TENDER No: UCSL/CC/SER/T/CSL/318/2026
DT:23.10.2026

TENDER FOR HIRING OF MANPOWER ON MANDAY BASIS FOR GENERAL SUPPORT ACTIVITIES

UDUPI COCHIN SHIPYARD LIMITED
MALPE, UDUPI 576108

TENDER NOTICE

Tender No. & date	**UCSL/CC/SER/T/CSL/318/2026 DT:23.10.2026**
Name of work	**HIRING OF MANPOWER ON MANDAY BASIS FOR GENERAL SUPPORT ACTIVITIES**
Last date & time of receipt of tender	**06TH NOVEMBER 2026 (FRIDAY), 15:30 HRS.**
Date & time of opening of Technical Bid (Part-I)	**06TH NOVEMBER 2026 (FRIDAY), 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 so as to reach the undersigned by email or through postal mode, as mentioned on or before the date and time as stipulated.

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

PART- I: TECHNICAL BID

a. **Tender document duly signed on all pages** - Including Terms & conditions and Scope of work placed at Annexure I.

b. **The Techno commercial Check List** at Annexure VI to be filled up completely and duly signed.

c. Duly filled form at Annexure – II, III & IV.

d. **Unpriced Price bid** (Price bid without price and marked as "QUOTED") to be submitted along with Part-I.

PART-II: PRICE BID

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

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**

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. The bidders can also attend the bid opening physically at Udupi Cochin Shipyard Limited, Baputhotta Ware house complex Office, Udupi, Karnataka.

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. 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 (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 (Contract Cell), Udupi Cochin Shipyard Limited, tender and reserves the authority to reject the tender received without assigning any reason.

Contact Person: Shri. Pradeep K (Deputy General Manager) Ph. No: +91 9895705138

Shri. Akhil R P (Manager-Contract Cell) Ph. No: +91 8129624149

Assistant General Manager (Contract Cell)

अखिल आर पी
AKHIL R P
प्रबंधक MANAGER
उडुपि कोचीन शिपयार्ड लिमिटेड
UDUPI COCHIN SHIPYARD LIMITED
माल्पे, कर्नाटक/MALPE, KARNATAKA-576 108

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TERMS AND CONDITIONS

TENDER FOR HIRING OF MANPOWER ON MANDAY BASIS FOR GENERAL SUPPORT ACTIVITIES

1. DESCRIPTION OF WORK

1.1. UCSL invites offers from eligible agencies for providing manpower on a man day basis to support general yard and project activities at the UCSL Kochi Unit, located within the premises of Cochin Shipyard Limited (CSL), Kochi, Kerala.

1.2. The requirement is for a provisional total of 100 (One Hundred) man-days. The requirement is not a continuous or full-time deployment for a fixed period. Manpower shall be called for on an as-required basis during the validity of the Work Order, subject to the total authorized man-days and the terms of the Work Order.

1.3. Manpower may be required in the categories of Semi-skilled and Helper/Unskilled. UCSL will intimate the successful L1 bidder in advance, as reasonably practicable, of the number of persons, skill category, date, reporting time and expected duration required for each call-out.

1.4. The actual mix of categories and the timing of deployment will depend on work requirements. The 100 man-days are an aggregate estimated ceiling across the categories, unless the Work Order expressly states otherwise. There is no guarantee of minimum utilization or of any particular category-wise allocation.

1.5. The bidder shall inspect/familiarize itself with the site conditions and entry, safety and security requirements before quoting. Any clarification shall be sought from UCSL before submission of the bid.

2. MINIMUM QUALIFICATION CRITERIA FOR PARTICIPATING IN THE TENDER WILL BE AS FOLLOWS

2.1. The bidder shall have experience in supplying industrial/engineering/shipyard manpower for material handling, housekeeping, fabrication support or similar activities.

2.2. The bidder shall submit its constitution/registration documents, PAN, GST registration (where applicable), and details of its authorized signatory. Joint venture/consortium bids shall not be accepted unless expressly permitted in the tender notice.

2.3. Details of orders executed along with work completion certificate (Self attested copy) from the client indicating the performance, nature of work and value of work executed should be submitted along with the technical bid, in absence of work completion certificate, proof of ongoing work can be submitted.

2.4. The bidder shall submit applicable EPF, ESI, labour license/registration and other statutory registrations or declarations, as applicable to the bidder and the engagement.

2.5. The bidder shall not be under a subsisting order of debarment/blacklisting by a Government department, PSU or statutory authority.

2.6. UCSL may seek clarification or supporting documents during technical evaluation. Failure to submit mandatory documents or materially false information may result in rejection.

2.7. Net worth of the contractor must be positive as per the latest balance sheet. (MSME/NSIC will get exemptions).

2.8. Bidder shall not be under a declaration of ineligibility issued by Govt. of India / State Govt. /Public Sector Undertakings etc.

3. SCOPE OF WORK:

3.1. UCSL invites quotations from eligible contractors for the supply of manpower on a requirement basis for carrying out various support activities at UCSL Kochi Unit.

3.2. The total initial requirement is 100 man-days, to be utilised as and when required by UCSL. The engagement shall not be construed as a continuous or full-time deployment for the entire contract period.

3.3. The work may include, but shall not be limited to:

- 3.3.1. Shifting, handling, stacking and storage of materials.
- 3.3.2. Assistance with stores-related activities and material movement.
- 3.3.3. Cleaning, housekeeping and maintenance of work areas.
- 3.3.4. Housekeeping activities, as instructed by UCSL.
- 3.3.5. Paint touch-up and associated preparatory activities.
- 3.3.6. Assistance with general fabrication-bay and project-site activities.
- 3.3.7. Other related support activities assigned by UCSL within the agreed scope.
- 3.3.8. All activities shall be performed under the instructions and supervision of the authorized UCSL representative.

3.4. **Working Hours:** Normal working time shall be from 08:20Hrs to 17:30Hrs with six days working in a week.

3.5. **Extra working hour compensation:** Up on project / site requirements, all personnel have to work beyond normal working hours (within the stipulations of Factories Act), payment will be made on pro-rata basis, per hour Rate = (Monthly Amount/ (26*8). Extra working hours should be sanctioned by Officer-in-Charge.

3.6. It is the prime responsibility of the contractor - to arrange substitutes for the absent employees, if any.

3.7. Food, Transportation & accommodation expenditure in the scope of contractor.

4. OTHER GENERAL REQUIREMENTS.

4.1. All the staff being provided standard uniforms with the name of the Contracting firm embroidered / printed on the uniform.

4.2. Uniforms are to be preferably dark in color considering the nature of the work being performed, in case the contractor does not have a standard uniform as per their company policy.

4.3. The gents are to be provided the standard uniform with shirt and pants or the Boiler suit and the ladies are to be issued with the Churidar / Saree with an overcoat. Uniform shall be embroidered with the name of firm (with logo preferably).

4.4. The staff should regularly wash the uniforms and shall be presentably neat and clean while reporting for duty.

4.5. Reporting officer shall have a right to restrict entry of the staff in case, if the staff is habitual offender in terms of cleanliness.

4.6. At least 70% of the staff are to be of permanent residents within 150 km radius from the facility.

5. MANPOWER CATEGORIES

The contractor shall quote separate all-inclusive rates for the following categories only:

- Semi-skilled Manpower

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- Helper/Unskilled Manpower

The requirement and deployment of each category shall be decided by UCSL based on actual work requirements. No minimum deployment or utilization of man-days is guaranteed.

6. CONTRACT PERIOD AND VALIDITY

6.1. The initial Work Order shall be valid for six (6) months from the date of issue of the Work Order or until the authorized 100 man-days are exhausted, whichever occurs earlier.

6.2. UCSL reserves the right to utilize the authorized man-days according to operational requirements during the validity period. The contractor shall not claim compensation for unutilized man-days.

6.3. UCSL reserves the right to extend the manpower deployment, subject to operational requirements, the contractor's satisfactory performance, and mutual agreement between UCSL and the contractor. Any such extension shall be on the same rates, terms, and conditions as stipulated in the original Work Order.

7. ADDITIONAL REQUIREMENT AND FURTHER WORK ORDERS

7.1. If the initial authorized man-days are exhausted, UCSL may, at its sole discretion, place a further Work Order on the same contractor for additional man-days, subject to satisfactory performance, continued requirement and mutual administrative compliance.

7.2. Any such additional work shall be executed at the originally quoted rates and on the applicable terms and conditions, subject to the terms of the subsequent Work Order.

7.3. Further Work Orders may be issued, if required, up to a maximum period of one year from the date of the original Work Order. This provision does not guarantee any additional man-days, extension or continuation of work to the contractor.

8. TOOLS, EQUIPMENT AND CONSUMABLES

8.1. The contractor shall arrange, at its own cost, all tools, equipment and consumables necessary to perform the assigned work, including but not limited to:

- Mop, broomsticks and other housekeeping materials.
- Paint brushes, rollers and other painting consumables, whenever required.
- Task-specific tools, tackles and accessories required for the assigned activities.

8.2. All tools, equipment and tackles shall be suitable for the intended work and maintained in safe working condition. The contractor shall ensure that its personnel use the tools and equipment safely and follow all applicable UCSL/CSL site safety instructions.

9. CONTRACTOR'S RESPONSIBILITIES

9.1. The contractor shall be solely responsible for recruitment, supervision, discipline, wages, allowances, statutory benefits, taxes and all other dues payable to its personnel. No employer–employee relationship shall arise between UCSL/CSL and the contractor's personnel.

9.2. The contractor will provide mops, broomsticks, consumables and task-specific tools.

9.3. The contractor shall pay wages directly to each worker's bank account within the statutory time limit and provide wage sheets, proof of bank transfer and statutory remittance records with the invoice or whenever requested by UCSL.

9.4. The contractor shall ensure that personnel are medically and physically fit for their assigned tasks, appropriately trained, competent and adequately briefed on site rules.

9.5. The contractor shall provide suitable workwear/uniform, safety shoes, helmet, gloves, eye protection, hearing protection, respiratory protection and other task-specific PPE at its cost, unless a particular item is expressly stated in writing to be supplied by UCSL.

9.6. The contractor shall arrange transport, food, accommodation and other logistics for its personnel at its own cost. No separate reimbursement shall be payable unless approved in writing.

9.7. The contractor shall maintain all required employment, wage, attendance, insurance and statutory records and produce them for inspection by UCSL or competent authorities.

9.8. The contractor shall ensure that personnel do not take photographs, disclose drawings/project details, remove property or communicate confidential information without written authorization.

9.9. The contractor shall be responsible for loss or damage to UCSL/CSL property caused by negligence, misconduct or breach of instructions by its personnel, subject to verification and the applicable contract terms.

10. DEPLOYMENT AND MEASUREMENT OF MAN-DAYS.

10.1. Manpower shall be deployed only when instructed or authorized by UCSL. Attendance and actual deployment shall be verified by the designated UCSL representative.

10.2. A man day shall be measured in accordance with the working hours and attendance requirements specified in the Work Order or as otherwise approved in writing by UCSL.

10.3. Partial attendance, overtime and any other non-standard deployment shall be dealt with only as per the applicable Work Order conditions and written approval.

10.4. Payment shall be based on verified and accepted deployment, subject to the quoted rates and applicable contractual deductions.

11. SAFETY, SECURITY AND SITE DISCIPLINE

11.1. All personnel shall comply with the applicable UCSL and CSL safety, security, access-control, environmental and Integrated Management System requirements, site instructions and applicable laws in Kerala.

11.2. Entry into CSL premises is subject to approval, verification and issue of valid entry passes. The contractor shall submit identity/address proof, photographs, police verification/clearance and other documents required by UCSL/CSL security. Deployment shall not be assumed until access is approved.

11.3. Workers shall attend induction; toolbox talks and task-specific training as directed. They shall use required PPE and follow safe systems of work, barricading, housekeeping and waste-disposal instructions.

11.4. Hot work, welding, grinding, drilling, painting, work at height, lifting and material movement shall be undertaken only after the applicable permits/authorizations and risk controls are in place. Fire watch, extinguishers, ventilation and other controls shall be provided as required by the permit and site rules.

11.5. Only authorized and competent persons may operate powered tools, lifting appliances, cranes, forklifts or other equipment. The tender does not include operation of equipment unless expressly instructed and competency has been verified.

11.6. The contractor shall immediately report accidents, near misses, unsafe conditions, property damage, spills or security incidents to the UCSL Officer-in-Charge and HSE/security as applicable.

11.7. The contractor shall remove waste generated by its activities to the locations directed by UCSL and shall not discharge paint, oil, chemicals or other waste into drains or the environment.

11.8. UCSL may deny access to, suspend or require replacement of any person who violates safety/security rules, behaves improperly or is considered unsuitable for the work.

12. STATUTORY COMPLIANCE AND INSURANCE:

12.1. The contractor shall comply with all labour, wage, social-security, tax, occupational safety, health and environmental laws applicable to the engagement, including the applicable minimum-wage notifications and provisions relating to EPF, ESI, contract labour, bonus, gratuity, compensation and working hours, as applicable.

12.2. The contractor shall obtain and maintain any registration, license or permission required for the deployment and nature of work. Where a law or license requirement is not applicable, the contractor shall provide a declaration or evidence of the basis for non-applicability when requested.

12.3. The contractor shall maintain valid insurance for its personnel and liabilities as required by law and the tender, including employee compensation/employer liability and other relevant coverage. Proof of insurance shall be submitted before deployment.

12.4. All statutory payments and benefits shall be borne by the contractor and deemed included in the quoted rates, except GST and any other tax expressly stated to be payable extra in the price bid/work order.

12.5. Any change in applicable statutory minimum wages during the short contract period shall be dealt with only as expressly provided in the Work Order. The bidder shall quote a rate that accounts for its obligations and shall not assume automatic reimbursement unless approved by UCSL in writing.

13. UCSL'S RESPONSIBILITIES:

13.1. UCSL shall nominate an Officer-in-Charge/authorized representative to raise manpower requests, identify work locations, provide task instructions and certify attendance and satisfactory performance.

13.2. UCSL shall provide access to the designated work area subject to CSL security and safety clearance and shall communicate site-specific hazards and permit requirements known to it.

13.3. Shackles, lifting equipment, power supply or other facilities shall be provided by UCSL only where specifically stated in the Work Order or authorized for the relevant task. The contractor shall not assume that any item is free-issued unless confirmed.

14. INSPECTION AND PERFORMANCE:

14.1. UCSL may inspect the work and assess the performance of the deployed personnel at any time. Unsatisfactory work shall be rectified by the contractor without additional cost where attributable to the contractor's failure to meet the agreed requirements.

14.2. UCSL may discontinue deployment or terminate the Work Order in accordance with its terms if the contractor fails to comply with contractual, safety or statutory requirements.

15. CONTRACT PERIOD AND UTILISATION:

15.1. The Work Order shall remain valid for 6 months from the date of issue, or until the authorized 100 man-days are exhausted, whichever occurs first, unless extended in writing by UCSL.

15.2. The 100 man-days are an estimated maximum requirement and not a commitment to purchase or utilize all man-days. UCSL may call for any category mix based on operational need, within the approved total and quoted category rates.

15.3. Any extension or deployment beyond the authorized man-days shall require prior written approval and shall be at the existing rates unless otherwise agreed in writing.

16. PRICE BID AND RATE BASIS:

16.1. Bidders shall quote separate all-inclusive basic rates per man day for Semi-skilled and Helper/Unskilled manpower in the Price Bid Format (Annexure V).

16.2. Rates shall include wages, statutory contributions and benefits, supervision/administration, recruitment, PPE, uniform, insurance, transport, food, accommodation, tools normally required by the contractor, overheads and profit. GST shall be shown separately, if applicable.

16.3. The evaluation value shall be calculated using the estimated quantity of 100 man-days and the category-wise quantities/weightages stated in the Price Bid Format. If UCSL does not prescribe category-wise quantities, the tender shall state an evaluation mix before issue; the mix shall not be left ambiguous at bid evaluation.

16.4. The awarded category rates shall apply to actual certified man-days in each category. A change in the skill mix shall not entitle the contractor to change the quoted rates.

16.5. No mobilization, minimum call-out, waiting, cancellation or travel charges shall be payable unless expressly included in the Price Bid Format and accepted in the Work Order.

16.6. Arithmetic errors, taxes and evaluation shall be dealt with as stated in the tender's commercial conditions. The bidder shall not insert conditional or variable rates.

17. METHOD OF AWARD:

17.1. The contract shall normally be awarded to the technically qualified bidder who accepts the commercial terms and is determined as L1 based on the evaluated price in accordance with the stated evaluation method.

17.2. UCSL reserves the right to accept or reject any or all offers, seek clarifications, cancel the tender, or place the Work Order in whole or in part, in accordance with the tender conditions and applicable procurement rules.

17.3. No work shall be undertaken on the basis of an informal request alone where a formal Work Order or written authorization is required.

18. PAYMENT TERMS:

18.1. The contractor shall submit invoices for actual certified man-days, supported by the certified attendance/deployment register, category-wise summary, wage-payment evidence and statutory compliance documents required by UCSL.

18.2. Payment shall be processed within 30 days of receipt of a correct invoice and complete supporting documents, subject to verification, certification and applicable deductions.

18.3. GST, if applicable, shall be shown separately in accordance with law and the Work Order. The invoice shall include the supplier's GST details and applicable SAC/HSN or service code, as appropriate, and UCSL's billing details as advised in the Work Order.

18.4. UCSL may withhold or recover amounts to the extent permitted by the contract and law for unsupported claims, statutory non-compliance, damage, penalties or other recoveries duly established under the contract.

18.5. 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.

19. TAXES & DUTIES

19.1. 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)**.

20. DELAY, NON-DEPLOYMENT AND PERFORMANCE

20.1. The contractor shall meet each confirmed manpower request within the reporting time stated by UCSL. Failure to provide the required number/category without acceptable justification may result in non-payment for the unprovided manpower, recovery of demonstrable additional costs, or other remedies stated in the Work Order.

20.2. UCSL may require immediate replacement of unsuitable, absent or non-compliant personnel. Repeated failure to meet requests or comply with safety/statutory requirements may result in suspension or termination.

20.3. Any liquidated damages or fixed penalty, if intended, shall be specifically stated in the tender/work order with a defined basis and ceiling. No penalty amount is proposed in this draft; UCSL should insert the approved clause before floating.

21. LIQUIDATED DAMAGES

21.1. The progress of work will be monitored against the mutually agreed detailed schedule. Liquidated damages for delays in engagement of manpower as per the requirement, 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.

21.2. 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.

21.3. 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.

21.4. 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.

22. POWER OF ATTORNEY

22.1. 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.

22.2. 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.

23. TERMINATION & LIMITATION OF LIABILITY

23.1. This contract may be terminated upon the occurrence of any of the following events

23.2. By agreement in writing of the parties hereto;

23.3. 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;

23.4. By the other party, upon either party;

i. Making the assignment for the benefit of creditors, being adjudged a bankrupt or becoming insolvent; or
ii. Having a reasonable petition filed seeking its' dissolution or liquidation, not stayed or dismissed within sixty (60) days; or
iii. Ceasing to do business for any reason.

23.5. For fraud and corruption or other unacceptable practices.

23.6. 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.

23.7. 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.

23.8. 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.

24. ARBITRATION & JURISDICTION

24.1. 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.

24.2. 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.

24.3. Seat & Venue of Arbitration: The seat & venue of arbitration shall be at Bangalore.

24.4. Language of Arbitration: The Language of arbitration shall be English.

24.5. Governing Law: The contract shall be governed by Indian Law

24.6. In case of disputes, the same will be subjected to the jurisdiction of courts at Bangalore, Karnataka.

25. SUB CONTRACTING AND ASSIGNMENT

25.1. 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.

25.2. 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.

26. SECRECY & RESTRICTION ON INFORMATION TO MEDIA

26.1. The information contained in the enquiry as such shall NOT be communicated to any third party without prior approval of UCSL.

26.2. 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.

27. CANCELLATION OF ORDER AND RISK CONTRACTING

27.1. 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.

27.2. 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.

28. FORCE MAJEURE

28.1. 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.

29. IMS GUIDELINES

29.1. 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.

29.2. 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.

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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 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.

30. SAFETY OF PERSONNEL AND FIRST AID

30.1. 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.

30.2. 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.

30.3. In this regard, the Contractor will have to fully indemnify UCSL against any claims made by his workmen/other personnel

30.4. The Agency shall provide and maintain so as 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.

31. LABOUR LAWS AND REGULATIONS

31.1. The Agency shall undertake and execute the work with contract Labor only after taking license from the appropriate authority under the Contract Labor (Regulation & Abolition) Act 1970.

31.2. The Agency shall observe and comply with the provisions of all labour and industrial laws and enactments and shall comply with and implement the provisions of the Factories Act, 1948, Employees Provident Funds & Miscellaneous Provisions Act, 1952, Employees State Insurance Act, Payment of Gratuity Act, minimum Wages Act, Payment of Bonus Act, Contract Labour (Regulation and Abolition) Act and all other enactments as are applicable to him and his workmen employed by him. The Agency shall inform UCSL his license number from the Central Labour Commissioner.

31.3. All Persons, except those exempted under the respective Acts, shall necessarily be insured under the ESI scheme and be made members of the EPF Scheme from the day of their engagement as personnel in the Company. In Case 1, All such insured Persons should carry with them their ESI Identity Card for verification by the authorities. No Persons without a valid ESI Identity Card for verification by the authorities will be permitted to work in the company.

31.4. The Agency shall submit the Labour Reports/Returns as required by the Company from time to time in respect of their workmen in standard format to the concerned contracting officer so as to enable the same to reach Contract cell by the 5th of every month. Delayed submission of the same shall attract penal interest /damages at the rate as levied by the respective authorities under the relevant Acts.

31.5. The Agency shall maintain the records viz. Muster Roll, Acquittance Roll with full details, Account books etc., in original. These are required for inspection by the concerned authorities under each scheme.

31.6. 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.

31.7. 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.

31.8. 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.

31.9. 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:

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31.10. Passport/Aadhaar attested copy of passport with photo and address particulars.

OR

Police clearance certificate with photo and address particulars. (Police clearance certificate to the effect that the concerned person is staying in the area of jurisdiction of the certificate issuing Police Station and that the person is not involved in any criminal offences as per the records available therein.)

31.11. Application and Declaration for enrolling under Employees Provident Fund and ESI Scheme- 3 individual passport size photographs and two copies of family photographs of the members.

31.12. **Agency shall familiarize themselves with the labour rules & regulations.**

32. OVERWRITING & CORRECTIONS

32.1. 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.

33. PROVISION FOR PENALTY

33.1. In case of any theft, pilferage, loss or damage to any equipment or accessories, the Company at its sole discretion, will be entitled to recover cost of such item as per market rates or estimated cost of loss/damage/pilferage from the bill of the contractor and the same will be binding on the Contractor.

33.2. The minimum strength of housekeeping personnel shall be 95% (provided that maximum shortfall allowed in shift duties) as per the scope of work will be maintained at all times. Any deviation or short fall in maintaining minimum strength shall invoke a penalty of Rs. 1000/- per person per day or as decided by UCSL-QC-officer-in charge.

33.3. If any Cleaner/Supervisor is not found available for the job assigned or found sleeping on duty or found guilty or negligent in performance of his duties, penalty for an amount of Rs.500/- for each such default/offence will be deducted from the bill of the Contractor.

33.4. Indiscipline cases as per clause of labour Law shall attract penalty of Rs. 1000/- per person or removed from the services as per decision of Engineer-in-charge.

33.5. Non-compliance of statutory requirements shall attract a penalty of Rs. 2500/- per instance and shall be deducted from the monthly bill.

33.6. Imposing of penalty in a particular month shall be informed to contractor by Engineer-in charge/AGM-Operation or U&M. For all of the above points, one appeal against such decisions will be permissible and will be placed before Engineer in Charge/AGM-Operation or U&M, whose decision shall be final and binding on the Contractor.

33.7. Penalty (if any) shall be applicable only to the contractor and should not affect the salaries of the workforce.

34. OTHER TERMS & CONDITIONS

34.1. Quality of services shall conform to the specification/ standards laid down by UCSL.

34.2. UCSL reserves the right to accept / reject any offer.

34.3. **UCSL reserves the right to award the work to more than one contractor or to take over partially or fully the work depending upon the schedule requirements.**

34.4. 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.

34.5. 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.

34.6. 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.

34.7. The service provider shall have to engage men on round the clock basis and also on Sundays and holidays. Service has to be completed to the satisfaction of Udupi Cochin Shipyard Limited officer in-charge.

34.8. 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.

34.9. The service provider shall also be governed by the General Conditions of Contract of UCSL, General Safety Rules and other relevant labour laws.

34.10. 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.

34.11. Assistant General Manager, or his authorized representative will be the Officer-in-charge of these contracts.

Annexure II

Tender No.: UCSL/CC/SER/T/CSL/318/2026 Date: 23.10.2026

UNDERTAKING BY CONTRACTOR

NAME OF SERVICE: - TENDER FOR HIRING OF MANPOWER ON MANDAY BASIS FOR GENERAL SUPPORT ACTIVITIES

1. "I / WE COMPLY WITH ALL CONDITIONS OF TENDER BY UCSL AND CONFIRM THAT RATES QUOTED IN THE PRICE BID ARE INCLUSIVE OF ALL TAXES AND DUTIES INCLUDING SERVICE TAX IF APPLICABLE. I / WE ALSO CONFIRM THAT PART - 2 (PRICE BID) DO NOT CONTAIN ANY CONDITIONS".

2. "I / WE HAVE NOT MADE ANY PAYMENT OR ILLEGAL GRATIFICATION TO ANY PERSON/AUTHORITY CONNECTED WITH THE BID PROCESS SO AS TO INFLUENCE THE BID PROCESS AND HAVE NOT COMMITTED ANY OFFENCE UNDER THE PC ACT IN CONNECTION WITH THE BID."

Signature:

Seal:

Name & address of the contractor:

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Annexure III

POWER OF ATTORNEY

(On Applicant's letter head)

(Date and Reference)

To
The Assistant General Manager (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 ..... (Address), 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)

Annexure-IV

UNCONDITIONAL ACCEPTANCE LETTER

(Unconditional acceptance to be given by in letter head)

ACCEPTANCE OF TENDER CONDITIONS

1. Tender Document no. UCSL/CC/SER/T/CSL /318/2026 dated 23rd October 2026 Tender for Hiring of Manpower on Manday Basis For General Support Activities, has been received by me/us and I/We hereby unconditionally accept the tender conditions of tender documents in its entirety for the above work.

2. It is further noted that it is not permissible to put any remarks/conditions in the tender enclosed in "Part-2 (price bid)". I/We agree that the tender shall be rejected and ACCEPTING AUTHORITY.

Yours faithfully,

(Signature of the tenderer) with rubber stamp

Date: .....

UCSL/CC/SER/T/CSL /318/2026 DT:23.10.2026

TENDER FOR HIRING OF MANPOWER ON MANDAY BASIS FOR GENERAL SUPPORT ACTIVITIES

Sl. No.	Manpower Category	Estimated Qty. (Man-days)	Basic Rate (₹/Manday)	Amount (₹)
1	Experienced general industrial support / material handling / stores support (**Semi-skilled**)	30		
2	Material shifting, carrying, stacking, housekeeping and assistance (**Helper / Unskilled**)	70		
3			Total Amount	
4			GST %	
5			Grand Total amount	

Notes:

1. The initial authorised requirement is 100 man days in aggregate across the above categories; it is not 100 man days for each category.
2. The contractor shall quote rates inclusive of all applicable costs, wages, statutory benefits, tools, equipment, consumables, overheads and other expenses necessary to execute the work, with applicable taxes shown separately where required by the tender.
3. The category-wise distribution of man days shall be determined by UCSL based on actual requirements.
4. No minimum quantity of man days is guaranteed under the Work Order.
5. Additional man days, if required, shall be covered by a further Work Order in accordance with Clause 7 of Annexure I.

Signature:
Date:
Address of the contractor:

Seal:

ANNEXURE-VI

TECHNO COMMERCIAL CHECK LIST (To be submitted by the bidder)

(Bidders may confirm acceptance of the Tender Conditions/deviations if any to be specified)

SL No.	Tender Enquiry Requirements	Confirmation from bidder (Strike off whichever is not applicable)	Specific comments /Remarks
1	Terms & Condition, Scope of work & (Annexure-I)	Agreed as per tender /Do not agree	
2	Period of Contract as per clause no. 6	Agreed as per tender/Do not agree	
3	Unconditional Acceptance	Agreed as per tender/Do not agree	
4	Undertaking by the contractor	Agreed as per tender/Do not agree	
5	Offer Validity	06 Months - Agreed as per tender/Do not agree	
6	Taxes & Duties	Specified/included in Price	
7	Payment terms - confirm		
a	As per Clause 18 of Annexure - I	Agreed as per tender/Do not agree	
8	Price shall remain firm and fixed and No Escalation in prices after awarding of contract	Agreed as per tender/Do not agree	
9	Force Majeure	Agreed as per tender/Do not agree	
10	Liquidated damages and cancellation of contract	Agreed as per tender/Do not agree	
11	Arbitration & Jurisdiction clauses	Agreed as per tender/Do not agree	
12	Confirm all other terms and conditions of our enquiry are acceptable.	Confirmed/Not confirmed	
13	Deviations from Tender conditions	No Deviations	

Signature:
Date:
Address of the contractor:

Seal:

STATUTORY COMPLIANCE REQUIREMENTS FOR CONTRACTOR

The Contractor shall strictly comply with all applicable provisions of the prevailing Labour Laws, including the **Code on Wages, 2019 (Act No. 29 of 2019), Industrial Relations Code, 2020 (Act No. 35 of 2020), Code on Social Security, 2020 (Act No. 36 of 2020), Occupational Safety, Health and Working Conditions Code, 2020 (Act No. 37 of 2020)**, and all applicable Central/State Rules, regulations, notifications, amendments and statutory requirements. The Contractor shall ensure compliance with the following requirements throughout the contract period:

A. CONTRACTOR COMPLIANCE

1. Employment of Indian Nationals – UCSL Contractual Requirement

Only Indian nationals holding valid citizenship and prescribed identity/address documents shall be engaged for work inside UCSL premises. The Contractor shall verify and maintain appropriate documentary proof before deployment of any person. This requirement is a UCSL contractual/site-access condition and is not a specific requirement prescribed under any particular Labour Code section.

2. Contract Labour Licence – OSH&WC Code, 2020

The Contractor shall obtain and maintain a valid licence for engaging/supplying contract labour wherever the provisions of the Code are applicable. No contractor to whom Part I of Chapter XI applies shall supply or engage contract labour or undertake/execute work through contract labour except under and in accordance with a valid licence. Statutory Reference: Occupational Safety, Health and Working Conditions Code, 2020 – Sections 45, 47, 48, 50 and 51. Code No.: 37 of 2020.

3. EPF Compliance

The Contractor shall ensure the enrolment of all eligible employees/workmen under the Employees' Provident Fund (EPF) scheme and shall timely deposit the applicable employer and employee contributions in accordance with the applicable provisions of law. The Contractor shall maintain all required EPF records, including UAN and contribution details, and shall produce documentary evidence of compliance whenever required by UCSL or the competent statutory authority.

Statutory Reference: Code on Social Security, 2020 – Sections 15 to 21, read with the First Schedule, Chapter III, and applicable Rules, notifications and amendments. Code No. 36 of 2020.

4. ESI Compliance

The Contractor shall ensure coverage of all eligible employees/workmen under the Employees' State Insurance (ESI) scheme and shall timely deposit the applicable employer and employee contributions in accordance with the applicable provisions of law. The Contractor shall maintain valid ESI/e-Pehchan details and all other prescribed records and shall produce documentary evidence of compliance whenever required by UCSL or the competent statutory authority.

Statutory Reference: Code on Social Security, 2020 – Sections 28 to 44, read with the First Schedule, Chapter IV, and applicable Rules, notifications and amendments. Code No. 36 of 2020.

5. Labour Returns and Statutory Reports

The Contractor shall submit all labour/statutory returns and reports required by UCSL or the competent statutory authorities within the prescribed time limits. UCSL-specific monthly Statutory labour reports shall be submitted to the concerned Contracting Officer by the 15th of every month, or within such other period as may be specified by UCSL.

Statutory Reference: Occupational Safety, Health and Working Conditions Code, 2020 – Section 33; Code on Wages, 2019 – Section 50; and applicable Rules.

6. Maintenance of Statutory Records

The Contractor shall maintain all prescribed registers and records, including employee particulars, muster roll/attendance, wages, overtime, deductions, leave, statutory contributions and other records, and shall produce the same for inspection by UCSL or the competent statutory authority whenever required.

Statutory Reference: Code on Wages, 2019 – Section 50; Occupational Safety, Health and Working Conditions Code, 2020 – Section 33; Code on Social Security, 2020 – applicable record/return provisions and Rules.

7. Timely Payment of Wages

The Contractor shall ensure that wages are paid within the statutory time limit. For employees engaged on a monthly wage period, wages shall be paid before the expiry of the seventh day of the succeeding month. In cases of removal, dismissal, retrenchment or resignation, wages payable shall be paid within two working days, subject to the applicable statutory provisions. Statutory Reference: Code on Wages, 2019 – Section 17(1)(d) and Section 17(2).

8. Minimum Wages and VDA Compliance

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The Contractor shall pay wages not less than the applicable minimum rate of wages and shall promptly implement all revisions in minimum wages and Variable Dearness Allowance (VDA), wherever applicable.
Statutory Reference: Code on Wages, 2019 – Sections 5, 6, 7, 8, 9, 10 and 11, read with applicable notifications/rules issued by the appropriate Government.

9. Overtime Payment

Where overtime is applicable, the Contractor shall pay overtime wages at a rate not less than twice the normal rate of wages. Statutory Reference: Code on Wages, 2019 – Section 14.
Where applicable, workers working beyond the prescribed hours shall be paid overtime at twice the rate of wages, subject to the conditions prescribed under the Code and Rules.
Statutory Reference: Occupational Safety, Health and Working Conditions Code, 2020 – Section 27.

10. Wage Slips

The Contractor shall issue wage slips to all employees in the prescribed form and manner and shall maintain documentary evidence of wage payment. Statutory Reference: Code on Wages, 2019 – Section 50(3) and applicable Code on Wages Rules, 2026.

11. Attendance, Wage and Overtime Records

The Contractor shall maintain accurate attendance records, including actual entry and exit/working hours wherever required for verification of wages and overtime, together with wage, overtime and deduction records.
Statutory Reference: Code on Wages, 2019 – Section 50 and applicable Rules; Occupational Safety, Health and Working Conditions Code, 2020 – Section 33.

12. Wage Payment Verification

The Contractor shall make wage payments through bank transfer/digital mode wherever applicable and shall produce bank statements, wage registers, wage slips and other documentary evidence whenever required by UCSL.
Statutory Reference: Code on Wages, 2019 – Sections 15, 17 and 50, read with applicable Rules.

13. Limit on Wage Deductions

The Contractor shall make only those deductions permitted under law, and the total deductions in any wage period shall not ordinarily exceed 50% of wages, subject to the provisions of the Code. Statutory Reference: Code on Wages, 2019 – Section 18(1), 18(2) and 18(3).

14. Payment of Annual Bonus

The Contractor shall pay statutory bonus to eligible employees in accordance with the applicable provisions, including the requirement relating to employees who have worked for at least 30 days in an accounting year, subject to the wage eligibility limits and other conditions prescribed under the Code and Rules.
Statutory Reference: Code on Wages, 2019 – Sections 26 to 41, particularly Sections 26 and 27, read with applicable Rules. Note: The actual bonus calculation and eligibility should be applied as prescribed under the Code/Rules and applicable notifications.

15. Maternity Benefits

Eligible women employees shall be provided maternity benefits and other related benefits in accordance with the Code. A woman shall generally be eligible for maternity benefit where she has actually worked for not less than 80 days during the 12 months immediately preceding the expected date of delivery, subject to the applicable statutory conditions. Statutory Reference: Code on Social Security, 2020 – Sections 60 to 72, particularly Sections 60, 62, 64, 65 and 66.

16. Gratuity

The Contractor shall pay gratuity to eligible employees within the prescribed statutory period. Gratuity shall also be applicable, subject to the statutory conditions, in cases of fixed-term employment and death/disablement where the requirement of five years' continuous service is not applicable. Statutory Reference: Code on Social Security, 2020 – Sections 53 to 58, particularly Sections 53 and 56. Gratuity is required to be paid within 30 days from the date it becomes payable.

17. Gratuity Nomination

The Contractor shall ensure that eligible employees submit the prescribed gratuity nomination and that all nomination, fresh nomination and modification records are properly maintained and kept in safe custody.
Statutory Reference: Code on Social Security, 2020 – Section 55, read with the applicable Social Security Rules.

18. Appointment Letters

The Contractor shall issue an appointment letter to every employee at the time of appointment, containing the prescribed particulars and terms and conditions of employment.
Statutory Reference: Occupational Safety, Health and Working Conditions Code, 2020 – Section 6(1)(f).

19. Annual Health Check-up

The Contractor shall provide the prescribed annual health examination/test free of cost to workers/employees falling within the prescribed categories. Statutory Reference: Occupational Safety, Health and Working Conditions Code, 2020 – Section 6(1)(c) and applicable Rules.

20. Weekly Rest

The Contractor shall ensure that workers are provided the prescribed weekly holiday/rest and compensatory holiday wherever applicable.

Statutory Reference: Occupational Safety, Health and Working Conditions Code, 2020 – Sections 25 and 26.

21. Inter-State Migrant Workers – Journey Allowance

In respect of eligible inter-State migrant workers, the Contractor shall provide the prescribed statutory benefits, including a lump-sum amount towards the to-and-fro journey between the place of employment and the native place once in a year, in accordance with applicable provisions.

Statutory Reference: Occupational Safety, Health and Working Conditions Code, 2020 – Sections 59, 60 and 61.

22. Discipline and Conduct

The Contractor shall ensure proper conduct and discipline of its workmen within UCSL premises and shall comply with applicable service conditions, grievance procedures and disciplinary requirements. Any misconduct or violation of UCSL rules shall be dealt with appropriately by the Contractor.

Statutory Reference: Industrial Relations Code, 2020 – Sections 29 to 31, as applicable, together with applicable standing orders/rules.

B. IDENTITY, SECURITY AND DOCUMENTATION

23. Identity and Police Verification – UCSL Requirement

Before issuance of entry passes, all personnel shall submit the documents prescribed by UCSL, including valid identity/address proof and, wherever required by UCSL, a police clearance certificate. The Contractor shall maintain copies of such documents and produce them for verification whenever required.

26. Entry Pass and Deployment Control

No person shall be deployed inside UCSL premises unless the required statutory, identity, security and contractual documents have been verified and accepted by UCSL.

24. Pre-Employment Medical Examination: The Contractor shall ensure that all personnel undergo a pre-employment medical examination and obtain a valid medical fitness certificate before deployment at UCSL premises. Statutory Reference: OSH&WC Code, 2020 – Section 6(1)(c), read with applicable Rules.

25. Medical Insurance Where ESI Is Not Applicable: Where ESI coverage is not applicable, the Contractor shall, at its own cost, provide valid medical/health insurance coverage to the concerned personnel throughout their deployment at UCSL and submit proof of coverage when required. **Statutory Reference:** Code on Social Security, 2020 – Sections 28–44, read with applicable Rules.

26. Prohibition of Child Labour: The Contractor shall not employ, engage, or permit any person below the age of 18 years to work under this Contract, and shall strictly comply with all applicable laws relating to the prohibition of child labour.

C. RECOVERY, AUDIT AND OVERALL RESPONSIBILITY

27. Statutory Dues and Recovery by UCSL

If the Contractor fails to pay any statutory contribution, wage, penalty, damages, compensation or other amount payable under applicable labour laws, UCSL shall be entitled, subject to the contract and applicable law, to recover, deduct or adjust such amount from any amount payable to the Contractor, including bills, retention/security amounts or other dues, and may remit the same to the concerned authority wherever legally permissible.

28. Submission of Documentary Evidence

The Contractor shall submit documentary evidence of statutory compliance whenever requested by UCSL, including EPF/ESI challans, ECRs, wage registers, wage slips, bank payment statements, attendance/muster rolls, bonus records, gratuity records, appointment letters, licence copies, health-check records and statutory returns.

29. Continuous Compliance

The Contractor shall familiarize itself with all applicable Labour Laws, Labour Codes, Central/State Rules, notifications, circulars and amendments and shall ensure continuous compliance throughout the contract period. Any amendment, notification or revised statutory requirement issued by the competent authority shall be complied with by the Contractor from the applicable effective date.

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30. Consequence of non-compliance

non-compliance with the above statutory requirements shall constitute a breach of the Contractor's contractual obligations and may result in withholding/recovery of payments, suspension of deployment/entry passes, recovery of statutory dues, or other appropriate contractual action by UCSL, without prejudice to action that may be taken by the competent statutory authorities under applicable law.

Note: The above section references are based on the Labour Codes and the currently applicable statutory framework. The Contractor shall comply with the **applicable Central/State Rules, notifications and amendments in force from time to time**, and where a provision is subject to prescribed conditions, thresholds or exemptions, the same shall be applied accordingly. The official Ministry of Labour & Employment portal currently lists the 2026 Central Rules for all four Labour Codes.