

## NATIONAL ALUMINIUM COMPANY LIMITED

(A Govt. of India Enterprise)

Coal Mines Div.

ANGUL - 759130 , Odisha

Tel:-

Fax:-

Email:-

Order No : COAL MIN/T&C/C20/MC-5425-B/5300008240/2025/

NALCO's GSTN :21AAACN7449M1Z9

Date : 03.01.2025

**TO:** SANJAY KUMAR SAHU, [304873]  
AT-PARANGA PO-PARANGA PS-NISHA ANGUL  
759143 ANGUL  
Odisha India  
Tel:9777522687 Fax:  
Email:iamsanjaykumar0087@gmail.com

PAN NO : EITPS0559D  
GST REG NO : 21EITPS0559D1Z3  
EPF NO :  
ESI NO :

**Sub :** SHORT TERM CONTRACT FOR HIRING OF VEHICLES FROM TRAVEL AGENCIES ONMONTHLY FIXED RATE BASIS AT COAL MINES DIVISION, NALCO.(SAC No.996601)

**Ref.:**

- |   |                                   |
|---|-----------------------------------|
| 1) RFP No.: CPP/T&C/GeM-159/MC-5425-B/NIT/2024/285  | Date:03.10.2024                   |
| 2) Our Online Tender ID No.: GEM/2024/B/5467028   | Date:03-10-2024                   |
| 3) Your Online Bid opened on  | Date:18.10.2024 & Date:24.10.2024 |
| 4) Our E-mail request for price negotiation on  | Date:29.10.2024                   |
| 5) Your reply through E-mail on   | Date:29.10.2024                   |
| 6) LOI No.: CPP/CNT/MC-5425-A, MC-5425-B & MC-5425-C/LOI/2024/385                         | Date: 02.11.2024                  |
| 7) Refer e-office file no.: 6000-001-14-14/0002/2024-001 (Computer No.96637 ) for details |                                   |

Dear Sir/Madam,

With reference to your offer referred above for the subject tender, NALCO is pleased to confirm acceptance of your offer and award the subject work in your favour with the terms and conditions given hereunder and various annexures enclosed herewith.

(A)

Sl No.	Description	Refer Enclosure at
1	TERMS & CONDITION OF CONTRACT/ SCOPE OF WORK / TECHNICAL SPECIFICATION / LIST OF FIM / INSPECTION AND TESTING ETC.	ANNEXURE-IA
2	SPECIAL CONDITIONS OF CONTRACT	ANNEXURE-IB
3	BILL OF QUANTITY & SCHEDULE OF RATES	ANNEXURE-II

(B) CONTRACT VALUE : **Rs 25,22,310.00 (Excluding GST of Rs 1,26,115.50)**

(C) EFFECTIVE DATE OF CONTRACT: 03.11.2024

(D) CONTRACT PERIOD : 6 MONTHS

(E) PAYMENT TERMS : As per special Instruction

(F) MANAGER-IN-CHARGE : AGM(HRD), COAL MINES DIVISION

(G) EMERGENCY CONTRACT EXECUTION PERIOD : NOT APPLICABLE.

All other terms and conditions not specifically mentioned in this order shall be as per tender stipulations and mutually agreed deviations, and shall remain unaltered. You are requested to acknowledge the receipt of the Work Order / SPO. If we don't receive the same within 7 (seven) days, it will be presumed that you have accepted the Work Order / SPO. You are requested to report to Manager-in-Charge for all matters related to the works, payments etc.

Thanking you

Yours faithfully,  
For and on behalf of  
National Aluminium Company Limited

Name:  
Designation:  
Address:

## OTHER TERMS AND CONDITIONS OF CONTRACT:

## ANNEXURE-IA

HRD Clearance :	NOT APPLICABLE: REF CLAUSE 9.7,19,20 AND 21.6 OF ANNEXURE-A1.
Special Safety /ENV /SA Requirement :	APPLICABLE: 1) GENERAL : REFER CLAUSE No.:21 AND 22 OF ANNEXURE-A1. 2) SPECIAL : REFER CLAUSE OF ANNEXURE-IA AND IB.
GST :	APPLICABLE @5%.
SECURITY DEPOSIT:	APPLICABLE: REF CLAUSE 13 OF ANNEXURE-A1
Execution Of Agreement :	APPLICABLE: REF CLAUSE 12 OF ANNEXURE-A1 AND ANNEXURE-C23 OF NIT.
FIM with Material code & Qty:	NIL.
Defect Liability Period(DLP) :	ONE MONTH
Labour Escalation :	NOT APPL
Labour Component (%) :	--
Basic Labour Rate(L0) Rs.:	591.00
POL / Material Escalation :	NOT APPL
BG Against FIM :	NOT APPL
IB Against FIM :	NOT APPL
BG Against Equipment :	NOT APPL

**Special Instructions :**

- 1) STATUS OF FIRM-INDIVIDUAL.
- 2) Annexure-IA at page 7 to 8 of the Service Purchase Order may be referred for detailed "Scope of work".
- 3) All other terms and conditions not specifically mentioned in the Service Purchase Order document shall be as per NIT and GCC and shall remain unaltered.
- 4) Preference for engagement of labours under NALCO's contractors establishment may be given to Land Affected Persons.
- 5) You are requested to report to Manager-in-Charge for all matters related to the works, payments etc.in the following address.

Mr S. Panda, AGM (HRD),  
COAL MINES DIVISION,  
National Aluminium Co. Ltd.,  
Angul (Dist), ODISHA-759145  
E-mail: subhasis.panda@nalcoindia.co.in  
Mob. No: 9437000947

- CC: 1. GM (F) -F.C.No.:CMD/24-25/Rev/31/01.11.2024, Date: 01/11/2024 (Through e-mail)  
2. GM (H&A), CPP (Through e-mail)  
3. GGM (E&S) (Through e-mail)  
4. GGM (CM & PROJECT.) (Through e-mail)  
5. MIC- AGM (HRD), COAL MINES DIVISION (Through e-mail)  
6. AGM (IED) (Through e-mail)  
7. AGM (Vig) S&P (Through e-mail)  
8. Office copy, 9.Master copy  
10. Vendor: 02 (Two) copies (one hard copy & another soft copy through e-mail)

BILL OF QUANTITY & SCHEDULE OF RATES:

ANNEXURE-II

Line item No	Activity SINo.	Service Description	UOM	QUANTITY	RATE	AMOUNT
					Curr : INR	Curr : INR
( 1 )	( 2 )	( 3 )	( 4 )	( 5 )	( 6 )	( 7 = 5 x 6 )
1		HIRING OF VEHICLES FROM TRAVEL AGENCIES				
1	1	12hrs.Bolero Neo Non-AC Monthly fixed ra	Months	42.000	31,600.00	1,327,200.00
1	2	12hrs.Non-A/C Bolero Neo Monthly(Fuel Re	Kilometer	147,000.000	8.13	1,195,110.00
TOTAL						2,522,310.00
Discount in % : 0.00						0.00
Total After Discount						2,522,310.00
Premium in % : 0.00						0.00
Total After Premium						2,522,310.00

Total Amount in Words: TWENTY FIVE LAKH TWENTY TWO THOUSAND THREE HUNDRED TEN RUPEES ONLY (EXCLUDING GST)

Notes for BOQ and SOR:

- (i) Rs 26,48,425.50 (Including GST @ 5%).( Ref. Payment Terms of Service Purchase Order).
- (ii) It is the responsibility of the contractor to satisfy the Statutory Authorities in case of any discrepancy arising on account of GST.
- (iii) Prior approval of Competent Authority is required for :

a) Execution of AHR items (Sl. No. 1 of BOQ) beyond original order quantity.

b) Quantity deviation (up ward ) in any single item, which has significant impact on the contract value (i.e. above 5% of work order value).
- (iv) ALR item: NIL
- (v) GATE PASS: Temporary
- (vi) Approving authority for this order is ED (S&P).

BILL OF QUANTITY & SCHEDULE OF RATES:

ANNEXURE-II

Line Item No	Activity SNo.	Service Description
1		HIRING OF VEHICLES FROM TRAVEL AGENCIES
1	1	12hrs.Bolero Neo Non-AC Monthly fixed ra Monthly Fixed Hiring Charges for 12 Hrs. Bolero or equivalent vehicle( Jan 2022 or onward models): Hiring of Non- AC Diesel Driven Mahindra & Mahindra Bolero Jeep or equivalent vehicle on daily 12Hrs monthly fixed rate basis duty with one driver for each vehicle for the shift duty and other miscellaneous duties of Coal Mines Division. Unit-NO Number of vehicles-07 Total BOQ: 7 x 6 Month= 42 Units
1	2	12hrs.Non-A/C Bolero Neo Monthly(Fuel Re 12rs Non-AC Bolero or equivalent vehicle Monthly( Fuel Reimbursement)-Material component