



Sabarmati Gas Ltd.
(A Joint Venture of GSPC & BPCL)

SGL: O&M: SNT: 01

05th August, 2008.

M/s Navsarjan Engineering,
2, Madhushwar Appt,
Honey Park,
B/h Navyug College,
Rander Road,
Surat-395009.

Dear Sir,

DETAILED WORK ORDER FOR PROVIDING OPERATION & MAINTENANCE SERVICES FOR OUR GAS DISTRIBUTION NETWORK OF INDUSTRIAL, COMMERCIAL, DOMESTIC AND FIELD REGULATING STATIONS AT SANTEJ.

Reference: SGL: TEND: 08: 2008-09 due dated 01st August 2008.

Reference our Tender (SGL: TEND: 08: 2008-09), we are pleased to place the work order for providing Operation and Maintenance services for our Natural Gas Distribution pipeline network of industrial, commercial and PNG including Field Regulating Stations at entire Santej/ Vadsar / Karoli / Khatraj / Rakanpur sites on the following terms and conditions :

It is intimated that you are requested to adhere the following points strictly:

- 1) Man power deployed by you should be skilled / semi skilled and they should not be less than 18 years of age.
- 2) All the statutory rules/regulations such as employees P.F. (Provident Fund), E.S.I.C. (Employee's State Insurance Corporation), periodical medical check up, and welfare of all employees should be invariably adopted. P.F. for all the existing employees should be paid / deducted and proof should be submitted every month.
- 3) First Aid Provision should be made available at work sites.

SGL: O&M: SNT: 01

Page 1 of 4

B. B. B. B.
11/08/08

- 4) Necessary licenses / permissions should be obtained from Central Labor Commissioner and other agencies / departments before commencement of work.
- 5) Workmen compensation policy for all the employees should be taken and proof should be submitted along with bill to Sabarmati Gas Ltd. Corporate Office, Gandhinagar.
- 6) Safety policy should be strictly adopted. All employees should be provided with safety kits and the Engineer in charge should check them periodically and maintain records which should be put up to SGL inspecting team as and when they visit.
- 7) O&M contract value is **1, 68,400/-** (Rupees One Lac Sixty Eight Thousand and Four Hundred Only) per month towards charges for providing the Operation and Maintenance services & for Supply of Manpower as per the scope the work detailed in the tender (Tender No.: **-SGL: TEND: 08-2008-09**) required for execution of the job and required Tools and Tackles with emergency vehicle etc.
- 8) Service tax shall be paid extra by SGL on submission of proof/payment chalan. Prevailing rate of Service Tax is @ 12.36% & any revision in the service tax will be borne by SGL. Any obligations / liabilities arising from the services tax department will be the responsibility of the O&M Contractor.
- 9) You shall maintain an emergency vehicle (4 Wheeler Tata Sumo, Utility or equivalent) equipped with required tools and tackles at site on round the clock basis. There is no limit on the KM traveled. But this vehicle will only be used for O&M activity or at the discretion of SGL officials. In case of Planned and unplanned maintenance, standby vehicle should be arranged by you.
- 10) Any type of work assigned to O&M Contractor at any time should be completed as per instruction of SGL's EIC.
- 11) Within 2 months period from the date of Work Order receipt, above Emergency Vehicle and all the tools and tackles should be available at site. In case of any deficiency in O&M related issues, equivalent amount will be deducted with at least 25 % of monthly O&M Bill as per discretion of SGL O&M In charge.
- 12) Any failure in performance/lapses in fulfilling Tender terms & conditions to satisfaction of SGL would lead to revocation of PBG with 30 days prior notice.

S. K. Datta
Director