

# SERVICE ORDER

DCN:JJ-PU-PR-03,REV. E/2,ANN-02

Vendor Code : 0020044222  
 Name : Sila Solutions Pvt. Ltd.  
 Address : Hind Cycle Marg Worli  
 MUMBAI-400025-Maharashtra  
 Ph.No : 022267476767  
 E-mail : nonita.mehta@silagroup.co.in  
 PAN NO : AANCS3675D  
 GST No. : 27AANCS3675D1Z2

JSW Steel Coated Products Ltd  
 Kalmeshwar Works  
 A-10/1,M.I.D.C. Kalmeshwar,  
 KALMESHVAR-441501  
 NAGPUR-Maharashtra ( India )  
 Tel No: 917118271401  
 Fax No: 917118271128

P.O.No.:KLM/20-21/9100117707  
 P.O.Date:16.03.2021  
 Type:SER-DOM  
 Contact:Mr.HRD - Kalmeshwar

Dear Sir/Madam,

We are pleased to place order against your Ref. Quote No. LOI Dated: , as per below mentioned PRICE, terms & conditions.

ALL THE PRICES MENTIONED BELOW ARE IN #INR#						
SR. NO.	SERVICE SHORT DESCRIPTION		UOM	QTY.	TOTAL	COMPLETION DATE
1	MECHANIZED HOUSE KEEPING PLANT AND OFFIC		AU	1.000	8403876.00	31.03.2022
The above work contains following Services:						
	SR.NO	SERVICE CODE		QTY.	UoM	UNIT PRICE
	.	SERVICE DESCRIPTION				TOTAL PRICE
	1.1	3000002939 MNPR SPLY,SKLD,SEMI-SKLD,UN-SKLD		12.000	MON	700323.000
						8403876.00
MANPOWER SUPPLY,TYPE:LABOUR,CATEGORY:SKILLED,SEMI-SKILLED,UN-SKILLED ,TOOLS AND TACKLES:NA						
Total Duties/Taxes & Charges: CGST @ 9.000% - 756348.84   SGST @ 9.000% - 756348.84						
Total Base Value: 8403876.00			Total Taxes / Charges : 1512697.68		Total PO Value: 9916573.68	
Total Value (In Words):NINETY NINE LAKH SIXTEEN THOUSAND FIVE HUNDRED SEVENTY THREE Rupees SIXTY EIGHT Paise						
PRICE BASIS:FOR JSW Site					INSURANCE:You shall ensure & be liable for the compliance of statutory norms like factories act, min wages act, compliance of min age for employment, insurance of workers under Work Compensation Policy, PF, ESIC etc. of the manpower deputed at site. You shall produce the documentary evidence for the same periodically or as & when required by JSW.	
PAYMENT TERMS:Payable in 30 days from SRN Date(Against RA Bill)						
You shall comply with the Business Responsibility/Sustainability policies of JSW Steel Coated Products Limited which can be referred to on our website: "https://www.jsw.in/groups/sustainability-policies"						
NOTE TO SUPPLIER:						
All the Terms and conditions as per LOI.						

Yours Sincerely,  
For JSW STEEL COATED PRODUCTS LTD

*Rajaneesh*

Prepared By

Checked By

Authorized Signatory

**VISION, PURPOSE & VALUES STATEMENT OF JSW**

**Vision:** To bring positive transformation to every life we touch

**Purpose:** We accelerate the growth & prosperity of the communities we live in, by:

o Building world-class infrastructure, products & solutions

o Deploying world-class capabilities

o Creating inventive solutions

o Nurturing our communities

o Empowering our people

**Values:** Confidence, Courage, Commitment, Comparison, Collaboration

**GENERAL TERMS & CONDITIONS**

1. Please send us your acceptance of our orders in totality. If the acceptance is not received within seven days from the date of the order, we presume that the order is acceptable by you.
2. Unless otherwise stipulated, the arrangements as well as expenses towards the food, lodging & boarding of your workmen shall be in your scope. In case of food being arranged by JSW, the expenses shall be deducted from your bill at actuals.
3. Unless otherwise stipulated, the arrangement as well as expenses towards conveyance of your workmen shall be in your scope.
4. Unless otherwise stipulated, all types of tools, tackles and labor (skilled, semi-skilled & un-skilled) required for execution of the work against this Work Order shall be arranged by you at no extra cost.
5. Work against this Work Order shall be liable for suspension at our request in the event of strikes, accidents or any other disabling circumstances beyond our control.
6. The information contained in this Contract / Purchase Order / Work Order is privileged information of JSW Steel Coated Products Ltd. and should not be disclosed or reproduced to any external person or parties or organization by you.
7. Any disputes arising out of this Contract / Purchase Order / Work Order shall lie within the jurisdiction of the Courts in Mumbai.
8. This Purchase order shall be subject to force majeure conditions, limited, to invasions, hostilities, embargoes, strikes, lock-outs, sabotages Civil commotion, and acts of God such as earthquake, fire, flood, etc. In case, any of the majeure conditions take place during the currency of the contract, the delivery period shall be suitably be extended, as mutually agreed upon Force majeure conditions. However, your right to an extrusion of the time limit for completion of the supplies / work contract in the above mentioned cases is subject to the following procedure:
9. You shall have to inform us in writing that you consider your self-entitled to an extension of the time limit within 10 days after occurrence of a force majeure but before the expiry of the stipulated dated of completion whichever, is earlier
10. You shall have to produce the evidence of the date occurrence and the duration of the force majeure by means of document drawn up by the responsible authorities.
11. You shall to prove that the said conditions have actually interfered with the carrying out the contract and the delay incurred is not due to your own action or lack of action.
12. Apart from extension of time limit the force majeure shall not entitle you to any compensation of damage.
13. **Prevention of Sexual Harassment of Women:**  
Prevention of Sexual Harassment of Women at workplace needs to be strictly maintained. It is proposed to conduct awareness programs on Sexual Harassment of Women at your work Places. Please note that JSW Maintains Zero Tolerance for any such Sexual harassment cases.
14. JSW is certified with QMS (Quality Management System) ISO 9001:2015. We also urge you to go for QMS certification for continual improvement in your processes & betterment in quality of your products / services.
15. JSW is certified for ISO 14001: 2015 (EMS: Environment Management System). We take utmost care in preservation of Environment. We request & encourage all our associated suppliers to take care of the environment & follow environment friendly practices. Service Provider / Contractors will properly label, store, and dispose of all their waste materials used in-site in accordance with JSW Steel Ltd procedures and legal requirements.
16. JSW is certified for ISO 50001: 2011 (EnMS: Energy Management System). JSW is committed for conservation of energy. We also urge you to take necessary steps at your end to save energy in whatsoever form. Your offer shall be evaluated on the basis of energy efficiency & Life Cycle

of your product wherever applicable / necessary.

17. JSW is certified with ISO 22000:2018 (FSMS: Food Safety Management System) for our Tinning Line. You are requested to ensure the products / services supplied by you for use in our Tinning Line should comply with Food Grade requirement & submit the necessary documentary evidences to JSW at the time of supply. You are requested to fulfill the selection criteria mentioned in our RFP while submitting the offer.

18. We encourage our suppliers to have QMS, EMS, EnMS & OHSAS certifications. You may inform us for any assistance required during the process of certification.

19. JSW is a leading steel manufacturer in India. We believe & follow ethical practices. We request you to adhere to the ethical practices in all the business transactions with JSW. In case of any issue, you can discuss the matter with Mr. Ranjit Majumdar, GM - Commercial.

#### **SAFETY RULES & REGULATIONS:**

1. JSW is certified with ISO 45001:2018 (OHSAS: Occupational Health & Safety Assessment Series). You are requested to follow the safe practices at your works.
2. You are requested to abide by all safety rules & regulations while being in our company premises as instructed by our safety dept.
3. Your workmen shall undergo Safety Induction Training before putting them on job.
4. You shall obtain Work permits time to time from respective area in-charge before carrying out any work in plant premises & constructional area.
5. You shall provide adequate PPEs (uniforms, helmets, safety shoes, safety harness etc.) to your staff as per site requirement.
6. In case of any accident of your staff in JSW's premises, JSW shall not be paying any compensation in whatsoever form to any of your persons deputed at site.

#### **STATUTORY OBLIGATIONS:**

1. You will be governed by all the relevant statutory Rules/Acts applicable to Contractors/Subcontractors as required by central/State/Local Government Authorities. It is a Mandatory on your part to comply with the following statutory s Rules

- I. Minimum Wages
- II. Provident Fund,
- III. Work men Compensation,
- IV. Payment of Wages
- V. Labor License
- VI. Work Contract

2. You shall engage only workers who are more that 18 years of age.
3. It is compulsory for you to arrange for insurance of your workers at site under workmen's Compensation Act. It is also advisable to have insurance covering your equipment /machinery at site.
4. As per the contract Labour (Regulation and Abolition) Act 1970, you shall obtain Labour License for the number of workers engaged, from Asst. Labour Commissioner/License Issuing Authority. (Submit Xerox copy to HR & Admin Department)
5. As per the Provident Fund and Miscellaneous Provisions Act.1952, you shall extend PF benefits to your workers. For this you shall arrange independent Code Number for your Establishment issued by a competent Authority. Please furnish P.F. Code No. to our HR & Admin Department.
6. You shall register yourself either under company / Firm / Establishment as applicable with competent Authority before you apply for Lab our License under the contract Labor (Reg. & Abol.) Act / PF Code Number.
7. You shall obtain a separate ESI Code Number for your Establishment or if ESI is not applicable you shall obtain Workmen's Compensation Policy for your workers engaged in our Company.
8. As per the Minimum wages Act 1948, you shall pay minimum wages to your workers as notified by Appropriate Govt.
9. Where ever applicable you shall follow the provisions of 'the Interstate Migrant workman (Regulation of employment and condition of service) Act, 1979. According to this, lab our license for Interstate Migrant Workers must be taken by you.
10. You shall maintain the Registers & records as per the contract labor rules and insure periodical returns sent to the concerned authorities within the stipulated time.
11. Only the adult workers are to be engaged. An adult worker is a person who is more than 18 years of age. Women adult worker are to be employed only between 6.00 am to 6.00 pm.
12. You shall ensure that the payment of wages to your workers is made in the presence of authorized represent tentative of principle Employer on or before 7th of every month.
13. It is obligatory on your part to provide wholesome drinking water facility, toilets, urinals, washing facilities, rest rooms, canteen and first Aid facilities to your workers engaged in the plant.
14. As per the Factories Act, 1948 all necessary safety appliances must be issued to your workers and ensure strict compliance of their use by them.
15. You shall intimate the date of commencement of work as well as the date of completion of work to HR & Admin Dept. without fail.

16. Gate Pass/Identity Card: You shall issue Photo identity cards with name of your Company to your employees as per our sample under intimation to our Security Department.
17. Uniforms: You shall provide uniform with your company's name at the back at your cost for proper identification.
18. You shall comply with any other statutory obligations or administrative instructions that may be brought to your notice from time to time.
19. In case of material handling mobile equipment used in execution of the work, all such equipment shall be of max. 5 years old and truck/ tippers shall be fitted with speed governors.
20. Explosives License: If applicable you shall obtain explosive procurement storage and usage license from competent Authority and submit copy of such license to the Company.