



UTILITIES AND MAINTENANCE DEPARTMENT
TRANSPORT SECTION

Enquiry No: CSL/U&M/TS/QTN/FIRE TENDER/66/2024

Dtd: 18.09.2024

TENDER NOTICE

Sealed tenders are invited from reputed firms/ individuals for hiring of One (1) No. Fire Tender for a period of Four (4) months as per the proforma attached herewith as Annexure- I. Please refer Terms & Conditions, Technical Details, Certification & Check list, Security instructions & IMS Guidelines and HSE Guidelines enclosed with this tender.

| | |
|---|---|
| Name of Work | HIRING OF FIRE TENDER TO CSL- 1 No. |
| Last date and time of receipt of tender | 03.10.2024 up to 1400 hrs IST |
| Date and time of opening of tender | 03.10.2024 at 1430 hrs IST |
| Contract Period | 4 months with a provision to extend the contract for a further period of 2 months with the same terms and conditions on mutual agreement. |

Sealed tenders addressed to The Deputy General Manager (U&M) shall be dropped in tender box at Utilities & Maintenance (U&M) Department, Cochin Shipyard Limited, Perumanoor P.O. Kochi – 682 015, Ernakulam Dist, Kerala, India or to be sent by registered post so as to reach this office before tender due date and time. CSL will not be responsible for postal delay or non-delivery/non-receipt of tender documents.

Tender document shall be submitted in a sealed cover duly superscribing the tender enquiry No., name of work, tender due date & address of the tenderers.

Tenderer may contact at below address for any clarification.

Name : Pattu Rajan S
Designation : Senior Manager (Projects)
Contact No. (M) : +91 8129270942
Contact No. (L) : +91 0484 2501426/1252
E-mail : patturajan.s@cochinshipyard.in

Signature and Seal of the Contractor

For Cochin Shipyard Limited

Assistant General Manager (U&M)

पट्टु राजन एस / PATTU RAJAN S
वरिष्ठ प्रबंधक/Senior Manager
कोचीन शिपयार्ड लिमिटेड
Cochin Shipyard Ltd.
कोची/Kochi - 15



**COCHIN SHIPYARD LTD
U&M DEPARTMENT - TRANSPORT SECTION**

PRICE BID FORMAT

Sub: Hiring of Fire Tender for a period of 4 months to operate at CSL, Kochi

ENQUIRY NO.: CSL/U&M/TS/QTN/FIRE TENDER/66/2024

18.09.2024

| SL NO. | TYPE OF VEHICLE | QTY | RATE FOR A MONTH (24X7, 30 days) Rs. (Without GST) | MOBLISATION CHARGE, IF ANY (Allowed One time during the contract period) Rs. | DEMOBLISATION CHARGE, IF ANY (Allowed One time during the contract period) Rs. | GST (%) | GST AMOUNT Rs. | TOTAL AMOUNT INCLUSIVE OF ALL Rs. |
|--------|--|-------|---|--|--|---------|-------------------|-----------------------------------|
| | | A | B | C | D | E | F | G=(B+C+D+F) |
| 1 | FIRE TENDER Brand: TATA/ Ashok Leyland/ Bharat Benz or equivalent Vehicle model should not be older than 2017 | 1 No. | | | | | | |

Note:

1. Supply of fuel (Diesel), Water, Foam (2nd filling onwards), chemical powder & manpower (including driver) to operate the Fire tender at CSL will be provided **free of cost by Cochin Shipyard Ltd (CSL)**. However, the **initial filling of foam tank with AFFF is under contractor scope only**.
2. Expenses towards fuel, manpower (including driver) etc to mobilize the fire tender from contractor place to CSL is under the contractor scope only. The expenses for fuel, manpower (including driver) etc for taking back (demobilization) the fire tender from CSL to contractor place is also under contractor scope.
3. Standard water tank capacity-4000 litre, Standard foam tank capacity – 400 litre, pump of 1750 LPM @ 7kg/cm2 shall be available in the fire tender. Other standard equipments like centrifugal fire pump, suction hose, suction strainer, ladder etc as detailed in the tender document shall be available in the fire tender.
4. The service and operation of fire tender is round the clock (24x7 hrs). The Fire Tender will be frequently deployed for regular monitoring of various yard activities.
5. Vehicle requirement is for an initial period of 4 months. Extension of contract for further 2 months will be executed on mutual agreement.
6. Rate will be given on prorata basis for extended period (more than 30 days but less than 60 days).
7. Service and maintenance of fire tender during the contract period shall be under contractor scope, for which 1 day in a month the fire tender will be handed over to the contractor. Any kind of maintenance/ breakdown beyond 2 days will attract penalty and the contractor is liable to mobilize the alternative vehicle without charging mobilization/ demobilization charge (if any).
8. No additional amount and allowance will be paid by CSL.
9. Toll fee, parking fee etc. which may become necessary during the trips has to be initially paid by the contractor and the same will be reimbursed by CSL against supporting documents, along with running bills while releasing payment.
10. The rates quoted shall be inclusive of all charges, rates & duties, mobilization/ demobilization charge (one time during the contract period including extended period if any) and applicable GST.

Signature of contractor with date:

Name:

Address:

Seal of the contractor

CSL Officer in-charge

[Handwritten Signature]
[Handwritten: Sm (Rajin)]

पट्टु राजन एस / PATTU RAJAN S
 वरिष्ठ प्रबंधक/Senior Manager
 कोचीन शिपयार्ड लिमिटेड
 Cochin Shipyard Ltd.
 कोच्ची/Kochi-15


ENQUIRY NO: CSL/U&M/TS/QTN/FIRE TENDER/66/2024

Dtd: 18.09.2024

**Sub: Hiring of Fire Tender to operate at CSL, Kochi
for a period of 4 months**

TERMS & CONDITIONS

1. This contract is valid for 4 months from the date of acceptance of work order. Cochin Shipyard Limited (CSL) reserves the right to extend the validity of the contract for further period of 2 month on the same rate, terms & conditions, if situation so warrants on mutual agreement on completion of the contract period and the performance of the contract is found satisfactory. The terms & conditions of the contract will remain unchanged for the entire period and the extended period categorically. The commencement of the contract is tentatively from 15 Oct 2024.
2. Before submitting the bid, the bidder shall examine carefully all conditions of contract, instructions, guidelines, etc. supplied herewith. It will be deemed that prior to the submission of tender, the tenderer has satisfied himself as to the nature, capability to handle the requirements, location of the work, general and local conditions, working conditions etc. and that the tenderer has estimated his cost accordingly and CSL will be in no way responsible for the lack of such knowledge and also consequences thereof to the tenderer.
3. The Fire Tender should be maintained in good running condition and kept clean and tidy inside as well as outside with comfortable seats.
4. Vehicle model should not be older than the year 2017. Supply of fuel (Diesel), Water, Foam (2nd filling onwards), chemical powder & manpower (including driver) to operate the vehicle at CSL will be provided **free of cost by Cochin Shipyard Ltd. However, the initial filling of foam tank with AFFF is**


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- under contractor scope only.** In case CSL consumes the foam for firefighting during the course of contract and same will be replaced by CSL.
5. The entire repair works of fire tender and associated works to be taken up and expenses borne by the contractor. Spares required for maintenance/defect rectification of Fire Tender to be arranged by the contractor at his cost.
 6. Technical details of fire tender shall be submitted by the bidder along with bid document.
 7. Bidder shall submit the details as per the format annexed with this tender document.
 8. EMD and Tender Cost:
Earnest Money Deposit (EMD) is exempted. Tender cost also exempted.
 9. The Fire Tender shall have the following equipment:
 - Standard water capacity: 4000 litre
 - Standard foam capacity: 400 litre
 - Centrifugal pump: 1750 LPM @ 7kg/cm²
 10. Time of operation is round the clock i.e, 24x7 hrs. The Fire Tender will be frequently deployed for regular monitoring of various yard activities.
 11. Self-attested copy of PAN of the firm and GST Registration of the firm should be submitted.
 12. Rate will be given on prorated basis for extended period (more than 30 days but less than 60 days).
Prorate payment for extended period
A/30 x D
A - Monthly rate
D - No. of extended days above 30<60


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Jm (Patt)

13. Prices shall be quoted in Indian Rupees only and all payments will be made in Indian Rupees. The rates quoted shall be inclusive of all charges, rates & duties, mobilization/ demobilization charge (if any) and applicable GST.
14. Price Escalation or Price Variation shall not be applicable or considered under any circumstances for the Rate Contract coming into force as a result of this tender.
15. Payment will be made after satisfactory completion of the work on monthly basis preferably through NEFT against presentation of contractor's GST invoice in triplicate along with the duly certified trip sheets issued by Cochin Shipyard Limited.
16. The invoices should be as per the provisions of GST law. The invoices should mandatorily contain the HSN code/SAC and GSTIN number along with other particulars. The GST charged (CGST & SGST or IGST) should be separately indicated in the invoice.
17. CSL has the right to reject the vehicle without payment if found the vehicle is not in good condition/ operational condition or older than the defined life. Decision of the Officer in-charge of Transport Section is final in this regard.
18. In case of any breakdown or any other blockings due to the failure of vehicle that may occur during trips, the contractor shall provide alternate vehicle immediately at his cost. If the contractor fails on this, Cochin Shipyard has the right to engage other vehicle and the cost incurred shall be borne by the Contractor.
19. Vehicles should have valid and proper documents like RC Book, Insurance Policy, Tax paid token, Emission test certificate, Fitness certificate etc. during the contract period. All statutory conditions to be full-filled by contractor at his cost.


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20. Any legal proceedings relating to this contract shall be limited to courts of law under the jurisdiction of the Kerala High Court at Ernakulam.
21. Bids shall be submitted on or before 14:00 Hrs IST on 3rd October 2024. The received bids will be opened at 14.30 Hrs on the same day. Bidders will not be permitted to attend Bid opening. Any Bid received by CSL after the Bid due date and time will be returned unopened to the bidder treating it as "Late Tender".
22. The Bid/ Offer shall be valid for a minimum period of Sixty (60) days from the last date of Opening of Tender. In exceptions circumstances CSL may solicit the Bidders consent to an extension of the period of validity. The request and response thereto shall be made in writing.
23. The tender document shall be duly filled in, signed and stamped on all pages.
24. Bidders shall quote the rate in figures. In the case of ambiguity in the bid, the rate quoted will be considered as correct and the amount will be calculated accordingly. Conditional rebates & discounts, incomplete/ambiguous offers are likely to be rejected. Offer should be free from overwriting. Corrections and additions, if any, must be duly attested.
25. CSL reserves the right to reject any or all bids without assigning any reasons whatever, and or based on the past unsatisfactory performance by bidders at CSL. Also, CSL does not bind themselves to accept the lowest offer. The opinion of CSL regarding the same shall be final and conclusive.
26. The Tender submitted by the bidders and all correspondence and documents relating to the tender exchanged by the bidders and the CSL shall be written in the English language. Any printed literature, other than English language, shall be accompanied by an English translation, in which case, for purpose of interpretation of the tender, the English translation shall govern.
27. No offer shall be modified, substituted or withdrawn by the bidders after the closing time on due date. Withdrawal of a proposal during the interval between


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closing time on proposed due date and expiry of the proposal validity period would result in cancellation of bid.

28. The contractor shall arrange and provide a suitable and acceptable substitute Fire Tender whenever the Fire Tender is not available beyond 2 days of down time.

29. The Contractor shall be allowed a downtime of one day for each completed month of service during the contract period for up-keeping of Fire Tender. However, the contractor must take prior permission of the Officer in-Charge, CSL, before laying up the Fire Tender to carry out such maintenance work. The contractor can accumulate a maximum downtime up to 2 days during the contract period to carry out any work / repairs (From the date of Commencement of Contract). However, at any time at a stretch not more than 2 days can be availed to carry out any repairs/maintenance. If the downtime is beyond 2 days, a substitute Fire Tender shall be provided by the contractor failing which penalty will be levied as detailed below:

- ❖ Up to 7 days = 25% of hire charges per day + No hire charges
- ❖ 8 to 14 days = 50% of hire charges per day + No hire charges
- ❖ 15 to 21 days = 75% of hire charges per day + No hire charges
- ❖ 22 to 30 days = 100% of hire charges per day + No hire charges

Proportionate charges will be deducted on prorata basis for non-availability of fire tender.

30. Fire Tender to be operated for Firefighting Purposes and any other purposes as instructed by the CSL- Fire Officer or his representative including providing assistance to other organizations as decided by CSL.

For Cochin Shipyard Limited

Assistant General Manager (U&M)

18/11/24
SM (Pw/MS)

Signature :

Name & Seal of the contractor :

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Annexure- 3

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for a period of 4 months**

Bankers Details for E Payment

1. Name of the firm (Bidder):
2. Full address of the firm (Bidder) registered under GST
(All correspondence will be made to this address only)
3. Telephone No. of the beneficiary (Bidder)
4. Mobile No. of the beneficiary (Bidder)
5. Email ID:
6. Account No.:
7. Account Type (SB or CA or OD):
8. Name of the Bank:
9. Full address of Branch:
10. MICR code (Should be 9 digit):
11. Bank IFSC Code No.:
12. GST Registration No.:
13. PAN Card No.:

NOTE: The above details should be typed in the firm's letter head and submitted with signature and seal.


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**Sub: Hiring of Fire Tender to operate at CSL, Kochi
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| Sl. No. | Description | Bidder details |
|---------|--|----------------|
| 1 | IS 10460: Indian standard requirement of fire tender | |
| 2 | Built: TATA / Ashok Leyland /Bharat Benz or equivalent | |
| 3 | Model: Not earlier than 2017 | |
| 4 | Pump: Not less than 1750 LPM @ 7kg/cm ² with priming system | |
| 5 | Water tank capacity: Minimum 4000 Liters | |
| 6 | Foam tank capacity: Minimum 400 liters (vehicle shall be supplied with foam tank filled with AFFF by the contractor) | |
| 7 | Extension ladder of appropriate height | |
| 8 | Armoured suction hose complete with round thread couplings to suit the pump inlet | |
| 9 | Suction strainer | |
| 10 | Delivery hose with instantaneous couplings | |
| 11 | Fog nozzle with extension applicator with fog head | |
| 12 | Tool kit | |
| 13 | Any other items/ accessories required for firefighting purposes | |

NOTE: The above details should be typed in the firm's letter head and submitted with signature and seal.


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Annexure- 5

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**Sub: Hiring of Fire Tender to operate at CSL, Kochi
for a period of 4 months****CERTIFICATION AND CHECK LIST**

| SI No. | Conditions | Required supporting documents | Acceptable/ Complied |
|--------|--|--------------------------------|----------------------|
| 1 | All terms and conditions of the proposed contract have been read and accepted. | | |
| 2 | Validity of Bid/ Offer for this contract is Sixty days and agree to submit the offer as per the contract terms & conditions. | | |
| 3 | Approval and registration with any Govt./ Agency. | Submit copy | |
| 4 | Details of PAN/ GST numbers of the Firm/ Bidder | Submit copy | |
| 5 | Brand of the Fire Tender: TATA/ Ashok Leyland/ Bharat Benz or equivalent | Submit proof | |
| 6 | Model year of Fire Tender shall not be older than 2017. | Submit proof | |
| 7 | Experience in similar mode of operations with other reputed organisations | Copy of work orders /agreement | |
| 8 | List of any presently running fire tender contract. | Copy of work orders /agreement | |
| 9 | Ready for executing an agreement with CSL on confirmation of contract. | | |
| 10 | Payment terms mentioned is acceptable. | | |


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| | | | |
|----|--|--------------------|--|
| 11 | Terms and conditions of the contract and other documents duly signed and sealed by the contractor should be accompanied along with the offers submitted. | | |
| 12 | Technical details provided as per annexure-4 | Submit the details | |
| 13 | Vehicle shall be supplied with foam tank filled with AFFF by the contractor. In case CSL consumes the foam for fire fighting during the course of contract, the same will be replaced by CSL at his cost. | | |
| 14 | We/I do hereby solemnly declare that all the above statements are correct and true to our/my knowledge and belief and do confirm that We/I will abide by/ comply all the clauses/ conditions/ requirements stated above without any compulsion. It is also confirmed that all terms and conditions of the aforesaid tender have been read and accepted fully by us /me and agreed to comply/abide by all terms and conditions without any dilution and modifications. We/I do hereby confirmed our/ my willingness to empower M/s CSL to terminate the contract at any time if any non-compliance/ violation is noted on the aforesaid declarations. | | |

Signature of Proprietor /Chief Executive:

Name of Proprietor /Chief Executive :

Name of the firm:

Address of the firm:

Contact Numbers:

Email id. :

Office Seal of the firm

Date


 पट्टु राजन एस / PATTU RAJAN S
 वरिष्ठ प्रबंधक/Senior Manager
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Annexure- 6

ENQUIRY NO: CSL/U&M/TS/QTN/FIRE TENDER/66/2024

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Self-Declaration to be given by the bidder in Letter pad

Bid's Reference No. & Date:

Bidder's Name & Address

Person to be contacted:

Designation:

Telephone No.:

Fax No.:

Email:

1. We do hereby declare that we have not been debarred/black listed by CSL or by any of the Public Sector Undertaking or Government department etc.
2. If CSL finds that, we have been blacklisted/debarred by any of the Public Sector Undertaking or Government department, and then CSL can reject the offer or terminate the contract at any point of time. Further we are confirming herewith that, any loss that has happened to CSL due to this will be compensated by us.

For and on behalf of the firm

(Firms Name & Address)

(Signature of Authorized Signatory)

Name:

Designation

Phone No.:

Seal:

Date:

Place:


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SECURITY INSTRUCTIONS & IMS GUIDELINES

1.0.0. SECURITY INSTRUCTIONS:

- 1.1.0. Cochin Shipyard Limited is an ISPS Code compliant Port Facility and is required to maintain the Security Level declared by the Government of India from time to time. The premises of Cochin Shipyard Limited are a 'Prohibited Area' under the Official Secrets Act. All contractors and their personnel are bound to comply with the security instructions/ orders of the Shipyard issued from time to time.
- 1.2.0. All contractors and contract workmen should have valid entry pass issued by CSL or accepted as equivalent by CSL and they shall enter the yard through Sannidhi Gate.
- 1.3.0. All movements of all persons entering through Sannidhi Gate should be recorded in the Access Control System at the Gate.
- 1.4.0. 100% checking and frisking of all contractors/contract workmen entering into the yard will be done.
- 1.5.0. All vehicles entering CSL shall have vehicle entry pass either conspicuously exhibited on the vehicles or endorsed in the entry pass. Vehicles carrying materials shall have material entry pass. Such material carrying vehicles shall be permitted entry to the Factory Area by the Blue Security or production of material pass. All contractors and their workmen shall keep personal vehicles in the parking area near Sannidhi Gate.
- 1.6.0. All persons engaged for various works in CSL through contractors should produce the following documents prior to issuing their entry passes:
 - 1.6.1. Attested copy of any of the documents mentioned below:
 - i. Photo identity card issued by government bodies
 - ii. Electoral identity card with clear photo and address particulars
 - iii. Driving license with photo and address particulars




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- iv. Passport/ attested copy of passport with photo and address particulars
 - v. Police clearance certificate with photo and address particulars
- 1.6.2. No person above 58 years shall be permitted entry into the yard for any work except otherwise specially permitted by the Occupier of the factory.
- 1.6.3. Police clearance certificate of not less than six months old to the effect that the concerned person is staying in the area of jurisdiction of the certificate issuing Police Station and the person is not involved in any criminal offences as per the records available therein.
- 1.6.4. Application and declaration for enrolling under Employees Provident Fund ESI Scheme, three passport size photographs of the individuals and two copies of family photographs of the members.
- 1.6.5. Safety Awareness Programme attendance certificate issued by CSL.
- 1.6.6. Medical Fitness Certificate by any Registered Medical Practitioner in the prescribed format.
- 1.7.0. Mobile phones with camera are strictly prohibited inside the Shipyard. No contract workmen shall use mobile phone at Factory Area.

2.0.0. I.M.S. GUIDELINES

- 2.1.0. CSL implemented an Integrated Management System (IMS) consisting of Environmental Management System (EMS), Occupational Health and Safety Management System (OHSMS) and Quality Management System (QMS) within the yard. As a part of implementation of IMS, contractors shall comply with the following measures related to Quality, Health, and Safety & Environment (QHSE) Policy of CSL.
- 2.1.1. Meeting or exceeding customer requirements.
 - 2.1.2. Assuring quality of product and service.
 - 2.1.3. Preventing occupational ill health & injuries.
 - 2.1.4. Ensuring safe work sites.
 - 2.1.5. Conserving natural resources.
 - 2.1.6. Preventing/ minimizing air, water & land pollution.
 - 2.1.7. Handling and disposal of hazardous wastes safely.
 - 2.1.8. Complying with statutory & regulatory and other requirements.
 - 2.1.9. Developing skills and motivating employees.
- 2.2.0. Occupational Health, Safety & Environmental requirements of CSL shall include the following.


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- 2.2.1. The contractor (or a sub- contractor performing work on behalf of the contractor) is deemed to comply with the occupational health, safety and environmental policy of the company and also to all operational controls/standard operating procedures and shall undertake the work in total compliance with the requirements of the established integrated management system (IMS) of the company.
- 2.2.2. The contractor shall undertake the work in total compliance with all applicable legal /statutory requirements related to occupational health, safety and environment effective in the state of Kerala.
- 2.2.3. It is the sole responsibility of the contractor to assure that any subcontractors who shall perform works in company lands/facilities/worksites on behalf of the contractor, is also following all requirements related to the integrated management system of the company and the health/safety/environmental rules effective in the state.
- 2.2.4. The contractor shall provide/implement and operate/practice all occupational health, safety and environmental management measures/facilities for their period of contract, in their activities/at their work sites, which shall be required according to the IMS of the company or that required by the health safety environmental rules established and effective in the state, at their own cost.
- 2.2.5. If any contractor failed to comply with or violated any clauses/requirements of occupational health, safety and environmental rules effective in the state, in their activities or at work sites and the same shall be exposed to the government or any competent authorities upon inspections, the contractor shall solely responsible for all liabilities caused by his/her action and shall be responsible for paying the penalty and taking the stipulated corrective actions insisted by the authorities within the specified time, at their own cost. Any liability to the company in this regard needs to be compensated by the contractor.
- 2.2.6. Upon the completion of the work, contractor shall clear the area and shall not leave any occupational health/safety/environmental liabilities to the company, from their activities at the worksites.
- 2.2.7. Any clarification related to IMS requirements of the yard, may be obtained by the contractor from the authorized representative of the contract, prior to the commencement of work.

Signature and Seal of the Contractor

For Cochin Shipyard Limited
Assistant General Manager (U&M) 1/19/24
पट्टु राजन एस / PATTU RAJAN S
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for a period of 4 months**

GENERAL HEALTH, SAFETY AND ENVIRONMENT (HSE) GUIDELINES

- 1) Smoking is strictly prohibited.
- 2) Parking of vehicle is not allowed in such a way be a hindrance to the smooth flow of traffic in the yard and parked in approved parking locations.
- 3) The use or possession or influence of non-prescription drugs, alcohol and the abuse of substances is strictly prohibited in CSL.
- 4) Unauthorized use of cameras in CSL is forbidden.
- 5) Speed Limit of vehicle in the yard is 20km/hr.
- 6) Ensure walking on the roads to be near to the line marked on the road.
- 7) Priority is for Material Movement and private vehicles shall make way for material movement.
- 8) Fishing is not permitted in the yard.
- 9) Everyone should observe and obey regulatory signs.
- 10) Use of mobile phones is strictly prohibited while at work and driving including while cycling.
- 11) Usage of Safety Helmet with chin strap, safety shoe and cotton working dress are compulsory at CSL work site, in addition suitable PPEs which are job specific are to be used.
- 12) Always wear full body harness while working at height (eg. While working on scaffolding).
- 13) Horse play is not entertained in CSL. (Example: Direct compressed air or gas on any person).
- 14) Non routine works risk assessment to be done with control measures to be identified before commencement of work and shall be approved by CSL officer In-charge and confirm by S&F Dept.


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- 15) Works shall be done by the qualified persons under the supervision of qualified supervisor.
- 16) People to be engaged in activities preferable in group only. In case a person has to work alone, the same shall be known to at least two persons who are working nearby.
- 17) Using Paint tin, CO2 welding bobbin and oil drums as working platform is strictly prohibited.
- 18) Don't store thinners in beverage bottles.
- 19) Work permit is required for carrying of following works:
 - a) Onboard vessels- Hot work | Painting in confined spaces | Electrical Shut down (Works on Electrical installation/Equipments).
 - b) On CSL Installations - Work at Height/fragile roof/ Excavation/Trenches Opening (any Excavation/Fuel or electrical trench opening) | Work on gas lines (New/Repairs on gas line) | Works at Crane Tracks (Any works on crane rail/track).
 - c) Statutory - Radiography (NDT tests using Radioactive materials, any expose of radioactive materials) | Electrical Shut Down (Works on Electrical installations/closed proximity of distribution system).
- 20) Adequate precautions should be taken during welding or gas cutting against hazards such as electric shocks, burns, fumes fires, explosion and arc eyes.
- 21) Never enter into tanks without permit.
- 22) Adequate ventilation should be provided while working in confined spaces.
- 23) Never start hot work - cutting the bottom/side shell of ship from outside to inside.
- 24) When welding or gas cutting in elevated positions, precautions should be taken to prevent sparks of hot metal slag falling out to the people or to the flammable material below / nearby.
- 25) Before welding or cutting a pipe, tank or container, which carried flammable material, it should be thoroughly cleaned and gas freed and, "Hot Work Certificate" from the controller of explosive (Petroleum Explosive and safety organization) should be obtained.
- 26) Never use Oxygen for ventilation purpose.
- 27) It is to be ensured that fuel gas (Oxygen, Acetylene & LPG), CO2, Compressed air, Mixed gas, Nitrogen, argon etc manifold coke valves must be closed before



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leaving the workspace. It is ensured that main valve to manifold must be closed during break time.

- 28) Fuel gas (Oxygen, Acetylene) lines to be taken out from the confine space when you are leaving for break.
- 29) Arc welding equipments should be properly earthed. While welding it should be ensured that no equipment forms part of the ground return.
- 30) Ensure that ELCB is fitted on all Welding Machines.
- 31) All portable electrical equipments of fiber body and the switch boards must be fitted with ELCB.
- 32) Voltage Reducing Devices (VRD) (Safety relay) must be fitted on AC welding Machines.
- 33) Never Bypass Safety Relay on AC welding machines.
- 34) Electrical extension switch boards are in metallic construction with ELCB. Only industrial type plug and socket to be used.
- 35) Only authorized persons are allowed to operate any machine/equipment/ Switch boards. Unauthorized operation of any switch gear is strictly prohibited.
- 36) Never tamper with machine guards.
- 37) Ensured that all portable equipments, welding transformers/rectifiers must be switched off after use.
- 38) 230 V hand lamps are not permitted in the yard. Use 110 V hand lamps in open area and 24 V hand lamps in confined spaces. Flame proof lamps shall be used while entry to hydrocarbon carried tanks and during painting in confined spaces.
- 39) Good quality welding cables, cutting hoses and hand tools must be used in the yard.
- 40) For getting temporary electrical connections (welding sets, power plug boards), a Load Centre (LC) number shall be obtained through licensed electrical contractor and submitted to CSL Resident Electrical Engineer (REE).
- 41) Works to be performed only on certified scaffolding (Hand rails, planks without gap, access to working platform). All working platform having 2m and above shall be certified by CSL safety personal.
- 42) Height of handrail should be of 90 cm with intermediate railing of 45 cm, wherever protective hand rails are provided for fall protection.


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- 43) Excavated materials should be put away from the edge of the excavated trench to avoid slopping of the excavated materials into the trench.
- 44) Working in man holes or pits must acquaint himself and advise his employees of the hazards of gas or liquid level and take proper precautions.
- 45) Open manholes must be protected by adequate barricade, Man hole covers should be replaced promptly when work is suspended.
- 46) Jumping on off trucks, automobiles or other moving vehicle is prohibited. Men should wait until the vehicle stop before attempting to enter or leave.
- 47) Ensure necessary state of mind by having proper rest during extended working hours especially during night time.
- 48) Any situation affecting the safety of an employee or his fellow employees should be promptly reported to the Chief Safety Officer.
- 49) All lifting tools and & tackles, pressure vessels including blasting hoppers to be tested every year by competent person and obtained valid test certificate. Only defect free items shall be used in operation.
- 50) Only qualified and authorized employees should be allowed to operate the mobile cranes and other hoisting equipment & Rigging/Signaling.
- 51) Standing under suspended loads is dangerous and is avoided.
- 52) Compressed air should not be used to clean the clothing. When not using the compressed air, the valve must be shut off.
- 53) Any kind of Gas cylinders (empty/full) should be secured in upright position.
- 54) Air hoses, welding cables, fuel hoses, electric cables should not be allowed to lie across walkways etc. and they should be suspended from overhead.
- 55) Inflammable liquids must be handled in safe cans or containers approved by CSL and shall be stored, in the locations acceptable to CSL. All such containers must be clearly labeled and warning exhibited visibly.
- 56) Material Handling Equipments to crane tracks through the authorized route only.
- 57) Rescue operations only done by the rescue persons if there is life threat.
- 58) Any kind of emergency (fire/Rescue/personal Injury/Property damage), call CSL round the clock manned control room (Control room contact number is 9895788288 / 0484 2501300 / 0484 2501333).
- 59) Everybody should be responsible for housekeeping at their work site.
- 60) Avoid activity/action that leads to air/water/soil pollution.


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- 61) The Contractor before starting any work in the CSL premises will be issued with these CSL HSE guidelines and the firm is expected to give a declaration that he receives one copy of the CSL HSE guidelines and will comply with laid therein.
- 62) CSL reserves its right it suspend work in the event of the contractor not complying with the HSE guide lines with regarding to safety practices for which no claim of any kind will be entertained.
- 63) To ensure the safe conduct of safety operation a representative of the contractor should maintain appropriate contract with the CSL officer-in-charge of the work as may be necessary to acquaint himself with any changed conditions of other matters relating to the HSE performance.

Signature and Seal of the Contractor

For Cochin Shipyard Limited
Assistant General Manager (U&M) 18/9/24
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