

Supplier Information During Site Execution

I. Supplier Scope for tools & tackles

PPE is must & Mandatory

Safety shoes, Safety helmet, full harness safety belt, safety goggles, Hand gloves, safety jackets


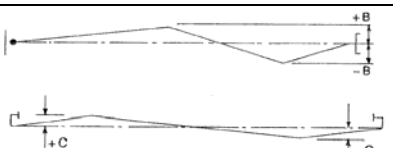
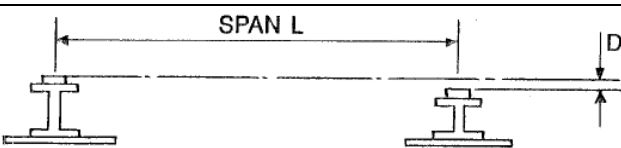


- 1) For installation required all tools & tackles is suppliers cope with test certificate & calibration reports.
- 2) For installation required welding machine with proper power supply cable (no joints), holder with cable & earthing cable near to welding area.
- 3) Gas cutter with spark arrestors (for both side)
- 4) Fire extinguisher cylinder with due date & proper dial gauge.
- 5) Aluminum Scaffolding / ladder for height works as per company rules & regulation.
- 6) Fire blanket is most for welding & cutting area.
- 7) Barrication tape use must be working area (especially high work / hot working area)
- 8) Life line must be used for height work. (life line like wire rope 8 mm / 20 mm nylon rope)
- 9) For installation required lifting, belt, chain, nylon rope should be good condition.
- 10) If required, generator & power cables also supplier scope.
- 11) Required all consumable materials are supplier scope.
- 12) Drill machine, grinding machine is required.
- 13) Calibrated torque range is required.
- 14) All lifting equipment's should be certified with chartered engineer
- 15) At site food, water in your scope.
- 16) Local travelling & Staying in your scope.
- 17) During installation housekeeping.



II. Supplier Scope for Installation & Commissioning

- 1) Before site mobilization site inspection
- 2) site inspection structural reports
- 3) Identify the materials storage & tools storage area
- 4) Unloading of materials at site (required cranes also supplier scope)
- 5) Assembly of equipment at ground level as per Sparkline standard with proper tools.
- 6) Checking alignment, all bolts torqueing.
- 7) All bolts torqueing indication / identification is must.
- 8) Installation of structure & equipment's with proper rigging plan.
- 9) After installation inspection report for as per below.

Crane Span	Straightness	Rail to Rail Elevation
		

- 10) During load test for load handling & arranging of crane for load movement.
- 11) As per site condition structure / crane modification on free of cost.
- 12) Paint touchup for welded area, scratches area for loading / unloading.
- 13) Tools & tackles (as per attached below sheet)

III. Supplier Scope for Legal Documentation for Bill Passing

- 1) **Employees' State Insurance**
 - a) ESI allotment challan
 - b) Last month ESI amount paid challan
 - c) Person worked at site ESI document / cad (ECR)
- 2) **Provident Fund**
 - a) ESI allotment Challan
 - b) Last month ESI amount paid challan
 - c) Person worked at site PF Number details (ECR)
- 3) **Workmen Compensation**
 - a) WC Policy documents
- 4) **Wegregister**
 - a) attendance sheet for last month
 - b) attendance sheet for during execution time
- 5) **Invoice**
 - a) Hardcopy of invoice
 - b) PO hard copy
- 6) **Reports**
 - a) Site pre inspection report
 - b) Structural inspection report
 - c) After installation inspection report
 - d) Installation & commissioning report.
 - e) Load test report

IV. Site execution required manpower from supplier side

a) Site Supervisor	:	1 Person
b) Safety Officer	:	1 Person
c) Fitter	:	2 Person
d) Welder	:	2 Person
e) Rigger	:	1 Person
f) Helper	:	1 person

V. Safety Violation Fines

1) First instance of violation	:	Rs. 500 /-
2) Second instance of violation	:	Rs. 2,500 /-
3) Third instance of violation	:	Rs. 7,500 /-
4) Fourth instance of violation	:	Rs. 25,500 /-
5) Fifth instance of violation	:	Termination of contract

VI. Payment Terms

1. 100 % payment after successful installation & commissioning with all below reports.

VII. Bill Passing Documents

SPARKLINE EQUIPMENTS PVT LTD.						
Checklist for Labour Contractor Bill Passing						
Sr.No	Particulars					
1	Name of Contractor			PROJECT		
2	P.O No.					
3	Bill Receive Date					
4	Bill for the Month					
5	Invoice no.					
6	Vendor Code					
7	Pan No					
8	VAT No./ S.Tax					
10	Amount in Figure					
11	Total Billing Amount in Words					
1	Bill Checking by					
	Mr.Prashant shabadi					
	Checked On date					
	Signature					
**	Comments/Remarks					
Legal compliance to be attached - In Original or attested copy						
1	Muster Cum wages Register Duly sign by Worker with Revenue stamp.					
2	PF Challan & ECR					
3	PF Remmittance					
4	PF- Paid Payment Receipt					
5	ESIC - Contribution History					
6	ESIC - Paid receipt					
7	Declaration Copy In Format Mentioned					
8	PT Challan					
9	Xerox copy to submit along with Bill to H.R. Dept.					
10	Worker Compensation Policy copy - where applicable					
Register & Record are required to be maintained by the Contrator under Contract labour Act. (Photocopy attached with bill)						
1	Register of Attendance Muster					
2	Register for Deductions for damages or loss					
3	Register of Fines					
4	Register of Advance					
5	Register of Overtime					
6	Register of Leave With Wages.					
7	Inspection Book					
					Month -Year	
8	Manpower in Last Month					
9	Manpower in current Month					