Vendor Name	
Date	

No.	SCOPE OF SUPPLY & INSTALLATION
PART - I	
1	How many man power would be put at site ? Provide day / week wise plan to execute project on time within 1 days. Need to share the Project plan with dates after PO confirmation Daily Update on yesterday work & Planning for next day Is send by mail By site supervisor.
2	Brief time lines to be prepare by contractor for work execution on site and it need to sign off by client before final PO.
3	Any change in scope of Work Immediately JMR Should get signed on same day No any JMR will signed Of any previous day
4	Trained Supervisor 2Nos is require at site (Degree WITH 10-11 Years Experience & Diploma with 12-14 Years Of Expe)
5	LD clause will be 0.5% to 5% incremental per week on boq total price
6	Provide the methodology for measurement and approval line wise to avoid conflict later on site
7	As per new policy, separate safety officer at site is mandatory, no work will be allowed without safety person at site.
8	Hygiene related penalty will be : 1000 Rs. For first time violation 10, 000 Rs. For toilet/pee/spit etc. being done in premises anywhere in premises except toilet
9	Quality penalty would be double the material value+ time lost and approved by site engineer
10	Safety related penalty clauses are listed in attached documents in annexure - 1. Certified Safety officer appointed by vendor, should be capable to control your man power accordingly and failure of safety officer will be accountable to vendor by all respect. Safety officer will be at site During execution of activity . Safety officer should have 10 Years of experience in industrial safety .
11	House keeping is daily job and if not complied than client will engage team and payment will be deducted from contractor running bill
12	All scrap generated at site shall be collected, segregated and every week it should be removed from site , if not complied than client will engage team and payment will be deducted from contractor running bill.
13	Describe billing terms clearly for Supply part & Installation part in annexure and provide format of billing for approval.
14	During reconciliation extra / unused material against installation will be deducted from retention amount of supply & installation PO
15	As build drawing shall be submitted by contractor along with final retention bill for final payment release.
16	Make and model no. to be provided for supplied item in BOQ itself no equival;equivalent make is acceptable ,Only consider the make which are mentioned in BOQ
17	On site the container, chair & tables etc facility to be arranged by Contractor and it is included in quote. - FGPL will provide space at site location to make your store / container to keep inventory of issued material. - supplied material will be issued immediately once reaches at our site.
18	PF/Form-11 & ESIC/ WC IS MANDATORY For ALL LABOUR & Supervisor
19	As and when require Manpower need to povide by vendor when requested according to work Load
20	First Aid Box need to keep by Vendor at site
21	PPE Will be mandatory at site for All
22	Tool box training / On job training / Daily Training is done by Contractor for his person.
23	Daily Report will be send by Site supervisor/ Engineer on daily basis
24	PO Health checkup will be provide by vendor at every 20 Days
25	Unloading & Shifting of Material will be in Vendor scope
26	All tools Tackels will be in vendor scope
27	If needed Hydra / any lifting Equipments that will be arranged By Vendor itself
28	All Nutbolt Support require will be Fixed By Vendor at site
29	All Free issue material will issued to vendor once received at site & The responsibility of safe storage of material will lies with vendor. vendor need to provoide recocilation of that material after completion of work /In Running bill
30	Vendor will responsible to arrange toilets for their worker at site .
31	Labour licence under CL(RA) Act
32	PF registration letter
33	ESIC registration Letter
34	Labor Welfare registration
35	PF and ESIC Challan every month
36	Employment Card
37	All registers (Muster , overtime, wage)