

कोल इण्डिया लिमिटेड

(भारत सरकार का उपक्रम)

COAL INDIA LIMITED

(A Govt. of India Enterprise)

कोल भवन "COAL BHAWAN"

PREMISES NO: 04, MAR, PLOT NO: AF-III

ACTION AREA-1A, NEW TOWN,

RAJHARHAT KOLKATA-700156 (WB)



महारत्न कंपनी

A Maharatna Company

GS/ADMINISTRATION DIVISION

सामान्य सेवाएं / प्रशासन विभाग

E-MAIL: gmadmin.cil@coalindia.in

TEL: 033-2324 6621

FAX: 033-2324 6635

WEBSITE: www.coalindia.in

CIN:L23109WB1973GOI028844

(An ISO 9000:2015 & ISO 50001 :2011 Certified Company)

Ref: No: CIL/Admn./upkeep/2020/ 244

Date:04.02.2020

To,

M/s. Premier Vigilance and Security Pvt. Ltd

4B, Orient Row

Kolkata, West Bengal

Pin No:- 700017.

Sub: Work order for "Up-keeping of different premises of Coal India Limited, Kolkata for two years.

Ref: (i) NIT*No. CIL/Admn/Upkeep/2019/1781 date 01.10.2019

(ii) Tender ID: 2019_CILHQ_51482_1

(iii) LOA no : CIL/Admn./LOA_UPKEEP/2020/212 Date: 25/27.01.2020

Sir,

This is to inform you that the Competent Authority has approved towards engagement of your firm / agency for the above-mentioned work for a value of Rs. 2,11,21,974.75 (Rupees two crore eleven lakhs twenty-one thousand nine hundred seventy-four and paise seventy-five only) including GST@18% for a period of 730 (Seven Hundred Thirty) Days w.e.f 01.02.2020.

1. You have to engage 41 Nos of Manpower per day for 26 days in a month as per terms & condition of tender document.
- 2.(a) Performance Security Deposit: - You have to deposit performance security @5% of awarded value is Rs. 10,56,099.00 (i.e. 5% of Rs. 2,11,21,974.75 = 10,56,098.74 approximately Rs 10,56,099.00) within 28 days of issuance of LOA / work order.

(b) Retention Money: - All running on account bills shall be paid at 95% (ninety-five percent of work value). The balance 5% shall be treated as Retention Money and will be second part of security deposit. The security money will be refunded to you as per terms of the Tender Document
3. The Item no 1.03,1.05,1.06,1.07,1.09 1.10,1.11,1.14,1.19,1.22,1.24,1.29,1.30,1.31 are ALR items and item no 1.12,1.15,1.27 are AHR items of bill of quantities and will be dealt as per relevant clause of tender document.

Cont. on Page : 2

4. Payment:- The monthly payment of the Agency shall be made by CIL on submission of bill in triplicate with the deploying authority duly pre-receipted within 15 (fifteen) days from the date of submission of bill completed in all respect. The payment shall be made as per the details of the biometric attendance sheet / proforma specified. The duly signed proforma in triplicate will have to be submitted by the Agency under a covering letter addressed to the concerned authority's office for raising the monthly bill. Under no circumstances, clearance of the bill of Agency has any link with the payment of wages to the manpower on due date by Agency.
5. Bill Enclosures: The following documents need to be enclosed along with the Bill, in order to ensure acceptance towards payment of the same,
 - I. Copy of biometric Attendance duly certified by engaging officer of CIL for the Month against which bill is raised.
 - II. Copy of ESI, pension, bonus & CMPF/EPF contribution receipt of last month
 - III. Copy of CLIP generated wage sheet, Acquaintance Roll(if any) of last month.
6. In the event there is any query, objection, delay or dispute with regard to any bill or a part thereof, the Contractor shall not be entitled to any interest to be paid by CIL for late payment.
7. The amount of CGST, SGST or IGST or GST Compensation cess (if applicable) as indicated in the tax invoice shall be normally paid only when they appear in GSTR 2A of CIL, Kolkata. Any variations in the rate of GST, GST Compensation Cess (if applicable) due to amendment of GST Act during the contract period shall be paid/ recovered as the case may be along with the invoice/bills.
8. Tax deduction at source as per Income tax act will be as per rule/ as applicable.
9. Paying Authority: General Manager (Finance), Coal India Limited, Rajarhat, Kolkata-700156.
10. The GSTIN of Coal India Limited is 19AABCC3929J1ZH.
11. Variation of minimum wages, bonus as per Central Govt. notification will be reimbursed/deducted as the case may be with increased /decreased.
12. Penalty: In case the contractor fails to provide a manpower for a particular period no payment for that manpower shall be made for that period and an amount @10% of minimum wage per day per person will be deducted as penalty from his bill for the period of absence from duties. Similarly, if particular material is not supplied by the contractor on monthly basis than no payment shall be made for non-supplied materials and additionally there will be a penalty of 10% of the quoted cost for non-supplied material.
13. The Agency should pay all statutory wages and allied benefits like CMPF/EPF, pension, ESI etc., as are prescribed by the Government of India from time to time, to the engaged personnel which will be reimburse after submitting the valid proof of payment. The Agency shall remain liable to the authorities concerned for compliance of the respective existing rules and regulations of the Govt. of India for this purpose and shall also remain liable for any contravention thereof. failure of payment will consider breach of contract and action as per terms and condition of contract will be taken including termination of contract.

14. The Agency should pay minimum wage and bonus per month as per central Govt. of India. The agency shall maintain all relevant registers/documents in the premises of the Coal India Limited which may have to be presented for inspection by the concerned Labour Authorities. The agency shall also put up a notice board displaying the minimum wages prescribed by the Government of India from time to time.
15. The Agency shall not deploy any Personnel below 18 years and above 60 years of age for performing duties in the Coal India limited. During the course of engagement if anybody is found to be unbecoming of conduct then the agency will be taking prompt action suitable disciplinary action under intimation to the department.
16. The contractor has to maintain all the registers and formalities and also time to time up dation of data base CLIP portal as per contract Labour act & rules as applicable. Company will not be liable / responsible in any manner for any incident happening during the duty hour of the engaged persons
17. The contract period is for 02 years i.e 730 days. If it is found that the bidder has done the work satisfactorily the contract may be extended for another year (or part thereof) on the same terms & conditions if approved by competent authority.
18. All terms & conditions of tender document will form part of this contract and shall be binding on the contractor.
19. You have to enter into and execute contract agreement with CIL within 30 days from the notification of award along with the letter of Acceptance and / or Work Order issued by department.

Copy to :

1. CVO, CIL, Kolkata
2. TS to Chairman, D(T), D(F), D(P&IR), D(M), CIL, Kolkata
3. GM(Finance), CIL
4. G.M. (CMC.), CIL / HOD. (Civil.), CIL
5. CM(Fin/Bill), CIL
6. Dy. Manager(C/Admn)-I, CIL
7. Office Copy

Yours faithfully,

G.M. (Admn.), CIL