

# NOTICE

- 1. The offer is to be deposited in the bidding box kept in the K Electric Fleet Complex, Plot St. 3, Gate # 3, Sector 22, Korangi Road, Opposite Imtiaz Supermarket, Near K Electric IBC KIMZ, Qayyumabad, Karachi, Pakistan**

یہ پیشکش مقررہ تاریخ اور وقت تک کے الیکٹرک فلیٹ کمپلیکس، پلاٹ سینٹ 3، گیٹ نمبر 3، سیکٹر 22، کورنگی روڈ، قیوم آباد، بالمقابل امتیاز سپر مارکیٹ، کراچی میں رکھے گئے ہڈنگ باکس میں جمع کرانا ہے۔

- 2. The successful bidder shall obtain all permissions, letters, certificates for obtaining work permits, way leaves and approvals from Municipality, Telecommunications Department, Traffic Police, and any other civic agencies involved etc. and right of way from private owners, if required. The successful bidder will spend for logistics, fees and costs etc. for such activities at his own risk and cost.**

کامیاب بولی دہندہ کو تمام اجازتیں، خطوط، ورک پرمٹ حاصل کرنے کے لیے سرٹیفکیٹ، میونسپلٹی، ٹیلی کمیونیکیشن ڈیپارٹمنٹ، ٹریفک پولیس، اور اس میں شامل دیگر ایجنسیوں وغیرہ سے تمام اجازتیں، خطوط اور منظوری حاصل کرنا ہوگی اور اگر ضرورت ہو تو پرائیویٹ مالکان سے راستہ کا حق حاصل کرنا ہوگا۔ کامیاب بولی لگانے والا اپنی ذمہ داری پر اس طرح کی سرگرمیوں کے لیے لاجسٹکس، فیس اور اخراجات وغیرہ خرچ کرے گا۔

- 3. "Notices of Intent" to all concerned authorities such as the K-Electric Limited, Municipality, Telecommunications Department, Traffic Police, and any other civic agencies involved etc. should be submitted by the successful bidder at least four weeks prior to commencement of the work, Successful bidder shall furthermore obey all relevant rules as applied by the Traffic Department regarding traffic signs, diversions, etc. during the performance of his work.**

تمام متعلقہ حکام جیسے کے الیکٹرک لمیٹڈ، میونسپلٹی، محکمہ ٹیلی کمیونیکیشن، ٹریفک پولیس، اور اس میں شامل دیگر ایجنسیوں وغیرہ کو "نوٹس آف انٹینٹ" کامیاب بولی دینے والے کو کام کے آغاز سے کم از کم چار ہفتے قبل جمع کرانا ہوگا۔ کامیاب بولی دہندہ اپنے کام کی کارکردگی کے دوران ٹریفک کے اشارے، ڈائورژن وغیرہ کے حوالے سے محکمہ ٹریفک کی طرف سے لاگو کیے گئے تمام متعلقہ قواعد کی پابندی کرے گا۔

# NOTICE

4. The successful bidder shall be responsible for all work involved, including the breaking-up of the road surface and subsequent reinstatement of the same in accordance with the requirements and permissions of the concerned authorities/agencies and will be responsible to pay all the charges/ fees to the concerned authorities/ agencies. Strict compliance will be made for all the protocols given by concerned authorities for reinstatement of road. The costs for complete reinstatement work of roads are to be borne by the successful bidder.

کامیاب بولی دہندہ متعلقہ حکام/ ایجنسیوں کی ضروریات اور اجازتوں کے مطابق سڑک کی سطح کی ٹوٹ پھوٹ اور اس کے بعد اس کی بحالی سمیت تمام کام کے لیے ذمہ دار ہوگا اور تمام چارجز/ فیس ادا کرنے کا ذمہ دار ہوگا۔ سڑک کی بحالی کے لیے متعلقہ حکام کی طرف سے دیے گئے تمام پروٹوکول کی سختی سے تعمیل کی جائے گی۔ سڑکوں کی مکمل بحالی کے کام کے اخراجات کامیاب بولی دینے والے کو برداشت کرنا ہوں گے۔

5. Offer price quoted by the bidder should be exclusive of taxes.

بولی دہندہ کے ذریعہ پیش کردہ قیمت ٹیکس کے علاوہ ہونی چاہئے۔

6. CDR as a form of payment is not accepted.

CDR ادائیگی کی شکل کے طور پر قبول نہیں کیا جاتا ہے۔

7. Each offer should be accompanied with 10% earnest money of the 'quoted offer price' exclusive of all applicable taxes in the shape of pay order in favor of K-Electric Limited or else bidder will be disqualified in tender participation.

ہر پیشکش کے الیکٹرک لمیٹڈ کے حق میں بے آرڈر کی شکل میں تمام قابل اطلاق ٹیکسوں کی خصوصی 'حوالہ شدہ آفر پرائس' کی 10 فیصد خلوص رقم کے ساتھ ہونی چاہئے ورنہ بولی دہندگان کو ٹینڈر شرکت میں نااہل قرار دیا جائے گا

8. All safety regulations should be followed by the bidders and their men in removing the items from K-Electric Limited premises. The men employed to carry out the work should observe the K-Electric Limited rules and regulations including that for HSEQ at the location.

کے الیکٹرک لمیٹڈ کے احاطے سے اشیاء ہٹانے میں تمام حفاظتی ضوابط پر بولی دہندگان اور ان کے افراد کو عمل کرنا چاہئے۔ اس کام کو انجام دینے کے لئے ملازم افراد کو کے الیکٹرک لمیٹڈ کے قواعد و ضوابط کی پاسداری کرنی چاہئے جس میں اس مقام پر ایچ ایس ای کیو کے لئے بھی شامل ہے۔

# NOTICE

## ضروری احکامات برائے سکریپ خریدار

- ۱- 10% سیکورٹی ڈپازٹ سے کم دیا گیا تو کے ای ٹینڈر کو رد کرنے کی مجاز ہوگی
- ۲- ٹینڈر فارم بھرتے وقت کسی قسم کی کٹنگ یا اوور رائٹنگ کرنے کی صورت میں بھی کمپنی ٹینڈر کو رد کرنے کی مجاز ہوگی
- ۳- ٹینڈر فارم کے جس صفحے پر لاث بھرا جائے اس ہر صفحے پر خریدار کے دستخط ضروری ہے۔
- ۴- لاث بھرنے کے ٹائم پر یہ لکھنا لازمی ہے کہ ٹیکس شامل ہے یا نہیں ہے۔
- ۵- ٹینڈر فارم میں ٹیکس کا کوئی ذکر نہیں کیا گیا تو بغیر ٹیکس کے مانا جائے گا۔
- ۶- ریٹ بندسوں اور لفظوں میں لکھنا لازمی ہے۔ نالکھنے کی صورت میں کمیٹی ٹینڈر رد کرنے کی مجاز ہوگی۔

DGM Disposal



## OFFER DOCUMENT

<b>Bidder/Company Name:</b>	
<b>GST#:</b>	
<b>CNIC#:</b>	
<b>CELL#:</b>	
<b>Address:</b>	

**Ref No. LPO/8C/09/22-23**

**Document # 1258**

**Dated: 22.01.2023**

**Subject: Disposal of underground buried 132KV 800mm<sup>2</sup> Oil filled cable from Liaquatabad Grid Station to Haroonabad Grid Station. Approximate length of Cable is 16,830 Meters. Estimated route length is 5.61 kilometers.**

1. Material is offered for sale on the terms and conditions stipulated in this offer document and as such, only such offers are acceptable which conform to these terms of sale.
2. This document is issued for offering the sale of the subject material as per detailed particulars, terms and conditions stipulated therein. Rates quoted in Appendix-Page # 1 (attached) shall be firm and final. Rate must be quoted strictly in the same accounting units as offered for sale. Other blank spaces in this tender document should NOT be used for stating rates.
3. The material offered for sale is strictly on "AS IS & WHERE IS" basis. K-Electric Limited makes no representations whether express or implied as to merchantable quality, fitness for purpose or otherwise and hereby excludes without limitation all implied terms and conditions contained in the Sale of Goods Act, 1930 or any other applicable law.
4. Please ensure that submission of the quotation constitutes your satisfaction that you have seen the material offered for sale and as such, you do not have objection whatsoever about the material under disposal. Rates quoted will be firm and final. Revision of the quoted rates will not be allowed except is negotiated by K-Electric Limited.
5. Any overwriting or any change and/or alteration in rates or elsewhere is liable to culminate in the outright rejection of the offer. In case there is any error between the amount specified in figures & words, the higher of the two will be taken for consideration. The bidders are advised to quote the rate in words also. Entries in pencil, unsigned entries, cancellations without countersign, erasing, obliteration, ambiguous entries etc. shall be liable to disqualification.
6. The bidders must provide/attach the attested copy of CNIC (in case of non-registered bidder), NTN/STRN certificate (in case of registered bidder) and evidences of filing of income tax returns along with submission of tender documents. Each page of the tender / offer document, whether being filled for the quote purpose or not, shall be duly signed & stamped by the authorized person of the bidder. For individuals, each page shall be signed by the bidder itself as it exists on CNIC.
7. The offers should be submitted in sealed cover marked with the above reference number and should be addressed to Manger (Disposal), Procurement Department, K-Electric Limited (Phone 0345-2744286 & 0345-2552017). The offer is to be deposited in the bidding box kept in the K - Electric Fleet Complex, Plot St. 3, Gate # 3, Sector 22, Korangi Road, Qayyumabad, Opposite Intiaz Supermarket, Karachi by due date & time. The bids must be deposited by 31.01.2023 but not later than 04:00pm.
8. The tender will be opened by the Tender Opening Committee comprising of K-Electric Limited officials and the successful bidders will be informed after completion of process.
9. Each offer should be accompanied with tender fee of Rs. 1,000/- (non-refundable) and 10% earnest money of the 'quoted offer price' exclusive of all applicable taxes in the shape of payorder / bank draft in favor of K-Electric Limited, which shall be refunded if the bid is not accepted. Offers without/short earnest money shall not be considered and will be liable to rejection. Offer price quoted by the bidder shall be exclusive of taxes. **CDR as a form of payment is not accepted.**
10. Payment: Balance payment by the successful bidder is to be made within the working days specified in the Letter of Acceptance, from the date of issuance. The payment must be made along with 17% GST (of the total bid value) plus 3% additional GST from non-registered bidders only (of the total bid value) and 10% income tax for persons appearing in Active Taxpayers List (ATL) or 20% income tax for persons not appearing in Active Taxpayers List (ATL) (on gross amount) preferably **via Online Bank Payment** to the following bank details:

<b>A/c. Title</b>	<b>K-ELECTRIC LIMITED</b>
<b>Bank Name</b>	Standard Chartered Bank
<b>Account#</b>	PKR - 08-1251317-36
<b>IBAN#</b>	PK53SCBL0000008125131736
<b>Branch Code</b>	0071
<b>NTN#</b>	1543137-1
<b>Location</b>	Main Branch, I.I. Chundrigar Road

Any extension in balance payment submission time will be subject to penalty of 0.5% of base price per day as per below penalty slabs for release of Sales Cum Release Order. However, upon expiry of such late payment penalty time, K-Electric Limited reserves the right to forfeit the complete amount of earnest money.

<b>Base price</b>	<b>Penalty</b>	<b>Maximum penalty</b>
Up to Rs. 100,000	0.5% of base price/day <b>OR</b> Rs. 500/day whichever is greater	up to 5 working days
Between Rs. 100,001 and Rs. 500,000	0.5% of base price/day <b>OR</b> Rs. 1000/day whichever is greater	
Between Rs. 500,001 and Rs. 1,000,000	0.5% of base price/day <b>OR</b> Rs. 5000/day whichever is greater	
Above Rs. 1,000,000	0.2% of base price/day <b>OR</b> Rs. 10,000/day whichever is greater	

11. Lifting Schedule: The material is to be lifted within the working days specified in Sales-Cum Release Order, from the date of issuance. Similarly, in the event of having failed to collect the material either in full or PART thereof, penalty in lieu of storage charges of 0.5% of base price per day as per below penalty slabs until such time the site is cleared to the satisfaction of K-Electric Limited.

<b>Base price</b>	<b>Penalty</b>	<b>Maximum penalty</b>
Up to Rs. 100,000	0.5% of base price/day <b>OR</b> Rs. 500/day whichever is greater	up to 7 working days
Between Rs. 100,001 and Rs. 500,000	0.5% of base price/day <b>OR</b> Rs. 1000/day whichever is greater	
Between Rs. 500,001 and Rs. 1,000,000	0.5% of base price/day <b>OR</b> Rs. 5000/day whichever is greater	
Above Rs. 1,000,000	0.2% of base price/day <b>OR</b> Rs. 10,000/day whichever is greater	

However, upon expiry of such time, if the material for any reason is not collected and removed by the successful bidder from the K-Electric Limited site, then K-Electric Limited reserves the right to forfeit the total deposited amount and shall be at liberty to dispose of the relevant material as it deems fit without reference or notice to the successful bidder/purchaser. No money received from the bidder/purchaser will be refunded by K-Electric Limited and K-Electric Limited shall at all times have the right to demand the storage charges for the said relevant material as set out above.

12. The successful bidder will be responsible for collection / lifting of subject material from K-Electric Limited premises. For the avoidance of doubt, all expenses incurred in connection with deploying labor for handling, lifting, removal, loading, weighing and transportation of respective lot material shall be borne by the successful bidder.

13. The successful bidders will be required to collect the material from the site in accordance with the terms and conditions of the sale stipulated in the relevant Sales-Cum-Release Order. Presentation of the official receipt of the sale money deposited by buyer with K-Electric Limited, if required, is the responsibility of the buyer for collection of the material from the site.

14. Validity of the Offer: The offer price must be valid for 60 working days from the date of opening of tender; otherwise, the offer price shall be rejected out rightly.
15. K-Electric Limited reserves the right to reject OR accept any or all the offers without assigning any reason thereof and as such, the seller is not bound to accept the highest bid.
16. Letter of Acceptance and Sales cum Release Order to the successful bidder shall be issued from the office of the Deputy General Manager Disposal, K-Electric Limited.
17. Earnest money to unsuccessful bidders will be refunded within 14 working days from the date of submission of claim.
18. For the avoidance of doubt, all applicable government taxes shall be borne by the successful bidder. Any changes in taxes, duties, or levies whether federal or provincial due to change in legislation during the complete process, shall also be borne by the successful bidder/purchaser to **entire** exclusion of K-Electric Limited. Tax shall be calculated at the **time** of LOA generation as per Online FBR TAX status.
19. Any shortage in quantity of material at the time of delivery will not invalidate the sale. Proportionate refund (without any interest) will be made to the successful bidder when the weight or number delivered is less than that have been specified in the tender.
20. Lifting/weighing of material from K-Electric Limited premises is to be made in the presence of K-Electric Limited representatives only.
21. K-Electric Limited reserves the right to unload the vehicles for inspection purpose at any time during the lifting process. If it is suspected at any time that the successful bidder has loaded the material(s) for which he is not the purchaser or if the purchaser is found to carry excess material than that mentioned in the documents, K-Electric Limited will be within its right to detain the loaded vehicle, unload the goods at the risk, cost & expenses of the successful bidder & terminate the sale forthwith and forfeit the sales value & claim such further losses and damages that may be caused to K-Electric Limited.
22. Any damage to K-Electric Limited's or third party's properties & men during removal/lifting of the items must be made good by the successful bidder at their own cost to the entire exclusion of K-Electric Limited. K-Electric Limited reserves the right to claim from the successful bidder any expenses which might have been incurred by it over and above the payment made by way of restoring damages caused to person or property at K-Electric Limited premises.
23. All safety regulations should be followed by the successful bidders and their men in removing the items from K-Electric Limited premises. The men employed to carry out the work should observe the K-Electric Limited rules and regulations including that for HSEQ at the location. The purchaser shall not be entitled to resell any lot or part of a lot while the goods are still lying within the premises of K-Electric Limited and no delivery would be affected by K-Electric Limited to any person other than the successful bidders whose names are mentioned in the delivery order.
24. The successful bidders shall ensure all safety measures implemented during execution of work and shall provide all necessary personal protection equipment (PPE) to its labor (gloves, goggles, mask, apron, safety shoes, wrist cover, ear plugs etc.) & certified machinery and equipment (i.e. crane lifter, loaders, trucks etc.). Any damages to any existing work or property or person at K-Electric Limited caused by non-compliance of safety regulations by the successful bidders must be made good by the successful bidders at their own cost to the entire exclusion of K-Electric Limited.
25. Person duly authorized by the successful bidders through valid authority letter up to the satisfaction of K-Electric Limited, shall only be allowed to lift the material/take the delivery.
26. Conditions imposed by the parties interested in purchasing the material offered for sale shall not be considered. The material is offered as per K-Electric Limited terms and conditions stipulated in this document and as per the Sale-Cum-Release Order to follow.
27. For sale of used oil, only parties/bidders registered under OGRA Ordinance 2002 for lube blending, reclamation, grease & transformer oil plant and Pakistan Petroleum (refining, blending & marketing) Rules 1971 shall participate for bidding and submit the attested copy of their registration certificate as evidence. Un-registered bidders/ parties will not be considered for sale of used oil.
28. For the sale of all environmentally hazardous material e.g. SF6 Gas, Lead, acids all types etc., the bidder must be Certified/Registered from Sind Environment Protection Agency for safe disposal/reclamation/recycling of all such material. A document in this regard shall also be attached with the Offer Document at the time of depositing the same.

29. For the sale of vehicles the successful bidder will be required to arrange for the transfer of title of vehicle within 7 working days after making full payment. Vehicle will not be handed over without providing evidence of transfer of title.

30. All information/data provided by any bidder shall be accurate and true. All bidder should provide valid and complete postal addresses along with other details for correspondence. K-Electric Limited shall not be responsible in case of any wrong or incomplete information provided by any bidder.

31. Site inspection timings will be from 09:00 am to 4:00 pm except Sundays & public holidays from 22.01.2023 to 31.01.2023.

32. In case of the work related injury or death of any labor or supervisors at K-Electric Limited premises, the bidder/ company will compensate the deceased family along with the evidence of compensation. The same evidence with the receiving shall be provided to K-Electric as per regulatory requirements.

32. Other Important Instructions:

- Persons under the age of 18 and over the age of 60 will not be allowed to lift material from K-Electric Limited premises.
- All personnel of bidder must carry CNIC when present at K-Electric Limited premises.
- All personnel of bidder shall be informed about the use of fire extinguisher.
- It will be mandatory for all personnel of bidder to follow all HSEQ standards and procedures during lifting of hazardous materials.
- Bidder shall inform DGM (Disposal) in writing the work plan, procedure, number of personnel, use of machinery and safety precautions prior to lifting of material from K-Electric Limited premises.

## Terms of Reference

### Disposal of Underground Oil Filled Buried Cable 800MM<sup>2</sup> from Liaquatabad to Haroonabad Grid Station with Approximate length of Cable is 16,830 Meters.

1. The successful bidder will be responsible for collection/lifting of subject material and as such, all resources including labor, material, equipment, and vehicles required for the above-mentioned scope of work and expenses incurred in deploying labor, material, equipment, vehicles for excavating, handling, lifting, removal, loading and transportation shall be borne by the successful bidder.
2. Person duly authorized by the successful bidder through valid authority letter up to the satisfaction of K-Electric Limited shall only be allowed to lift the material/take the delivery. All personnel of Successful bidder must carry CNIC when present at lifting site.
3. Any other material found during excavation will be K-Electric Limited's property for which the bidder is liable to deposit the same with K-Electric Limited.
4. All applicable Government taxes shall be borne by the successful bidder. Any changes in legislation during the complete process, shall be borne by the successful bidder.
5. The successful bidder shall obtain all permissions, letters, certificates for obtaining work permits, way leaves and approvals from Municipality, Telecommunications Department, Traffic Police, and any other civic agencies involved etc. and right of way from private owners, if required. The successful bidder will spend for logistics, fees and costs etc. for such activities at his own risk and cost.
6. **“Notices of Intent”** to all concerned authorities such as the K-Electric Limited, Municipality, Telecommunications Department, Traffic Police, and any other civic agencies involved etc. should be submitted by the successful bidder at least four weeks prior to commencement of the work, Successful bidder shall furthermore obey all relevant rules as applied by the Traffic Department regarding traffic signs, diversions, etc. during the performance of his work.
7. The successful bidder shall be responsible for obtaining, from the responsible authorities, all the most recent and correct information and details regarding the final levels, road center lines, reserves for cables and other services and any other work in connection with his work.
8. The successful bidder shall be responsible for coordination/liaison with other bidders where interfacing works are involved.
9. The successful bidder shall take all necessary precautions to prevent damage to the existing services, such as electric cables, telecommunication lines, and water and sewerage lines in the vicinity. Damage to services and the costs of repair and replacements and penalties shall be borne by the successful bidder. The successful bidder will be liable for any damages that might occur.
10. The successful bidder shall, in connection with the work, provide and maintain at his own cost, all light guards, temporary fencing and watching when and where necessary for the safety and convenience of the public. The successful bidder shall be responsible for public safety and shall therefore provide picket fences and ropes along the routes of open trenches, as well as danger notices/signs and barriers which are also visible at night/dark, and red/amber warning lights during the hours of darkness.
11. Excavation in paved sidewalks shall be carried out with special care and with the granted permission of the concerned authority. When removing paving slabs, the successful bidder shall take the necessary precautions to avoid breakage. All slabs removed during the performance of the work shall be re-established or replaced.
12. The successful bidder shall arrange his own security against theft/pilferage of excavated cable/material. Responsibility of theft of K-Electric Limited cable/material will be his responsibility.

13. After removal of the material, the successful bidder shall backfill the trench well compacted, watered if necessary, and consolidated. Successful bidder shall then carefully reinstate the paving slabs, all to the satisfaction of concerned authorities/ agencies.
14. The successful bidder shall be responsible for all work involved, including the breaking-up of the road surface and subsequent reinstatement of the same in accordance with the requirements and permissions of the concerned authorities/ agencies and will be responsible to pay all the charges/ fees to the concerned authorities/ agencies. Strict compliance will be made for all the protocols given by concerned authorities for reinstatement of road. The costs for complete reinstatement work of roads are to be borne by the successful bidder.
15. The successful bidder will strictly follow the schedule, protocols, procedures of concerned civic agencies and authorities for completing the work and clearing the site as per their satisfaction. Similarly, in the event of having failed to do so, the Successful bidder will be liable to pay all the penalties.
16. The successful bidder shall comply with all statutes, byelaws, regulations and requirements of any Government or other competent authorities relating to the works and shall obtain any licenses, consents or permits to carry out the works as established under the tender.
17. **Safety Regulations:** All safety regulations should be followed by the successful bidder and their personnel in removing the material. The personnel employed to carry out the work should observe K-Electric Limited rules and regulations including that for Health, Safety, Environment and Quality at the location. Safety instructions are enclosed.
18. Successful bidder shall ensure all safety measures implemented during execution of work and shall provide all necessary personal protection equipment to its labor (gloves, goggles, mask, apron, safety shoes, wrist cover, ear plugs etc.) & certified machinery and equipment (i.e. crane lifter, loaders, trucks etc.). Any damages to any existing work or property or person at K-Electric Limited Ltd caused by non-compliance of safety regulations must be made good by the successful bidder at their own cost.
19. The successful bidder shall not unreasonably hinder business operations of the Company while carrying out the works and shall strictly observe the Company's rules and regulations with regards to health, and safety and prevention of fire etc.
20. **Reporting of Accidents:** The successful bidder shall report to the Disposal Committee details of any accident as soon as possible after its occurrence. In the case of any fatality or serious accident, the successful bidder shall, in addition to appropriate action required under the law, notify the Disposal Committee immediately by the quickest available means.
21. **Liaison after Award of Contract:** The successful bidder after award of the Sales Cum Release Order will start liaison with the Disposal Committee of K-Electric Limited for execution of the works etc.

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DGM(Disposal)

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GM (Disposal)

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**Signature of the Bidder**

# OFFER DOCUMENT

Ref No. LPO/8C/09/22-23

Document: 1258

Dated: 22.01.2023

Lot No.	Lot Description	Approx. Quantity	Mode of Disposal	Unit Rate (Without Taxes)	Total Amount Without Taxes (Unit Rate x Approx. Quantity)	Location
<b>1</b>	Underground Buried 132KV 800mm <sup>2</sup> Oil Filled Cable. Estimated route length is 5.61 kilometers.	<b>16,830</b>	<b>Meter</b>			<b>Liaquatabad Grid Station to Haroonabad Grid Station</b>
<b>2</b>	<b>Underground Communication Pilot Cable</b>	<b>Subject to the availability</b>	<b>Meter</b>			<b>Liaquatabad Grid Station to Haroonabad Grid Station</b>

## **General Terms and Conditions for Disposal Lifting**

### **KE Scrap Yards**

#### **1. Safety Requirements for Workers:**

- 1.1 Provision of PPE (Safety helmet, Safety Shoes, Safety Gloves)
- 1.2 Must be in good health and not injured.
- 1.3 Must observe Covid pre-cautions e.g. (Wearing Mask and maintaining social distancing)
- 1.4 Smoking, eating pan / supari, gutka are strictly not allowed in KE Premises.
- 1.5 Bidder or his representative should be well versed with safety aspects of lifting.
- 1.6 Every day activity should start with a safety briefing (Toolbox Talk)
- 1.7 All safety instruction delivered in toolbox talk to be strictly adhered to.
- 1.8 First aid box should be made available by the supervisor for his team.

#### **2. Vehicle Safety Requirements:**

- 2.1 Must have a valid fitness certificate
- 2.2 Must have all indicators working
- 2.3 Must have back view mirrors
- 2.4 Must have a working horn
- 2.5 Must have a back horn
- 2.6 Must have safety cones
- 2.7 Must have tyre stoppers
- 2.8 Tyres not torn / cracked
- 2.9 Tyres appropriately inflated (Not punctured)
- 2.10 No abnormal smoke emissions and Engine noise
- 2.11 Trucks must have appropriate support around bed to hold materials safely.
- 2.12 Must have hooks and ropes to tie heavy materials to avoid rattling, slipping and falling.
- 2.13 Must have fluorescent flags / rags to be tide at the end of the vehicle for clearly visibility of vehicle / elongated materials from distance behind the vehicle.
- 2.14 Must have fire extinguisher

#### **3. Cranes / Loaders Safety Requirements**

- 3.1 Complying to general fitness conditions of vehicle.
- 3.2 Hook and hook latch should not be torn / rusted / cracked / twisted.
- 3.3 Automatic Safe Load Indicator must be available in working condition for Cranes.
- 3.4 Wire Rope not torn / rusted / cracked / twisted.
- 3.5 Crane loading capacity clearly marked on bridge and must match 3P inspection certificate
- 3.6 All Limit switches available and in working condition (Over Load / Boom Limit)
- 3.7 No oil Leakage in hydraulic cylinder and out riggers
- 3.8 Out rigger should be fully extendable
- 3.9 Vehicle Safety Guards must be covering all moving and rotating parts
- 3.10 Crane Registration certificate should be Available.
- 3.12 Valid 3P party inspection Certificate
- 3.13 Crane operator valid license.
- 3.14 Crane operator valid training certificate.
- 3.16 Certified rigger available with crane
- 3.17 While Crane operation is in progress all personnel need to maintain a safe working distance from the crane and loaded material.
- 3.18 Only the Crane Signal Person or Banksman would be allowed to guide the crane movements while keeping a safe distance once lifting operation has been initiated.

# KE سکریپ یارڈز پر ڈسپوزل لفٹنگ کے لیے سیفٹی کے عمومی شرائط و ضوابط.

## 1. کارکنوں کے لیے حفاظتی تقاضے:

- 1.1 PPE کی فراہمی (حفاظتی ہیلٹ، حفاظتی جوتے، حفاظتی دستانے).
- 1.2 اچھی صحت میں ہونا چاہیے اور زخمی نہیں ہونا چاہیے۔
- 1.3 کووڈ احتیاطی تدابیر پر عمل کرنا چاہیے جیسے (ماسک پہننا اور سماجی فاصلہ برقرار رکھنا).
- 1.4 کے ای کے احاطے میں سگریٹ نوشی، پان/سپاری، گٹکا کھانے کی اجازت نہیں ہے۔
- 1.5 بولی لگاتے والے یا اس کے نمائندے کو سکریپ اٹھانے کے حفاظتی پہلوؤں سے اچھی طرح واقف ہونا چاہیے۔
- 1.6 ہر روز کی سرگرمی حفاظتی بریفنگ کے ساتھ شروع ہونی چاہیے (ٹول باکس ٹاک)
- 1.7 ٹول باکس ٹاک میں دی گئی تمام حفاظتی ہدایات پر سختی سے عمل کیا جائے۔
- 1.8 فرسٹ ایڈ باکس سپروائزر کو اپنی ٹیم کے لیے دستیاب کرانا چاہیے۔

## 2. گاڑیوں کی حفاظت کے تقاضے:

- 2.1 گاڑی کی فٹنس کا درست سرٹیفکیٹ ہونا ضروری ہے۔
- 2.2 تمام اشارے کام کر رہے ہوں۔
- 2.3 بیک ویو مررز کا ہونا ضروری ہے۔
- 2.4 ورکنگ بارن ہونا ضروری ہے۔
- 2.5 پیچھے کا بارن ہونا ضروری ہے۔
- 2.6 حفاظتی کونز کا ہونا ضروری ہے۔
- 2.7 ٹائر سٹاپرز ہونے چاہئیں۔
- 2.8 ٹائر پھٹے نہ ہوں۔
- 2.9 ٹائر میں مناسب طریقے سے ہوا بھری ہوئی ہو (پنکچر نہیں ہو)
- 2.10 کوئی غیر معمولی دھوئیں کا اخراج اور انجن کا شور نہیں ہو۔
- 2.11 مواد کو محفوظ طریقے سے رکھنے کے لیے ٹرکوں کے فلیٹ بیڈ کے ارد گرد مناسب سپورٹ ہونا چاہیے۔
- 2.12 بھاری مواد کو باندھنے کے لیے ہکس اور رسیاں ہونی چاہئیں تاکہ ہلچل، پھسلنے اور گرنے سے بچا جا سکے۔
- 2.13 گاڑی کے آخر میں فلوروسینٹ جھنڈے / چیتھڑے ہونا ضروری ہے تاکہ گاڑی کے پیچھے فاصلے سے گاڑی / لمبا مواد واضح طور پر نظر آئے۔
- 2.14 گاڑی میں آگ بجھانے کا آلہ ہونا چاہیے۔

## 3. کرین / لوڈرز کی حفاظت کے تقاضے:

- 3.1 بک اور بک لیج کو پھٹا ہوا / زنگ آلود / مڑا ہوا نہیں ہونا چاہیے۔
- 3.2 خودکار سیف لوڈ انڈیکس کرینوں کے لیے کام کرنے کی حالت میں دستیاب ہونا چاہیے۔
- 3.3 تار کی رسی پھٹی ہوئی / زنگ آلود / مڑی ہوئی نہیں ہو۔
- 3.4 کرین کی لوڈنگ کی صلاحیت واضح طور پر بوم پر نشان زد ہو اور 3P معائنہ سرٹیفکیٹ سے میچ ہونا ضروری ہے۔
- 3.5 تمام حد سوئچ دستیاب اور کام کرنے کی حالت میں ہوں۔ (جیسا کہ اوور لوڈ / بوم کی حد)۔
- 3.6 ہائیڈرولک سلنڈر اور آؤٹ ریگرز میں تیل لیک نہ ہو۔
- 3.7 آؤٹ ریگر مکمل طور پر قابل توسیع ہونا چاہیے۔
- 3.8 گاڑیوں کی حفاظتی گارڈز کو تمام متحرک اور گھومنے والے حصوں کو ڈھانپنا چاہیے۔
- 3.9 کرین رجسٹریشن سرٹیفکیٹ دستیاب ہونا چاہیے۔
- 3.10 درست 3P پارٹی معائنہ سرٹیفکیٹ دستیاب ہونا چاہیے۔
- 3.11 کرین آپریٹر کا درست لائسنس دستیاب ہونا چاہیے۔
- 3.12 کرین آپریٹر کا درست تربیتی سرٹیفکیٹ دستیاب ہونا چاہیے۔
- 3.13 مصدقہ ریگر کرین کے ساتھ دستیاب ہونا چاہیے۔
- 3.14 جب کرین کا آپریشن جاری ہے تو تمام اہلکاروں کو کرین اور بھرے ہوئے مواد سے کام کا محفوظ فاصلہ برقرار رکھنے کی ضرورت ہے۔
- 3.15 صرف کرین سگنل پرسن یا بینکس مین کو ہی کرین کی نقل و حرکت کی رہنمائی کرنے کی اجازت ہوگی لیکن لفٹنگ کے دوران محفوظ فاصلہ رکھا جانا چاہیے۔

In case of any further information desired the following may be contacted.

1 Daniyal Fathmi

Liaquatabad Grid Station to  
Haroonabad Grid Station

Cell No. 0346-8283908

Help prevent the spread  
of COVID-19 by observing  
the following safety  
precautions:



Wear a safety mask.



Avoid shaking hands.



Practise social distancing.  
Keep a distance of 1 metre  
from other participants.



Cover your mouth while  
sneezing and coughing.



Keep a hand sanitizer  
with you.



Please be seated at your  
designated seat.



Temperature will be  
checked at the entrance.

## سیفٹی احکامات برائے کانٹریکٹر

1. 18 سال سے کم عمر اور 60 سال سے زیادہ عمر کے کارکنان کو سکریپ اٹھانے کی اجازت نہیں ہوگی۔
2. تمام کارکنان کے پاس CNIC ہونا لازمی ہے۔
3. کام شروع کرنے سے پہلے تمام کارکنان کو سیفٹی احکامات سے آگاہ کیا جائے گا۔
4. تمام کارکنان کے لیے PPE کا استعمال لازمی ہوگا۔ جس میں ہیلمیٹ، ٹوپی، ربر یا چمڑے کے دستاں جوتے، ڈاگری اور سیفٹی چشمہ پہننا لازمی ہوگا۔
5. سائٹ پر کسی کارکن کو سیگٹ نوشی یا کھانے پینے کی اجازت نہیں ہوگی۔
6. تمام کارکنان کو Fire Extinguisher کے استعمال سے آگاہ کیا جائے گا۔
7. کسی بھی Hazardous Material اٹھانے کی صورت میں کانٹریکٹر پر لازم ہوگا کہ وہ زیادہ سے زیادہ موثر تدابیر استعمال کرے اور Co-Ordinator(HSE) کے احکامات کی تعمیل کرے۔
8. کانٹریکٹر مال اٹھانے سے پہلے اپنا مجوزہ طریقہ کار DGM(Disposal) کو دے گا۔ جس میں کام کی ترتیب، کارکنان کی تعداد، مشینری کا استعمال اور حفاظتی تدابیر پر عمل کی تفصیلات درج ہوگی۔

