

**TENDER No. UCSSL/CC/T/W/046 DT:30.01.2025**

**TENDER FOR SAFE MANNING CREW FOR 3800DWT  
GENERAL CARGO VESSEL**



UDUPI COCHIN SHIPYARD LIMITED

**UDUPI COCHIN SHIPYARD LIMITED  
MALPE, UDUPI 576108**





UDUPI COCHIN SHIPYARD LIMITED  
Tender for Safe Manning Crew for 3800 DWT General Cargo Vessel  
UCSL/CC/T/W/046 DT:30<sup>TH</sup> JAN 2025

## TENDER NOTICE

Tender No. & date	UCSL/CC/T/W/046 DT: 30 <sup>TH</sup> JANUARY 2025
Name of work	TENDER FOR SAFE MANNING CREW FOR 3800DWT GENERAL CARGO VESSEL
Last date & time of receipt of tender	06 <sup>TH</sup> FEBRUARY 2025 (THURSDAY), 15:30 HRS.
Date & time of opening of Technical Bid (Part-I)	06 <sup>TH</sup> FEBRUARY 2025 (THURSDAY), 15:30 HRS.

1. Password protected quotations in the prescribed form is invited from bidders for the work specified above, subject to the terms and conditions as mentioned in the annexure to the tender enquiry to reach the undersigned by email mentioned on or before the date and time as stipulated.

2. **The following shall be submitted along with the quote: -**

### **PART- II: TECHNICAL BID**

- a. **Tender document duly signed on all pages** - Including Terms & conditions and Scope of work placed at Annexure I and Annexure II respectively
- b. **The Techno commercial Check List** at Annexure V to be filled up completely and duly signed.
- c. Duly filled form at Annexure – III, VI
- d. **Unpriced Price bid** (Price bid without price and marked as "QUOTED") to be submitted along with Part-I.

### **PART-III: PRICE BID**

- a. The price bids shall be prepared based on the price bid format at Annexure IV.

### **3. Mode of Submission of Quote:**

- i. Bid shall be submitted as **Password Protected Zip File** in two parts.  
Part I: Technical Bid – with all enclosures and annexures as mentioned in Para 2 above Part II: Price Bid.
- ii. The files are to be forwarded as **Two (2) separate password protected Zip files** to [contractcell@udupicsl.com](mailto:contractcell@udupicsl.com)
- iii. **Part I and Part II are to be protected with separate and distinctly different passwords.**







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- iv. The Bids will be opened on online mode during which the bidder will be advised to share the password through SMS with which the technical bid will be opened.
  - v. The price bids will be opened after technical evaluation and only the technically qualified bidders will be invited for opening of price bids which shall also be conducted on online mode as above.
  - vi. However, subject to travel restrictions, the bidders can also attend the bid opening physically at Udupi Cochin Shipyard Limited, Baputhotta Ware house complex Office.
  - vii. The contractors can also submit the quotations in sealed covers (Two-Bid) – as separate sealed covers for Technical Bid and Price bid, both enclosed in a common sealed cover to reach the below mentioned address before the stipulated time.
4. The bidders shall ensure the receipt of bids at [contractcell@udupicsl.com](mailto:contractcell@udupicsl.com) An acknowledgement mail shall be sent to the bidders on receipt of bids. UCSL takes no responsibility for delay, loss or non-receipt of tenders by mail by the stipulated time.
  5. The tender should be addressed to the Assistant General Manager (Material & Contract Cell), Udupi Cochin Shipyard Limited, Malpe Harbor Complex, Malpe, Udupi 576 108, Karnataka, India.
  6. No deviations on the tender conditions will be accepted, and bids with deviations will be considered technically disqualified. The acceptance of a tender or part thereof will rest with the Assistant General Manager (Materials), Tebma Shipyards Limited, tender and reserves the authority to reject the tender received without assigning any reason.
  7. Contact Person: Mr. Akhil R P (Manager-Contract Cell), Ph. No: +91 8129624149.



Assistant General Manager (Material & Contract Cell)

**सोणि क्लेमेन्ट टी एम**  
**SONY CLEMENT T M**  
 सहायक महाप्रबंधक / ASSISTANT GENERAL MANAGER  
 उडुपि कोचीन शिपयार्ड लिमिटेड  
**UDUPI COCHIN SHIPYARD LIMITED**  
 माल्पे, कर्नाटक / MALPE, KARNATAKA-576 108



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## **TERMS AND CONDITIONS**

### **TENDER FOR SAFE MANNING CREW FOR 3800 DWT GENERAL CAGRO VESSEL**

#### **1. DESCRIPTION OF WORK**

- 1.1. This tender enquiry pertains to the awarding of contract for Safe manning crew for UY165 (3800 DWT General Cargo Vessel) at **Udupi Cochin Shipyard Limited (UCSL)**, Malpe, Karnataka.
- 1.2. The work includes handling of Vessel (UY165) to conduct the sea trail of 3800 DWT General Cargo Vessel and delivery of the vessel & satisfactorily completion of work in accordance with UCSL requirements.
- 1.3. **You are requested to obtain clarifications, if any, and carefully study the documents and the scope of services and UCSL, before submitting your offer.**
- 1.4. The Agencies are advised to familiarize themselves with the site conditions before quoting.

#### **2. ABOUT THE VESSEL:**

Length O.A	- 89.43 meter
Length B. P	- 84.19 meter
Breath (MLD)	- 13.20 meter
Depth (MLD)	- 7.20 meter
Design Draft	- 4.30 meter
Max. Draft	- 5.25 meter
Complement	- 09 Persons
Installed Power	- 3x384kw
Gross Tonnage	- 2781T
Net Tonnage	- 1389T

#### **3. ELIGIBILITY CRITERIA**

- 3.1. The document related to minimum eligibility criteria as given below should be submitted along with the technical bid. However, a single set of eligibility documents is to be submitted by the Bidders. The minimum qualification criteria for participating in the tender will be as follows: -
  - a) The bidder should submit the work orders/work completion certificate for the similar nature of job in the last 3 years of experience in handling contract with this type of works in Shipyards.
  - b) The Annual Turnover of the contractor should be more than Rs. 1 Crore in each financial year for the last three preceding years. (Audited Balance sheets showing turnover, Profit & Loss account of the firm for the preceding 03 years (2021-23, 2022-23, 2023-24) should be submitted along with the application for prequalification).
  - c) Bidder shall not be under a declaration of ineligibility issued by Govt. of India / State Govt. / Public Sector Undertakings etc.







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**4. METHOD OF AWARDING CONTRACT**

- 4.1. Contract will be concluded with Bidder qualifying technically, agreeing to Techno-Commercial conditions (Annexure V), agreeing to Commercial conditions (Annexure IV) and emerging as L1.
- 4.2. UCSL reserves the right to cancel the tender if required.

**5. SCOPE OF WORK**

- 5.1. The work is for handling & conducting of sea trials for vessel UY165 & satisfactorily completion of work in accordance with UCSL requirements.
- 5.2. Refer **Annexure II** for detailed scope of work.

**6. SCHEDULE OF MANNING ARRANGEMENT**

- 6.1. Tentative Crew requirement shall be 20 February 2025.
- 6.2. Exact crew requirement date shall be intimated in one week advance.

**7. VALIDITY**

- 7.1. The offer shall be valid for a period of One (01) year and no escalation in rate shall be allowed by UCSL on whatsoever reason.

**8. RATE**

- 8.1. Rates are to be quoted in the Price Bid Format at Annexure IV attached herewith.

**9. PAYMENT TERMS**

- 9.1. Payment shall be released on actuals, within 30 days of receipt of invoice from date of submission of bill and work completion certificate from the executing UCSL officer.
- 9.2. Payment will be made by RTGS/NEFT to the account of Agency. The name of the bank, branch, A/C No., IFSC code & other particulars shall be furnished by the Agency in the proforma of UCSL.

**10. TAXES & DUTIES**

- 10.1. GST shall be applicable extra on the prescribed work. You are requested to furnish the following details in the invoice/Bill.
- Applicable rate of GST/SAC Code
  - Firms GST Reg. NO.
  - Service accounting code (SAC) as prescribed by statutory authorities.
  - GST Reg. No. of Udupi Cochin Shipyard Limited(**29AAACT1281B1ZO**).

**11. PERIOD OF CONTRACT & COMMENCEMENT OF SERVICES**

- 11.1. Period of contract will be Seven (07) days tentatively as per clause no: 6.1, from the date of position of the crew at UCSL site.







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## **12. LIQUIDATED DAMAGES**

- 12.1. The progress of work will be monitored against the mutually agreed detailed schedule. Liquidated damages for delays in execution of the work beyond the scheduled date of completion, for any reason other than force majeure conditions, will be recovered at the rate of half percent of the value of the contract per week or part thereof, subject to a maximum of ten (10) percent of the value of the contract.
- 12.2. For better clarity, order values mentioned in LD clause are values excluding duties and taxes (Basic value). Liquidated damages, if any, shall be decided and settled only after the completion of the entire project but prior to the release of Final stage Payment.
- 12.3. If, for any reasons, supplier has a justification towards delay in supply / work execution and would intend to consider applicability/ non applicability of LD, the same shall be intimated to UCSL by way of a letter, failing which it will be deemed that delay is attributable to the supplier.
- 12.4. Delay in supply/Interruption of the work for reasons not attributable to supplier shall entitle extension of the order execution period for proportionate period without any additional cost to UCSL.

## **13. POWER OF ATTORNEY**

- 13.1. The tenderer(s) shall have to sign in each page of the tender documents with official stamp as a token of his acceptance of the conditions stated therein.
- 13.2. The person signing the tender form on behalf of another or on behalf of a firm, shall enclose to the tender, a Power of Attorney or the said deed duly executed in his favour or the partnership deed giving him such power showing that, he has the authority to bind such other persons or the firm, as the case may be, in all matters pertaining to the contracts. If the Person so signing the tender, fails to enclose the said Power of Attorney, his tender shall be liable for being summarily rejected. The Power of Attorney shall be signed by all partners in the case of partnership concern, by the Proprietor in the case of a proprietary concern, and by the person who by his signature can bind the company in the case of a Limited Company.

## **14. TERMINATION & LIMITATION OF LIABILITY**

- 14.1. This contract may be terminated upon the occurrence of any of the following events
- 14.2. By agreement in writing of the parties hereto;
- 14.3. By the non-defaulting party, upon default by the other party, of any clause of this contract, if not remedied within fifteen (15) days, or such longer time as may be agreed upon by the parties, after receipt of notice thereof in writing from the non-defaulting party;
- 14.4. By the other party, upon either party;
- Making the assignment for the benefit of creditors, being adjudged a bankrupt or becoming insolvent; or
  - Having a reasonable petition filed seeking its' dissolution or liquidation, not stayed or dismissed within sixty (60) days; or
  - Ceasing to do business for any reason.







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- 14.5. For fraud and corruption or other unacceptable practices.
- 14.6. Upon expiry or termination of this Contract, neither party shall be discharged from any antecedent obligations or liabilities to the other party under this Contract unless otherwise agreed in writing.
- 14.7. UCSL may by notice in writing to Agency to terminate the order after issuing due notice i.e., 30 days' notice period. UCSL shall be entitled to compensation for loss limited to the order value.
- 14.8. Liability maximum that can be claimed by the Agency shall be limited to what is due to be and has been paid by UCSL for work done as per the payment milestones and limited to work order value.

### **15. ARBITRATION & JURISDICTION**

- 15.1. Any disputes arising during the period of the contract shall, in the first instance be settled by mutual discussions and negotiations. The results of such resolution of dispute shall be incorporated as an amendment to the contract, failing which supplier shall approach the UCSL Grievance Redressal Committee as per relevant clause of the Contract.
- 15.2. If any dispute, disagreement or question arising out of or relating to or in consequence of the contract, or to its fulfillment, or the validity of enforcement thereof, cannot be settled mutually or the settlement of which is not herein specifically provided for, then the dispute shall within thirty days from the date either party informs the other in writing that such disputes, disagreement exists, be referred to arbitration. The arbitrators shall be appointed and the arbitration proceedings shall be conducted in accordance with and subject to the Arbitration and Conciliation Act, 1996 (No. 26 of 1996) as amended from time to time and the decision of the Arbitrators shall be final and binding on the parties hereto. The arbitration will be done by a Board comprising one arbitrator nominated by each party, and a mutually agreed Umpire. Each party shall bear its own cost of preparing and presenting its case. The cost of arbitration shall be shared equally by the parties unless the award provides otherwise. Performance under this Contract shall however, continue during arbitration proceedings and no payment due or payable by the parties hereto shall be withheld unless any such payment is or forms a part of the subject matter of arbitration proceedings.
- 15.3. Seat & Venue of Arbitration: The seat & venue of arbitration shall be at Bangalore.
- 15.4. Language of Arbitration: The Language of arbitration shall be English.
- 15.5. Governing Law: The contract shall be governed by Indian Law
- 15.6. In case of disputes, the same will be subjected to the jurisdiction of courts at Bangalore, Karnataka.







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## **16. SUB CONTRACTING AND ASSIGNMENT**

- 16.1. Contractor shall not assign or transfer the Purchase Order/ Work Order or any share or interest therein in any manner or degree to any third party without the prior written consent of UCSL.
- 16.2. Contractor shall not contract with any subcontractor and/or vendor without the prior written consent of UCSL. Such consent shall not relieve the Contractor from any of his responsibilities and liabilities under the Purchase Order/ Work Order. In addition, Contractor shall ensure that the terms and conditions of any such contract shall comply with and correspond to the terms and conditions of the Purchase Order/ Work Order.

## **17. SECRECY & RESTRICTION ON INFORMATION TO MEDIA**

- 17.1. The information contained in the enquiry as such shall NOT be communicated to any third party without prior approval of UCSL.
- 17.2. Information in respect of contracts/orders shall NOT be released to the national or international media or anyone not directly involved in its execution without the written approval of UCSL

## **18. CANCELLATION OF ORDER AND RISK CONTRACTING**

- 18.1. In the event the Agency fails to complete the work promptly and satisfactorily as per the terms of the order, and if any work is delayed beyond thirty (30) days from the agreed schedule, UCSL, without prejudice, reserves the right to cancel the order and get the work done at Agency's cost and the expenditure so incurred including any damage or loss will be recovered from him and the Security Deposit furnished by him is liable to be forfeited either in whole or in part.
- 18.2. UCSL also reserves to right to impose penalties ranging from Rs. 100 to Rs.500 to the employees of agencies and will be deducted from the bills, for any habitual offence on the cleanliness of uniforms, lack of obedience, not attending the tasks etc., and will be to the discretion of the Officer in charge for the work.

## **19. FORCE MAJEURE**

- 19.1. Should failure in performance of any part of this contract arise from war, insurrection, restraint imposed by Government act or legislation of other statutory authority, from explosion, riot, legal lock-out, flood, fire, act of God or any inevitable or unforeseen event beyond human control which will be construed as a reasonable ground for extension of time, UCSL may allow such additional time as is mutually agreed to be justified by the circumstances of the case.

## **20. STORAGE OF MATERIAL AND EQUIPMENT**

- 20.1. The Contractor shall arrange the storage of the materials/ equipment etc. if any, at a suitable location assigned by UCSL and shall ensure the safe and secure possession and handling of the items thus handed over to contractor. UCSL shall allot storage space within UCSL premises, if available.







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20.2. As regards the equipment/materials stored by him as above as also in use by him, UCSL will not be responsible for any damage, pilferage, accident that may take place during the course of execution of the work. It will be entirely his responsibility to keep all the equipment, materials etc., in safe custody as also hold them duly insured at his expense.

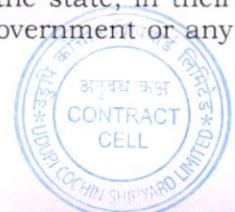
## **21. IMS GUIDELINES**

21.1. UCSL implemented an Integrated Management System (IMS) and the Quality Management System (QMS) within the yard. As part of IMS, subcontractors shall comply with the following measures related to the Quality, Health, and Safety & Environment (QHSE) policy of UCSL.

- a) Meeting or exceeding customer requirements.
- b) Assuring quality of the products and service.
- c) Preventing occupational ill health & injuries.
- d) Ensuring safe work sites.
- e) Conserving natural resources.
- f) Preventing / minimizing air, water & land pollution.
- g) Handling and disposal of Hazardous wastes safely.
- h) Complying with statutory & regulatory and other requirements.
- i) Developing skills and motivating employees.

21.2. Occupational Health, safety & Environmental requirements of UCSL shall also include the following.

- a) The contractor (or a sub-contractor performing work on behalf of the contractor) is deemed to comply with the Occupational health, safety and environmental policy of the company and also to all operational controls/standard operating procedures and shall undertake the work in total compliance with the requirements of the established Integrated Management System (IMS) of the company.
- b) The Contractor shall undertake the work in total compliance with all applicable legal/statutory requirements related to occupational health, safety and environment effective in the state of Karnataka.
- c) It is the sole responsibility of the contractor to assure that any sub-contractor/s who shall perform works in company lands/facilities/worksites on behalf of the contractor, is also following all requirements related to the Integrated Management System of the company and the health/safety/environmental Rules effective in the state.
- d) The contractor shall provide/implement and operate/practice all occupational health, safety and environmental management measures/facilities, for their period of contract, in their activities/at their work sites, which shall be required according to the IMS of the company or that required by the health/safety/environmental Rules established and effective in the state, at their own cost.
- e) If any contractor failed to comply with or violated any clauses/requirements of occupational health, safety and environmental Rules effective in the state, in their activities or at work sites and the same shall be exposed to the government or any







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competent authorities upon inspections, the contractor shall be solely responsible for all liabilities caused by his/her action and shall be responsible for paying the penalty and taking stipulated corrective actions insisted by the authorities within the specified time, at their own cost. Any liability to the company in this regard needs to be compensated by the contractor.

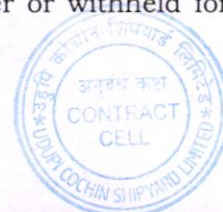
- f) Upon completion of the work, contractor shall clear the area and shall not leave any Occupational health/safety/environmental liabilities to the company, from their activities at the worksites.
- g) Any clarification related to IMS requirements of the yard, may be obtained by the contractor from the AGM (HSE) or the authorized representative of the contract, prior to the commencement of work.

## **22. SAFETY OF PERSONNEL AND FIRST AID**

- 22.1. The contractor shall be entirely responsible for the safety of all the personnel employed by him on the work. In this regard, he may adopt all the required safety measures and strictly comply with the safety regulations in force. A copy of UCSL's "Safety Rules for Contractors (Revised)" is available with HSE department for reference.
- 22.2. The Agency may arrange to suitably insure all his workmen/ other personnel in this regard. UCSL will not be responsible for any injury or illness to the Agency's workmen/other personnel during execution of the works due to whatsoever reasons.
- 22.3. In this regard, the Contractor will have to fully indemnify UCSL against any claims made by his workmen/other personnel
- 22.4. The Agency shall provide and maintain to be readily accessible during all working hours, a first aid box with prescribed contents at every place where he employs contract labor for executing the works.

## **23. LABOUR LAWS AND REGULATIONS**

- 23.1. The Agency shall undertake and execute the work with crew in the same field of service, only after taking license from the appropriate authority under the Contract Labor (Regulation & Abolition) Act 1970.
- 23.2. The agency should obtain relevant marine / vessel related crew insurance and statutory documents from concerned authorities and the validity related issues or this certification/insurance payment in all respect will be borne by the agency itself.
- 23.3. If the Agency fails to pay any contributions, charges or other amounts payable under any of the aforementioned provisions of law, UCSL shall deduct or adjust amounts equivalent to such contribution, charges or amounts from amount payable to him by UCSL, including any deposit or amounts payable against bills and make payments on his account to the appropriate authority. He shall not be entitled to question or challenge such deductions, adjustments or payment made by UCSL.
- 23.4. Any other amount payable under any law or in respect of any person employed by the Agency, if not paid by him, shall be deducted or adjusted by UCSL out of any amount payable to the Agency including any Security Receipt and paid ever or withheld for payment by UCSL.







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- 23.5. The Agency shall be fully responsible for the conduct and discipline of the workmen employed by him in the Company premises. If such workmen commit any misconduct or criminal act inside the Company, the Agency shall take appropriate action against such workmen. The Agency shall abide by the instructions/ guidelines issued by the Company for maintenance of discipline and good conduct among the workmen employed by him.
- 23.6. All persons who are engaged for various works in UCSL either directly or through Agency/contractors, should produce the following documents prior to issuing their entry passes:
- 23.7. Passport/Aadhaar attested copy of passport with photo and address particulars.
- 23.8. Agency shall familiarize themselves with the labour rules & regulations.

**24. OVERWRITING & CORRECTIONS**

- 24.1. Tenders shall be free from overwriting or erasures. Corrections and additions, if any, shall be duly attested and a separate list of such corrections shall be attached with the offer

**25. OTHER TERMS & CONDITIONS**

- 25.1. Quality of services shall conform to the specification/ standards laid down by UCSL.
- 25.2. UCSL reserves the right to accept / reject any offer.
- 25.3. During the evaluation of tender, officer-in-charge may seek clarifications from the bidders. Clarification if any shall be given in writing/e-mail. Officer-in-charge's decision will be final and binding on the bidder.
- 25.4. Compliance of all statutory safety requirements and other safety rules stipulated by UCSL and other applicable statutory bodies shall be the responsibility of the Agency while working at UCSL premises. The Agency should ensure that their workmen and staff are adequately covered under Insurance.
- 25.5. Damages caused to the Shipyard properties/tools/accessories should be rectified by the Agency at his cost or proportional recoveries will be made from the Agency while passing their bills for payment.
- 25.6. The service provider shall have to engage men on round the clock basis and on Sundays and holidays. Service must be completed to the satisfaction of Udupi Cochin Shipyard Limited officer in-charge.
- 25.7. The service provider shall indemnify UCSL or its officers against any claims arising out of accidents or injuries to workmen or other persons or damage to other property which may arise during the execution of the contract or from breach of any Law or Regulation prior to delivery and acceptance of the items at UCSL.
- 25.8. The service provider shall also be governed by the General Conditions of Contract of UCSL, General Safety Rules and other relevant labour laws.
- 25.9. The upper age limit of all workers and supervisors employed by the Agency and those Agency who do or supervise the job themselves shall be as per the prevailing rules of UCSL and shall comply to the requirements of this tender.
- 25.10. Assistant General Manager, or his authorized representative will be the Officer-in-charge of these contracts.







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## SCOPE OF WORK

### TENDER FOR SAFE MANNING CREW FOR 3800 DWT GENERAL CAGRO VESSEL

#### 1. SCOPE OF THE CONTRACTOR

- 1.1. Familiarization of ship and ship equipment's.
- 1.2. PPEs shall be the scope of Contractor (Helmet, Safety shoe, Boiler Suits are mandatory)
- 1.3. Crew insurance shall be in the scope of Contractor for the entire duration
- 1.4. No of days required - **07 Days**
- 1.5. Crew accommodation, food and transportation shall be borne by Contractor.
- 1.6. Tentative Crew requirement shall be from **20<sup>th</sup> February 2025**.
- 1.7. Exact crew requirement date shall be intimated in one week advance.
- 1.8. Crew will not be allowed to stay onboard when the vessel is in jetty.
- 1.9. COC of the planned crew to be submitted within 03 days of awarding of the contract and the same will be used by shipyard for obtaining sea trail permission.
- 1.10. The COC document submitted for the crew to be valid and true in nature. An undertaking of the same to be submitted.
- 1.11. Identity proof of the manning crew should also be submitted along with the COC
- 1.12. Crew should conduct Builder trials, sea trials in the presence of BV/Port of registry.
- 1.13. Ensuring the safe handling of the vessel, coordination with the agents/Pilots for port entry and exit, while operation.
- 1.14. Any damage caused during the handling of the vessel shall be borne by the agency.
- 1.15. The Port clearances will be arranged by UCSL.
- 1.16. The manning crew is responsible for operating the cargo vessel during the trial run, overseeing its operations from Malpe on a single voyage to Mangalore NMPA
- 1.17. Required crew details as follows:

Sl. No.	Grade	Capacity	Number of Persons
1	(a) Master (NCV/FG) Mate (NCV) with 6 months experience	Master	1
2	(a) NWKO (NCV/FG)	Chief Officer	1
3	Rating forming part of Navigation Watch	AB Seaman	1
4	OS	OS	1
5	1.17 The Port clearances will be arranged by UCSL Cook	Cook	1
6	(a) MEO CL-II with 06 months experience OR (b) MEO Class III (NCV-CEO) with 06 months experience OR (c) MEO CL-III (NCV-CEO) with OSV endorsement	Chief Engineer	1
7	(a) MEO Class IV (FG) with 06 months experience OR (b) MEO CIII (NCV-SEO) with 06 months experience	Second Engineer	1
8	GP Rating	Oilman	1





**POWER OF ATTORNEY**

*(On Applicant's letter head)*

(Date and Reference)

To  
The Assistant General Manager (Materials & Contract Cell)  
Udupi Cochin Shipyard Limited  
Fishing Harbour complex, Malpe,  
Udupi - 576 108.

**Subject: Power of Attorney**

Mr. / Mrs. / Ms..... (Name of the  
Person(s)), domiciled  
at.....(Addre  
ss), acting as..... (Designation and name of the  
company), and whose signature is attested below, is hereby appointed as the Authorized  
Representative and authorized on behalf of.....  
(Name of the company) to provide information and respond to enquiries etc. as may be required  
by the Employer for the project of .....  
(Project title) and is hereby further authorized to sign and file relevant documents in respect of  
the above.

(Attested signature of Mr. ....)

For.....  
(Name & designation)

(Company Seal)





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**2. SCOPE OF SERVICE PROVIDER.**

- 2.1. Mobilization & Demobilization of crew to the vessel.
- 2.2. Familiarization of ship and ship equipment's.
- 2.3. PPE for Crew members. (Helmet, Safety shoe, Boiler Suits are mandatory).
- 2.4. Crew insurance shall be in the scope of Contractor for the entire duration.
- 2.5. Ensuring the safe handling of the vessel, coordination with the agents/pilots for port entry and exit, during operation.
- 2.6. Crew to be positioned onboard vessel during trials, according to the requirements and port clearance during BP trials at NMPT.
- 2.7. COC of the planned crew to be submitted within 03 days of awarding of the contract and the same will be used by shipyard for obtaining sea trail permission.
- 2.8. The COC document submitted for the crew to be valid and true in nature. An undertaking of the same to be submitted.
- 2.9. Identity proof of the manning crew should also be submitted along with the COC.
- 2.10. Any Transit stay and local transportation if applicable.
- 2.11. Crew changes in between for replacement of the crew if sick / other reasons.
- 2.12. Charts required for the operation.

**3. SCOPE OF UCSSL**

- 3.1. Port Permission and Entry pass permission.
- 3.2. Food onboard, during trials will be arranged by UCSSL.
- 3.3. Necessary Port clearances will be arranged by UCSSL.
- 3.4. Crew will be provided with share accommodation and victualling.

