days from receiving price approval. Details of road & gate below.
а	Dismantling, shifting and erection of old gate after construction of compound wall and f RCC pillars.		1 no.	
b	Construction of temporary Road		50 Mtrs	Construction of 7 m wide road includes Excavation as per gradient,230 mm thick boulder soling and 150 mm PCC work .

Part B: Continuation of Scope of Work:

The H1 buyer is to prepare & submit a SOP (Standard Operating Procedure document) to BALCO prior to start of the work. The contents of this document have been enlisted in the detailed scope of work below:

01.01 General

The integrated Aluminium Complex of Bharat Aluminium Company Limited (BALCO) is situated at Korba in the State of Chhattisgarh, India. The Alumina refinery plant of capacity of 0.2 million TPA of Alumina per year, which needs to be dismantled/demolished under this scope of contract.



01.04 Construction Power, Water and Air

Construction power shall be supplied by BALCO. Water arrangement shall be the sole responsibility of the Contractor. Also, compressed air (wherever is required), hoses etc. whatever will be required, shall be in Contractor's scope of supply/service. Construction of site office, deployment of Security and all other miscellaneous facilities as required by the contractor to carry out the work shall have to be arranged by the contractor at his own cost.

01.05 <u>Tender Drawings</u>

The drawings which will be shared with the H1 buyer only are for tendering purpose only. Bidder to note that these drawings are based on the tentative layout of area to be dismantled together with the shed, tanks etc. and true to its maximum possible extent and are for reference purpose only.

02.00 SPECIAL INSTRUCTIONS TO BIDDER

- 02.01 General
- 02.01.03 The terms "Scope of Work & Services" referred herein shall cover the entire scope of the proposal, which includes supply of items, equipment, machineries, labour and services including successful & safe dismantling/ demolishing (as per agreed guideline with the owner) with proper stacking of all the items, equipments, structures, pipelines etc. as & when directed.
- O2.04.02 The H1 bidder must clearly indicate the name of the manufacturer, the type or model of each principal item or equipment proposed to be used. The tender should also contain the extent of safety measures involved, major dismantling of equipment & the method will be opted for etc.
- 02.04.03 Above information shall be provided by the H1 bidder in the form of SOP (Standard Operating Procedure) document, which is to be submitted to the concerned official of BALCO & procure necessary approval on the document before the start of dismantling work.

02.06 <u>Maintenance Tools & Tackles</u>

02.06.01 The SOP doc shall include all special tools & tackles, Machineries, Cranes, Dozers, Trucks, Fork lifters, Power/Jack hammers, etc. required for the said dismantling/ excavation/ demolition. The Bidder shall indicate all the above items in the proposal sheets in the form of a schedule giving therein the description and the quantity of each item.

03.00 SPECIAL CONDITIONS OF CONTRACT

- O3.01.01 The Bidder shall include in their scope the requirement of all resins, lubricants and all other consumables and also competent maintenance team for the smooth & uninterrupted operation of their supplied equipment, machineries to be used for the said job.
- O3.01.03 The Bidder shall submit a Time Bar chart along with the SOP document indicating the duration and completion schedule of major activities such as site mobilisation, start of excavation, dismantling of structures, buildings, tanks, shops etc., schedule of dismantling etc., safety measures to be taken in dismantling the structures shops / handling caustic soda etc. without which the tender will not be considered.
- 03.01.06 It is suggested that the Bidder shall get himself fully acquainted with the site conditions and the nature of work to be carried out before submitting their quotation.



- 03.01.07 Successful Bidder has to work in close cooperation with other agencies/contractors working at the site.
- 03.01.08 The bidder should submit details of their experience for similar jobs along with backup documents.

03.02 <u>Standards/Statutory Rules and Regulations</u>

03.02.01 All equipment / machineries used shall be in conformity with codes and standards as applicable and nationally/internationally acceptable for the type of jobs to be executed.

03.02.02 All equipment as may be necessary shall conform to the provision of statutory and other regulations in force, such as Indian Explosive Act, Indian Factories Act, Indian Petroleum Act.

03.02.03 All electrical equipment supplied shall comply with the latest revision of Indian Electricity Rules and within the statutory requirement of the Government of India and State Government as regards safety, earthing and other provisions specified therein for installation and operation of electrical equipment.

03.03 Custody

03.03.01 Where the Bidder is to demolish/ excavate/ dismantle the pipelines/ equipments/ structures, buildings etc., as & when it is necessary as per the instructions of EIC, the Bidder shall assume custody of all plant, machinery, materials, tools, tackles and equipment upon arrival at the plant site, and remain responsible thereafter until the job is accepted and taken out as in terms of contract. So deployment of Security for the same is under contractor's scope.

04.00 MAIN AND AUXILIARY UNITS OF ALUMINA REFINERY

04.01 MAIN UNITS OF ALUMINA REFINERY

The Alumina Refinery consist of following main process sections:

- Bauxite yard, Crushing, Grinding, Evaporation, Salt separation and Cooling Tower sections.
- Slurry storage, Desilication, Preheating, Digestion and Slurry piston pump sections.
- Dilution, Settling & Washing, Red mud filtration and disposal, Caustisization, Security filtration and lime slacking sections.
- Caustic and Furnace oil storage, Aluminate liquor cooling, Spent liquor thickening, Hydrate filtration & precipitation.
- Calcination and raw material Area. This also includes Hydrate store.

04.02 AUXILIARY UNITS OF ALUMINA REFINERY

The Alumina Refinery Auxiliary units consist of following:

- Steam Plant (LP & HP),
- Compressor House,
- Wagon Tippler,
- Sub stations 11 nos(Transformers, Circuit breakers, Capacitor banks, Motors etc.)
- Alumina Godown,
- , admina Codow



05.00 SCOPE OF WORK AND SERVICES

05.01 Scope of work

05.01.01 The scope of work shall include complete dismantling/ demolishing (as instructed by the owner)/ breaking/ excavating/ /area grading /shifting/ stacking all units of the plant that includes machines, equipments (electrical, instruments & mechanical), structures, civil foundations (as may be required for removal of equipments/structures), steel storage silos, RCC/steel chimneys & SILO'S, steel tanks, conveyors, conveyors supporting structures, old wagon tippling / truck tippling equipment etc. within the specified boundary with proper safety measures taken and store/ stack all those things/ items/ material properly before being taken by the contractor or to dispose them as specified by owner EIC) to a defined (by the owner/ owner's representative) place inside (or outside) the BALCO plant premises after the weighment as mentioned in material category.

NOTE: No material will be allowed to be kept inside the plant for more than 10 days after dismantling/removal. Contractor has to make suitable arrangement for shifting/disposal of the same within this time frame, failing to do so, owner may, at its own discretion, take suitable measures to stop the dismantling/removal activity till such disposal has been affected.

05.01.02 The detailed scope of work and services of the contractor shall cover the following:

- 1. H1 Bidder should refer drawing file "BALCO layout 2010.08.08" GA of entire BALCO plant (Alumina plant is at the S-W corner of the GA drg.) for the locations of the Alumina plant and for the area wise details this file "Alumina plant Blocks only", can be referred. This drawing will be shared with the H1 buyer if auction prices are approved.
- 2. Bidder has to arrange all manpower, machineries, consumables, equipments, tools and tackles etc. required for the safe and timely execution of the job under the "Scope of work".
- 3. The sequence of excavation/ dismantling/ demolition etc. shall be submitted by the contractor in the SOP document before executing the job and job will be commenced after the same is jointly agreed by the owner.
- 4. Contractor has to submit Methodology for excavation/ dismantling/ demolition etc. against each job in the SOP document and get it rectified & approved by Owner's EIC & Safety-in-charge.
 - Clearing and grubbing of land in order to ensure levelled land free of any infringements is under contractor's scope. The same should be disposed out of plant boundary within lead of 6 km. The same will be loaded in presence of BALCO's security/ representative.
- 5. Contractor should also furnish the safety measures and the safety precautions to be adopted/ followed to execute the entire scope of work and get it rectified & approved by Owner's EIC & Safety-in-charge.
- 6. All civil installations needs to be dismantled up to -0.05 M (50 mm) below ground level.
- 7. Dismantling of underground pipelines and tunnels included in scope.
- 8. Dismantling of underground sewage lines, Industrial water lines, Fire extinguisher pipelines and drinking water pipelines excluded from Scope.
- 9. Scrap sheets to be disposed out of plant boundary. The same should be loaded in presence of BALCO's security/ representative.
- 10. Contractor must identify and evaluate all the hazardous chemicals involved/ used in the Alumina plant and should be equipped with all kinds of relevant safety measures to get rid of them/ to neutralize them (as & when necessary) and



dispose them off as directed by the owner without violating the BALCO/ state government HSE rules as applicable, for example:

- a) Red mud (slurry, cake) and hydrate scale with caustic soda:- As per Scope of Work Table shown in this catalogue document.
- b) Alumina: As per Scope of Work Table shown in this catalogue document.
- c) Process caustic soda (40% 98% concentrate approx.):- the main part will be emptied out by BALCO to the maximum extent possible, but the residual part at all places shall be collected safely by the contractor, transported and dump in the defined pit (needs to make) after neutralizing the same properly (or as per the direction of BALCO) within a radius of 10-15 km from the plant boundary. One neutralizing pit is available, the drainage network leading to this pit (if required, may needs to be cleaned before use by the contractor) can be used by the contractor. Acid required for neutralization shall be in the scope of supply of the contractor only. If contractor needs to demolish the neutralizing drainage network (as per Owner's instruction), they have to carry the residual caustic soda with all precautions in some drums/ containers (contractor's scope of supply) to neutralize the same at the existing pit or at the newly constructed pit abiding the BALCO HSE rules.
- d) Furnace oil sludge:– the main part of the tank was emptied out by the owner to the maximum extent possible, but the residual part in all places shall be collected safely by the contractor, filled in empty oil drums/ container (containers/drums is in scope of supply of the contractor) and should be taken by the contractor out of the plant after taking necessary precautions (or as directed by the owner) and abiding the BALCO HSE rules and hazardous waste & management rules.
- e) Gear-box oil/ lubrication oil/ transformer oil:— To be emptied out by the Contractor safely, filled in the container/ drums (Drums/containers is in contractor's scope of supply) & should be taken by the contractor out of the plant after taking necessary precautions (or as directed by the owner) and abiding the BALCO HSE rules and hazardous waste & management rules.
- f) Refractory lining of Steam plant and Calcination area: As per Scope of Work Table shown in this catalogue document.

The items mentioned above are to provide an idea to the contractor about the types of materials involved and needs to be dealt in this job. These are indicative only. Contractor shall evaluate and identify all the items, (whether mentioned here or not), furnish a concrete plan to handle them.

11. Cable locater is necessary to locate underground Cables (dead or live). The contractor should have sufficient numbers of cable locaters for this purpose.

12. Diversion of existing facilities-

- a. Compressed Air- Compressed air pipelines has to be dismantled after proper isolation as per instruction of EIC.
- b. Steam Pipeline- Steam pipeline has to be dismantled after proper isolation as per instruction of EIC.
- c. Industrial /Drinking/Fire extinguishing pipelines -

Dismantling of underground sewage lines, Industrial water lines, Fire extinguishing pipelines and drinking water pipelines are **excluded from scope**. However all pipelines above ground to be dismantled after proper isolation as per instructions of EIC.



- 13. The tank agitator blades & shafts etc:— All kinds of scale needs to be removed 100% to bring out the naked steel visible. All items shall be cut into transportable pieces. All arms (and shaft also) need to be cut as single piece (free from any scaling) will be weighed and stored/ stacked in proper manner in a specified place by the contractor as described by the owner within a lead of 3 km radius from the plant boundary before being taken out of the plant by the contractor.
- 14. Steel Tank especially precipitator tanks (16 nos., approx. 40 meter height from FGL):- Scaling needs to be removed with extreme precaution and if done manually. Contractor has to arrange all kinds of safety harness including full body harness, alkali proof safety dresses (for body protection), shoes, safety glasses and face & neck protector safety appliances/ guard. After cleaning the same needs to be cut into transportable pieces, and follow the same procedures to stack properly in a defined place after weighment, with proper identification.

In general, the same procedure shall be followed for all kinds of steel tanks as mentioned above.

- 15. All kinds of pipes (underground and above ground) shall be dismantled, all scaling needs to be removed to the extent possible to expose the naked steel, then cut into transportable pieces before being taken out of the plant by the contractor after weighment.
- 16. All sheds, structural part and sheeting shall be dismantled and taken out all structural part must be cut down into transportable pieces and must be certified by Owner's EIC/ representative. All sheeting may be cut into 4m (L) x 2m (W) dimension maximum before being taken out of the plant by the contractor after weighment. The process equipment, e.g., compressors, ball mill, apron feeders, crushers, steel chimney, pressure vessels, rectifiers, transformers, old wagon tipplers & their support structures (if any) etc. needs to be taken out/ cleaned & made free from any scaling, dismantled and cut into transportable pieces, as will be directed by owner's EIC/ representative weighed and shifted to a specified place under the guidance of owner's EIC/representative before being taken out of the plant by the contractor.
- 17. The Pumps, Valves, Gear-boxes, tanks, motors etc. and their support structures (if any) needs to be dismantled, made free from any scaling (certified by Owner/ Owner's representative), cut into single piece of maximum length of 4 mtrs, weighed before being taken out of the plant by the contractor.
- 18. Electrical equipments & instruments (e.g. Rectifier, transformers, isolators, solenoid valves etc.) and substations and structures/ support structures:

Before dismantling/ removal, Isolation & Lock out, procedure must be clearly understood and with proper work permit, job needs to be carried out. For isolation from substation or from MRSDS, proper lock out procedure needs to be followed by the contractor. All arrangements for Lock Out Tag Out has to be made by the contractor. While locking out or isolating any power supply, contractor need to be discuss thoroughly with owner's EIC/ owner's representative to avoid any complications later on.

Main power inlet from MRSDS to Alumina plant is through Sub Station-1, which is the power source for the all other substations within alumina plant & Production building. This Sub-station is not to be dismantled.

Certain auxiliary units (not to be dismantled) near alumina plant are energized by the sub-stations (proposed to be dismantled)

Here also, prior to weighment, all structures/ support structures needs to be cut (if needed) in transportable pieces, get it certified by owner's EIC/representative, before being taken out of the plant by the contractor.

- 19. Isolators, Cables (underground & above ground), cable trays and support structures, all needs to be removed after taking proper isolations permits, cut into pieces (if required and shifted to a specified place under the guidance of owner's EIC/representative before being taken out of the plant by the contractor.
- 20. All the light fittings, street lights or industrial lights, cables (underground & above ground), wires etc. shall be collected/ segregated and stacked in proper manner at a specified place (by BALCO) before being taken out of the plant by the contractor.



- 21. 2 Kilns (at approx 30 mtrs height, dia: 4 mtrs, length: 82 mtrs) needs to be dismantled. Brick lining inside the kilns needs to be taken out safely and shifted to a suitable place under the guidance of owner EIC before being taken out of the plant by the contractor.
- 22. Scope of work in Steam plant includes
 - a) Shifting of about 250 MT of coal from coal bunkers or other units to coal yards inside the plant (within 5 Km radius).
 - b) Removal of about 250 MT of refractory lining of Boilers, Furnace etc. and shifting the same to assigned location within the plant before being taken out of the plant by the contractor.
 - c) Dismantling of steel Chimney of 60 M height.
 - d) Dismantling of RCC Chimney of 80 M height and 8 M bottom dia.
- 23. In steam plant, both LP & HP, steel structures/ support structures for the equipment etc./ boiler tubes/ superstructures/ All equipments (e.g. ID fan, motors, blowers etc.) to be dismantled and steel items must be segregated from all the debris and to be cut down into single piece and get it certified by Owner's EIC/ representative, the same shall be weighed before being taken out of the plant by the contractor.
- 24. Wooden materials (if any), also needs to be weighed before being taken out of the plant by the contractor. It will be not counted with the material value.
- 25. Old Belt conveyors needs to be removed & needs to be weighed before being taken out of the plant by the contractor.
- 26. Contractor has to arrange for all necessary permission from the local Administrations. Contractor will be responsible for all traffic hazard caused by movement of heavy vehicle in plant/ public area and will be responsible for good condition of plant & public road and prevention of any pollution caused by traffic movement etc.
- 27. BALCO believes & executes ZERO INCIDENCE policy & hence safety must be at the top to execute the said job.
- 28. Daily tool box meeting, weekly safety awareness program etc. needs to be conducted religiously in presence of Owner's EIC/ representative. Those labour's/ skilled & unskilled manpower with proper gate pass and having all necessary safety PPEs will be allowed to work only. Violation, if any, will be viewed seriously & hence may attract suitable penalty.
 - Contractor should abide all the safety rules and regulations prevailing at BALCO plant premises. Contractor should read & understand all the rules and regulations (e.g.- agenda for safety assurance, Contractor's Document and Contractor's safety declaration) as sent with the tender documents and Contractor should unconditionally agree to the same and sign those documents and send to us (scanned & hard copies, both)
- 29. Barricading sheets to be installed to isolate Alumina Refinery from rest of plant. Contractor can use dismantled sheets and steel for the same.
- 30. Peripheral road needs to be made at the inner side of the boundary wall for easy access, roads will be at least 7 mtr width.
 - Quantities mentioned in the bidding documents are indicative only. It is preferred that contractor should send their team to evaluate a clear idea of the scope involved, quantity, type of materials needs to be handled before submitting the bid.
- 31. Dismantling of following has excluded from scope-



- i. Engineering Building,
- ii. Production Building,
- iii. Central work shop,
- iv. Electrical repair shop,
- v. Instrumentation repair shop,
- vi. Alumina stores,
- vii. Area sub-station no-1,
- viii. Shop sub-station no-1,
- ix. Shop sub-station no-7,
- x. Weigh bridges- 3 nos.,
- xi. Loco Shed along with traffic control room,
- xii. Railway tracks,
- xiii. RCC/PCC floors of ground level,
- xiv. Underground waterlines and sewage lines,
- xv. Open drain channels and RCC tanks (below ground),

Note- If any excluded equipment/structure damage during course of dismantling then Contractor has to rectify at his own cost.

- 34. Specifications of Acid and alum required for Neutralization are as under-
 - *I)* HYDROCHLORIC ACID confirming to IS:265(1993 revised) with 30-33% concentration.
 - II) Alum Non Forrice (Non Ferric Alum) As Per IS:260/1990.
 - 35. Recovered Alumina Powder to be stored in Jumbo bags. Bag specification is as under-

BAG,PACKING,TYPE:WOVER JUMBO,MATERIAL OF CONSTRUCTION:POLYPROPYLENE,CAPACITY:160GSM, JUMBO,SIZE:90X90X115MM, WOVEN UV STABLIZED, UNLAMINATED PAN.

- 36. Debris, Red-mud, Hydrate scales, refractory linings, insulation wool, sheet scrap etc. to be disposed outside the plant within lead of 10-15 km from the existing Alumina Plant boundary. Bidder has to take special measures like water sprinkling, soil-covering etc. to avoid random spreading of particles by air in nearby vicinity.
- 37. All outgoing trucks to be loaded in presence of BALCO security and field representative.



Payment & Lifting Schedule: Table - 6

SI. No.	Installments (Material value with taxes & duties)	Time Line For Payment (from receiving formal price approval)	Quantity allowed to be dismantled and lifted
			mpleted after receiving approval
from Baconstru		red from the plant premises u	inless the road & gate have been
1	On deposit of 1 st installment	Within 12 Days (30-Dec-14)	Equivalent to the amount deposited of 1 st instalment. (Electrical Equipment category material can be removed in this stage also).
2	On deposit of 2 nd installment	Within 45 Days	Equivalent to the amount deposited of 2^{nd} instalment and any remaining part of 1^{st} .
3	On deposit of 3rd installment	Within 65 Days	Equivalent to the amount deposited of 3 rd instalment and any remaining part of t 1st & 2 nd .
		Within	
4	On deposit of final installment	90 Days	Equivalent to the amount deposited of 4^{th} instalment and any remaining part of 1^{st} , 2^{nd} & 3^{rd} .

9. Security of the material:

- i. If the auction H1 price is approved & the contract is awarded to the customer, the security of the material in the plant from then onwards becomes the onus of the customer.
- ii. BALCO will provide necessary approval to the winning buyer to place his own security to safeguard the material in the premises of the plant at the customer's own cost & expenses.

10. Timeline for completion of dismantling & lifting:

I. The completion of dismantling & lifting of the plant under disposal and clearance of the site and level the ground is **450** days from the payment of 1st instalment as per time lines mentioned. If the dismantling & lifting is not completed within stipulated timeline an extension may be provided after mutual discussion between the customer, BALCO and mjunction. This extension will be at the discretion of BALCO & MJ.



11. Penalties:

- I. The entire Pre bid Security amount will be forfeited if the H1 Buyer fails to deposit the 1st instalment within the stipulated time.
- II. If the H-1 Buyer fails to deposit any of the further instalments within the stipulated time a late fee penalty of 1% per week or part thereof upto a maximum of 2 weeks will be imposed. Beyond 2 weeks, the payment may not be accepted & the entire Security deposit along with previous deposited instalment will stand forfeited.
- III. Beyond the allotted time for dismantling and lifting (also considering extension, if provided), the H1 buyer will not have the right to claim any of the material. BALCO/mjunction will have the right to re-sell the remaining material.
- IV. Entire Caution Money of Rs. 30 lakh will be forfeited by MJ if H1 customer fails to pay any of the instalments within timelines & does not successfully complete the contract.

12. Refund

- I. For the winning customer, if price is approved the pre bid security) will be retained till the successful completion of lifting and refunded immediately thereafter.
- II. If there is any shortage in tonnage in Category 1 (Estimate of 26000MT) the proportionate value will be refunded to H1 buyer.
- III. If the Buyer Fee is less than the Caution Money taken, the difference amount will be refunded by MJ after successful completion of contract.
- IV. For non H1 buyers, the pre-bid security will be refunded within 3 working days by MJ of receiving the refund request letter on the letter head along with cancelled cheque copy & bank details with company seal from the customer.

13. GENERAL TERMS & CONDITIONS OF E SALE OF DECOMMISSIONED ALUMINA PLANT OF BALCO. FROM KORBA, CHATTISGARH BY MJUNCTION SERVICES LIMITED

General Clause: BALCO. (herein after termed as "Client") will dispose of the items as listed in the auction catalogue through mjunction services limited on "as is where is" basis. Mjunction services limited (herein after termed as mjunction) will conduct the e-Auction on its website www.metaljunction.com

i. **1.Bidder Registration:** Before participation in the e-Auction, a prospective bidder shall be required to get itself/himself registered with mjunction for the purpose, by submitting an application in the prescribed format available on the website. Details of the registration process are available on the mjunction website (www.metaljunction.com). The application shall be made along with the documents (1) copy of latest Income Tax return (2) PAN Card (3) Sales Tax/Vat Registration Certificate,(4) SSI Registration Certificate (if applicable) (5) Trade License and (6) Statement of Interest Form duly filled in and signed/stamped by the bidder. Registration can be done online by forwarding the application form backed up by the necessary documents to any of the front offices of mjunction. After the registration, all-prospective Buyers will have an auto generated "Unique User ID" & a "password" based on which they can log in. Both domestic as well as international bidders are eligible to participate.



- ii. **SAP ID:** Bidders will all be issued a SAP ID after registration which will have to be mentioned in all future financial transactions.
- iii. **Inspection:** The bidders are free to inspect the items/ materials, ready for disposal for their satisfaction within the time period specified on the auction catalogue. Intending bidders shall take prior appointment and submit the EOI for inspection.
- iv. Goods will be sold 'as is where is' & no complaint basis. Bids will be deemed to have been made on the clear understanding that intending bidders have satisfied themselves fully in regard to the nature, condition, quality and quantity of goods upon inspection or otherwise. No error, omission or mis-statement or mis-description or printing mistake whatsoever and howsoever made or published whether in the catalogue or otherwise and no defects or faults in the goods shall annul the sale or be the subject of any claim on the part of the bidder and no claim for compensation or otherwise be entertained by client. Further, client will take it for granted that the bidders have fully read and understood the language, spirit and objective in these "terms and conditions of sale" of the materials before making any bid and that there does not exist any ambiguity whatsoever in the expressions.
- v. **Bid Validity Period:** The bid submitted should be valid for 3 days from the date of completion of the auction.
- vi. The decision for the acceptance/rejection of the rate offered by the H1 bidder shall be communicated by mjunction through lot confirmation letter, e-Mail, SMS or any other mode felt necessary. The bidder will then be required to make payments as stipulated.
- vii. Client and/or mjunction shall be under no obligation to put up the lots singly or serially or in any other particular manner and Client reserves the right at its discretion to withdraw any lot or lots from sale at any time without assigning any reason thereof.
- viii. The LOT will be sold subject to approval by client. Client reserves to itself the right:
 - a. To accept or reject the highest offer or any other bid or all the bids
 - b. To accept or to reject the online auction result. The bidders would have no claim for issuance of sales release orders.
 - To cancel or reschedule the auction.
- ix. Bidders bidding for the goods sold shall be deemed to have taken into account and made due allowance for the cost of handing, loading or other expenses (including dismantling if permitted by client) for purposes of removal of the goods and shall be entirely responsible for booking goods by rail where so required. Client will effect delivery of goods only at the site.
- Statutory Documents: All sales tax, terminal tax, excise duty and all other taxes, duties (imposts) whether to payable to the х. Central Government or to the State Government or to the municipal, local or other authorities shall be deposited by the buyer with mjunction along with the sales value of the materials. Non-payment of any amount payable under this clause will have the same effect as non-payment of the purchase money and will result in ipso-facto cancellation of the sale and forfeiture of the security deposit. If the liability of such tax (impost) and/or duty is in doubt, mjunction will have a right to call upon the buyer to make such provision as Client may deem fit and proper to ensure the recovery of such taxes (impost) and/or duty. If the tax (impost) and/or duty is not recovered at the time of delivery/dispatch Client/mjunction will have the right to call upon the buyer, to pay such amount as may be due whenever the Client/mjunction find that it has omitted to charge or Client become liable to pay higher charge as a result of decisions or announcements by Government or any other competent authority, even though, the full value of the materials may have been already paid or delivery/dispatches may have been completed from Client's units. Client shall be free to call upon the buyer to make good the amount short recovered whenever such contingency should arise, or Client shall be entitled to recover the Amount of such tax (impost) or duty from the buyer by way of set off against any amount or amounts that might at any time become payable by Client/mjunction to the purchaser on any account or accounts whatsoever. Taxes as applicable from time to time shall be payable by the buyer.



- xi. Buyer will have to pay the local sales Tax/VAT, any other tax/duty as per the applicable rate during the time of invoicing and no representation in this regard will be entertained by mjunction services Limited.
- xii. The 'C' form/or any other type of forms to avail the concessional sales tax is acceptable to Client.
- xiii. In the event of failure on the part of the bidder to fulfil the contractual obligations. Client/mjunction shall reserve the right to debar such bidder from participating in any future auctions conducted by mjunction on behalf of Client.
- xiv. Client will issue the sale issue voucher for the items sold as per the terms of Sale order issued by the auctioneer and delivery Order issued by Client.
- xv. Client shall not be responsible for any liability in respect of labour/employee appointed/engaged by the buyer for lifting of the materials. All formalities required under the provision of respective Labour Laws /Rules shall be duly and punctually observed/complied at their own cost and they alone shall be responsible and liable for punitive action/payment of any dues, compensation or any amount, required to paid under any provisions of Laws/Rules in any case of non-compliance and default on the part of buyer. If Client in any case is held liable under any Laws/Rules then in such cases the buyer shall not only make payment of such dues and/or caused but also be responsible for payments of damages to Client.
- xvi. In case it is detected at any time that the buyer has loaded material and/or materials for which he is not the auction purchaser Client will be within its rights to detain the truck, unload the materials at the cost and expenses of the buyer and take such other and further action as may deem fit and necessary for the purpose.
- xvii. In the event of failure by the buyer to fulfill any obligations under the general conditions of sale including failure remove/lift the goods against any lots within the stipulated time, the sale of such lot may be cancelled for the quantities not lifted by the buyer and all moneys paid by the bidder for those specific lots shall stand forfeited. Client will be entitled to re-sell the goods through MJ, at the entire risk and cost of the buyer as and when Client may deem fit without any notice to the buyer. Client shall be at full liberty to retain and/or adjust/or recover any losses incurred on account of the failure of the buyer to lift the material from any amount lying with Client to the buyer's credit. The decision of Client in regard to the actual losses incurred by Client shall be final and binding on the Buyer. Any gain on any re-sale as aforesaid shall, however, belong to Client.
- xviii. All auction-related complaints should be referred to mjunction, Kolkata, immediately by the parties concerned. Complaints pertaining to quality and quantity of materials available for delivery, difficulties in lifting etc should be referred directly to BALCO by the concerned buyer.
- xix. Client/mjunction shall not be liable for non-performance of any contract either wholly or in part nor for any delay in performance resulting from or due to any cause beyond the control of Client' or mjunction including fires, strikes, go-slow, lockout, closure, dispute with workmen, uncertain and unstable labour situation, power shortage, war, riots, civil commotion, pestilence, epidemics, floods, accidents, damages or accidents to machinery, shortage of wagons, shortage of fuel, shortage of any raw materials, shortage of labour, governments or railway restrictions, acts, demands or requirements of government, force majeure or any circumstances beyond the control of Client/ mjunction whether directly due to or in consequence of the aforesaid causes or not and the existence of such causes of consequences shall operate to extend the time of the performance on the part of Client/mjunction by such period as may be necessary to enable Client, shall have no claim upon Client/mjunction of any kind. The provision of this paragraph shall not be limited or abrogated by any other terms of the contract whether printed or written nor will the provisions of this clause abrogate or limit the effect of any other clause mentioned in this catalogue.
- xx. **Arbitration Clause:** Dispute or differences arising out or relating to this Agreement shall be resolved amicably by the parties. Failing such amicable resolution of dispute / differences either party may refer the matter to arbitration of a Sole Arbitrator to be appointed by the Managing Director of mjunction services limited (for issues relating to mjunction) or by Chief Executive Officer & Whole Time Director or Chief Financial Officer of the Client (for issues pertaining to Client). The award of the Arbitrator shall be final, binding and conclusive on the parties. The venue for arbitration shall be Kolkata(for issues relating to mjunction) and Korba (for issues pertaining to Client). The Arbitration proceedings will be governed and regulated by the provisions of Indian Arbitration and conciliation Act, 1996 and the rules framed there under. The Court at Korba (Chhattisgarh) shall have exclusive jurisdiction. Governing Law: This Agreement is construed and shall be governed in



accordance with the laws of India without giving effect to any principle of conflict of law. Jurisdiction: The Court at Korba (Chhattisgarh) shall have exclusive jurisdiction.

14. Special instructions:

- i. Special terms and conditions for internet auction: Bandwidth problems, connectivity problems with the local ISP (internet service provider), slowness to access pages for downloading etc. are beyond the control of Client and mjunction. Hence no responsibility and liabilities lies with Client/ mjunction for the above problems, if any, faced by the bidders before/during the auction
- ii. Any bid placed using the bidder's username and password is unconditionally binding on the bidder to whom such username and password had been allotted and he shall be solely responsible for maintaining the confidentiality of the same and fully responsible for all activities that occur under their username and password. Hence the user is advised to check the username and password before the auction in order to familiarise himself with the same and is advised not to reveal it to anyone else so as to prevent misuse of the same. The bids made by the bidders against their username and password shall be irrevocable.
- iii. The bidders are advised to register and pre-qualify for bidding well in advance and place their bids early in order to take care of any unforeseen technical difficulty that might surface in the internet operations.

GENERAL RULES AND REGULATION GOVERNING CONDUCT OF ONLINE

AUCTIONS ON THE "SERVICE PROVIDER" PLATFORM

Introduction:

This Online Forward Auction is being conducted for **BALCO**. (hereinafter referred as the "Client") on the Auction Platform of mjunction services ltd, (hereinafter referred as "Service Provider").

The General Rules and Regulations provided herein govern the conduct of on line Forward Auctions arranged by "Service provider" on its Auction Platform. These rules cover the roles and responsibilities of the parties in the online Forward Auctions on the Auction Platform.

Acceptance in-to to these General Rules and Regulations governing conduct of online auctions, and Terms and Conditions for Sale of Materials by auction of *client* is a pre – requisite for securing participation in the online auctions.

Prospective bidders are advised to read through the key terms pertaining to the online Forward Auctions as provided in the Annexure containing the Definition.

Role of "Service Provider"

The role of the service provider is outlined below:

- i. "Service Provider" is the agency (operator) primarily providing the service of the Forward auction to the "client".
- ii. Finalization of the auction items in consultation with the client.
- iii. Defining of bidding rules for each auction in consultation with the client.
- iv. Enhancing bidder awareness of and comfort with the auction mechanism and bidding rules.
- v. Input of the Auction items and defining the bidding rule in the auction engine.
- vi. Enlarging the customer base by introducing new bidders.
- vii. Collection of EMD, Letter of Interest etc. from the willing bidders and forwarding the same to the Client.
- viii. Providing access to the approved bidders to participate in the Auction.
- ix. Summarizing the Auction proceedings and communicate the outcome to the Client.



The responsibility of fulfilment of the contract rests between the bidders and the client and the responsibility of the "Service Provider" shall be restricted to the extent of the services provided by them.

Role of Bidder

The role of the bidder is outlined below:

i. The bidder would participate in the auction with the aim of bidding to secure the auctioned item in the auction

ii. The bidder would be provided access to the Auction through a "User ID" protected by a "Password". The bidder needs to ensure that the "User ID" and "Password" is not revealed to unauthorized persons. Bidders are also requested to change the password allocated to them by the "Service Provider" to keep their confidentiality. However it would be bidder's sole responsibility to ensure the security and privacy of the same and he/they would not hold the "Client" / "Service Provider" responsible in any manner whatsoever for any misuse of these user IDs and/or Password. Access to the auction mechanism shall be provided to all the approved bidders subsequent to obtaining their written consent to the General Rules & Regulations and the Letter of Interest. Payment of Earnest Money Deposit (EMD) as decided by the client before the start of the Forward auction will be one of the necessary conditions for participating in the auction.

iii. Bidders hereby confirm that they shall commit to lift the item (being bid for) at the price entered by them in the auction engine AND as per the terms and conditions specified herein by the Client. All Prices entered shall be legally binding on the bidders. Bidders are strongly advised to exercise due diligence while placing bids. Failure to honor the bids placed during online bidding shall render the bidders liable for penal action as deemed fit by "Client" / "Service Provider".

iv. In the event of winning an allotment in the auction mechanism, the bidder shall commit to fulfil outlined obligations under the contract.

v. The bidders shall bid on the terms specified by the client & place their bid in the auction engine in the manner specified by "Service Provider". The bidders shall not stipulate any conditions on their own unless the terms of the client (the client's terms & conditions) expressly permit such conditions being stipulated by the bidder. Bids entered with conditions attached shall be considered Conditional bids & "service provider" retains the right of rejecting these bids even without intimating the client.

Bidding Rules

The Bidding Rules refer to the information and terms defined specifically for a particular auction. The purpose of the Bidding rules is to provide approved bidders with the information and terms specific to the auction in which they are bidding. This would include:

- a) Any extension of the duration of the auction in the event of bids being received towards the end of the prespecified duration
- b) Start Bid Price
- c) Specified Unit for Bidding
- d) Price Increments and any reduction in the price increment in the auction in the event of inactivity
- e) Other attributes (informational/non-negotiable in nature)

While it shall be the endeavour of "Service Provider" to specify these rules at the earliest for each online auction, the "Service Provider" shall retain the right to delay the announcement of these biddings rules or modify rules specified earlier at the time of the online bidding. These details would be available to the bidders on the Auction Engine at the time of bidding.

Participation in the auction process presumes complete awareness and understanding of the bidding rules.

Conduct of The Auction:

Only those bidders who have been approved by mjunction and handed over stamped and manually signed "Catalogue governing conduct of online auction along with Letter of Interest, required EMD amount and other necessary documents to the "Service Provider" prior to the start of online auction will be given "Login ID" and "PASSWORD" to enable them view and participate in online auction. The Auction shall be conducted on pre-specified date. The Key Terms pertaining to the conduct of Auction such as "START TIME", "DURATION", "END TIME" AND "AUTO EXTENSION FACILITY" Shall be specified separately for each Auction. "Service provider" retains the right to cancel or reschedule the auction, with the approval of the Competent Authority of the Client, on any of the following reasons:

The number of confirmed bidders is deemed insufficient to conduct the auction

Some of the confirmed bidders are unable to access the module due to infrastructure problems such as sustained power



failure or telecommunication breakdown.

- There are no bids, which are equal to or below Start Bid Price.
- Any other reason which in the opinion of "Service Provider" / "Client" requires such action to be initiated.

The duration of auction may also vary from the pre-specified period of time either on account of termination of the auction by "Service Provider" on the advice of the Client

Or

In case of situations where it is felt that continuance of the auction proceedings is prejudicial to the smooth conduct and / or the integrity of the auction process. Or due to Auto Extension during the Auction, duration may increase from specified period.

In the event of any problems being faced in the smooth conduct of the auction, "Service Provider" with the approval of the Competent Authority of the Client, shall have the right to undertake one or more of the following steps:

- Cancellation/ premature termination of the auction with/ without a subsequent rerun of the auction on a mutually decided date
- Cancellation of a bid
- Locking / deactivate a bidder's account (suspension of operations in the account), etc.

In case of failure of net connection, bidder will give his best price to the "Service Provider". "Service Provider" will bid on behalf of the bidder with the minimum increment until the bid price reaches the best

price offered by the bidder, by proxy bidding mechanism.

The best price communicated by the bidder will have to be authenticated by written confirmation or fax to

The best price communicated by the bidder will have to be authenticated by written confirmation or fax to the "Service Provider" and will be kept confidential between the "Service Provider" and the bidder. Bidder will be bound by the price offered.

Liability of "Service Provider"

Service Provider shall not be liable to the client/ bidders participating in the auction or any other person(s) for:

- Any breach of contract by any of the parties in the fulfilment of the underlying contract.
- Any delays in initiating the online auction or postponement / cancellation of the online auction proceedings due to any problem with the hardware / software / infrastructure facilities or any other shortcomings.

While, reasonable care and diligence will be taken by Service Provider in discharge of its responsibilities such as design of the online bid, communication of bid details and rules, guidance to client/ bidders in accessing the Auction Engine and placing bids, etc. the bidders shall specifically indemnify Service Provider from all liabilities for any shortcomings on these aspects. It is clearly understood that these activities are undertaken by Service Provider to assist the bidders in participation but the ultimate responsibility on all these counts lies totally with the bidders.

Right of The Client:

The Client reserves the right to partially or totally accept or reject any / all bids placed in the Online Auction without assigning any reason whatsoever. The decision of the client would be final and binding on the bidder in any such case.

Confidentiality Clause:

Service Provider undertakes to handle any sensitive information provided by the client or confirmed bidders for the auctions conducted with utmost trust and confidentiality.

Jurisdiction

Any disputes relating to the online auction module shall be subject to the sole jurisdiction of Court of Law having jurisdictions over the Plant from where the materials are being sold i.e, Korba (Chhattisgarh).

Signed in acceptance of the above terms and conditions.



Signature			
Name:			
Designation	of signatory:		
Date ·	Place:	Telephone / FAX no	



Prospective bidders are advised to read through the key terms pertaining to the online Forward Auctions as provided here.

Definition of Key Terms Auction: Auction refers to a forum where the sale for one/more lots of an item is stated and the participants (bidders) are required to bid up the price to be selected to purchase the requirement.

Auctioneer: The Online Auction service provider, in this case M/S mjunction services limited.

Online Auctions: Online auctions refer to those auctions conducted through the Internet with the bidders (from one or more locations) simultaneously bidding to be selected for supplying the item/s on auction. In other words, the venue for the auction is on an Internet website/ platform. The "Service Provider's" website assigned by "Service Provider" would constitute venue for the purpose of the online auction.

Award at the Auction:

In a single winner format, only one bidder (normally the bidder who quotes the highest price) is awarded all the units of the item being auctioned. The bidder quoting the highest price is normally allotted the item.

Client/Company: Company/Client is the individual/business entity who has contracted "Service Provider" to conduct such auction. In case of auction, the purpose would be the genuine intent to sell the selected item/s (Lot) to the bidders desiring to buy these items from the Client.

Bidder: Bidder is the individual/business entity participating in the auction, intending to buy the item/s from the Company/Client. To become a Bidder in the auction, a business entity has to provide written assent to the **General and Special Terms & Conditions of Sale** and the **List of Materials Contained,** as well as fully fill up the **Letter of Interest.**

Auction Engine: Auction Engine refers to the software that encapsulates the entire auction environment, processing logic and information flows. "Service Provider" is the sole BALCO of the auction engine and retains exclusive right over the utilization of the same.

Timings of the Online Bid: All the timings of the Online Bid shall be based on the time indicated by the Server hosting the Auction Engine. It shall be the endeavour of "Service Provider" to ensure that the Server Time reflects as closely as possible the Indian Standard Time (IST) i.e. GMT + 0530 hrs. However, in the event of any deviations between the Server Time and the Indian Standard Time, the functioning of the Auction Engine (launch, operation, and closure) would be guided by the Server Time. Bidders are advised to refresh both the windows of the Auction Module check the exact Server Time (displayed in both the windows).

Preview Time: Preview Time refers to the period of time that is provided prior to the commencement of bidding. This is to facilitate approved participants to view the auction details such as item specifications, bidding details and bidding rules. The purpose is also to familiarize participants with the functionality and screens of the auction mechanism. It is not mandatory for "Service Provider" to provide Preview Time.

Start Time: Start time refers to the time of commencement of the conduct of the online auction. It signals the commencement of the Price Discovery process through competitive bidding.

Successful bidder: The Successful bidder shall mean bidder whose bid has been accepted by the Company, under the terms of the tender and/or as per those terms and conditions mentioned in the Online Auction Documents & also Sale offer.

Duration of the Auction: It refers to the length of time the price discovery process is allowed to continue by accepting bids from competing bidders. The duration of the auction would normally be for a pre-specified period of time. However, the bidding rules may state the conditions when the pre-specified duration may be curtailed/ extended. The conditions include:



- Curtailment of auction duration in the event of no bids for a specified period of time (Inactivity Time)
- Automatic extension in the event of bids being entered towards the end of the scheduled duration to facilitate the other bidders to view and react to the bid.

Auto Extension of the Auction Timings: In the event of bids in the last few minutes of the scheduled bid time, the Bid Timings are automatically extended for a specified period from each such bid. Such Auto Extension shall continue until no bids are placed for the specified period (Engine remains inactive for the specified period). The Inactivity Time for Auto Extension purpose is normally X minutes. "Service Provider" however retains the right to change the same. The Inactivity Time applicable for the particular Online Bid shall be visible to the bidders under the Bidding Rules module on the engine.

End of the Auction: End of the Auction refers to the termination of the auction proceedings signalling an end to the price discovery process.

Auction Report: "Service Provider" would provide an Auction Report to the Client containing a summary of the auction proceedings and outcome. The Auction Report would constitute the official communication from "Service Provider" to the client about the outcome of the Auction.

16. REMOVAL OF PLANT/MACHINERY/EQUIPMENT/ITEMS/ DEBRIS:

i) Dismantling/Demolition & Disposal including transportation of the goods/materials/equipment shall be the responsibility of the successful bidder at his cost and risks, taking all safety precautions. The successful Buyer shall demolish, dismantle and lift the entire material including scrap material mentioned in the specified lot break up allotted to them by employing their own labour and cost.

During dismantling/demolition, precautionary measures are to be taken to avoid any type of damage to the systems linked with the running unit and any environmental pollution. If there is any damage occurred, successful bidder is required to be taken immediate action at their own risk and cost.

The total material in the lot shall be lifted from the area within the prescribed period.

- ii) The successful bidder/contractor will arrange to remove the demolished and dismantled material and clear the site as directed within the stipulated time mentioned in the Acceptance letter/ Dismantle/Demolition-cum-Disposal Order.
- iii) The material will have to be removed on AS IS WHERE IS BASIS at the bidders own cost and expenses. No processing other than dismantling as may be required for convenient transportation will be permitted at the sole discretion of the BALCO or his authorized representative. The successful bidder shall not be provided with any manpower or any equipment etc. by BALCO (BALCO) for dismantling/demolition/loading/unloading/transportations etc. of the materials. The successful bidder will have to arrange for any or all of these at their own cost and they shall take prior permission from the BALCO or their authorized representative for this purpose. While removing one segment, the other segment should not be disturbed / damaged.
- iv) For heavier and longer consignments, the successful bidder shall arrange trailers with prime movers through their own resources, as required. The BALCO / their authorized representatives shall not be responsible for any delay occurring due to non-availability of trailers etc. The successful bidder should lift the materials and site should be cleared as per the direction of the BALCO and/ or their authorized representative.
- v) The BALCO or their authorized representatives shall have the right to stop dismantling and loading of the materials if they feel that the successful bidder or his representatives are not following the instructions given to them or the job not carried out in accordance to the provisions of the contract for which the successful bidder shall be solely responsible.
- vi) Dismantle/Demolition and Disposal/removal of materials on pick and choose basis shall not be allowed.
- vii) Dismantling and Demolition work shall have to be done in two shifts of 08 (eight) hours each (6 AM to 2 PM and 2 PM to 10 PM). The removal and transportation of materials shall be done only during general shift hours of the Company. All loading of material shall have to be done in presence of the BALCO or their authorized representative to facilitate issue of out-gate-pass. No materials will be allowed to go after 5.00 PM on weekdays. Materials may be allowed to go out on Sundays and holidays with the prior permission of the BALCO or their authorized representative.
- viii) The bidder is to ensure that the vehicles deputed for disposal should report for loading in early hours in such a manner that requisite time is available for loading and vehicles are released before closing of the working hours i.e. at 5.00 PM.
- ix) The successful bidder/contractor shall not be allowed to store the materials on the roadsides which may block traffic on the



road or cause inconvenience to the working of the factory.

- x) The successful bidder shall complete the job of dismantling and disposal within the stipulated time schedule as per given schedule.
- xi) The successful bidder shall not be entitled to resell any material/equipment while the goods are still lying in the premises of the BALCO
- Xii) The BALCO or their authorized representative would affect no delivery of the material to any person other than the successful bidder.
- xiii) The successful bidder shall have to comply with all the statutory rules and regulations as per the existing laws including Safety rules and environmental Pollution control norms prevailing in Chattisgarh State during the entire period of execution of the job.
- xiv) The debris etc. to be generated on account of this dismantling work is to be cleared and to be taken out at his own cost, which the BALCO or their authorized representative may instruct/provide at its discretion.
- xv) The area where the successful bidder shall be dismantling is within the active area hence all precautions shall be taken not to hamper or create disruption in normal working of other functional units. The successful bidder shall be responsible to keep/post their Site In-charge and Engineer/Supervisors having adequate experience in such type of dismantling & disposal work. An Electrical Supervisor/Engineer well acquainted with the circuits shall also be posted to avoid any accident. If, unfortunately, any mishap occurs due to any error committed by the successful bidder or his workmen then the successful bidder shall have to bear all the consequences including compensation as per applicable rules, which shall be final and binding.
- xvi) Blasting for dismantling of foundations or otherwise shall not be allowed, unless GM BALCO KORBA provides prior special permission.
- xvii) Barricading of areas /pits created after dismantling /excavation shall have to be done with the materials that would be available after dismantling as per directive of the BALCO or their authorized representative.

17. RESPONSIBILITY ON SAFETY RULES OF THE PLANT-BALCO KORBA

GENERAL MANAGER

- i. He shall be responsible for safe execution /operations of the entire Plant.
- ii. Ensure that key persons involved in the operation/Maintenance undergo the relevant training.
- iii. All safety issues are given priority and attended properly.
- iv. Ensure all accidents are reported, investigated and corrective action is taken to control the reoccurrences.
- v. Cooperate with the safety department in implementation of safety programme.
- vi. DY. GENERAL MANAGER
- vii. He is responsible for ensuring safe operation, maintenance & execution within his domain.
- viii. Coordinate to close the issues of safety committee meeting.

DEPARTMENTAL HODS

- i. Understand the safety requirements and follow the same in their day to day activities.
- ii. He has to plan all the tasks in advance considering potential risk & mitigation measure for conducting the activity.
- iii. He shall provide resources for elimination of all unsafe condition in the work area to ensure safe work environment.
- iv. Conduct periodic safety circle meeting.
- v. Ensure all employees adhere to safety requirement and employees are having adequate type of personal Protective Equipment.
- vi. Maintain good housekeeping in work area at all the times.
- vii. Prepare method statement for hazardous and high risk activity.
- viii. Carry out site inspection to identify unsafe acts and unsafe condition and suitable measures to be taken for the same.
- ix. To follow all work permit systems as per plan and guidance by safety officer before starting all critical works.
- x. Report all accident and dangerous occurrences immediately as per corporate guideline and take appropriate corrective action from the investigation.

OTHER EMPLOYEE



All the employees are responsible for their own safety and their colleagues' safety.

Follow company Health and Safety policy, safety rules, regulation work instruction and procedures without any deviation.

Follow safety instruction given by the supervisor while working at site.

Ensure proper usage of Personal Protective Equipment.

Report all unsafe acts/condition immediately to their superior for corrective action.

** SAFETY OFFICER

Visit site to carry out inspection to check conformance with requirements and inform to concern HODs &GM/Dy. GM on the finding. Provide support to GM/Dy. GM, HODs for implementation of Safety plan.

Help HODs for conducting periodic safety circle meeting.

Organize special emphasis program to promote safety of work place.

Help the HODs to prepare Risk assessment for critical jobs.

Convey safety meeting and minute the proceeding for circulation and follow up of action.

10.0 SAFETY PROVISIONS RELATING TO CONTRACTOR:-

The BALCO shall incorporate the safety provisions in the contract document which are required to be complied by contractor's employees during execution of the contract to facilitate safe working during execution of the work.

The contractor shall observe the safety requirements as laid down in the contract and in case of sub- contract; it shall be the responsibility of main contractor that all safety requirement are followed by the employees and staff of the sub-contractor.

The contractor employing two hundred employees or more ,including contract workers, shall have a safety Co-ordinator in order to ensure the implementation of safety requirement of the contract and a contractor with lesser number of employees, including contract workers, shall nominate one of his employees to act as safety Co-ordinator who shall liaise with the safety officer on matters relating to safety and his name shall be displayed on the notice boards at a prominent place at the work site.

The contractor shall be responsible for non-compliance of the safety measures, implications, injuries, fatalities and compensation arising out of such situation or incidents.

In case of any accident, the contractor shall immediately submit a statement of the same to the BALCO and safety officer, containing the details of the accident, any injury or casualties, extent of property damage and remedial action taken to prevent recurrence and in addition, the contractor shall submit a monthly statement of the accidents to the BALCO at the end of each month.

18. SAFETY CLAUSES IN GENERAL CONDITIONS OF CONTRACT

9. STATUTORY COMPLIANCES & CLEARANCES

- 9.1 The Vendor shall be solely liable for Statutory Compliance in respect of all applicable laws of land which inter alia include Central/State Labour laws and Regulations/Rules made thereunder including but not limited to Compliance of provisions of Contract Labour (Regulation and Abolition) Act, 1970, Employees State Insurance Act, 1948, Employees Provident Funds and Miscellaneous Provisions Act, 1952, Child Labor Act, Minimum Wages Act, 1948, Payment of Bonus Act, 1965, Payment of Gratuity Act, 1972, Payment of Wages Act, 1936, Employees Compensation Act, 1923, Interstate Migrant Workmen (regulation of Employment and Conditions of Service) Act, 1979 etc in respect of all employees employed by the Vendor, directly or indirectly or through any sub-contractor. The Vendor shall be solely responsible for maintenance of records and filing of various forms/ returns prescribed under all applicable Central/State Labour laws and Regulations/Rules made thereunder in respect of Workmen employed by it.
- 9.2 Company shall be entitled to deduct/adjust from amount payable to the vendor, any dues, wages, compensation on accident or death, expenses incurred for benefits, provision for amenities and amounts paid or payable by the Company in compliance with the applicable laws, in respect of workmen/employees of the Vendor.



- 9.3 Vendor shall ensure compliance under the Safety Provisions of the applicable State/ Central laws and shall ensure that its employees are trained, competent, physically and mentally fit for the assignment and are not suffering from any chronic or contagious disease.
 - Vendor is responsible for the safety and security of all men and materials employed by him. Vendor should provide all safety equipment (such as tools & tackles, aprons, gloves, safety shoes etc) to all Vendor team members. Vendor should provide adequate coverage against any accident met by vendr's team during the period of Contract. Vendor shall indemnify the Company and its officers against any claim, dispute and litigations arising in this regard. Further no separate consideration shall be payable by Company for the same.
- 9.4.1 The Vendor shall take all the required clearances under the applicable laws which includes but is not limited to Environment Protection Act, CG Land Revenue Code, CG Municipal Corporation Act etc.

STATUTORY COMPLIANCE:

- 5. Distribution of employment card to the labours at the start of the contract.
- 6. Obtain labour license against each work order and cover all labours under ESI. Also obtain safety clearance from safety officer of the Company. This is a pre-condition for issue of labour permission
- 7. Maintain all registers in the prescribed formats as per the Contract Labour (Regulation & Abolition) Act, 1970 and submit them monthly to HR Department of the Company for verification.
- 14. Quality & frequency of safety appliances (PPEs) to all workers would be as per the recommendation of the Company's Safety Officer.
- 18. Vendor shall take third party liability insurance, personal accident insurance of workmen) and such other insurance required as per statute.
- 19. Vendor shall be responsible for ensuring safe and disciplined working of your equipment / manpower and shall bear full liability in case of your failure to do so.

LEGAL COMPLIANCE:

Vendor shall comply with all statutory requirements, related to your equipment / workmen deployed at site, including amongst others, the following:

- (A) Payment of Wages Act
- (B) Minimum Wages Act
- (C) Contract Labour (Regulation and Abolition Act), 1970
- (D) Employer's Liability Act
- (E) Factories Act, 1948 & MP/CG Factory rules, 1962
- (F) Petroleum Act 1934 & Rule 1971
- (G) Explosive Act 1884 & Rule 2003
- (H) Gas Cylinder Rule 2004
- (I) Static mobile & pressure vessel rule 1981
- (J) Central Motor vehicle Act 1989
- (K) Manufacture, import & storage of Hazardous chemical Rules, 1989
- (L) Environment Protection Act 1986
- (M) Payment of Gratuity Act, 1972
- (N) Employees' Compensation Act, 1923
- (O) Employees State Insurance Act
- (P) Apprenticeship Act
- (Q) Employee PF Miscellaneous Provisions Act, 1952
- (R) Child Labour Act



- (S) Other statues applicable to the nature of work.
- (T) Control of Industrial Major Accident Hazard Prevention Rule

Other Requirements:

The following requirements are to be fulfilled prior to Safety Clearance of any new Job.

- 1. A copy of work order.
- 2. (a) Vendor must submit Method Statement, Job Safety Analysis & Risk assessment study report of the entire job pertaining to the work order.
- (b) Activity wise Job Methodology & Job Risk Analysis need to be submitted before at least 1 week prior to execution & these both documents should be approved by BALCO Engineer (Method Statement) & BALCO Safety Dept (Job Safety Analysis). All the requirements asked by BALCO Engineer & BALCO Safety Dept, mentioned on Job Methodology & Job Safety Analysis (JSA) should be following during the activity execution.
- 3. Kick off meeting to be arranged by the BALCO execution in charge prior to engaging the contractor at site. & all the requirements of Kick Off meeting safety agenda to be complied by the contractors.
- 4. List of tools & tackles, machines & *equipments* and pressure vessels along with their Validity certificate issued by competent person as per C.G. Factories Rules & quarterly color coding of all the lifting tools & tackles to be followed as per communication from safety department)

SOP for Manpower Safety Clearance.

- 1. All workers must undergo the safety induction training which is the part of safety clearance system is mandatory prior to deploying the persons on the job & before Safety Clearance. Following documents to be submitted by the Vendors before Safety Clearance.
 - (i) A request letter (on the Vendor's letter head) for safety clearance routed through execution in-charge & H.R. department.(Xerox)
 - (ii) Duly Filled Contractors Safety Declaration in Contractor's Letter Head for every safety clearance as well as safety renewals.(Original)
 - (iii) Duly Filled Contractors Undertaking in Contractor's letter head.(Original)
 - (iv) Details of Main Power Deployment.(Original)
 - (v) Safety Pledge in Hindi or English & their sign off documents by the individual in prescribed Format. (Original)
 - (vi) Details of PPE's Issued to the workmen & their sign-off document in prescribed format.(Original)
 - (vii) List of PPEs to be given to workers with their signature of receipt.

The following PPEs are considered essential for any type of work inside plant.

HDPPE Safety Helmet (Orange colour for Projects & Yellow Colour for O&M Contractor, , Safety Shoe as per area of work and job requirements / Gum boot, Goggles, Dust mask, Gloves (type based on associated hazard). , Leather — Riggers, fitters and all mechanical jobs, Cotton hand gloves- General work, Electrical works- , Fluorescent jacket — Orange color for workers and Green for Contractor employee staff. All workers wearing with all PPEs must be present for physical verification with a PPE issue register. Full body safety harness with D hook [Front side] & Snatch Hook., Fall arrestor, descenders etc. All workers wearing with all PPEs must be present for physical verification with a PPE issue register.

- (viii)In case of safety clearance of driver/operators (Crane, Hydra operators) heavy vehicle license (Xerox) & operator undertaking (Original) signed by driver/operator to be submitted.
- (ix) The entire vehicle operator must undergo the traffic/road safety training, which is part of safety clearance.
- (x) Name of the Safety officer/Site In charge/Project manager/Site engineer/Supervisor / Steward and their contact numbers with valid E- mail I.D
- (xi) Physical Fitness certificate (certified by an ESI Doctor/certifying surgeon) has to be submitted for all the workers. Medical certificate and health register (form 21 under Factories Act, 1948) to be produced at the time of safety clearance. (Original)



- (xii) Health Register in Form-21 Format & Eye Test Records for every driver/operator in form-35 Format with the validity of 06 months to be submitted.(Original)
- (xiii) Medical Certificate, Eye Test Certificate & Health Register List of all the workers along with their Id. No & Date of Medical Examination & its validity to be submitted to Safety Department during Safety Clearance/Renewal.
- (xiv)Competency certificate has to be produced by the contractor for their workmen engaged for specialized jobs like welder, rigger, height work, Blasting, X-ray & electrical work etc.(Original).

Renewal of gate passes only after physical verification of condition of PPE's & medical certificates of workers.

SOP for Vehicle Safety Clearance [For HMV & Construction Vehicles]

- (1) Contractor Safety Personnel's/Site Supervisors have to checked the vehicle outside of the premises as per checklists prior to show the BALCO Safety & Execution members.
- (2) All the lapses which observed in Vehicle to be rectify prior to show the BALCO Safety & Execution members.
- (3) Following documents to be submitted to Safety dept prior to obtain Vehicle Safety Clearance.
- (i) Request letter of Vehicle Safety Clearance. (Xerox)
- (ii) RC Book/Invoice/Fitness Certificate (form 38) (Xerox)
- (iii) Valid Insurance.(Xerox)
- (iv) Valid Driving License. (Xerox)
- (v) Gate Pass Details. (Xerox)
- (vi) Valid PUC (Original)
- (vii) Safety Checklist of LMV/HMV. (Original)
- (viii) Operator Undertaking. (Original)
- In Case of assembly of Crawler Mounted Cranes inside the plant premises, pre information to be provided to BALCO Safety & Execution team and it will only be allowed to use at site after getting clearance from BALCO Execution & BALCO Safety Dept. In such case vehicles entrance from security gate to be only allowed after clearance from safety department.
- (5) In case of safety clearance of driver/operators (Crane, Hydra operators) heavy vehicle license & operator undertaking signed by driver/operator to be submitted.
- (6) Hydra will not be allowed for material shifting as well as erection & dismantling purpose. it will used only for loading & unloading purpose. Removal of high speed lever to be ensured prior to obtain vehicle safety clearance from safety dept.
- (7) Vehicles movement will be prohibited during No entry timing/safety hours.

(8)

(9) Driving license of all the individuals of contractors whoever are using 02 Wheelers & Light vehicles/Heavy vehicles and fitness certificate from R.T.O, along with Form 35 (eye test) for Driver/Operators issued by an ophthalmologists(eye specialist) as per factories act in form 35)

One Xerox Copy of All the Safety documents pertaining to Manpower & Vehicle Safety Clearance to be kept readily available to the contractors for Record Purpose & further use.

(10)Medical Certificate/ Health Register in Form-21 (Validity 12 Months) Format & Eye Test (Validity 6 Months) Records for every driver/operator in form-35 Format to be submitted.

(1)



19. DISCIPLINE AT WORK AREA:

Vendor has to maintain discipline at work area. He has to keep the area neat and clean after work is over. All the spares, waste material, like oil grease etc has to be kept at designated area and the work place to be cleaned after job is over. In case, maintenance activities are found to be suffering due to non-performance by Vendor's employees or job negligence, then suitable punitive action will be taken by BALCO for the same.

20. EMERGENCY:

The Vendor shall ensure that its workers follow the following instructions:

- 1. To contact fire control room on telephone No. 5333, 2666,2334, 5393, 242033 and inform name, location and brief of the emergency. If telephone is not available, break the glass of nearest manual call point(if available)of fire alarm or use the nearby portable fire extinguisher if you know the operation of the extinguisher.
- **2**. Rush to the location of Emergency and assess the situation Combat the Emergency with the help of the available people using hydrant and fire extinguisher.
- **3.** Rush to nearby Assembly Point [displayed in the department] in case of an extreme emergency.
- **4**. As soon as any Emergency calls, the Fire control room operator will immediately ask the Turn out no.1 available at Fire Station plantrush at the emergency spot.
- **5**. He will simultaneously inform to Main Security Gate of respective plants.

21. OCCUPATIONAL HEALTH & SAFETY (OH & S):

The Vendor shall be responsible to take all precautions to ensure safety of the labours / workers at work. The Vendor will supply his labours / workers safety equipment as per rules. If you are bringing your own equipment to carryout of job inside the plant such equipment should be subject to hazard identifications and risk assessment prior to commencement of work.

The person engaged by you shall be given appropriate awareness on OH&S, those personal who will carry out jobs affecting OH&S shall be properly trained and made competent for the job performed by them. During emergency situation which may be faced in the plant your personal should move to nearest emergency assembly points. They should not spread any rumor. (An OH&S booklet is available in Safety Depts. and is required to be signed by the Vendor agreeing to comply with the same

26.SAFETY:

- . shall be responsible to take all precautions to ensure safety of the labours / workers at work.
- 3.Before Starting execution of the job Vendor must attend the kick off meeting with safety department-

Bharat Aluminium Company Ltd. Safety Department

BALCO: 495684 (C.G.)

Kick Off Meeting Agenda for Safety
Assurance from Agency

Agency:				Date :
cope :				Time :
S.	Agenda	Guideline	Requirement	Complianc Remarks, if any



	_	_	_		innovo
۷.				e assurance	
1	Site Specific Safety Plan	It includes at minimum the following: Scope of Work, Work methodology, Generic group risk assessment, Roles & responsibilities of contractor's management & Employees, Site layout, Proposed location of electrical & other services, Identification of High risk activities, Site safety prevention / mitigation employees, Reporting system of accident / incident, Emergency Rescue Plan	l		
2	Site Specific Risk Assessment of Activity	All activity must be covered.	Prior Start of Site Work		
3	Mobilization of Resources	For Manpower:Induction - Photo Gate Pass, Screening, Medical Check up, Mandatory PPEs For Machineries:Fitness & Test certificate at the time of mobilization, Pre start up inspection and identification for "Ready to Use"	For new deployment		l I
4	Electrical Installation Set up	Proposal to BALCO with electrical SLD including the details of load Selection of cables routeType of DB, Panel Presence of licensed electrician, Rain protection of DB Use of ELCB of 30 mA sensitivity proper earthing including double earth for metal enclosure machines.	Prior to get power supply		1
5	Deployment of Safety Personnel	Qualified and experienced safety officer / Engg. @ 1 : 250, Safety Stewart @ 1 : 40, Full coverage of work hour.	As & When reqd.		1
6	Certification of Lifting Appliances	By Local Govt. approved third party competent authority, Internal inspection and maintain of colour coding as per scheme, ID mark and SWL punching on body, Hydra with run over protection			
7	Work Permit System	Work permit must be followed with JSA/Lifting Plan and tool box talk	Ongoing		[
8	Inspection & Checking	Periodic inspection as per pre approved checklist & record keeping	Ongoing		1
_		35	1	1	



9	Response of advice / instruction given by inspecting agency	Written compliance report	As & When reqd.	
10	Formation of Safety Committee	Record of MOM to be maintained	As & When reqd.	
11	Safety Walkdown	In presence of high official of contractor	Weekly	
12	Safety Review Meeting	At BALCO office	Saturday @ 16:00 Hrs.	
13	Safety Clearance	From BALCO	During submission RA bill	
14	Safety Campaign	Display sign board, poster, caution board	As & When reqd.	
15	Barrication	All hazardous locations with suitable measures	As & When reqd.	
	Tool Box Meeting & Pre Job Discussion followed by Job Safety Analysis	Prior to start of job	Everyday	
17	Height Work	Special medical check up (As per BALCO), Scaffolding & Inspection As per relevant codes of practices – Use of Ladder Provision of usages of Fall arrest device, Full Body Safety Harness with double lanyard scaffolding hook, Safety Net, Lifeline etc.	As & When reqd.	
18	Suspended Platform / Man bucket	Fabrication as per pre approved plan, Third Certification, Regular inspection, Marking of ID, SWL	As & When reqd.	
		on the body		
19	Hot Work & Fire Prevention	Use of Min. 2 Phase standard welding machine, Only lug / Ferrule joint, Crimping tool, Appropriate PPEs Use of Flash Back Arrestor, Cylinder trolley, Standard regulator / gauge etc. Spatter protection from height Deployment of Fire watcher with suitable Fire Extinguisher	As & When reqd.	
20	Chemical Hg	Availability of MSDS, Training, Job Specific PPEs	Prior to use	
21	Material Storage	Segregation of material Cylinder storage	During mobilization / as & when reqd.	



		prevention / permit of storage of flammable material, Separate storage of chemicals		}	moves grow oxcom
22	Emergency Preparedness	Well equipped FA box Display of emergency Nos., Concept of assembly point	At beginning & SSSP		
23	Housekeeping	Removal & Disposal of scrap	Daily basis		
24	Ambulance Facility	As per BALCO	As & When reqd.		
	Environmental Protection	Dust & Noise, Oil Spillage prevention	As & When reqd.		
26	Award & Reprimand	As per BALCO scheme	As & When reqd.		
27	Control of multiple activities	Proper planning and co ordination	As & When reqd.		
28	Night Work	Proper planning and task lighting	As & When reqd.		
29	Monthly Safety Performance Reporting	As per approved scheme from BALCO	Monthly		
30	Documentation	As per approved list from BALCO	As & When reqd.		
	Safety Statistics Board	Display sign board	As & When reqd.		

	Sig. with Name of
Sig. with Name of Representative from BALCO	Representative from Agency
	Date ·

Date: Time:

Vendor shall provide all necessary safety like Safety shoes, Goggles, Helmets, Masks, and PVC Gloves, respirators etc. to his employees (standard of PPEs for contract workmen should be as per BALCO safety guidelines). Neither Vendor nor his employees will be permitted to enter factory premises without safety PPE. The Vendor will ensure strict compliance of safety measure adopted by the BALCO. In case of any violation of safety measures by the Vendor or his employee will be taken seriously and in such situation. BALCO reserves its right to cancel this contract and/or suitably penalize the Vendor.



Mandatory requirements of safety equipment to be used by the vendor:

S. No	Name of safety appliance	Specification	Area / Application
1	Safety Helmet Yellow - for contract Employees Blue - for BALCO White - for Visitor	IS- 2925, Material: HDPE, Cradle: 6 point plastic suspension, Weight: 400 gms[approx], Size: 51 cm-62 cm, Sweat band: Brushed cloth on foam, Chin strap: Adjustable with chin strap	For All Application
2	Safety Shoes(General)	Safety shoes with steel toe cap as per IS -5852, high ankle, Electrically insulated, with extra protection on tongue with Velcro ISI No. 1989, PU sole,S3 DIN leather upper stitched with Kevlar thread, complete flame retardant leather	Except Mines / Potroom / Cast house
3	Goggles (Plain glass)	IS:7524, Frameless design, light, all around impact protection, Ratchet temple and adjustable angle for a personalized fit, polycarbonate lens, Lens thickness 2.1mm-2.46mm,9 base spherical, Scratch resistant, Hard coating, 99.9% protection,	General Purpose
4	Dust Mask (disposable)	EN-149FFPIS approved, CMRI & CLI tested, Light weight, economial and durable with advanced electret media maximizes user protection, with high filtering efficiency and to provide longer period of user comfort.	For General Use
5	Working hand gloves	Cotton hand gloves , Size - 14"	General Purpose
6	PVC /Rubber hand gloves	ISI Marked	Caustic Soda / Acid/Alkali/Other Chemicals
7	Leather Hand gloves	IS - 2573, Model No. F524 , Natural split welder glove split cuff 15 cm	Welding, Gas Cutting, Sharp Edge Handling, Heat Resistant,
8	Safety Belts (Full Body)	IS:3521,EN 361 CE, Full body harness, Fully adjustable shoulder, thigh straps, single connected back D ring, 1/2" nylon rope or 16 mm polypropylene rope 10 feet long & special electroplated screw hook.	Working at height
9	Respirators (Acid fumes & others)	EN-149FFPIS approved, CMRI & CLI tested, Light weight ,economical and durable with advanced electret media maximizes user protection, with high filtering efficiency and to provide longer period of user comfort.	Acid fumes
10	Leather leg/ hand guards	Chrome leather, soft	Heat/ radiation/ hot work
11	Leather aprons	Chrome leather, soft, Split type	Heat/ radiation/ hot work
12	Face shields	IS - 1179, Poly carbonate FC-48 Blue Eagle ANSI 287-1 8 x 5 1/2" to be fitted in the contour of helmet	Heat / Radiation
13	Gum Boots	IS-12254, 14" Full size gum boots in yellow color with a non-magnetic toe cap , superior virgin PVC compounds, Single piece with dual density compounds, sweat absorbent hosiery cloth lining,	Acid / Alkali



		anti skid cleated soles which are acid, alkali, oil resistant &	
14	Ear muffs	ISI Marked	High Noise
15a	Ear plugs (washable)	IS: 6229, Foam ear plugs with a cord that drapes around the neck, It should be washable	High Noise
15b	Ear plugs (sponge)	IS: 6229, Foam ear plugs with a cord that drapes around the neck	High Noise
16	PVC suit	ISI Marked, suitable for Acid & Alkali, 3 Piece set	Caustic Soda / Acid/Alkali/Other Chemicals
17	Retractable fall arrester	ISI marked	Working at height
18	Fall arrester	ISI marked	Working at height
19	Roof ladder/ crawling boards	ISI marked	Working over fragile roof
20	Safety Net	IS: 5175	Working at height

Note: It is the responsibility of Vendor to provide any additional PPE as required to perform any specific job.

In case of ambiguity our safety department guidelines on the brand & quality of PPEs will be final.

- The Vendor should provide quantity of PPEs proportionate to the no of manpower deployed & the Nature of the job at the site. In case of ambiguity our Safety Department Guideline on brand and Quality of PPEs will be final.
- At any point of operation of contract the Vendor shall remain liable to report to the safety department with respect to ensuring Safety at the site.

7 Road Safety norms:

All Employees of Vendor including the vehicles used by them should strictly follow Road Safety Policy of BALCO while working inside the plant premises.

8 Work Permit:

Necessary work permits (Working at Height, Hot work permit, Working in confined Space, Excavation, Electrical work , Working on critical equipment cranes, lifts , Working on dangerous lines etc) should be taken from relevant authority before starting such jobs. All safety guidelines mentioned in these work permits should be strictly adhered to.

9 Height Works:

For working at height corporate has published one Guidance note(GN-21) which needs to comply by the Vendor to ensure safe execution of the job. Supervisor must be present at site during height jobs or other risky jobs & take Necessary work permits. Suitable scaffolding should be provided for workmen for all works that cannot safely be done from the Ground or from solid construction except such short period work as can be done safely from ladders. When a ladder is used an extra person shall be engaged for holding the Ladder and if the ladder is used for carrying material as well, suitable footholds and handholds shall be Provided on the ladder and the ladder shall be given an inclination not steeper than 1 in 4 (1 horizontal and 4 vertical). Safety nets conforming to IS5175 should be provided, if required..

10 Material Handling -

All the material handling tools, tackles & equipments should be inspected & tested before use & record shall be kept in a register. Mobile crane & tractor should be used for shifting of materials. Material should be shifted with the help of trailer or truck only. Mobile crane shall be used for loading & unloading only. Flagman with red & green flag should be deployed at the time of material handling. Restricted hour should be followed inside plant.



11 Electrical Works:

Strict enforcement of Lockout & Tag out system to be ensured & necessary work permits to be taken before starting of the Job. Mandatory use of Arc protection suit for work on electrical system of voltage 6.6KV & above to be ensured. Every connection shall be taken only through ELCB.

11 Excavation, trenching & Demolition:

Necessary work permits to be taken before any Excavation & Demolition work.

All trenches 1.2 meters or more in depth shall at all times be supplied with at least one ladder for each 50 meters length or fraction thereof. Ladder shall be extended from bottom of the trenches to at least 1 meter above the surface of the ground. The sides of the trenches which are 1.5M in depth shall be stepped back to give suitable slope or securely held by timber bracing, so as to avoid the danger of sides to collapse. The excavated materials shall not be placed within 1.5 meters of the edge of the trench or half of the trench width whichever is more. Cutting shall be done from top to bottom. Under no circumstances undermining or under-cutting shall be done. Before any demolition work is commenced and also during the progress of the demolition work -

- a) All roads and open areas adjacent to the work site shall either be closed or suitably protected
- b) No electric cable or apparatus which is liable to be a source of danger shall remain electrically charged.
- c) All practical steps shall be taken to prevent danger to persons employed from risk of fire or explosion or flooding. No floor, roof or other part of the building shall be so overloaded with debris or materials as to render it unsafe. All necessary personal safety equipment as considered adequate by the Engineer -In-Charge should be kept available for the use of the persons employed on the Site and maintained in condition suitable for immediate use, and the contractor shall take adequate steps to ensure proper use of equipment by those concerned.

12 Pressure vessels, Lifting Tools, & Lifting machines:

All Pressure vessels, Lifting tools ,tackles, machines & mobile equipment like cranes, hydra, forklifts, etc. should comply to Safety Standard & should have valid test certificate. Every crane driver or hoisting appliance operator shall be properly qualified and no person under the age of 21 years should be in charge of any hoisting machine including any scaffolding, winch or give signals to the operator.

The below mentioned things to be ensured.

- Record of all lifting tools, tackles, lifting machines, hoists & lifts to be maintained in a Register
- Periodic maintenance of All Lifting tools & tackles to be covered under Preventive Maintenance schedule of the plant.
- Forklifts /pallet trucks to be tested annually and record to be maintained.
- All Lifting machines to be painted, fitted with fluorescent stickers (both front & back) to be provided by BALCO &
 maintained in good condition with daily checking register by the drivers.
- EOT cranes should have at least one independent escape route and shall be provided with Warning/alarm devices while in operation.
- Standard hand signals to be displayed and training to be provided to the operators, riggers & signalers.
- All hooks shall be provided with spring retainers/latch.
- Hydra is strictly prohibited for shifting the materials .lt can only be used for lifting the loads. Hydra crane shall
 comply with run over protection as per standard attached. Also all hydras to have clear marking of SWL in bold
 letter on different height of Boom, a display of load chart, copy of test certificate & board mentioning the details
 of Equipment no, SWL, Testing Date, Due Date of testing.

13 Competency:

Contractors should appoint a safety supervisor/co-coordinator for coordinating safety activities with company safety office.

14 Maintenance of Safety Records & Reporting: The Vendor should maintain applicable legal registers. Apart from the same they should maintain register of PPEs Issue, Training of employees, Accident/Injury register, & Health checkup details LT & Tackles record etc. Following information to be submitted at the end of the every month (before 3rd of next month) to the respective Safety HODs directly with copy to site in charge.



A. Total nos. of employees =

Working hrs / days =

Duration of contract (in days) =

- B. Status of safety gadgets
 - Nos. of helmets = issued & stock available at store
 - Nos. of safety belt = issued & stock available at store
 - Nos. of goggles = issued & stock available at store

Welding Goggles = issued & stock available at store

Grinding Goggles = issued & stock available at store

General Goggles = issued & stock available at store

- Nos. of hand gloves = issued & stock available at store
- No. of safety shoe / gum boot = issued & stock available at store
- Length of barricading tapes = stock available at store
- Status of warning tags (like =radiography, road blocking, no entry etc. use)
- C. INCIDENT REPORT

Name of safety representative =

- Nos. of Incidents (Near miss, Hazards, Environment) reported =
- Nos. of minor injuries =
- Nos. of man days lost due to injuries =
- Nos. of major injuries =
- Nos. of fatalities (if any) =
- D. INSPECTION RECORD
 - Technological vehicles= inspected on & by as per safety check list provided
 - Gas cutting set & welding = machine inspected on & by
 - List of LT & Tackles updated & certificate issued by competent authority.
 - Hand tools inspected on & by =
 - Ladders & lifting tools inspected =on & by
 - Waste Generation = (Category, Qty)
 - Office/Storage Area of Vendor = (Safety, Hygiene)
- E. TRAINING RECORD:

Training Need Identification

Training Calendar

No of Training Conducted & Topics Covered-

No of People Trained with Details of Trainer-

Signature of Site In charge

Name of the Vendor:

Report will be submitted in the format provided by Safety department.

Any additional report to be submitted will be decided by our Safety HOD's at the site.

15 **Responsibility:** Ensuring Safety and prevention of any accident /incident of the employees of the Vendor will be the sole responsibility of the Vendor.

The Vendor shall adopt BALCO Vision Mission ,code of conduct sustainability policies & relevant technical & management standards

16 <u>Vehicle Norms</u>: The Vendor shall comply with legal statutory requirement in respect to Vehicle Emission Norms, Permits, Driving License, Registration number, Insurance, Working condition of Rear Lights, Brake Lights, Indictors, Reverse Horn etc., as per motor vehicle act 1988. The Vendor shall also comply with prescribed speed limit of 30 Km/Hr within the premises of the Owner.



- 1. Driver must have always kept driving license with him.
- 2. Driver must wear Reflective- jacket on duty.
- 3. No vehicle movement is allowed during safety hours except technological vehicles.
- 4. Vehicle checklist must be filled by driver and ensure compliance by the site in charge of the same then only allow driving.
- 16. <u>Violation & Penalties:</u> In case of any violation of safety measures by the Vendor or his employees the same will be taken seriously and in such situation our BALCO reserves it's right to cancel this contract and /or suitably penalize the Vendor as under

In BALCO Safety Code of conduct for all the employees defined in case of violation action must be taken against the Vendor as per norms .

Sr. No.	Type of Violation		
1	Non use of safety PPEs		
2	Using welding machine without proper plug pin, earthing & ELCB		
3	Taking power by inserting naked wires instead of appropriate plug		
4	Taking electrical supply from DB without ELCB / RCCB & not having single line diagram along with connection		
5	Not using earth connection for electrical gadgets like grinder, drilling machines, pump motors, blowers, etc.		
6	Non use of welding shield during welding & non use of safety goggles during cutting / grinding / drilling.		
7	Not following safety work permit system		
8	Not following the safety advice/instruction of our safety official		
9	Bypassing safety interlocks or removal of safety guards		
10	Operating Hydra without BALCO Safety Guideline		
11	Using chain blocks or lifting tackles which are not tested or not meeting safety standards		
12	Rolling of gas cylinders on the ground during transportation from one place to another place		
13	Using gas cutters without flash back arrestors, damaged hose, and leaky cylinders		
14	Adopting short cut methods (Any Un-safe Act)		
15	Violation of Road Safety norms		
16	Non availability of Gate passes at site		
17	Starting the job without work methodology or risk assessment (HIRADeC)		



18	Not posting of qualified safety officer if required to appoint as per existing manpower			
19	Non submission of monthly inspection of lifting tools , tackles, pressure vessels, well machines, portable tools, Cranes, etc.			
20	Non compliance to morning tool box talk Any non compliance to SOP's / SMP's			
21				
22	Providing & Up keep of First-Aid box / medicines & periodic changing of same.			

Penalty to be imposed:- 1st time -Rs 500, 2nd time onwards: 1st Violation: Rs 1000/.

Note: Any injury causing fatal or non-fatal injury to the employee(s) of the Vendor, shall be the exclusive responsibility of the Vendor and also liable to pay any additional compensation as directed by legal state authorities.

In the event BALCO and /or its employee are prosecuted by any other authority under law of accident causing fatal or non fatal accident Vendor undertake to reimburse BALCO all ,fines ,penalties and expenditure incurred in connections with defending such prosecution by BALCO and towards this the Vendor irrevocably agrees to BALCO deducting such amounts from its pending bills.

- 11) <u>Damages:</u> Charges towards any damage of equipment/material at our site caused due to miss handling by Vendor's workers/vehicle shall be deducted from Vendor's bill after assessment by our Engineer in Charge .The assessment of our Engineer In charge shall be final and binding on the Vendor. All of the Vendor's vehicle entering into factory premises must be comprehensively insured.
- 12) No worker of Vendor/contracting firm and the Vendor himself shall be allowed to consume alcoholic drinks or any narcotics within the plant premises. If found under the influence of the above, the Vendor /contracting firm shall have to change /replace him, failing which we may terminate the contract.
- 13) Smoking within the plant premises is strictly prohibited as per Supreme court Guidelines.. Violators of the no smoking rules shall be discharged immediately. Handling of flammable materials inside plant premises should be dealt with adequate protection so as to avoid fire & Explosion .Instruction from respective Department and Safety Department should be followed strictly for compliance of the same.
- 14) The Vendor /contracting firm shall not deploy any person suffering from any contagious, loathsome or infectious disease. The Vendor should ensure high standard of Hygiene in his workplace to prevent out break /spreading of contagious disease.
- 15) **Reporting of Accidents & Dangerous Occurrences:** The Vendor shall immediately upon knowing of any accident, damage or losses in which he is involved on the site should inform the area in charge.

ENVIRONMENT:

All the scrap generated after execution of the jobs shall be disposed in appropriated identified bins. Contractor shall comply with all applicable provisions of Environment Protection Act, 1986 along with Hazardous Wastes (Management, Handling and Transboundary Movement) Rules, 2008 and all other applicable Environmental Laws. Discipline at work area: Contractor has to maintain discipline at work area. He has to keep the area neat and clean after work is over .All the spares , waste material ,like oil grease etc has to be kept at designated area and cleaned the work place after job is over. In case, maintenance activities are found to be suffering due to non-performance by contractor's employees or job negligence, then suitable punitive action will be taken by BALCO for the same.



HOUSEKEEPING:

BALCO is followed 5S system to enhance the visibility of housekeeping across all the units, in the same manner Vendor will maintained their work place as well as office area. The contractor shall ensure that its employees while on BALCO premises or while carrying out their obligations under this contract, observe the standards of cleanliness, decorum and general discipline laid down by BALCO shall be the sole judge as to whether or not, the contractor and or its employees have observed the same. Immediately after job completion is over the area should be cleaned.

- The cleaning of dust, Oil Spillages, Welding butts, Metal Scraps, used nut bolts & all other scrap removal shall be in contractor's scope.
- Handling of Scrap generated arises on account of activities or any kind of material handling will be in contractor's scope.
- Contractor shall ensure to discharge scrap only at designated place by his own
- The contractor shall also participate to achieve the 5-S standards along with BALCO. If contractor will not follow the 5S, penalty may be put by BALCO up to 1% of the total value.

WORK TIMINGS:

• The Contractor shall ensure that no employee of the Contractor will enter or remain on BALCO premises unless necessary for fulfilling Contractor's obligations under this contract. In order to maintain proper co-ordination at the plant the workmen deployed by the Contractor shall adhere to the work timings mutually agreed by the parties. These timings may change as and when required by BALCO.

OCCUPATIONAL HEALTH & SAFETY (OH & S):

The contractor shall be responsible to take all precautions to ensure safety of the labours / workers at work. The contractor will supply his labours / workers safety equipment as per rules. If you are bringing your own equipment to carryout of job in side the plant such equipment should be subject to hazard identifications and risk assessment prior to commencing of work.

The persons engaged by you shall be given appropriate awareness on OH&S; those personal who will carry out jobs affecting OH&S shall be properly trained and made competent for the job performed by them.

During emergency situation which may be faced in the plant your personal should move to the emergency shelters. They should not spread any rumor. (An OH &S booklet is available in Safety Deptt and is required to be signed by the contractor agreeing to comply with the same)

Vendor's RESPONSIBILITY

- The vendor has to make his own arrangement for skilled / semi-skilled labour, tools, tackle, & any other equipment etc.
- Vendor will make in triplicate list of tools, tackles, equipment's etc. required for completing this job inside our
 premises. The list will be certified by our Security In charge at Factory Main gate before the materials are
 allowed inside our works. The first Copy of this material pass will be given to the Security Incharge, 2nd Copy to
 the Officer responsible for the execution of work and 3rd copy to be retained by the contractor.



- Whenever, the vendor wishes to take out his any of the material brought inside by him earlier, he shall have to
 get item checked by the area engineer in charge as per the details certified at the time of entry. Gate Passes for
 outgoing Material will be issued by competent authority of BALCO.
- Withdrawal of all the materials to be supplied by BALCO either from our main stores or any other places within the BALCO premises, transportation to work site and returning of all scrap to scrap yard will be in the vendor's scope.
- For electrical connection of the vendor's equipment, vendor shall have to arrange his own switch boards with fuses etc. for full care and safety as per regulations of Electrical safety.
- Vendor shall submit materials reconciliation statement for the materials to be issued by BALCO free of cost after completing the work.
- During shut-down or to meet exigencies, extra manpower free of cost, if required, shall be arranged by the vendor and the work will have to be carried out on round the clock to complete the jobs within time period allotted by our Engineers In charge.
- All rubbish, Wastage, debris generated is to be collected and dumped in the nearest Vat/Pit or after completion of the job / or the place as indicated by Engineer In charge. Area to be made clean & neat with necessary brooming etc. at vendor's area of works.
- All works are to be carried out in running condition of plant. Work is to be carried out as per the requirement & BALCO does not guarantee continuous work.
- All tools, tackles, lifting tools should be load tested for which photocopy of test certificate is to be produced by the party before starting of job. The vendor shall strictly follow the rules specified by BALCO while carrying out operations under the work contract.
- While carrying out operations under the contract, the vendor shall strictly adhere to the security and safety norms. The speed of the vehicles while inside the factory should not exceed the limit prescribed by BALCO.
- The vendor shall arrange to deploy the requisite skilled manpower in each shift as may be required for the smooth functioning and maintenance of the equipment and vehicles and also for discharging of other responsibilities.
- Ensuring safety and prevention of any accident / incident of the employees of the vendor will be the sole responsibility of the vendor.
- The vendor shall provide all safety PPEs to all his workers, supervisors, site in-charge & managerial staff and shall comply with all safety and statutory rules and regulations.
- The vendor should have a valid contract license.
- Contractor shall prepare a Quality Assurance Plan and get approval by the Engineer in-charge, which will form the basis for stage wise inspections and final inspections. The contractor shall comply and ensure that its Sub-Supplier/ contractor and Consultants comply with the provisions of the Technical Specifications in connection with quality assurance and quality control arrangements in the carrying out of the Works. Contractor should maintain separate log book for recording the work done with hours of engagement and adherence to quality standards. The same will be verified by BALCO engineers every day / shift. The contractor shall also maintain log sheet to record maintenance activities, spares consumption and repairs etc. wherever applicable. Contractor's staff daily attendances should be maintained regularly wherever applicable. All such records maintained by the Contractor, its Consultants and/or its Sub-Supplier/ contractor's pursuant to such quality assurance and quality control obligations shall be made available for our inspection upon notice.
- 26. LABOUR LAWS: The contractor shall be fully responsible for observing all statutory laws in respect of the contract labour engaged by him as applicable under payment of wages act, minimum wages act. Contract Labour (Regulation & Abolition) Act, 1970, Employees Compensation Act, Employees State Insurance Act, Employees Provident Fund and Miscellaneous Provisions Act, Payment of Bonus Act, Payment of Gratuity Act and the Factories Act, 1948 and other State & Central Act applicable to him.
- **27. OTHER LAWS OF THE LAND:** The contractor shall observe all laws of the land including those of Local, State and Central Government.



- **28. ASSINGNMENT OR SUBLETTING:** The contractor shall not assign or sublet the contract or any part thereof, without prior permission of BALCO in writing.
- **29. INDEMINITY:** The contractor shall keep BALCO indemnified from and against all actions, suits, proceedings, losses, costs, damage, claim and demands of every nature and descriptions due to any acts of the contractor.
- **30. INSURANCE**: The contractor will taken workmen compensation insurance policy from the Insurance Company so as to enable him to discharge various liabilities under workmen compensation act and submit documents within seven days of its start of work. The contractor shall be required to obtain Group Insurance Policy for the labours to be engaged in the work.
- **31. ILLEGAL GRATIFICATION:** This contract can be terminated if any bribe, commission, gift or advantage given, promised or offered by the contractor to any employee of BALCO.
- **32. FORCE MAJURE**: For failure of execution of any work due to war, restraint, imposed by government, earthquake, fire, explosion, riot, lockout, etc, beyond human control directly interfering with the work, BALCO shall only allow such additional time as may be considered justified by the circumstances of the case. No claim whatsoever of compensation from the contractor for loss etc. on this account shall be entertained. Direct or indirect loss, if any, to BALCO due to negligence of the contractor during this period, on this account can however be recovered from the contractor.
- **33. TERMINATION**: BALCO reserves the right to terminate the contract at any time with or without notice if the work is found unsatisfactory and also get the work done through any other any agency at the risk and cost of the contractor. Violation of any of the above terms may also lead to cancellation of the contract and liabilities of the contractor, if any, shall be recovered from the contractor.
- **34. OBSTRUCTION OF WORK**: Contractor shall ensure all timely payment of dues to their workmen. In case contractors staff or workmen or are found obstructing the normal working of BALCO, the same shall be viewed seriously and shall make this contract liable for termination.
- **35. JURISDICTION:** The competent courts in Korba, Chhattisgarh, India only shall have jurisdiction with regard to any question or matter arising out of this contract and any other document that may be executed by the parties hereto or any of them in pursuance hereof or arising here from.
- **36. Grievance**: The Vendor can submit their grievances through SRM and will maintain a register in the department in which their employees can register their grievances .

Date :

	Contractor Safety Declaration for	<u>Safety Clearance</u>
We have been awarded contract for		under Contract No./Work
Order		
No	Dt.	till
· · · · · · · · · · · · · · · · · · ·	ing for safe execution of the job	the execution of this job. The list of persons those have is enclosed. We also undertake that all the rules and safe job procedure shall be framed up prior to start of

The employees mentioned are physically and mentally fit and competent to do the work at site. Work shall be carried out under strict supervision with all safety precautions. The basic PPE's (Safety shoes, Safety helmets, Goggles, Respirators and Hand gloves) have been issued and further work related PPE's will be issued to them at work site. Proper working tools, equipments shall be used by us. Non-compliance in any form will attract penalty as deemed fit by BALCO.



We hereby declare that the safety of the personnel's is our whole sole responsibility. All risks related to a job shall be identified and rectified /removed by us prior to commencement of any activity. I shall be solely responsible and indemnify BALCO and its employees from and against all actions, suits, damages litigations and proceedings by Government authorities / third parties for any acts/ omissions negligence of the Contractor. Further I shall be solely responsible for any costs, losses, damages ,penalties incur or sustain as a result of performance or non-performance of any of the terms and conditions of the job . I shall be solely responsible & indemnify Balco and its employee against any litigation, legal claim, suits etc that may on account of any accident [Fatal /Non-fatal].

Site Manager (sign.)	:		_Date : _	 	
Name		:		 	
Contact No.		:			
Name of the Contractor	:				
Company Seal	:				

BALCO (VEDANTA'S) HSE POLICY AS PREVAILED IN BALCO

PART - IV: PENALTY AND AWARDS

- 42.0 Charges to be recovered from contractor for unsafe act or condition
- 42.1 Any reportable accident (fatality / injury) results in loss of life/ SERIOUS INJURY and/or property damage. These accidents not only result in loss of life but also damage the reputation of Vedanta. All the accidents are avoidable and caused preliminary due to contractors' negligence. Hence BALCO shall recover the cost of damages from the contractors for every reportable incident (fatality / injury).

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42.3 The following table indicates the Safety, Health and Environment violation (unsafe act / unsafe condition) and charges to be recovered from contractors.

SL. NO.	TOPIC	UNSAFE ACT/UNSAFE CONDITION	DEDUCTIBLE AMOUNT
1.	HSE Organisation	Not filling up the vacancies created due to HSE personnel leaving the contractor.	i) Rs.10,000 per month for first month and Rs.20,000 for subsequent months.
2.	HSE committee	Contractor and Sub-contractor representatives not attending HSE Committee meetings Failed to conduct Site inspection before conducting HSE Committee meeting	Rs.10,000 for the first violation and Rs.20,000 for the subsequent violations Rs.5,000 to the contractor for first violation and Rs.10,000 for subsequent violations.
3.	ID card	Not getting Safety Induction Workers not having ID card	Rs.10,000 for first violation and Rs.20,000 for subsequent violations
4.	HSE Training	Not complying to the requirements as mentioned in conditions of contract with regard to: a)Not getting Safety Induction b) Supervisor/engineer from contractor not attending the training c)Not attending the Refresher training d)PEP talk not conducted on daily basis	For item 1 a) to d) Rs.5,000 for first violation and Rs.10,000 for subsequent violations
5.	HSE Inspection	Not accompanying with the Balco rep. during the Inspection Non compliance of recommendation.	Rs.5,000 for first violation and Rs.10,000 for subsequent violations
6.	HSE Submittals	Non submission of Monthly Contractor's HSE report	Rs.5,000 for first violation and Rs.10,000 for subsequent violations
7.	Injury and Incidence reporting	i) Injury accident ii) Abnormal delay in reporting accidents or wilful suppression of information about any accidents / dangerous occurrence iii) Delay in informing about any accidents / dangerous incidents.(More than 24 hours)	i. Rs.10,000 for first grievously injured person and Rs.20,000 for every subsequent grievously injured person (Grievous Injury as defined in Workmen Compensation Act) ii. Rs.10,000 for first violation and Rs.20,000 for subsequent violations iii. Rs.5,000 for first violation and Rs.10,000 for subsequent violations
8.	Emergency preparedness	Non-compliance during EPRP mock drill	Rs.10,000 for non-compliance



Conditions of Contract on Safety, Health and Environment, Version 1

	Plan		
9.	Housekeeping	Surrounding areas of drinking water tanks / taps not hygienically cleaned / maintained	Rs.10,000 per single violation Compounded to a maximum of Rs.20,000 at any single
		Toilet / urinals for contractors not properly cleaned and maintained.	instance
		iii) Required dustbins at appropriate places not provided / not cleaned at contractor shed.	
		iv) Stairways, gangways, passageways blocked.	
		v) Lumber with protruding nails left as such	
		vi) Truck carrying loose materials not covered / tyres not cleaned.	
		vii) Overloading of trucks.	
		viii) Vehicles / equipments parked / placed on roads obstructing free flow of traffic	
		ix) Scraps, empty wooden cable drums lying scattered	
10.	Working at Height /	Not using or anchoring Full body safety harness	Rs.10,000 per single violation Compounded to a maximum of
	Ladders and Scaffolds	ii) Absence of life line or anchorage point to anchor full body safety harness	Rs.20,000 at any single instance
		iii) Using home-made ladders	
		iv) Painting of ladders	
		Improper usage (less than 1m extension above landing point, not maintaining 1:4 ratio)	
		vi) Usage of broken / week ladders	
		vii) Usage of re-bar welded ladders	
		viii) Working at unprotected fragile surface	
		ix) Working at unprotected edges	
		x) Failure to use roof walk ladders	
		xi) STANDARD SCAFFOLD	
11.	Lifting	i) Non availability of fitness certificate	Rs.10,000 per single violation
	appliances and gear	ii) Documents not properly maintained	Compounded to a maximum of Rs.20,000 at any single
	gear	iii) Documents not shown to BALCO when required	instance
		iv) Maximum Safe Working Load not written on the machine	
		v) Automatic safe load indicator not provided or not in working condition	
		vi) Age of the operator less than 18 years or without any licence	
		vii) Failure to submit Crane SWL certificate	
		viii) Person riding on crane, HYDRA & other	
		heavy equipments.	
		ix) Creating more noise and smoke x) Absence of portable fire extinguisher in	
		driver cabin	
		xi)Failure to provide barricade around lifting area	



Conditions of Contract on Safety, Health and Environment, Version 1

13. Gas Cutting v) Wrong colour coding of cylinder. vi) Cylinders not stored in upright position. vii) Flash back arrester, non-return valve and regulator not present or not in working condition. viii) Failed to use cylinder trolley. ix) Use of damaged hose. x) Failed to provide healthy pressure gauges at the cylinders. xi) Failed to store cylinder 6.6m away from fire prone materials xiii) Failed to use hose clamps xiii) Fire extinguisher not placed in the vicinity during operation xiv) Failure to provide sheds for cylinders left in direct sunlight xv) Failure to store cylinders as per recommendations 14. Welding i) Non-submitting Welding M/C.to Vedanta electrical dept to get the certification. ii) Voltmeter and Ammeter not working iii) Improper grounding and return path. iv) Damaged welding cable y) Bare openings in the cable. yi) Non-availability of separate switch in the transformer vii) Non-availability of separate switch in the transformer vii) Non-availability of main switch control to switch off power to the welding unit. viii) Usage of reinforcement rod as return conductor ix) Damaged holder x) Fire extinguisher not placed in the vicinity during operation 15. Traffic Management 16. Traffic Management ii) Unfit drivers or operators iii) Unfit drivers or operators iii) Unficensed vehicles i) Over loading of vehicles ii) Unfit drivers or operators iii) Unficensed vehicles v) Absence of cleaners v) Absence of reversing alarm TAKING REST BELOW THE LORRY / TRUCK Power / hand brakes not in working condition. 16. PPE i) Not having ii) Not wearing and kept it elsewhere	12. Po	i	Non-submitting to Vedanta electrical dept to get the certification. Using substandard / damaged / alternate accessories. Bypassing safety devices Used by unauthorised persons	Rs.10,000 per single violation Compounded to a maximum of Rs.20,000 at any single instance
xv) Failure to store cylinders as per recommendations i) Non-submitting Welding M/C to Vedanta electrical dept to get the certification. ii) Voltmeter and Ammeter not working iii) Improper grounding and return path. iv) Damaged welding cable v) Bare openings in the cable. vi) Non-availability of separate switch in the transformer vii) Non-availability of main switch control to switch off power to the welding unit. viii) Usage of reinforcement rod as return conductor ix) Damaged holder x) Fire extinguisher not placed in the vicinity during operation 15. Traffic Management i) Over loading of vehicles ii) Unfit drivers or operators iii) Unlicensed vehicles iv) Absence of reversing alarm TAKING REST BELOW THE LORRY / TRUCK Power / hand brakes not in working condition. Rs.10,000 per single violation Rs.20,000 at amy single Rs.10,000 per first violation and Rs.20,000 for subsequent violations Rs.10,000 per first violation and Rs.20,000 for subsequent violations	13. Ga	as Cutting	Wrong colour coding of cylinder. (i) Cylinders not stored in upright position. (ii) Flash back arrester, non-return valve and regulator not present or not in working condition. (iii) Failed to use cylinder trolley. (x) Use of damaged hose. (x) Failed to provide healthy pressure gauges at the cylinders. (xi) Failed to store cylinder 6.6m away from fire prone materials (xii) Failed to use hose clamps (xiii) Fire extinguisher not placed in the vicinity during operation (xiv) Failure to provide sheds for cylinders	Compounded to a maximum of Rs.20,000 at any single
Vedanta electrical dept to get the certification. ii) Voltmeter and Ammeter not working iii) Improper grounding and return path. iv) Damaged welding cable v) Bare openings in the cable. vi) Non-availability of separate switch in the transformer vii) Non-availability of main switch control to switch off power to the welding unit. viii) Usage of reinforcement rod as return conductor ix) Damaged holder x) Fire extinguisher not placed in the vicinity during operation 15. Traffic Management Contractor Vehicles i) Over loading of vehicles ii) Unflit drivers or operators iii) Unlicensed vehicles iv) Absence of cleaners v) Absence of reversing alarm TAKING REST BELOW THE LORRY / TRUCK Power / hand brakes not in working condition. Rs.10,000 per first violation and Rs.20,000 for subsequent violations		,	v) Failure to store cylinders as per	
Management i) Over loading of vehicles ii) Unfit drivers or operators iii) Unlicensed vehicles iv) Absence of cleaners v) Absence of reversing alarm TAKING REST BELOW THE LORRY / TRUCK Power / hand brakes not in working condition. 16. PPE i) Not having Rs.10000 for subsequent violations		i i i v	Vedanta electrical dept to get the certification. i) Voltmeter and Ammeter not working ii) Improper grounding and return path. v) Damaged welding cable v) Bare openings in the cable. vi) Non-availability of separate switch in the transformer vii) Non-availability of main switch control to switch off power to the welding unit. viii) Usage of reinforcement rod as return conductor x) Damaged holder k) Fire extinguisher not placed in the vicinity during operation	Compounded to a maximum of Rs.20,000 at any single instance
··· ·· = ·· · ·· ·· ·· ·· ·· ·· ·· ·· ·· ·· ··	1	lanagement i i i i	Over loading of vehicles Unfit drivers or operators Unlicensed vehicles Note that the service of the servic	and Rs.20,000 for subsequent
	16. PF		,	Rs.10000 per single violation





		iii) Using damaged one iv) Using wrong type v) Misuse of PPE (e.g. Using safety helmet for storing materials or carrying water from one place to other) vi) Not conforming to BIS standard	
17.	Occupational Health	i) Failure to conduct Medical examination to workers ii) Toilets not cleaned properly iii) Misuse of drinking water iv) Absence of first-aid box. v) Misuse of first-aid box. vi) First-aid box not satisfying minimum Indian standard. vii) Smoking inside the work site viii) Drink and drive or work ix) Excessive noise by poor equipment x) Canteen improperly utilised	Rs.10,000 per single violation Compounded to a maximum of Rs.20,000 at any single instance

- 42.4 Without limiting to the unsafe acts and or conditions mentioned above, the Employer shall have the right to deduct charges for any other unsafe act and or condition depending upon the gravity of the situation on case-to-case basis. The charges shall be in comparison with that of the similar offence indicated above.
- 42.5 THE PENALTIES IMPOSED AND THE PENALTIES IMPOSED, DOES NOT UNDER ANY CIRCUMSTANCE INDICATE CONTINUING OF THE DEFAULTING ACTIVITIES. THE ACTIVITY MUST BE DISCONTINUED IMMEDIATELY AND NOT RESTARTED TILL RECTIFICATION.
- 42.5 Stoppage of work
- 42.5.1 The Employer shall have the right to stop the work at his sole discretion, if in his opinion the work is being carried out in such a way that it may cause accidents and endanger the safety of the persons and / or property, and / or equipments. In such cases, the contractor shall be informed in writing about the nature of hazards and possible injury / accident or verbally on the spot if the imminence of the danger so demands THE CONTRACTOR IS CONTRACT BOUND TO OBEY SUCH INSTRUCTIONS
- 42.5.2 Work shall not proceed until it has complied with each direction to the satisfaction of Employer HSE dept.
- 42.5.3 The Contractor shall not be entitled for any damages / compensation for stoppage of work, due to safety reasons and the period of such stoppage of work shall not be taken as an extension of time for Completion of the Facilities and will not be the ground for waiver of levy of liquidated damages.

43.0 Awards

The following categories will be considered for awards as per the scheme in practice of Employer

- i) Highest & consistent Safety Score Card Rating by the single contractor at any time.
- ii) Zero fatality contracts
- 100% adherence to voluntary reporting of all accidents / incidents throughout the currency of contract
- iv) Safest Employee of the month
- v) Safest Contractor of the year.



Letter of interest to be filled and submitted by customers interested in participating in the auction. The duly filled & signed LOI is to be sent to the following email id only: loi@mjunction.in & the Subject of the mail should read as: LOI/BALCO/AUCTION ON 17.12.14/CUSTOMER NAME.

The Hard Copy of the LOI & signed & stamped catalogue is to be submitted to mjunction head office or any branch office latest by 15.12.2014.

LETTER OF INTEREST (To be submitted by customers on company letter head)

To The Manager, mjunction services limited. West Bengal

REF.: Online Auction OF Decommissioned Plant of BALCO, Dt. 17/12/2014

Dear Sir,

- (1) We are interested in participating in the Online sale event notified vide your notice under reference for **decommissioned units of BALCO** and lifting of material to be done ex-Chattisgarh by road. We also agree to abide by all the instructions contained in the Online auction event Catalogue, Special Terms & Conditions, General Rules and Regulations governed in Conduct of Online forward auction, invitation to online sale event auction notice.
- (2) We are hereby submitting the applicable **Pre-bid security deposit** of **Rs. 3,00,00,000/-** (<u>Rupees Three Crore Only</u>) as per following details to "**mjunction services limited**" for participating in the above mentioned Online Sale event.
- (3) We are hereby submitting the applicable **Caution Money deposit** of **Rs. 30,00,000/-** (<u>Rupees Thirty Lakh Only</u>) as per following details to **"mjunction services limited"** for participating in the above mentioned Online Sale event.
- (4) We agree to pay Buyer Fee of 0.5% of the Total Sales Value (excluding taxes & duties) to mjunction services limited as per the terms and conditions mentioned in this catalogue.

UTR No.	RTGS date	Bank, Branch	Amount (Rs.)

- (5) We agree to offer our best bid in the online event, in Rupees per MT for Mechanical Items & Rs per Lot for Electrical items & RCC items, Ex- CHATTISGARH exclusive of all taxes & duties, and other Statutory Levies if any, as legally applicable at the time of delivery/dispatch and hold the same valid for 15 days for acceptance of the bid from the date of online sale event.
- (6) We agree to comply with all "SAFETY MEASURES" of BALCO during the activity of dismantling & lifting as stated in this catalogue.
- (7) We are providing the following details of ourselves in connection with the above Online Sale event.

Name of the Company:	Name of the contact person
Address of the Company:	Telephone No:



Mobile No	FAX No. :
e-mail :	
Yours faithfully	
Name and Signature of authorized Person.	
For M/S (With Company's Seal)	
Place,	
Date	

Following particulars to be furnished along with <u>LETTER OF INTEREST</u> in the company's letter head.

1) NAME OF THE COMPANY 2) ADDRESS 3) CONTACT PHONE & FAX NO. : 4) E-MAIL ID 5) NAME OF CONTACT PERSON : 6) CONSIGNEE ADDRESS 7) NAME OF BANK 8) NAME OF BR. WITH ADDRESS: 9) BANK A/C. NO. **10) BANK IFSC CODE** 11) VAT NO. 12) CST NO. 13) PAN NO 14) ECC No. 15) EXCISE RANGE 16) EXCISE DIVN 17) EXCISE COMM.

Authorized Signatory (With Name and Seal)



Photographs of the plant/material from BALCO,KORBA:

The pictures shown below are indicative in nature. Customers are advised to inspect the material & satisfy themselves before participating in the online auction. No complaints regarding material quality, quantity etc. will be accepted after the conduct of the auction.



H.P Boiler



L.P. Boiler





Precipitator:



Lime Plant:




