

27: SOPs for Material Given to Contractors on Loan Basis

1. Material will be provided to contractors for construction of distribution system, transmission lines and grid stations.
2. The material will be given to contractor partially.
3. Bank Guarantee equal to the cost of material will be obtained from the contractor before issuance of material.
4. Bank Guarantee will be returned after installation / completion of work and handing over of the distribution / transmission system to the concerned DISCO.
5. The material will be stored in the designated nearby DISCO's grid station to the proposed project area.
6. The material will be issued to contractor after observing all formalities laid down in the store manual.
7. The gate pass for daily outage of material from contractor's store will be signed by both line superintendent incharge of DISCO and contractor's site supervisor.
8. The record of daily gate passes will be maintained by the security staff posted at the grid station of concerned DISCOs.
9. In addition to DISCO's security staff, the contractor will also arrange its own security staff.

10. The contractor has to pay the DISCO in lieu of services i.e. water, electricity, sewerage, etc.
11. The contractor is responsible to barricade with barbed wire the store area with proper entrance and exit arrangements.
12. Proper camping arrangements will have to be made by the contractor for residence of store staff.
13. The contractor labour will not be allowed to use store premises for their night stay.
14. For the places where nearby grid station is not available, a committee comprising of senior officers of construction directorate not below BPS-18 will decide the best site for store, keeping in view the security, approach etc.
15. The record of material IN and OUT will be signed by both contractor's site supervisor and concerned line superintendent of DISCO.
16. Proper security arrangement will be the responsibility of contractor.

