

# SUPREME INFRASTRUCTURE INDIA LTD.

## WORK ORDER

Ref. No.: -RO/SIIL/WO/2013/974

Date:- 7<sup>th</sup> November, 2013.

To,  
Krishnanandan Binda  
Address:- Resi. Mano English, Post Mano,  
Distt- Laksi Sarai.  
Mob:- 08396962505  
Pan:- BBVPB5985J

**Subject: Work Order for supply labour at site, DUSIB, New Delhi.**

Dear Sir,

With reference to your quotation dated 28-07-2013 duly approved by GM/Project Incharge at site, we are pleased to place the order on the following agreed terms & conditions .

SN.	DESCRIPTION OF WORK	UNIT	RATE (Rs)
1.	Supply of Skilled Labour.	No.	375.00 (Three Hundred Seventy Five Rupees only)
2..	Supply of Unskilled Labour.	No.	297.00 (Two Hundred Ninty Seven Rupees Only)

**Notes :- The supply of labour will be engaged on debitale basis only, otherwise detail of workdone to be furnished in the bill.**

#### SPECIAL TERMS & CONDITIONS

1. You will get signature of authorized person for the daily work done.
2. You will maintain properly machinery and tools issued to you.
3. You will strictly follow the General terms & Conditions & mode of payment as per attached sheet.
4. One cook and one maid will be paid extra for each 25 labour group.

#### GENERAL TERMS & CONDITIONS

1. Contractor shall ensure good quality or workmanship & minimize the wastage of materials. He should maintain sufficient labour force during the various stages of work. Also he shall ensure work is not suffered for any reason.
2. Contractor shall ensure proper care and shall be accountable for any tools & plants issued to him required for work. Any loss or damage to the above will be recovered from the bill.
3. Any default or complaint on any labour will be informed to respective subcontractor. He shall take proper action/ punishment & shall inform to the company.
4. **Supreme Infrastructure India Ltd.** reserves the rights to terminate or to award part or entire work to other agency if required to expedite the progress.
5. Contractor shall ensure to his authorized persons to present every day at site & also he will adhere to the sequence of work planned by site in charge.
6. The rates finalized are firm & shall remain valid till the completion on the work. There will be no escalation on the same under any circumstances.
7. Contractor shall make his own arrangement for bringing the workmen at site. No travelling expenses will be paid to sub contractor on this account.
8. The Contractor would not sublet the work without prior permission of the company.
9. All liabilities related to labour life, labour license, ESI, PF, Minimum Wages/Workman Compensation Act etc. would be borne by the contractor. Even small quantities of work shall be carried out at the same rate as per issued Work Order.

10. In case of poor workmanship seen at site, the contractor will rectify it at his own cost. In case of his failure to do so, other agency will be engaged for such rectification and the expenses incurred will be debited to the contractor.
11. The worker not approved by site engineer would be removed from the site without further arguments.
12. Sub contractor shall ensure proper maintenance of camp allotted to his workers. He shall ensure proper cleaning of surroundings and handing over of camp as and when labour strength reduced or termination of his work by the company.
13. Any type of rioting / quarrelling is to be controlled by the sub contractor. **Supreme Infrastructure India Ltd** will recover the cost of losses or damages whatsoever due to the above from the sub contractor.
14. **No child labour is to be engaged at work site.**
15. Workers working at respective sites only will be allowed to stay in the labour camp provided by the company. The company will carry out weekly security check all labours staying in the camp should co-operate for security inspection.
16. A sample of the work would be approved by site in charge and the work should be carried out with same workmanship & quality.
17. Any theft by workers of contractor will be viewed seriously and concerned amount will be debited from contractor's bill with additional penalty of Rs. 500/- for each theft.
18. Strict control of shuttering wood will be monitored. In case of using shuttering wood as firewood, sub contractor will be penalized at the rate of Rs. 1000/- per incident.
19. Contractor shall abide by all safety rules of the company the wearing of Helmet/Shoe, safety belt working on height is compulsory for all workers at site.

**MODE OF MEASUREMENT:**

The mode of measurement would be as per the standard practice in the company. In case of discrepancy, the decision of the site in charge would be considered as final.

**PAYMENT:**

1. No advance will be paid on either account of mobilization or any other account.
2. Billing cycle will be Monthly & payment within 30 days after bill certification.
3. Kharchi / Khuraki will be paid as per companies rule.
4. In case of abandoning the work the retention money of the contractor would be forfeited.
5. Applicable TDS will be deducted from all bills.
6. You shall submit monthly muster roll's of payment made to workers.
7. Only Account payee cheque will be issued for payment.
8. You shall submit muster rolls of labour payment, each and every month before release of the next payment.

Payments to be disbursed in presence of our representative.

Thanking you,

Yours faithfully

**WE HEREBY ACCEPT THE ORDER AND AGREE TO THE RATES, TERMS & CONDITIONS.**

Signature

Supreme Infrastructure India Ltd.

Contractor

  
Authorized Signatory