



POLYCAB INDIA LIMITED

(formerly known as Polycab Wires Limited & Polycab Wires Private Limited)

PO NO. : 115361288

POLYCAB" House ,771,Pandit Satwalekar Marg Mahim(West),400016 ,Mumbai. Phone No. 24327070-74, Fax No. : 24327075/24

Recipient Address POLYCAB INDIA LIMITED HALOL UH4 (29A)PLOT NO. 67-69, 70/1, 71, 75-77, 102, 103, 104/1-2, 105, 106, 116/2 NURPURA,335, 336, 337, 339, 353, 354, 355, HALOL, VADODARA ROAD, HALOL GUJARAT INDIA 389350	Type	STANDARD
	Order	115361288
	Order Date	11-MAY-23
	Revision	2
	Revision Date	13-MAY-23
	Recipient	Darji, Ankitkumar

Supplier No	117301	Delivery Address: POLYCAB INDIA LIMITED HALOL UH4 (29A) PLOT NO. 67-69, 70/1, 71, 75-77, 102, 103, 104/1-2, 105, 106, 116/2 NURPURA, 335, 336, 337, 339, 353, 354, 355, HALOL, VADODARA ROAD, HALOL GUJARAT INDIA 389350	
Supplier Name	RAJ TECHNOLOGIES	GSTIN	24AAACP6474E1ZJ
Supplier Site	B-76, NICE AREA, MIDC SATPUR, NASHIK MAHARASHTRA 422007	PAN	AAACP6474E
Supplier GSTIN	27AJPPK1232N1ZW	State	GJ
Supplier PAN	AJPPK1232N	State Code	24
Supplier State	MAHARASHTRA		
Email Id	sumit@rgjstech.com		
Contact Name	Sumit Kantilal		
Phone Number	09823132159/+91 93715 50407		

We are pleased to place our order for supply of following materials as per Terms & Conditions given herewith:-

Sr No	Item Code	Description	HSN Code	Supplier Item	Delivery Date	Qty	UOM	Price	Amount
1	SER20710-003	Survey for site elevation certificate_ EHV Line	995413			1	NOS	15000	15000
Note For Supplier:									
Project Number : Task Number : Expenditure Type :									
Expenditure Org :									
Unit Code : HALOL UH4-29A									
Ship To Location									
HALOL UH4 (29A) PLOT NO. 67-69, 70/1, 71, 75-77, 102, 103, 104/1-2, 105, 106, 116/2 NURPURA, 335, 336, 337, 339, 353, 354, 355, HALOL, VADODARA ROAD, HALOL GUJARAT IN 389350					20-MAY-23	1		15000	
								IGST-Slab 3	2,700.00
								Total Line Tax INR	2,700.00
								Total Line Amount INR	17,700.00
2	SER20710-003	Survey for site elevation certificate_ EHV Line	995413			1	NOS	15000	15000
Note For Supplier:									
Project Number : Task Number : Expenditure Type :									
Expenditure Org :									
Unit Code : HALOL UH4-29A									
Ship To Location									
HALOL UH4 (29A) PLOT NO. 67-69, 70/1, 71, 75-77, 102, 103, 104/1-2, 105, 106, 116/2 NURPURA, 335, 336, 337, 339, 353, 354, 355, HALOL, VADODARA ROAD, HALOL GUJARAT IN 389350					20-MAY-23	1		15000	
								IGST-Slab 3	2,700.00
								Total Line Tax INR	2,700.00
								Total Line Amount INR	17,700.00
3	SER20710-003	Travelling cost from Nashik to halol	995413			1	NOS	13000	13000
Note For Supplier:									
Project Number : Task Number : Expenditure Type :									
Expenditure Org :									
Unit Code : HALOL UH4-29A									

Ship To Location HALOL UH4 (29A) PLOT NO. 67-69, 70/1, 71, 75-77, 102, 103, 104/1-2, 105, 106, 116/2 NURPURA, 335, 336, 337, 339, 353, 354, 355, HALOL, VADODARA ROAD, HALOL GUJARAT IN 389350		20-MAY-23	1	13000	
				IGST-Slab 3	2,340.00
				Total Line Tax INR	2,340.00
				Total Line Amount INR	15,340.00
				Total PO Value INR	50,740.00
<p>Above materials should be supplied as per our purchase specifications Please also mention the P.O No. in all the future Correspondence. Taxes are indicatory and will be applicable as per norms at receipt. Supplier Note :</p>					
Other Terms and Conditions :					
Remarks	As Per Approved Rate. Payment Terms- Immediate agasint servey, Travel cost will paid by polycab in final tax invoicing				
Payment Terms	Immediate upon Dispatch				
Freight Terms	Due				
DELIVERY/INCO Terms					
Transporter					
<p>FOR POLYCAB INDIA LIMITED (formerly known as Polycab Wires Limited & Polycab Wires Private Limited)</p>					
<p>AUTHORISED SIGNATORY</p>					

Terms & Conditions**PRICE BASIS**

The price of the contract should remain firm throughout the contract period

SALES TAX

SERVICE TAX : Extra as applicable subject to documentary evidence.

FREIGHT

Freight amount is inclusive in the basis price payable to the supplier. The Entire material shall be dispatched by road through the authorized transporter of PWPL.

STATUTORY COMPLIANCES

The Contractor shall be solely liable for Statutory Compliance in respect of all applicable laws of land which interalia includes Central/State Labour laws and Regulations/Rules made there under including but not limited to Compliance of provisions of Contract Labour (Regulation and Abolition) Act, 1970, Employees State Insurance Act, 1948, Employees Provident Funds and Miscellaneous Provisions Act, 1952, Minimum Wages Act, 1948, Payment of Bonus Act, 1965, Payment of Gratuity Act, 1972, Payment of Wages Act, 1936, Employee's Compensation Act, 1923, Interstate Migrant Workmen (regulation of Employment and Conditions of Service) Act, 1979. The Contractor shall obtain all registrations, Permissions / license(s) etc which are/may be required under any applicable Law and shall also be solely responsible for maintenance of records and filing of various forms/ returns prescribed under all applicable Central/State Labour laws and Regulations/Rules made there under in respect of Workmen employed by it. Other than consequent to increase in the notified statutory minimum wages, the contractor shall communicate its intention to increase the Wages / salaries and other benefits, during the period of the contract. The contractor irrevocably agrees that any increase in wages/ salaries and other benefits to its employees shall be borne exclusively by the contractor and there shall no enhancement of the contract value on this account. It is clearly understood by the Contractor that the persons employed by the Contractor for providing services as mentioned herein, shall be the employees of the Contractor and not of the POLYCAB ,hence POLYCAB shall not be liable for any obligations/responsibilities, contractual, legal or otherwise, towards the Contractor's employees directly or indirectly in any manner whatsoever and they shall be solely responsible for any compliance or non -compliance.

CONTRACTOR'S WARRANTIES & REPRESENTATIONS

The Contractor hereby, warrants and represents that:

- a) The Services under this Service Order shall be strictly in accordance with the agreed terms.
- b) The Services to be provided under this Service Order shall not infringe any third party intellectual property rights.

CONTRACTOR'S OBLIGATIONS/LIABILITIES

- a) Neither this Service Order, nor any right or obligation hereunder may be assigned, in whole, or in part, by the contractor without the prior permission of POLYCAB.
- b) All the Confidential information or data supplied by POLYCAB to the Contractor in connection with the service being provided by the Contractor shall remain the property of POLYCAB or its licensors. If the Confidential Information is disclosed by the Contractor to an unauthorized third party, the Contractor agrees to indemnify POLYCAB from and against the same.
- c) The sole responsibility of the performance of the sub-contractor rests with the Contractor and the Contractor shall be liable for any work done by its sub-contractor, agents, employees or officials. However, POLYCAB reserves the right to claim damages and enforce rights on the sub- contractor solely or jointly with the Contractor but such enforcement will not absolve the Contractor from any liability.
- d) From and after the date of this Service Order, the Contractor agrees to Indemnify POLYCAB and its employee from and against all actions, suits, damages, litigation and proceedings by the third party / Govt Authorities for any acts/omissions/negligence of the Contractor. Further the contractor shall be solely liable for any costs, losses, damages, penalties incur or sustain as a result of performance or non performance, observance or non observance by the Contractor of any of the terms and conditions of this Service Order and applicable laws. The Contractor shall be solely responsible & indemnify POLYCAB and its employees against any litigation, legal claim, suits etc that may occur on account of any accident (fatal / non-fatal).
- e) If the Contractor fails to provide the Services within agreed time, the Contractor shall indemnify POLYCAB for all losses/ damages suffered by the POLYCAB. POLYCAB shall be at liberty to avail the Services from any other contractor at risk and cost of Contractor.
- f) Compliance with all the applicable laws and regulations and advise POLYCAB regarding, compliances, if any to be made by the contractor .

g) POLYCAB shall, without prejudice to its other rights be entitled to deduct/ adjust from any dues payable to the Contractor or any security, all amount(s) which POLYCAB may be liable to pay, incur or sustain as a result of the performance or non-performance, observance or non-observance of any of the terms of this Service Order by the Contractor.

ENTIRE AGREEMENT

a) This Service Order and General Terms and Conditions constitute the entire Agreement between the Parties with respect to the subject matter hereof. It sets forth all intended rights and obligations and supersedes any and all previous Agreements and understandings between them with respect to the subject matter hereof.

b) To be effective, any modification of the terms and conditions of this Service Order shall be in writing and signed by authorised representatives of both Parties.

c) Notwithstanding the date of execution of this Service Order, the Contractor shall be liable for fulfilling its obligations under this Service Order within the time stated in this Service Order.

FORCE MAEJURE

a) If any time during the continuance of this Service Order the performance in whole or in part by either Party or any obligation under this Agreement shall be prevented or delayed by reason of Governmental decision, war, hostilities, act of the public enemy, civil commotion, sabotage, fire, lightening, flood, explosion, epidemics, quarantine restrictions or any other event beyond the reasonable control of the Party concerned (hereinafter referred to as "the eventuality"), then notice of such eventuality shall be given by the affected Party to the other within fifteen (15) days from the date of occurrence thereof.

b) If the performance in whole or part of any obligation under this Service Order is delayed by reason of any such eventuality for a period exceeding one (1) months, the parties shall meet and review in good faith the desirability and conditions of terminating this Service Order.

TERMINATION

a) This Service Order shall be terminated by POLYCAB without any prior notice and without any compensation under the following Circumstances:

- i) Contractor has becomes insolvent; or
- ii) Contractor has been convicted of any crime which in POLYCAB's reasonable judgment is likely to adversely affect the goodwill of POLYCAB; or
- iii) Any failure by the Contractor to comply with any of the provisions of the Service Order; or
- iv) Failure of Contractor to provide services/deliverables as per agreed time schedule; or
- v) Contractor assigns the Service Order to any third party without the consent in writing of POLYCAB; or
- vi) If any of the representations of the statements etc. made by the Contractor in connection with this Service Order are incorrect or are found to be incorrect.

b) The termination by POLYCAB for reason stated above shall be without prejudice to other remedies that are available to POLYCAB under this Service Order and /or Law.

c) Either party can terminate the contract by giving one month notice to the other in writing.

WAIVER OF RIGHTS

No forbearance, delay or influence by POLYCAB in enforcing any of the provisions of this Service Order shall prejudice or restrict the rights of POLYCAB nor shall any waiver of its rights operate as a waiver of any subsequent breach and no rights, powers, remedies herein conferred upon or reserved for POLYCAB is exclusive of any other right, power or remedy available to POLYCAB and each right, power or remedy shall be cumulative. Any time concession or indulgence granted or shown by POLYCAB to the Contractor as regards any of the terms of the Service Order will not prejudice POLYCAB's rights under this Service Order.

SEVERABILITY

If any of the terms and conditions of this Service Order shall become unenforceable for any cause or reason whatsoever, the ensuing lack of enforceability shall not affect the other provisions hereof, and in such event the parties hereto shall endeavour to substitute forthwith such other enforceable provision as will most closely correspond to the legal and economic contents of the said terms and conditions.

NOTICES

All notices under this Service Order shall be in writing and in English Language. All notices be served, either by hand delivery or by send by the same by registered post addressed to either party at the last known place of business or by facsimile and in providing the services of such notice, it shall be sufficient to show that the same has been received in person or property addressed by registered post.

ARBITRATION & JURISDICTION

a) In the event of any dispute, disagreement, or differences arising out of the performance or the interpretation of this agreement, the parties hereby agree to make every effort to reach an amicable settlement through negotiation carried out in good faith.

b) Any dispute, controversy or claim arising out of or relating to this agreement, or the breach, termination or invalidity thereof shall be settled by reference of dispute to sole arbitrator to be appointed by the Chief Executive Officer

(#CEO#) & Whole Time Director or the Chief Financial Officer (CFO) of the company (POLYCAB). The arbitration shall be conducted in accordance with the arbitration and conciliation act, 1996. The place of arbitration shall be Korba, Chhattisgarh. The language used in arbitral proceedings shall be English.

c) The arbitrator shall be entitled to exercise all powers under the Arbitration and Conciliation Act 1996.

d) The parties agree that any arbitration award shall be final and binding upon the parties.

e) The parties hereto agree that the contractor shall be obliged to carry out its obligations under the contract even in the event a dispute is referred to arbitration. It is further clarified that the company shall be entitled to retain any sum or portion of contract price which has become due and payable for any unfinished works or any subject matter under arbitration.

f) This agreement shall be construed in accordance with and governed by the laws of india, excluding its conflict of law provisions. the parties hereby expressly irrevocably agree to submit to the exclusive jurisdiction of the courts in Mumbai, India.

SCOPE OF WORK: Anything not specifically mentioned in the scope work, but which is necessary to complete the work is also deemed to be included in the scope of the work. All the tools, tackles, machinery and consumables required to execute the work will have to be arranged by the contractor. Quantity shown in the attached schedule may vary by +10%, with specific approval, for which rates shall remain unaltered. In case any item has not been provided for in the contract, but has been used during the contract, the rates of the same shall be mutually agreed upon.

RATES: AS APPLICABLE IN EACH CASE The rates will remain firm during the currency of the contract and no escalation shall be payable on any grounds whatsoever.

SECURITY:

1. Reimbursement against labour liabilities, 15 % deducted from monthly billing:

1.1 While paying RA bills to contractor 15% of gross wages payable to labour shall be kept under hold in account of final settlement of liabilities.

1.2 Amount against leave encashment shall be paid to contractors after successful completion of one year of the contract after certification from EIC and HR department of POLYCAB.

1.3 The contractor will pay to its employees bonus on the occasion of Diwali and Dussehra every year and the same will be reimbursed to the said contractor from above amount (w.r.t the point 1) after they pay bonus to their employees, on certification of HR .

1.4 Retrenchment benefit shall be given on completion of successful contract period on certification of HR.

2. Security deposit will be 5% of the contract value.

2.1 This amount shall be calculated on yearly contract value and the same will be either deducted or SDBG will be submitted.

2.2 From Second Year onwards Amount /BG will increase by additional amount to match the Revised Annual Contract Value for subsequent years of contract tenure.

2.3 Final amount/BG shall be released on final settlement on certification of EIC.

DAMAGE TO POLYCAB'S PROPERTY: Any loss / damage to POLYCAB due to negligence or willful attitude of the contractor or his employees while execution of the contract shall be recovered from the contractor's pending bills.

SAFETY: The contractor shall be responsible to take all precautions to ensure safety of the labours / workers at work. The contractor will supply his labours / workers safety equipment as per rules. The following requirement are to be fulfilled prior to safety clearance:

a. Driving license of all individuals of contractors whoever are using 2/4 wheeler or technological vehicles.

b. Declaration certificate for individual in POLYCAB's format

c. The contractor shall apply for the safety clearance through Execution In charge & H.R Deptt. of the company Detailed list of PPEs required for the individual contracts inside the plant will be made available by POLYCAB's SAFETY Deptt and the same will have to be provided to all individual workmen before getting the safety clearance

e. The contractor shall provide to POLYCAB a duly acknowledged receipt of the employees having been given the PPEs both mandatory and specific to the contract,, without which no payments shall be released to the contractor.

f. Physical Fitness certificate (Certified by MBBS Doctor)and persons to be working in high risk jobs,as to provide with necessary medical clearance certificate from MBBS doctor as per POLYCAB's format.

g. Competency certificate has to be produced by the contractor for their workmen engaged for specialized jobs, as per POLYCAB's format.

h. List of tools & tackles ,machine & equipment and pressure vessels along with copies of their Validity certificate issued by competent person as per CG. Factories Rules .

i. Name of the safety officer /supervisor /steward and contact number with E-mail I.D.

ILLEGAL GRATIFICATION: This contract shall be terminated without

notice if any bribe, commission, gift or advantage given, promised or offered by the contractor to any employee of POLYCAB.

VEHICLE NORMS: The contractor shall comply with legal statutory requirement in respect to Vehicle Emission

norms, Permits, Driving License, Registration number, Insurance, Working condition of Rear Lights, Brake Lights, Indicators, Reverse Horn etc., as per Motor Vehicles Act 1988.

EMERGENCY: The contractor shall ensure that its workers follow the following instructions:

1. To contact fire control room and inform name, location and brief of the emergency or use the nearby portable fire extinguisher if you know the operation of the extinguisher.
2. Rush to the location of Emergency and assess the situation Combat the Emergency with the help of the available people using fire hydrant and fire extinguisher.
3. Rush to nearby assembly point [displayed in the department] in case of an extreme emergency.
4. As soon as any Emergency call, the Fire control room operator will immediately ask the Turn out no.1 available at Fire Station plant-I to rush at the emergency spot.
5. He will simultaneously inform to Main Security Gate of respective plants.

OCCUPATIONAL HEALTH & SAFETY (OH & S) : The contractor shall be responsible to take all precautions to ensure safety of the labours / workers at work. The contractor will supply his labours / workers safety equipment as per rules. If your bringing your own equipment to carry out of job inside the plant such equipment should be subject to hazard identifications and risk assessment prior to commencing of work. The persons engaged by you shall be given appropriate awareness on OH&S, those personal who will carry out jobs affecting OH&S shall be properly trained and made competent for the job performed by them. During emergency situation which may be faced in the plant . In Emergency situation your personal should move to the emergency shelters. They should not spread any rumor. (An OH &S booklet is available in Safety Deptt and is required to be signed by the contractor agreeing to comply with the same)

ENVIRONMENT: All the scrap generated after execution of the jobs shall be disposed in appropriated identified bins.

Discipline at work area: Contractor has to maintain discipline at work area. He has to keep the area neat and clean after work is over .All the spares , waste material ,like oil grease etc has to be kept at designated area and cleaned the work place after job is over. In case, maintenance activities are found to be suffering due to non-performance by contractor's employees or job negligence, then suitable punitive action will be taken by POLYCAB for the same.

PENALTY FOR VIOLATION OF SAFETY MEASURES :

In case of any violation of safety measures and or on non compliance of safety PPE by the Contractor or his employee (s) POLYCAB shall penalise the contractor as follows :

Rs 500/- First time

Rs 1000/- Second time onwards

If contractor continue for failing to provide the safety &/ or PPE POLYCAB reserves its right to terminate the contract.

At any point of time safety compliance will be checked by POLYCAB's SAFETY department. The contractor shall immediately upon knowing of any accident, damage or losses, in which he is involved on the site, should inform the area-in-charge. The contractor shall take all safety precautions and provide adequate supervision by competent persons in order to do the job safely and without damage to plant, personnel, equipment, and the environment.

Any accident causing fatal or non-fatal injury to the employee(s) of the contractor shall be the exclusive responsibility of the contractor. In the event POLYCAB and /or its employee(s) are prosecuted by any other authority under law for accident causing fatal or non-fatal accident, the contractor undertakes to reimburse POLYCAB all fines, penalties and expenditure incurred in connection with defending such prosecution by POLYCAB and towards this the contractor irrevocably agrees to POLYCAB deducting such amounts from its pending bills.

HOUSE KEEPING:

The contractor shall ensure that its employees while on POLYCAB premises or while carrying out their obligations under this contract, observe the standards of cleanliness, decorum and general discipline laid down by POLYCAB shall be the sole judge as to whether or not, the contractor and or its employees have observed the same.

Any of the above conditions have mentioned specifically in the service order to bring in effectiveness, then the same shall prevail as contractual obligation.

CONTRACTOR QUALITY ASSURANCE

- The contractor must have in place an appropriate quality assurance system that ensures compliance with order specifications and must utilize that quality system in carrying out the work under the Contract.

- Any quality system will be used only as an aid to achieving compliance with the Contract and to document such compliance. Such system will not relieve the contractor of the responsibility to comply with the Contract.

- Unless otherwise provided in the Contract, testing of equipment, materials or work including all acceptance testing shall be performed by the contractor at its expense and in accordance with Contract requirements.

INSPECTION AND ACCEPTANCE

- In order to assess contractor's work quality, conformance with company's specifications and compliance with the order, upon reasonable notice by company, all goods, materials and services related in any way to the goods and services purchased hereunder (including without limitation raw materials, components, intermediate assemblies, work in process, tools and end products) shall be subject to inspection and test by company at all times and places,

including sites where the goods and services are created or performed, whether they be at premises of contractor, contractor's suppliers or elsewhere.

- Company's failure to inspect, accept, reject or detect defects by inspection shall neither relieve contractor from responsibility for such goods or services that are not in accordance with the order requirements nor impose liabilities on company.

- If any goods and/or services covered by this Order is defective or otherwise not conforming with the requirements of this Order, the company may, at its option:

- (a) cancel this Order as to such non-conforming goods and/or services;
- (b) accept such goods and/or services at an equitable reduction in price;
- (c) reject such nonconforming goods and/or services and require the delivery of suitable replacements. - Material

Certification - Written certification shall state that the material used conforms to the specification requirements and test reports are on file. Contractor may present the material Manufacturer's certificate of test for each material used in the manufacture of inspection lot of the product. The certificate shall show that the test results are in accordance with the specifications and shall be entered into the inspection record. Whenever a Certificate of Quality Compliance is required, the material certification:

- (a) Shall be signed by an authorized company officer or contractor representative responsible for Quality Assurance.
- (b) Shall include actual test/inspection results.
- (c) Shall include documentation for all required processes

COST OF INSPECTION

If upon inspection after a direction by the Company Representative to dismantle or open up any part of a material, the material so inspected is in accordance with the Contract, the whole of the expense incurred as a result of the dismantling or opening up and reassembly will be borne by the Company. If the material is found not to be in accordance with the Contract the whole of the expense so incurred, including without limitation, any costs associated with putting that material

into a condition which is in accordance with the Contract, will be borne by the contractor.

If the Company Representative gives the contractor reasonable notice that the Company Representative wants to inspect any portion of an Associated Good before it is assembled, and the Service Provider assembles that Associated Good without first giving the Company Representative a reasonable opportunity to inspect, any expense incurred as a result of dismantling or opening up and reassembling that Associated Good will be borne by the contractor.

REJECTION

If any of the goods and/or services furnished pursuant to this Order are found, within a reasonable time after delivery, to be defective or otherwise not in conformity with the requirements of this Order, including any applicable drawings and specifications, whether such defect or non-conformity relates to scope provided by Seller or a direct or indirect supplier to Seller, then Buyer, in addition to any other rights, remedies and choices it may have by law, contract or equity, and in addition to seeking recovery of any and all damages and costs emanating there from, at its option and sole discretion and at Seller's expense may: -

Require Seller to immediately re-perform any defective portion of the services and/or require Seller to immediately repair or replace non-conforming goods with goods that conform to all requirements of this Order.

- take such actions as may be required to cure all defects and/or bring the goods and/or services into conformity with all requirements of this Order, in which event, all related costs and expenses (including, but not limited to, material, labor and handling and any required re-performance of value added machining or other service) and other reasonable charges shall be on contractor's account

- withhold total or partial payment;
- reject and return all or any portion of such goods and/or services; and/or
- rescind this Order without liability.

For any repairs or replacements, contractor, at its sole cost and expense, shall perform any test requested by company to verify conformance to this Order.

PACKAGING AND LABELLING

All goods purchased here under must be packed and packaged as per contract to ensure its safe delivery in accordance with good commercial practice and where incorporated, the company's packaging specification.

The contractor shall mark on all containers, handling and loading instructions, shipping information, part number, purchase order number and item number, quantity in box, shipment date, and names and addresses of each shipment. Each packing slip shall include; this Order number, quantity, item description, Order date, shipping date and delivery address, but shall not include pricing information.

HEALTH, SAFETY AND ENVIRONMENT(HSE) SYSTEMS

Designation of Supervisor: The Contractor shall specify one of its employee as the Site HSE Supervisor who shall be responsible for attending HSE matters at all levels at the site of work, including emergency response. Attendance of

contractor: The contractor shall ensure that its site HSE supervisor is present at the place of work and performs supervisory functions at all times whenever four or more workers of the contractor or its sub-contractors are present at the place of work. The Contractor shall ensure compliance of Health, Safety and Environment (HSE) laws and regulations, approvals, licenses and permits which are applicable to the services and conduct of activities. Contractor shall conduct internal inspections and record to ensure full implementation of requirements and compliance with the system at the site. Contractor shall provide documentary evidence that it has complied with the system, on company's demand. Contractor Site management plan: The contractor should comply to his submitted plan in his bid document on how to manage and improve the work site.

HAZARD AND RISK ASSESSMENT

Pre and post Job Safety assessments: Contractor is responsible and accountable for ensuring effective procedures and assessment systems are in place to meet all HSE conditions. Prior to the commencement of any operation/activity, Contractor must undertake a hazard and risk assessment, such as a job safety analysis or job risk analysis including control and mitigation process. The risk assessment should cover the following aspects of workplace

1. General Safety and Environmental Management Procedures
2. Waste Disposal
3. Equipment Decommissioning
4. Water Discharges
5. Material Storage/Spills
6. Storm Water Management
7. Use of Asbestos, Lead, CFCs and other objectionable chemicals.
8. Hot working, gas welding , etc
9. All electrical works
10. Work at heights including scaffolding
11. Demolition
12. Construction work of any kind
13. Transport management
14. Tank cleaning or testing
15. Confined space, etc

AWARENESS, COMPETENCY AND BEHAVIOR

Awareness: Before commencement of any Services, Contractor shall at its own expense ensure that Contractor's Personnel have been given the necessary HSE training including training in hazard identification, risk analysis, safe working behavior etc. The HSE training shall include a briefing explaining the nature of the part of the Services, they will be performing, a job safety analysis and description of the hazards, which may be encountered during the performance of the particular tasks, which they are required to perform. During such training, Contractor shall emphasize the fact that each person has an obligation to stop an act or task if it is unsafe.

Contractor shall ensure that Contractor's Personnel attend refresher courses to maintain familiarity with current procedures. Contractor shall provide evidence of completion of all training and competency assessments upon request by Company. All Contractors' Personnel arriving on the site shall attend the Contractor's or Company's HSE inductions including a review of the site's safety procedures including Permit to Work and evacuation. Contractor shall ensure safety meeting schedule, including but not limited to pre shift safety meetings, safety toolbox meeting, safety committee meetings and management review meetings. Competency: The contractor shall ensure that all of its supervisory personnel performing work possess any specific competencies or qualifications, experience, responsibility and authorities required by applicable occupational health and safety laws, and shall provide proof of same satisfactory to company upon request. Behavior: The contractor should provide adequate guidance so that contractor's personnel works to reduce workplace incidents and improve safe performance at all times. The contractor shall ensure that his staff conducts in a fit and proper manner whilst on site. Failure to do this may result in the removal or exclusion of such persons from the site.

CHANGE MANAGEMENT

If there is a change in site supervisor and contractor management personnel, it shall be notified to designated contractor manager as a part of Management of Change (MOC) process. This also includes reassess hazards and risk where the changes occur to the work scope, plant and equipment and the working environments.

INCIDENT REPORTING

Reporting: Any accident, injury, near misses, fire , explosion, spill of chemicals, environment degradation etc involving Company or Contractor's personnel, property or any third party property shall be reported immediately to Company, irrespective of whether injury to a person or damage to property or equipment resulted.

Access to site: If Company exercises its right to conduct its own investigation; Contractor shall provide Company with all reasonable assistance to allow & to complete its investigation.

Learnings: Contractor shall implement the learnings from incident to prevent a recurrence. Contractor must share

lessons learned with Contractor's Personnel.

SAFETY INTERACTION

The contractor must conduct regular safety interactions of its Personnel in accordance with the Company's safety interaction process. The number and frequency of safety interactions to be performed will be at the discretion of the Company Representative. Quality assessments of the safety interactions will be undertaken by the Company's HSE Personnel. The Service Provider must conduct investigations into incidents, accidents and injuries by its Personnel or involving its equipment and property in accordance with the Company's incident investigation process. Action items must be created to prevent recurrence and be closed out before due dates.

EMERGENCY DRILLS

Contractor shall participate in emergency response drills to test the effectiveness of its emergency procedures and equipments and the knowledge and proficiency of Contractor's Personnel. Contractor will provide with their emergency response plan (ERP) which must be adoptable to suit the site.

CARDINAL RULE*

Contractor shall ensure that all Contractors' Personnel follow the five safety cardinal rules. The rules are:

" Do not override or interfere with any Safety Provision nor let anyone else override or interfere regardless of seniority.

" Personal Protective Equipments (PPEs) applicable to the given task must be adhered to.

" Always follow isolation and lock out procedure

" No person will be allowed to work if under the influence of alcohol or drugs

" Report all injuries and illness

On violation of cardinal rules, yellow card will be issued to the concerned personnel and disciplinary action will be taken by Contractor which may result in suspension of personnel also.

PERSONAL PROTECTIVE EQUIPMENT

Contractor shall, at its own expense, supply Contractor's Personnel, where required, in connection with the safe performance of the Services, with adequate protective clothing and other protective equipment including first aid which shall be maintained in good condition or replaced, and shall be worn at all times where required to manage potential injury hazards associated with a work activity under this Contract. Contractor shall ensure that his personnel have been trained in the correct use and application of PPE. All such training shall be documented and available to company on request.

EQUIPMENT, TOOLS, TACKLES AND RESOURCES

Contractor shall ensure that all plant, tools and equipment used by Contractor's Personnel in the performance of the Services are suitable for use for the particular task or tasks for which they are to be used, are maintained in safe and operable condition and that users of the plant, tools and equipment are trained, experienced and where necessary, licensed and certified to operate them. Contractor shall maintain a register of all lifting equipment and tackle. Contractor shall, upon request, provide certification of inspection within the previous twelve months for all cranes and lifting slings and tackle before the equipment is used for the Work, and/or shall carry out such tests and inspections as are requested by applicable regulatory authorities. Safe Working Load (SWL) and radius charts shall be available for all lifting equipment and shall be marked on the equipment. Contractor shall ensure pre-inspection of lifting tools tackles including wire rope slings, clamps, shackles, hooks etc before taking up the job. Company reserves the right to require, Contractor to inspect any lifting gear that does not meet the requirements stated above. All equipment shall be stored

and operated in accordance with the manufacturer's specification and guidelines. Contractor shall maintain up to date copies of all tests and maintenance certificates relating to cranes, lifting beams pulley blocks and lifting gear, and shall make them available to the Company upon demand. All tools & tackles required for the execution of the job shall be

arranged by contractor. Also a periodic audit would be undertaken to assess the condition of such tools and tackles.

While using their equipment and carrying out any job, if any equipment / installation belonging to company or any other agency at site is damaged by contractor, it will be made good at the risk and cost of contractor. Detailed risk assessments shall be conducted for all equipment to identify all foreseeable hazards and determine the most appropriate controls to mitigate the risks associated in using in accordance with HSE laws and regulation. Vehicles operating in company premises shall observe all parking and speed restrictions, road signs and traffic rules as per company policy.

MATERIAL SAFETY DATA SHEETS

The contractor shall maintain, at the job site, Material Safety Data Sheets for all hazardous materials and products taken onto the job site. Products are stored in appropriate containers clearly labelled prior to sending to site, all hazard substances are risk assessed to determine their safety requirements and suitability for use.

WORK PERMITS

Contractor shall follow the site Permit to Work (PTW) system for carrying out hazardous activities that includes following (but not limited to) activities. The contractor shall not perform any of such activities without first obtaining and displaying the applicable work permit at the project site.

- a. Hot work
- b. Confined space entry
- c. Working at height
- d. Breaking into piping
- e. Lockout / Tagout / isolation etc.
- f. excavation or drilling into the ground or a concrete building slab using powered equipment
- g. Hazardous substance handling, etc.
- h. Excavation / trenching
- i. Chemical management MSDS's
- j. Any government related permit

HEALTH AND FITNESS

Each contract employee shall undergo a pre-employment medical check and periodical medical examination (PME) as per the company guidelines by a company approved doctor/ medical personnel and cleared for the type of work he/ she will undertake, prior to the commencement of work. Contractor shall ensure that all Contractors' Personnel are able to perform the essential functions of their respective assignments and shall certify the same to Company if so requested by Company or if required by law. Contractor's medical assessment process shall equal or exceed the requirements of Company's medical assessment procedure. Contractor shall ensure health assessment, monitoring and management of contract personnel exposure to noise, dust and other physical hazards that have the potential to be harmful to health.

DISEASE

Contractor shall ensure that any of Contractor's Personnel who exhibit any symptoms of any severe infectious disease that is communicable by air or surface contact immediately make appropriate arrangements to be medically assessed and removed from the Site until they have received medical clearance and can provide proof of such clearance.

HYGIENE AND HOUSEKEEPING

Contractor shall ensure that Contractor's Personnel maintain high standards of hygiene and housekeeping on the Site. Contractor shall conduct routine hygiene and housekeeping inspections on the site to ensure that standards are maintained.

Contractor shall collect and segregate scraps generated by their activities or services by creating separate bins and finally deposit or utilize as per the directions of COMPANY.

ENVIRONMENT PROTECTION

Contractor shall ensure proper collection and storage of used oil and waste oil generated at site. The used oil and waste oil collected so shall be disposed off in compliance to law. Any oil/grease soaked cotton waste would be collected from site of work and suitably disposed as per the guidelines. Contractor shall use appropriate Personnel protective equipments and

follow requisite procedure for handling, transportation and storage of Hazardous wastes inside the plant including disposal sites owned by company. Contractor shall be solely responsible for damage caused to the surrounding/ environment during transit. Contractor shall ensure optimum use of water, energy and other resources while providing services and also work for loss prevention in the form of leakages, spills, overflows, wastages etc Contractor shall be solely responsible for the legal actions that may be initiated consequent to environmental hazards as aforesaid. Contractor would ensure that spillages, leakages and overflows etc are attended immediately on notice or on intimation.

SMOKING

Contractor's Personnel shall not smoke at the work site except within designated smoking areas.

CONTRACTOR ACCOMODATION

Where the Contractor's Personnel provides accommodation for contract workers, the accommodation shall be appropriate for its location and be clean, safe and, at a minimum, meet the basic needs of workers. In particular, the provision of accommodation shall meet national legislation and shall have the minimum following:

- " Provision of sanitary, laundry and cooking facilities and potable water
- " Safe location w.r.t health, hygiene and fire risks.
- " Provision of first aid, medical facilities and proper ventilation.
- " Building material shall be suitably inflammable, have smoke and fire alarms fitted and include other safety checks to prevent fire.

CLEARANCE OF SITE

On a continuous basis consistent with Good Industry Practice during the progress of the Works the Contractor shall clear away and remove pursuant to the directions of the Owner from the Site all scrap, debris, other waste materials. The Contractor shall, leave on the Site for the Owner such temporary works as instructed by the Owner, free of charge. The Contractor shall at all times and particularly after completion of the Works, keep the Site and the Facility in a clean,

safe and workman like condition and shall dispose of all rubbish (other than hazardous materials or other materials which may contaminate ground-water, for which other arrangements shall be made by the Contractor) in accordance with Good Industry Practice.

REMOVAL OF UNSAFE WORKERS

The contractor shall document any identified instances of noncompliance with safety requirements by its workers and subcontractors. Where any worker or subcontractor breaches safety requirements and thereby presents a threat of serious injury or death to any person, the contractor shall remove that worker or subcontractor from the project site for the duration of the project.

SUBCONTRACTING

The Contractor shall be able to demonstrate that he has applied selection procedures that ensure that his sub-contractors are demonstrably competent to perform the works safely. The Contractor shall provide to the Location Manager the names of sub-contractors he intends to appoint in advance of entering into a contract with any such sub-contractor. The requirements of this booklet, the contract specification, the contract health and safety plan, the risk assessments and method statements shall be imposed upon sub-contractors by the Contractor.

MONITORING

Compliance check by contractor: The Contractor shall monitor his safety performance and that of his sub-contractors to ensure compliance with standards set in the contract. The frequency of monitoring will be dependent upon the risk profile and number of persons employed.

Root Cause of incidents: All accidents shall be investigated to establish the basic causes and to recommend appropriate improvements in control. Details of all accidents, together with the associated investigation and recommendations, shall be passed to the company as soon as deemed reasonable.

Audit by company: The Company reserves the right to audit all aspects of the management of health and safety on site at any time. Deficiency identified during any inspection / audit shall be entered into an appropriate action register that summarize the deficiency, the required actions, the person to whom that action have been assigned and date by which the action shall be completed. The contractor shall be responsible to ensure all actions are completed, verified and closed within stipulated timeframes.

Monitoring by company: The Company reserves the right to allocate weight age and set safety KPIs in the contractor's scorecard. The scorecard performance shall be reviewed periodically.

CONTRACTOR QUERIES

The queries should be normally directed to company's designate as specified in contract. The site specific "contractor safety management manual" can also be referred for any clarifications when in doubt. The details on specific processes, plants and machineries and related hazards are detailed in this manual.

Special Instructions	
To ensure entry of the material into the premises of PWPL, timely preparation of GRN and timely payment of yours bills, please adhere to the following requirements. Even if there is deviation in any one of the requirement, there may be delay in payment processing.	
1	Please mention our Purchase Order No. on all the Invoices, challis and other communication's. Also mentioned the serial no of the material in our purchase ordered against the material in your invoice.
2	Send the Original documents along with the material (compulsory) to Address of Plant from which the PO is placed And copy to Manager Procurement POLYCAB INDIA LIMITED (formerly known as Polycab Wires Limited & Polycab Wires Private Limited), Head Office, 771 P S MARG, MAHIM West, Mumbai. 400 016.

Suppliers Code of Conduct

This supplier code is applicable to all "Suppliers" ("Suppliers' herein refers to suppliers / Vendors / agents / Consultants / Contractors / Joint Ventures Partners / Third parties) who have business relationship with PWPL. (PWPL herein refers to the company and any of its subsidiaries)

Shall ensure compliance to all governmental norms local & international on Statutory compliances such as, environment protection, minimum wages, child labour, US Foreign Corrupt Practices Act, UK bribery act. Anti Bribery, Corruption, health & Safety etc.

Shall follow all environments, Health & Safety and other operational policies of the company while executing the work

under this agreement contract at company site.
 Shall not take any recourse to any unethical behavior (implicit or explicit) with any employee of PWPL for the purchase of obtaining an order or much information that may result in favorable financial impact. More Specifically.
 Shall not offer or accept bribe or use other means of obtaining under or improver advantages. No supplier or its representative or employees, shall offer to any employee of PWPL a kickback, favour, gratuity, or anything of value to obtain favorable treatment or for the advancement of business.
 Shall not take any advantages of any family / social / Political connections in obtaining favour with regards to any order. Merit shall be sole attribute for association with PWPL.
 Shall not offer any gift or entertainment for the purpose of obtaining an order or any undue favor .Shall forthwith report any unethical activity or discrimination if practiced by any PWPL employee / Other suppliers as per PWPL to
 Head Procurement at the mentioned Email ID - sandeep.bhargava@polycab.com
 Shall desist from unfair trade practices with your competitors who are also associated with PWPL.
 Shall protect / not in Fringe with any intellectual property / information / technology which comes to your knowledge during the course of your business relationship / dealings with PWPL.
 PWPL expects its suppliers to comply with the conditions of the supplier's code in letter & sprit. It's the supplier's responsibility to read and understand the contents.
 Of PWPL's suppliers code and code of conduct & business ethics policy and
 Agree to uphold its values during your business association with PWPL
 Please contact the concerned Head Procurement / Company secretary if your have any questions about the supplier Code.

For POLYCAB INDIA LIMITED <small>(formerly known as Polycab Wires Limited & Polycab Wires Private Limited)</small>	
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Prepared / Checked by	Authorized Signatory
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This order shall be governed by the laws of India and shall be executed at Mumbai
 Disputes if any that cannot be settled by mutual discussion, shall be settled in courts having jurisdiction over Mumbai
 To ensure timely payment, please send the original Invoice wills all the details of Stores Department, Separately by Courier / Post. Please also attach copy of the invoice with document being sent along with the consignment.

TIN No	ECC Code No
CST No	