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13/02/19

HOCC



KDS I.T. Centre / P&R Division
Finance Department/Kolkata Port Trust
Regd. No. 263/KDS IT Wing/2019
Date: 13/2/19 Time:

KOLKATA PORT TRUST / कोलकाता पतन न्यास

Hydraulic Study Department / तोयालिकी अध्ययन विभाग

20, Garden Reach Road, Kolkata -700043 / 20, गार्डन रीच रोड, कोलकाता- 700043

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No./पत्र क्रमांक: एच वाई डी(Hyd)/2099.VI/1A2

Date/तारीख: 08-03-2019

M/s Martinet Facility Management Services Pvt. Ltd.
01, Greek Church Row
Kolkata -700026

Fax: 033-24655126

Sirs,

Sub: Engagement of twelve (12) un-skilled labours & four (04) semi-skilled labours per day for a period of two years for different outstations (Haldia, Sagar, Frasergunj, Dadanpatra, Berhampore & Swarupgunj) under Hydraulic Study Department (HSD) of Kolkata Port Trust (KoPT)''

Ref: Our NIT No. Hyd/ 2099.VI/917 dated 23-10-2018 & your E-tender dated 26-11-18

Reference above, your offer has been accepted by the competent authority for Engagement of twelve (12) un-skilled labours & four (04) semi-skilled labours per day for a period of two years or upto deployment of maximum no. of labour-days mentioned below whichever is earlier, as per the terms and conditions of the NIT, for different outstations (Haldia, Sagar, Frasergunj, Dadanpatra, Berhampore & Swarupgunj) under Hydraulic Study Department (HSD) of Kolkata Port Trust (KoPT). The salient terms and conditions for the captioned deployment of labours are mentioned below:

1. Rate of deployment of labours:

- Supply of un-skilled labour at a Fixed profit margin of Rs.111.34/- per labour day over minimum wages with compliance of relevant labour laws including EPF, ESI, Bonus on per operation basis for a maximum of 7840 labour days.
- Supply of semi-skilled labour at a Fixed profit margin of Rs.130.44/- per labour day over minimum wages with compliance of relevant labour laws including EPF, ESI, Bonus on per operation basis for a maximum of 2920 labour days.

2. No. of labours to be deployed for each stations:

- One semi-skilled labour, for the purpose of cooking, at each four outstations of HSD namely Haldia, Sagar, Frasergunj and Dadanpatra. The deployment is to be made every day. The duty hours of cook will be 8 hours a day & duty will be spread-over 12 hours a day. During the weekly off, replacement of semi-skilled labour (cook) is to be provided by contractor. Pattern of working hours will be decided by the respective officials of KoPT at each out station.

- ii. Two un-skilled labours, for the purpose of sweeper & servant, at each four outstations of HSD namely Haldia, Sagar, Frasergunj and Dadanpatra. The deployment is to be made every day. The duty hours of servant & sweeper will be 8 hours a day. During the weekly off, replacement of un -skilled labour is to be provided by contractor. Pattern of working hours will be decided by the respective officials of KoPT at each out station
- iii. Two un-skilled labours, for the purpose of sweeper & servant, at each of two outstations of HSD namely Berhampore & Swarupgunj. The deployment is to be made on working days of respective out stations. During the weekly off, replacement of un -skilled labour is to be provided by contractor. Pattern of working hours will be decided by the respective officials of KoPT at each out station
- iv. The operations will be performed under the guidance of the respective departmental / sectional officials. The quality of the service rendered shall be to the satisfaction of the supervising officials. The reporting time of every labour will be fixed / altered by the respective station official.

3. Location of Outstations for deployment of labours:

- i. VTMS Station at Haldia – HDC Complex, Haldia Township, Dist: Purab Medinapur- 721607
- ii. VTMS Station at Sagar – Sagar Light House Campus, Village: Beguakhali, P.S: Sagar Costal, Dist: 24 Parganas (S) – 743373
- iii. VTMS Station at Frasergunj – Village: Amarabati, P.S – Frasergunj Costal, Dist: 24 Parganas (S) – 743357
- iv. VTMS Station at Dadanpatra – Village: Dadanpatra Bar, P.S – Mandarmoni Costal – Dist: Purab Medinapur – 721455
- v. HSFO Office at Berhampore- Hydraulic Study Field Organisation, 3 Netaji Subash Road, P.O. Berhampore, Dist: Murshidabad -742101
- vi. HSFO Office at Swarupgunj – Discharge Measuring Station, P.O Swarupgunj, Dist: Nadia -741315

4. Terms of Payment:

The payment to Contractor will include reimbursement of Minimum Wages as per actual and his fixed profit margin over minimum wages considering compliance of relevant labour laws including EPF, ESI and Bonus etc on per operation (one labour day) basis as per the payment terms defined in the NIT.

- i. The payable Minimum wages will be reimbursed by KoPT as per actual at the prevailing rate.
- ii. For the calculation of escalation of statutory dues of EPF and ESI, the base rate of minimum wages, EPF and ESI will be considered as mentioned below:
 - a. The minimum wages for un-skilled labour is Rs. 373/- per day and minimum wages of semi-skilled labour is Rs. 437/- per day, as prevailed on date of NIT (23.10.18).
 - b. The rate of ESI as 4.75 % of minimum wages and the rate of EPF as 13% minimum wages for the respective categories as mentioned in 4 (ii) (a) above.

- iii. GST will be paid extra, as applicable.
- iv. The monthly bill are to be submitted by contractor, for each outstation separately, with following documentary proof:
- The copy of documents / challans showing contractor's contribution deposited during previous months on account of EPF and ESI
 - The number of labourers employed by him (List by name)
 - Bonus (as applicable during entire contractual period)
 - Self Attested copy of bank statement showing disbursement of wages/remuneration to the labourers for the month for which bill is raised.
 - Copies of monthly attendance sheets of Un-skilled and Semi-skilled labourer(s) duly signed by authorized officer of KoPT
 - Copy of PAN
 - Copy of GST Registration Number.
 - Online payment particulars of contractor have to be provided along with the bills as per ECS/NEFT/RTGS mode(s) of payment. No other request for any other form of payment will be entertained.

5. Performance Bank Guarantee (PBG):

A performance security bond of Rs. 5,54,000/- (Rupees Five Lakh Fifty Four Thousand only) is to be submitted by contractor in the form of Performance Bank Guarantee (PBG) as per the proforma mentioned in the General Conditions of Contract (GCC) of KoPT, from any nationalised bank on branch at Kolkata, for a period of two years and claim period of further three month before submission of 1st bill to KoPT. The entire performance Bank Guarantee will be released after satisfactory completion of two year contract period. The cost of obtaining this or any other Bank Guarantee and/or the revalidation thereof, wherever required, has to be borne by the Contractor . In case of non-fulfillment of any contractual obligation by the Contractor, the Engineer and/or the Trustees shall be at liberty to raise claim against the Guarantee and/or enforce the same unilaterally.

6. All relevant prevailing labour laws and change, if any subsequently, are to be complied.

7. The operation of deployment may be commenced from 01-04-2019.

8. You are required to enter into a formal agreement with KoPT within fifteen (15) days from the date of acknowledgement of work order, on a non-judicial stamp paper of Rs. 100 (Rupees One Hundred Only). The cost of stamping Agreement shall be borne by you.

This may please be treated as formal Work Order and you are requested to return one set of the same duly signed and stamped in all pages of instant work order as a mark of acceptance.

Yours faithfully

/
डी गुहा
(D.Guha)

मुख्य तोयालिकी अभियंता
Chief Hydraulic Engineer