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CIVIL

Delegation of Powers

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DELEGATION OF POWERS

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STATE INDUSTRIES PROMOTION CORPORATION OF TAMIL NADU LIMITED
19 – A, Rukmani Lakshmipathy Road, Egmore, Chennai 600 008

OFFICE ORDER

No : 36/ 2021 **Dt. 08.04.2021**

Sub: SIPCOT Industrial Parks - Calling for and acceptance of sealed quotations – revised orders issued - reg.

Ref: 1. Office Order No. 27/2019 dt.08.08.2019
2. Office Order No. 13/2020 dt.23.03.2020
3. Office Order No.15/2020 dt.08.04.2020.

The Board of SIPCOT in its 485th meeting held on 18.7.2019 has delegated its powers to the Managing Director/Superintending Engineer in respect of civil works including the powers to authorize the Managing Director to sub-delegate further to the Superintending Engineer and Project Officers. Accordingly, the following resolution has been passed by the Board in this regard,

> **"RESOLVED FURTHER** to authorize the Managing Director to suitably sub-delegate the powers to Superintending Engineer and Project Officers dealing with execution of works as and when necessary."

Civil Department of SIPCOT and Project Officers have been adhering to the delegation of powers as resolved by the Board in its 485th meeting held on 18.7.2019.

A detailed Office Order has been issued vide reference 1st cited in respect of delegation of powers. Office Orders have been issued in respect of sub-delegation of powers to the Project Officers dealing with works vide reference second and third cited above.

Now, requests have come from many of the Project Officers to increase the level of sub-delegation of powers citing the following reasons,

1. More number of maintenance works (Format–I)are being taken up to upkeep the road conditions, attending the pipeline bursts in time, ensuring that 100% street lights are in working condition and provision of other amenities based on the requests from the allottees and industries association etc. As the preparation of estimates and submitting it to the Head Office for administrative sanction/tendering etc. takes more time,

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the works which are to be attended on urgent basis could not be taken up in time. This delay causes more damages to the assets and hence leading to more expenses later.

2. Allottees and Industries Association expects quicker response from the Project Officers and the delay in execution affects the reputation of the Corporation.

3. The cost of construction materials has also increased manifold. Even the Schedule of Rates published by the PWD, Highways and TWAD Board etc. have been increased considerably and hence there is a need for the upward revision of sub delegation.

4. The time taken for approving the estimates, issuance of Administrative Sanction, floating of tenders, awarding of contracts etc. can also be considerably reduced.

The above requests of the Project Officers have been examined in detail and hence the following sub-delegation to the Project Officers is hereby ordered,

Sl.No	Description	Sub-delegation levels*
1.	Calling for and Acceptance of Sealed Quotations (Capital and Maintenance) 1. Civil works 2. Electrical works	 Upto Rs. 5 lakhs Upto Rs. 2.5 lakhs
2.	Stores Purchase	Upto Rs. 50,000/-
3.	Passing of Bills 1. Statutory payments 2. Work bills including stores purchase	 Full powers As referred in Sl.No 1 and 2 above

*for value above the permitted limit, the pattern of preparation of estimates, accordance of administrative sanction from Head Office (HO), accordance of technical sanction by SE, floating of tenders, awarding of works etc. to be followed.

The following procedure shall be adopted by the Project Officers in respect of sub-delegation of powers,

1. Project Officers shall assess the need for the works comprehensively and ensure that the work needs to be taken up in order to prevent the further damages to the assets or in order to comply with the requirements of the allottee(s) of the Industrial Park. It is hereby once again informed that the Project Officers shall not take up any sort of work in a routine manner. Project Officers shall also record the reasons in writing for taking up of any such works in the Parks.

2. Project Officers shall take the representations from allottee(s) or Industries Association in writing or mail in case the works are requested by them specifically.

3. Tenders will be floated by HO only. Either SE or MD will float the tenders in accordance with the delegation of powers vested to them by the Board of SIPCOT.

4. Project Officers shall execute the works in accordance with Section 16 (d) of the TNTIT Act, 1998 and Rule 33 of TNTIT Rules, 2000.

5. **Contractors not having GST number shall not be awarded the works at any situation. No payments will be permitted to the individuals.**

6. Project Officers shall send monthly periodical report to HO in respect of works under taken by them in pursuant to this Office Order on or before 10th of the succeeding month (Format I & II).

7. EEs of the concerned Zone will be responsible to compile the periodical reports received from the Project Officers in time.

8. SE shall monitor and consolidate the reports received from the Project Officers and submit the same to the perusal of the Managing Director.

This order takes effect from 01.04.2021 onwards.

Sd/-
(J. KUMARAGURUBARAN)
MANAGING DIRECTOR

Encl:
Format I & II

To
All Project Officers,
SIPCOT Industrial Parks

Copy to
All HoDs
Consultant Technical I & II
PA to MD
PA to ED

Superintending Engineer
8/4/2021

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REPORTING FORMAT – I

Expenditure incurred – Abstract

Month & Year:

S. No	Name of Industrial Park	Roads & Drain	Buildings	Water Supply	Street lights	Greenery	Vehicle Maintenance	Other Works	Remarks
1	2	3	4	5	6	7	8	9	10

REPORTING FORMAT – II

Name of Industrial Park:

Month & Year:

Works Carried out Under PO's Powers

S. No	Description of Work	Location	Quantity	Expenditure incurred	Remarks
1	2	3	4	5	6
A.	**WATER SUPPLY SYSTEM:**				
1.	Attending pipe line burst work. If it necessary, damaged pipes to be replaced.				
2.	Replacement of damaged valve and fittings.				
3.	Painting to OHT, UG Sump, Pump Room and Compound Wall.				
4.	Greenery Maintenance to OHT/UG Sump/Pump Room area.				
5.	Construction of Compound Wall / Fencing wherever necessary to suit condition.				
6.	Repairing the pump sets.				
7.	Special repairs to OHT/UG Sump / Pump Room damaged works.				
8.	Replacement of damaged Electrification to Water supply structure area including Pump Room.				
9.	Construction of Approach culvert to Pump room area.				
10.	Desilting of UG Sump periodically.				
11.	Hydro geological Investigation				
B.	**STREET LIGHT SYSTEM:**				
1.	Replacement of UG cable for street light poles.				

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2.	Replacement of damaged/outdated light fittings.				
3.	Replacement of electrical spares to Street Light system.				
4.	Providing additional Street Light Poles / High Mast Poles wherever necessary to suit condition.				
5.	Replacement of damaged service Pillar Box / Distribution pillar box.				
6.	Reconstruction of street light pole pedestal.				
7.	Painting to Poles and Pillar Boxes.				
C.	**ROADS AND DRAINS:**				
1.	Desilting of road side storm water drains				
2.	Attending BT Patch works.				
3.	Rectification of side berm earth.				
4.	Painting to kerb wall and culvert parapet wall.				
5.	Line marking to all roads including fixing of road signs.				
6.	Construction/ Repairing the Damaged culverts.				
D.	**AMENITY BUILDINGS:**				
1.	Painting to amenity buildings periodically.				
2.	Repairs to damaged portion of buildings then and there.				
3.	Replacement of doors and windows including curtains.				
4.	Replacement of water supply specials and Sanitary specials and fittings.				
5.	Replacement of damaged flooring tiles and other civil works etc.,				

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6.	Providing greenery around the Amenity buildings including maintenance.				
7.	Replacement of Electrical fittings to all amenity buildings.				
8.	Construction of Store shed.				
E.	**GREENARY:**				
1.	Replacement of damaged fencing/gates/water supply pipe lines, valves, etc.				
2.	Replacement of casuality plants in all OSR area.				
3.	Construction of UG Sump with Pump Room.				
4.	Providing water supply arrangements to each OSR area.				
5.	Purchase of tools and plants for Greenery maintenance.				
F.	**VEHICLE MAINTENANCE: (BOTH TWO / FOUR WHEELS)**				
1.	Replacement of worn-out tyres as per norms.				
2.	Repairing the vehicle.				
3.	Periodical oil servicing to vehicle.				
4.	Replacement of damaged spare parts including Electrical fittings, tyre.				
5.	Purchase of fuels to office vehicle.				
G.	**OTHER WORKS**				
1.	Survey & Demarcation				
2.	Fixing of Boundary Stones				
3.	Preparation of Layout Plan				
4.	Soil Tests / Pavement Designs etc.,				

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STATE INDUSTRIES PROMOTION CORPORATION OF TAMIL NADU LIMITED
19 – A, Rukmani Lakshmipathy Road, Egmore, Chennai 600 008

OFFICE ORDER

No : 46/ 2021 Dt. 27.04.2021

Sub: SIPCOT Industrial Parks - Calling for and acceptance of sealed quotations – revised orders issued – Amendment - reg.

Ref: 1. Office Order No. 27/2019 dt.08.08.2019
2. Office Order No. 13/2020 dt.23.03.2020
3. Office Order No.15/2020 dt.08.04.2020.
4. Office Order No.36/2021 dt.08.04.2021.
5. Circular No. 46/2021, dt.22.04.2021

A detailed Office Order has been issued vide reference 4th cited in respect of sub-delegation of powers to the Project Officers for Calling for and acceptance of sealed quotations.

In continuation to the above, the sub-delegation of powers to the Superintending Engineer and Project Officers have been revised as follows,

For Superintending Engineer:

Low Value Procurement:	For the purposes of clause(d) of Section 16 of the Act, 'Low Value procurement' means any procurement, which is less than **Rupees Fifty Lakhs in value for construction,** which is less than Rupees Twenty Lakhs in value for vehicles and which is **less** than **Rupees Twenty** Five Lakhs in value for all **other categories of procurement** inclusive of consultancy for construction".

For Project Officers:

Sl. No	Description	Sub-delegation levels to PO's*
1.	Calling for and Acceptance of Sealed Quotations (Capital and Maintenance) 1. Civil works 2. Electrical works	 Upto Rs. 7.50 lakhs Upto Rs. 2.50 lakhs
2.	Stores Purchase	Upto Rs. 1.00 Lakh/-
3.	Passing of Bills 1. Statutory payments 2. Work bills including stores purchase	 Full powers As referred in Sl.No 1 and 2 above

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*for value above the permitted limit, the pattern of preparation of estimates, accordance of administrative sanction from Head Office (HO), accordance of technical sanction, floating of tenders, awarding of works etc. to be followed.

The procedure to be followed by the Project Officers in respect of sub-delegation of powers as mentioned in the Office Order No.36/2021 dt.08.04.2021 remains the same.

This order comes into immediate effect.

Sd/-
(J. KUMARAGURUBARAN)
MANAGING DIRECTOR

To
All Project Officers,
SIPCOT Industrial Parks

Copy to
All HoDs
Consultant Technical I & II
PA to MD
PA to ED

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SUPERINTENDING ENGINEER
28/4/2021

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STATE INDUSTRIES PROMOTION CORPORATION OF TAMIL NADU LIMITED
19 – A, Rukmani Lakshmipathy Road, Egmore, Chennai 600 008

OFFICE ORDER

No : 50 / 2021 Dt.29.04.2021

Sub: SIPCOT Industrial Parks - Execution of Civil and Electrical works – Additional quantities and savings involved in the works – AEO statement – Revised delegation of powers - reg.

Ref: 1. Office Order No. 27/2019 dt.08.08.2019

2. Minutes of the 499th Board Meeting held on 20.04.2021

In continuation to the Office Order 1st cited, the Board of SIPCOT in its 499th meeting has resolved to approve the revised delegation of powers with respect to approval for the AEO statement after completion of work which include additional quantities, substituted items, additional items etc as follows,

Description	Board of Directors	MD	SE	EE
AEO statement	-	For according approval for the net excess amount (within the contract value) taking into account of the overall additional quantities, additional items, substituted items and savings involved, subject to the condition that the scope of the sanctioned works should not be changed.	-	-

The Board has also recorded that the revised delegation of powers as per Office Order No. 27/2019 dt.08.08.2019 in respect of supplementary items, substituted items and additional quantities remains unaltered.

This order comes into immediate effect.

Sd/-
(J. KUMARAGURUBARAN)
MANAGING DIRECTOR

To
All Project Officers,
SIPCOT Industrial Parks

Copy to
All HoDs
Consultant Technical I & II
PA to MD
PA to ED

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SUPERINTENDING ENGINEER
29/4/2021 29/4/2021

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GENERAL

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STATE INDUSTRIES PROMOTION CORPORATION OF TAMIL NADU LIMITED
19 - A, Rukmani Lakshmipathy Road, Egmore, Chennai 600 008

CIRCULAR

Dt. 02.06.2022

No : 33/2022

Sub: SIPCOT Industrial Parks City Gas Distribution Projects (CGD) - General Guidelines - Restoration Charges & track rent at SIPCOT Industrial Parks - reg.

Ref: 1. Industries (MIA.1) Department G.O (MS).No.127, dt.27.05.2020
2. Minutes of the 504th Board Meeting held on 30.03.2022

As per the Minutes of the 504th Board meeting held on 30.03.2022, the Board of SIPCOT has resolved to record and acopt the G.O (MS).No.127, Industries (MIA.1) Department, dt.27.05.2020. The Board has also resolved to collect the road cuts, upfront restoration charges from City Gas Distribution Companies by SIPCOT at the rates fixed for Highways Roads.

The Board has further resolved that the Track rent charges fixed and revised from time to time by Government in Revenue and Disaster Management Department shall be applicable to the City Gas Distribution Companies.

Restoration charges for SIPCOT Roads:

Sl.No.	Types of Surface	Cost per Km (Rs.)
1.	BT Roads	20.11 lakhs
2.	Berms	6.07 lakhs
3.	Paver Block Roads	17.50 lakhs

Note: the rate for roads is inclusive of GST and centage charges.

General:

a) For road cuts, upfront restoration charges will be collected from City Gas Distribution Companies by SIPCOT (owning the road) at rates fixed above.

b) The road cut restoration charges fixed above shall be valid for a period of three financial years from 2020-2021 onwards.

c) The cost of shifting of utilities, if involved, will be met by the City Gas Distribution Company.

d) Once an application for road cut is submitted to Project Officer, SIPCOT Industrial Park with payment at the rate per kilometer fixed above, if any further payment is required from the City Gas Distribution Company on account of shifting of utilities, the amount must be informed to the City Gas Distribution Company within 10 days of application.

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e) Once all payments are made by the City Gas Distribution Company, requisite permission for road cut must be issued within 10 days of receipt of payment.

f) Track rent charges fixed and revised from time to time by Government in Revenue and Disaster Management Department shall be applicable.

g) Land required for ancillary infrastructure will be allotted on lease, for such number of years as requested by companies as per existing rules.

h) The City Gas Distribution Companies while laying and maintaining gas pipelines, shall comply with all applicable national norms.

I) The above fixed rates and guidelines will be applicable to all further City Gas Distribution projects also.

j) Damages if any found in the line already laid, SIPCOT should not be held responsible.

k) While carrying out the maintenance work in the pipe line, the service provider should not disturb any Industrial unit inside the Industrial Park.

l) The company is liable for any loss or damage caused to SIPCOT property or other company property in the Parks, while laying or while maintaining the gas pipelines.

Sd/-
MANAGING DIRECTOR

Encl: Annexure I, II & III

To
All General Managers
All HODs
All POs
IT & MIS Dept. – To upload the above Circular in the SIPCOT portal

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PA to ED

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Annexure - II

Restoration Charges for Highways Roads
Berms - Estimate Breakup (Tentative)

S.No.	Description	Amount (Rs. in lakhs)
1	Civil Works	4.245
2	Centage Charges@12.5%	0.531
3	GST@12%	0.509
4	Labour Welfare Fund@1%	0.042
5	Escalation @15%	0.637
6	Contingencies & PS Charges@2.5%	0.106
	Total	**6.07**

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Annexure - III

Restoration Charges for Highways Roads
Paver Block Roads - Estimate Breakup (Tentative)

S.No.	Description	Amount (Rs. in lakhs)
1	Civil Works	12.235
2	Centage Charges@12.5%	1.530
3	GST@12%	1.468
4	Labour Welfare Fund@1%	0.122
5	Escalation @15%	1.835
6	Contingencies & PS Charges@2.5%	0.310
	Total	**17.50**

SUPERINTENDING ENGINEER

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SIPCOT INDUSTRIES PROMOTION CORPORATION OF TAMIL NADU LIMITED
19 – A, Rukmani Lakshmipathy Road, Egmore, Chennai 600 008

CIRCULAR

No : 59/2022 Dt.30.09.2022

Sub: SIPCOT - New Industrial Parks and upcoming Industrial Parks - soil tests, geo physical survey, GIS mapping etc. to be carried out – reg.

As there is intense promotion in attracting industries towards the State by the Government of Tamil Nadu, SIPCOT is receiving constant enquiries for land from the investors for establishing Industrial units. Accordingly, SIPCOT is in the process of identifying new land banks to develop sector based Industrial Parks and Clusters in the State.

In the recent past, the Entrepreneurs are requesting to provide soil test details, Hydrogeological study including geo physical survey details, GIS mapping etc. for selection of plots in SIPCOT Industrial Parks.

The Project Officers are hereby instructed to make necessary arrangements for conducting soil tests and Hydrogeological study including geo physical survey through reputed agencies and keep the test reports ready whenever entrepreneurs are coming for site visit. Also the Project Officers should contact GIS Mapping Department at SIPCOT Head Office for preparation of GIS mapping for all the new and upcoming Industrial Parks.

Sd/-
MANAGING DIRECTOR

To
All the Project Officers
SIPCOT Industrial Parks
Copy to
All HoDs
Consultant Technical – I, II & III
PA to MD
PA to ED

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CONSULTANT TECHNICAL - I

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SIPCOT

STATE INDUSTRIES PROMOTION CORPORATION OF TAMILNADU LIMITED
19-A, RUKUMANI LAKSHMIPATHY ROAD, EGMORE, CHENNAI – 600 008.

Cir.No.67/2022 **Date: 17.11.2022**

CIRCULAR

Sub: Indian Telegraph Right of Way (Row) Rules, 2016, notified by Government of India – Implementation in the State of Tamilnadu – Tamilnadu Telecom Infrastructure Policy, 2022 approved - G.O. issued – Adoption in SIPCOT – Reg.

Ref: 1. G.O.(Ms.) No.4, Information Technology E(1) Department, dt.25.01.2022 (enclosed).

2. Minutes of the Board Meeting held on 07.11.2022 (Item No.20)

****

The Board of SIPCOT at its meeting held on 07.11.2022 has considered the guidelines issued by the Government of Tamilnadu in G.O.(Ms.) No.4, Information Technology E(1) Department, dt.25.01.2022 for the implementation of Tamilnadu Telecom Infrastructure Policy, 2022 for adoption in SIPCOT.

After detailed deliberations, the Board resolved to adopt the above referred G.O., and also resolved that while according permission a condition may be stipulated to the effect that after laying OFC cable / creating the infrastructure, the restoration shall be done properly and the cost incurred in this regard shall be borne by the service provider.

Sd/---
MANAGING DIRECTOR

To:
All General Managers
All HODs
All Project Officers
IT & MIS Dept. --- To upload the above Circular in the portal

Copy to:
PS to MD
PA to ED

//Forwarded by order//

GENERAL MANAGER(P-I)

State Industries Promotion Corporation of Tamil Nadu Limited
(A Government of Tamil Nadu Undertaking)
CIN : U74999TN1971SGC005967
Regd. Office : 19-A, Rukmani Lakshmipathy Road, Post Box No.7223, Egmore, Chennai - 600 008.
Phone : 45261777, Fax : 45261796 Website : www.sipcot.tn.gov.in

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ABSTRACT

Information Technology Department – Indian Telegraph Right of Way (RoW) Rules, 2016, notified by Government of India – Implementation in the State of Tamil Nadu - Tamil Nadu Telecom Infrastructure Policy, 2022 – Approved - Orders - Issued.

INFORMATION TECHNOLOGY (E1) DEPARTMENT

G.O.(Ms). No. 4 — Dated : 25.01.2022
பிலவ, தை – 12
திருவள்ளுவர் ஆண்டு–2053

Read:

1. G.O.(Ms.) No.7, Information Technology Department, dated 12.02.2001.
2. G.O.(Ms.) No.2, Information Technology Department, dated 01.04.2002.
3. Letter No.237/IT/2002-7, Information Technology Department, dated 18.09.2002.
4. Indian Telegraph Right of Way Rules, 2016 notified by the Government of India in Gazette Notification No. GSR 1070(E), dated 15.11.2016.
5. G.O.(Ms.) No.1, Information Technology (B4) Department, dated 21.02.2018.
6. Indian Telegraph Right of Way (Amendment) Rules, 2021 notified by the Government of India in Gazette Notification No. GSR 749(E), dated 21.10.2021.

*****

ORDER:

Telecom industry is pivotal in transforming the nation into a digital economy. Telecom Infrastructure plays a vital role in the world of communication. There is a tremendous upsurge in communication and broadband traffic and the usage of internet has increased multifold. This has necessitated new Telecom Infrastructure as well as upgradation of existing Telecom Infrastructure on a faster pace.

2. To establish Telecom Infrastructure, Telecom Infrastructure Providers (TSPs) need to apply for Right of Way (RoW) to the Competent Authorities and permissions were granted with certain conditions to establish, operate and maintain underground and overground telecommunication network such as Optical Fibre Cables, Mobile Towers.

3. In the Government Order 1st read above, consolidated guidelines were issued specifying the terms and conditions for the grant of centralised permission for the use of Right of Way (RoW) by any private or public sector applicant proposing to lay Optical Fibre Cables (OFCs) in Tamil Nadu. As per the Guidelines, the applicants (TSPs) had to pay annual track rent to the respective local bodies at the rates fixed in G.O.(Ms.) No 172, Revenue Department, dated 28.03.2000.

4. In the Government Order 2nd read above, Guidelines have been issued for installation of Base Stations consisting of Tower, Equipment Room and Generator Room, on roof-top or on the ground of premises and buildings belonging to Government of Tamil Nadu / Quasi Government / Public Sector Undertakings / Local Bodies / Private Lands and buildings. The guidelines permit to charge appropriate rent from the TSPs. In the Government letter 3rd read above, certain exemptions from set-back rules were granted to TSPs.

5. In the Gazette Notification 4th read above, the Department of Telecommunications, Ministry of Communications, Government of India had notified the Indian Telegraph Right of Way Rules, 2016 to regulate Underground Telegraph Infrastructure (Optical Fibre Cable) and Overground Telegraph Infrastructure (Mobile Towers).

6. In the Government Order 5th read above, enabling orders were issued by Government of Tamil Nadu for implementing the above Rules in the State for regulating the Underground/Overground Telecom Infrastructure. In the said G.O., it has been mentioned that the Principal Secretary to Government, Information Technology Department shall be the Dispute Resolution Officer, under the provisions of Indian Telegraph Right of Way Rules, 2016 and detailed guidelines will be issued by the Information Technology Department for the successful implementation of the Indian Telegraph Right of Way Rules, 2016.

7. In the Gazette Notification 6th read above, the Department of Telecommunications, Government of India has notified the Indian Telegraph Right of Way (Amendment) Rules, 2021 to regulate Underground Telegraph Infrastructure (Optical Fibre Cable) and Overground Telegraph Infrastructure (Mobile Towers).

8. Accordingly, the Government, after careful consideration and in consultation with other Departments, has formulated the Tamil Nadu Telecom Infrastructure Policy, 2022 in consonance with Indian Telegraph Right of Way Rules 2016. The objectives of the Policy are to develop a robust and secure State-of-the-art Telecommunication Network to provide seamless coverage especially in rural and remote areas and to provide seamless connectivity to the citizens by easing the process of application, approval and installation of telecom infrastructure.

9. The Government in Information Technology Department hereby issues the Tamil Nadu Telecom Infrastructure Policy, 2022 applicable to all existing and future Telecom Infrastructure, streamline the process of applications and granting of permission for installation of Mobile Towers, laying of Optical Fibre Cable and other Telecom Infrastructure in a time-bound manner. This will -

- increase mobile telecom penetration in rural areas,
- provide reliable, affordable, high-quality telecommunication and internet services to the citizens,
- provide high speed and high-quality broadband access to the rural areas,
- encourage adoption of green and citizen friendly telecom sites.

10. The summary of features / provisions of the Policy are stated below (refer to the policy document for exact provisions):

- The Principal Secretary to Government, Information Technology Department shall function as **Dispute Resolution Officer**, under the provisions of Indian Telegraph Right of Way Rules, 2016.

- **Appropriate Authority** is the State Government, local authority or such authority, body, company or institution incorporated or established by the State Government, in respect of property, under, over, along, across, in or upon which Underground or Overground Telegraph Infrastructure, is to be established or maintained, vested in, or under the control or management of such Appropriate Authority.

- **Nodal Officer** is the officer designated by every Appropriate Authority including local bodies for processing the application under this policy and sending the recommendations to the District Nodal Officer.
- In respect of Greater Chennai Corporation, the Commissioner of Corporation and in respect of Districts other than Chennai, the District Collectors shall be the **District Nodal Officers** and shall be solely empowered to issue the permission in their respective jurisdictions under this policy based on recommendations of the **Nodal Officers** under the geographical jurisdiction of the District Nodal Officer.
- **Charges/fee** to be levied for giving RoW permission have been fixed as follows:
    - For laying Underground Telegraph Infrastructure, every application under sub-section of (1) of Section 7 of this Policy shall be accompanied by a non-refundable fee of **Rs.1000/- per Kilometre** or part thereof exclusive of taxes.
    - For establishing Mobile Tower (Overground Telegraph Infrastructure), every application under sub-section of (1) of Section 11 of this Policy shall be accompanied by a one-time non-refundable fee **Rs.10,000/- per Tower.**
    - For establishing Overground Telegraph/Optical Fibre Cable line, every application under sub-section of (1) of Section 11 of this Policy, shall be accompanied by a one-time non-refundable fee of **Rs.1000/- per Kilometre** or part thereof exclusive of taxes.
    - In case of each Wi-Fi antenna or Micro Cell unit with utility box attached to Micro Cell installed on any public land or building including Bus, Shelters, Light Pole, Public Places or other Government premises and Cell-on-Wheels (CoW), a **one-time fee of Rs.1000/-** exclusive of taxes per installation shall be payable.
    - No fee and charges shall be recovered from the Government Departments for establishing Telecommunication System including towers/poles for their use.
    - In line with the Indian Telegraph Right of Way Rules, 2016, no track rent (one-time or annually) shall be charged by any District Nodal Officer or Appropriate Authority for grant of any permission under any existing Government orders issued by Revenue & Disaster Management, Rural Development & Panchayat Raj and Municipal Administration & Water Supply departments.
- **Application Process** and **Deemed Clearance**:
    - The District Nodal Officer shall, within a period not exceeding 60 calendar days from the date of application, grant permission (or) reject the application for specific reasons/deficiencies to be recorded in writing.
    - No application shall be rejected unless the applicant has been given an opportunity of being heard on the reasons/deficiencies for such rejection.
    - RoW permission shall be deemed to have been granted if the District Nodal Officer fails to grant permission or reject the application within 60 calendar days of the date of application.

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- In case of rejection within 60 calendar days, the applicant has to correct the deficiencies and resubmit the application at the earliest. If the resubmitted application is not approved within 30 calendar days from the date of resubmission, permission shall be deemed to have been granted. The deemed permission shall be communicated to the applicant electronically from single window immediately.
- In case of resubmission of the same application by the same applicant with desired corrections to address / mitigate the reasons/deficiencies pointed out in the first rejection, the application cannot be rejected again for any of new reasons/deficiencies that were not listed in the first rejection. No new fee/charges shall be levied in case of resubmission of application for same Underground Telegraph Infrastructure.
- The provision of deemed approval shall not be applicable for Overground Telegraph Infrastructure established prior to the coming into effect of this policy.

- **Ensuring Public Convenience/safety and Inspections:**
  - It shall be ensured that prior to the commencement of work, measures to mitigate public inconvenience and provisions for public safety are implemented in consonance with various State/Central Acts/Rules.
  - The Appropriate Authority shall have the right to inspect the site at all times without any prior notice to supervise the execution of work to ascertain if the conditions imposed in the grant of permission is being complied with by the applicant.

- **Regularisation of existing telecom infrastructure:**
  - Wherever permissions have already been granted or was deemed to be granted under erstwhile orders, the same shall hold good and no fresh permission will be required under this policy.
  - However, all the existing Telegraph Infrastructure wherein either formal permission has not been issued or deemed to be granted, shall be regularised upon the submission of application in FORM-I and/or FORM-II as annexed to this policy, along with information and documents as specified therein and after the payment of prescribed fee under this policy. Such application shall be submitted within six months of issue of this Policy, after which the said Mobile Towers/Cable or OFC (underground/overground) shall be deemed as unauthorized.

- **State Level and District Level Telecom Committees:**
  - A **State Level Telecom Committee (SLTC)** under the Chairmanship of Chief Secretary, shall be formed to resolve the issues arising due to escalation by the Telecom Infrastructure Company or referred by Dispute Resolution Officer.
  - A **District Level Telecom Committee (DLTC)** under the Chairmanship of District Collector/Commissioner of Greater Chennai Corporation, shall be formed to resolve all issues within a period of thirty calendar days of

initial receipt of reference by the DLTC. The reference may arise due to escalation by the Telecom Infrastructure Company or referred to District Level Telecom Committee by the Dispute Resolution Officer.

11. The Tamil Nadu Telecom Infrastructure Policy, 2022 has been issued with the concurrence of stakeholder departments, i.e., Energy, Environment, Climate Change & Forests, Revenue & Disaster Management, Highways & Minor Ports, Rural Development & Panchayat Raj, Housing & Urban Development, Finance, Law, Municipal Administration & Water Supply and Public Works and Water Resources Departments. The Policy document is annexed with this Order.

12. This order is issued with the concurrence of Finance Department vide its U.O.No.3117/Finance(Industries)/2022 dated 25.01.2022. This Order comes into force with effect from 25.01.2022.

(By Order of the Governor)

NEERAJ MITTAL
PRINCIPAL SECRETARY TO GOVERNMENT

To
All Departments of Secretariat, Secretariat, Chennai-600 009.
All Heads of Departments under Departments of Secretariat,
Government of Tamil Nadu.
All Districts Collectors, Government of Tamil Nadu.
The Commissionerate of Municipal Administration,
No. 78, Urban Administrative Building, Santhome High Road,
Chennai – 600 028.
The Director of Rural Development and Panchayat Raj,
Panagal Building, Chennai – 600 015.
The Commissioner, Greater Chennai Corporation,
Ripon Building, Chennai – 600 003.
The Managing Director,
Electronics Corporation of Tamil Nadu Limited (ELCOT),
692, MHU Complex, Anna Salai, Nandanam, Chennai –600 035.
The Director General,
Digital Infrastructure Providers Association (DIPA),
Building No.7, 2nd and 3rd Floor, Bhai Vir Singh Marg, New Delhi – 110 001.
The Deputy Director General (Rural), Office of the Advisor TNLSA,
Department of Telecommunications, Government of India,
III Floor, TNT Complex Building, No. 60 Ethiraj Salai, Chennai – 600 008.
The Chief General Manager, Bharat Sanchar Nigam Limited (BSNL),
No..16, Greams Road, Chennai – 600 006.
The Cellular Operators Association of India (COAI),
Sector 2, 14, Bhai Vir Singh Marg, Sector 4, Gole Market, New Delhi – 110 001.

Copy to:

The Special Personal Assistant to Hon'ble Chief Minister,
Chief Minister's Office, Secretariat, Chennai – 600 009.

The Special Personal Assistant to Hon'ble Minister for Information Technology, Secretariat, Chennai – 600 009.
The Personal Assistant to Hon'ble Minister for Environment, Climate Change, Youth Welfare and Sports Development, Secretariat, Chennai – 600 009.
The Personal Assistant to Hon'ble Minister for Finance and Human Resource Management, Secretariat, Chennai – 600 009.
The Personal Assistant to Hon'ble Minister for Electricity, Prohibition & Excise, Secretariat, Chennai – 600 009.
The Personal Assistant to Hon'ble Minister for Forests, Secretariat, Chennai – 600 009.
The Personal Assistant to Hon'ble Minister for Rural Development, Secretariat, Chennai – 600 009.
The Personal Assistant to Hon'ble Minister for Housing and Urban Development, Secretariat, Chennai – 600 009.
The Personal Assistant to Hon'ble Minister for Law, Secretariat, Chennai – 600 009.
The Personal Assistant to Hon'ble Minister for Revenue and Disaster Management, Secretariat, Chennai – 600 009.
The Personal Assistant to Hon'ble Minister for Public Works (Buildings, Highways and Minor Ports), Secretariat, Chennai – 600 009.
The Personal Assistant to Hon'ble Minister for Municipal Administration, Secretariat, Chennai – 600 009.
The Personal Assistant to Hon'ble Minister for Water Resources, Secretariat, Chennai – 600 009.
The Principal Private Secretary to Chief Secretary to Government, Secretariat, Chennai-600009.
The Private Secretary to Principal Secretary to Government, Information Technology Department, Secretariat, Chennai-600 009.
The Information Technology (OP) Department, Secretariat, Chennai-600 009.
The Content Creator/Moderator/Nodal Officer, Information Technology Department, Secretariat, Chennai-600 009.
SF/Sc

// Forwarded / By Order //

25/01/2022

Section Officer.

25/1/22

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STATE INDUSTRIES PROMOTION CORPORATION OF TAMIL NADU LIMITED
19 – A, Rukmani Lakshmipathy Road, Egmore, Chennai 600 008

OFFICE ORDER

No : 31 / 2021 **Dt. 30.03.2021**

Sub: SIPCOT Industrial Parks – Construction of A.O.Block building in new Industrial Parks – adopting typical design of AO Block at SIPCOT Industrial Complex, Gummidipoondi - Reg.

During the inspection of the Principal Secretary to Government, Industries Department to SIPCOT Industrial Park, Gummidipoondi on 09.03.2021, it has been suggested to adopt Gummidipoondi AO Block plan (About 5000 Sq.ft.) for construction of AO Block building for the forth coming new Industrial Parks viz. Tindivanam, Theni, Dharmapuri, Hosur Phase III and Manallur.

In respect of SIPCOT Industrial Park, Manallur, AO Block with plinth area of 4500 Sq.ft. (G+1) was already approved and included in the comprehensive scheme of work and the work is yet to be commenced. In order to maintain the same plinth area as that approved, the PO, Manallur has been directed to compress the dimensions of the proposed building within sanctioned estimate provisions. Accordingly, modified plan for the proposed AO Block building is under preparation.

The Project Officers, Tindivanam, Theni, Dharmapuri and Hosur are hereby directed to prepare the AO Block building plan similar to the Gummidipoondi AO Block plan with dimensions to suit the actual site conditions. A copy of the floor plan of the existing AO Block building at SIPCOT Industrial Park, Gummidipoondi is enclosed herewith for taking necessary action.

This order takes immediate effect.

Sd/-
(J. KUMARAGURUBARAN)
MANAGING DIRECTOR

SUPERINTENDING ENGINEER
31/3/2021

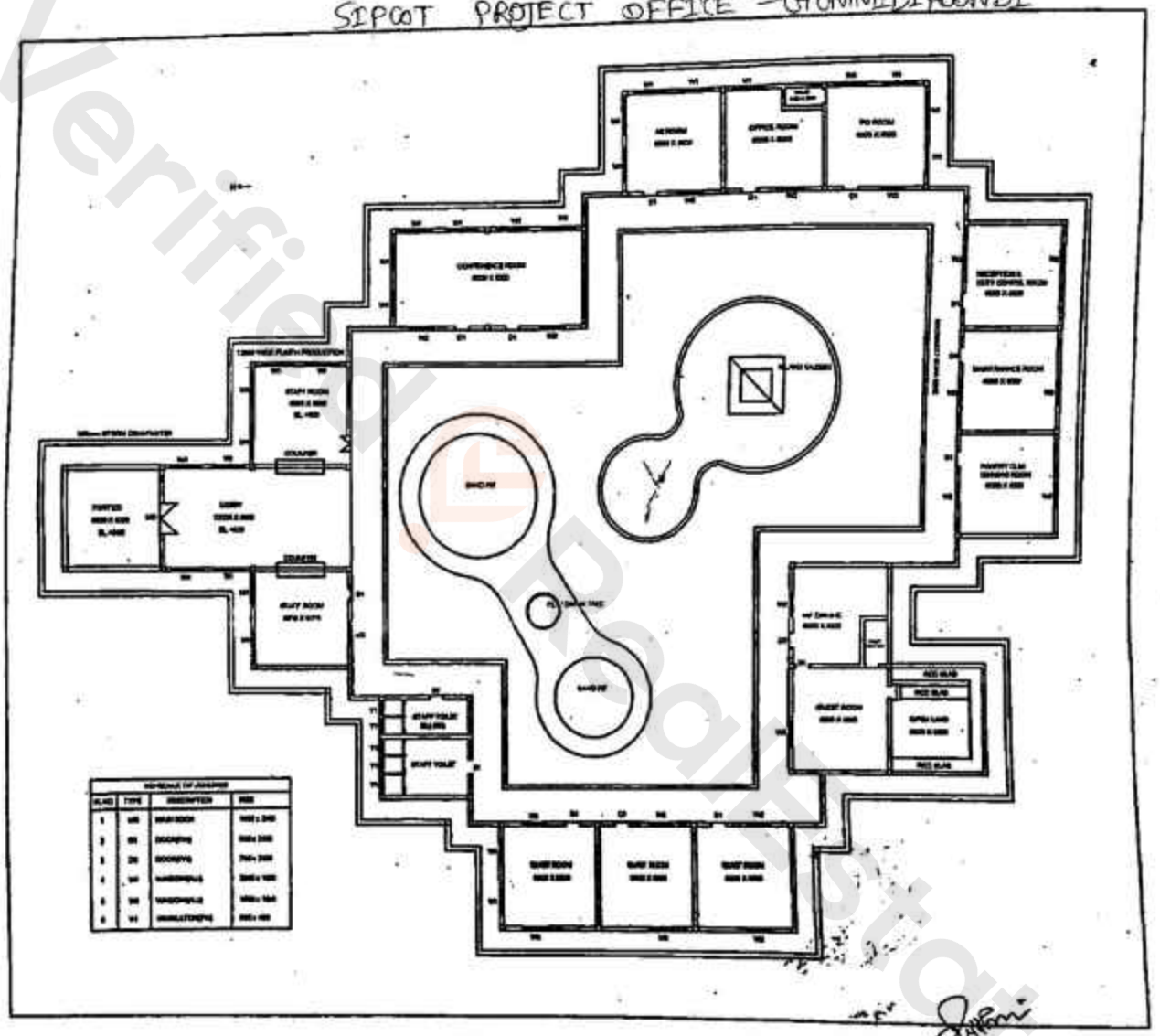
To
All Project Officers

31/3/2021

Copy to
All HoDs
Consultant Technical I & II
PA to MD
PA to ED

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SIPCOT PROJECT OFFICE - GUMMIDIPOONDI



PROJECT OFFICER
SIPCOT Gummidipoondi

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STATE INDUSTRIES PROMOTION CORPORATION OF TAMIL NADU LIMITED
19 – A, Rukmani Lakshmipathy Road, Egmore, Chennai 600 008

OFFICE ORDER

No : 51/ 2021 Dt. 29.04.2021

Sub: SIPCOT Industrial Parks - Infrastructure works completed by the Contractors in advance – Bonus to the Contractors - reg.

Ref: 1. Public Works (G2) Department G.O (MS). No.60, dt.14.03.2008.
2. Public Works Department, Buildings Organisation Memorandum No. H.D.O. (A) / 24179 /2002-1, dt.22.04.2002
3. Minutes of the 499th Board Meeting held on 20.04.2021

As per the Minutes of the 499th Board meeting held on 20.04.2021, Board of SIPCOT has approved Bonus as incentive for advance completion of works to the contractors and any work completed in advance by not less than 10% of agreement period can be considered and Bonus of 1% on the value of actual quantum of works executed at tendered rate may be paid, by adopting G.O(MS). No.60 Public Works (G2) Department, dt.14.03.2008 and the procedure laid down in PWD/Buildings Organisation Memorandum No. H.D.O(A)/24179/2002-1, dt.22.04.2002.

The Board has also resolved to extend this Bonus scheme for the future works to be awarded by SIPCOT.

Time limit for execution of works:

- For important and prestigious works costing Rs.30.00 Lakh and above, the Project Officers should prepare PERT/CPM/BAR chart using MS Project/MS Excel/ Primavera with a realistic time-frame for completion of project and this should be furnished along with the estimate without fail.
- For the buildings where the plinth area exceeds 2500 Sqm (Special type of buildings) the time limit can be fixed with the approval of Competent Authority.
- The time schedule for execution of work shall be incorporated in the Tender documents, agreements etc., in accordance with the time-frame worked out in PERT/CPM/BAR charts. And such time limits should not be exceeded.
- During the execution of works, the monthly progress of each and every work shall be critically reviewed at Head Office with reference to PERT/CPM/BAR charts.
- The time limits can be modified and updated due to unforeseen contingencies but with approval of Competent Authority.
- The Project Officers are, therefore, instructed to see that the works are taken up for execution at the earliest opportunity and completed within the time-limits indicated.

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- The Project Officers should furnish the work completion report after completion of the work compared with the PERT/CPM/BAR charts for considering Bonus to the contractors for completion of the works in advance.

Sd/-
(J. KUMARAGURUBARAN)
MANAGING DIRECTOR

To
All Project Officers,
SIPCOT Industrial Parks

Copy to
All HoDs
Consultant Technical I & II
PA to MD
PA to ED

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SUPERINTENDING ENGINEER
29.4.2021

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SIPCOT

STATE INDUSTRIES PROMOTION CORPORATION OF TAMILNADU LIMITED.

No.19A, Rukumani Lakshmipathy Road, Egmore, Chennai-8.

Circular No.56/2023 **Date:16.12.2023**

CIRCULAR

Sub: SIPCOT - Dr.Kalaingar Centenary Celebration – Planting one lakh trees in SIPCOT Industrial Park on 19.12.2023 – Conducting the function at District level – Reg.

Ref: D.O.Lr.No.CD/GC/Dr.Kalaingar Centenary/2023-24 dt.16.12.2023.

*****

As a green initiative to protect environment it is proposed to plant one lakh trees on the occasion of Centenary Celebration of Dr.Kalaingar on 19.12.2023 at 9.30am in the 19 Industrial Parks Hon'ble Ministers, MP, MLA, Local body reform, District Collector, District Forest Officer and dignitaries along with public will participate in the function. The Project Officer have been already instructed to keep the site ready for plantation.

Now, for effective implementation and coordination, the following officers are appointed as monitoring officer and the shall present in their representative parks on the occasion.

Sl. No.	Name of the District	Name of the Park	Name of the Officer
1	Tirunelveli	Gangaikondan	Thiru.Dr.K.Senthil Raj, MD Thiru.S.Devairakkam, SE Thiru. R.Thangaprakasam, CT-III
2	Tuticorin	Tuticorin	
3	Kancheepuram	Irungattukottai	Thiru.P.Akash, IAS , ED Thiru.A.R.Chandramohan,GM (P-I)
4		PILLAIPAKKAM	K.Gnanavadivu, EE
5		Vallam vadagal	Thiru. K.Karthikeyan, DRO-II
6		Sriperumpudur	Thiru.M.S.Heroon Rasheed, AGM L
7		Oragadam	Tmt.K.Selvarani, DGM (P-I)
8	Chengalpattu	Siruseri	-
9	Tiruvannamalai	Cheyyar	Thiru.C.Subramanian , EE
10	Krsihnagiri	Bargur	Thiru.K.Arun Kumar, AGM (P-II)
11		Hosur	Tmt.Kasi Chelvi , DRO-I

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Sl. No.	Name of the District	Name of the Park	Name of the Officer
12	Tiruvallur	Gummidipoondi	Thiru A. Abdul Rasheed, CT-I
13		Thervoykandigai	Thiru.SP.Meyyappan, CONS (O) Tmt.H.Prabhavathy, GM (P-II)
14	Ranipet	Ranipet	-
15	Cuddalore	Cuddalore	Tmt.G.Sheila, GM (P-III)
16	Erode	Perundurai	Tmt.S.Latha EE Thiru.M.A.K.Rabbani, Consultant
17	Sivagangai	MANAMADURAI	Thiru.A.Balu , AGM (P-III)
18	Dindigul	Nilakottai	-
19	Pudukottai	Pudukottai	-

Yours faithfully,

Sd/-
K.Senthil Raj
Managing Director

//Forward by Order//

Consultant Technical-III
16/12/23

To

All GMs
DRO-I
DRO-II
SE
All HoDs
All EEs
PA to MD
PA to ED

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State Industries Promotion Corporation of Tamil Nadu Limited
(A Government of Tamil Nadu Undertaking)
CIN : U74999TN1971SGC005967
Regd. Office : 19-A, Rukmani Lakshmipathy Road, Post Box No.7223, Egmore, Chennai - 600 008.
Phone : 45261777, Fax : 45261796 Website : www.sipcot.tn.gov.in

SHIFTING OF HT LINE

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STATE INDUSTRIES PROMOTION CORPORATION OF TAMILNADU LTD.
19-A, RUKMANI LAKSHMIPATHY ROAD, EGMORE, CHENNAI – 600 008.

O.O.No.43 /2021 **DATE: 23 .04.2021**

OFFICE ORDER

Sub : SIPCOT – Standard Instructions to Project Officers for laying / shifting of power lines within SIPCOT Industrial Parks – Orders issued – reg.

******

The location of the power lines and their orientation is one of the crucial aspect for the fruitful utilization of the plots by the Allottees. In the existing SIPCOT Industrial Parks, it has been observed that in few instances the power lines were observed to be passing through the allottable areas of the park, causing a major hindrance for the utilization of those allottable areas by other Allottees.

Also, in case of shifting of the existing lines that are already present in the allottable area, it was noticed that in some cases, the orientation of the shifted lines were not along the approved utility corridor/OSR areas of the industrial park, causing hindrance to other allottees.

In this regard, the following instructions are issued to the Project Officers with respect to laying of new power lines / shifting of the existing power lines in the SIPCOT Industrial Parks for hindrance free utilization of the plots by the Allottees.

1. In case TANGEDCO lay new Power lines /shifts the existing Power lines within SIPCOT Industrial Park, the Project Officer has to ensure that the power line(s)shall pass **only** through/along the utility corridor and/or OSR areas of the SIPCOT Industrial Park without crossing the allottable plots and also TANGEDCO have to lay the power lines after obtaining necessary prior permission from SIPCOT.

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2. In case the existing power line(s) passes through the allotted/allottable plots, causing hindrance to the allottees/ future allottees, the Project Officer shall take following action for shifting of the same:

   a) Inspect the site immediately and address TANGEDCO for preparing estimates towards shifting of the line.

   b) Send proposal to Civil Department, Head Office with the estimate received from TANGEDCO along with his/her specific recommendation.

   c) Obtain necessary approval from Head Office and make the payment to TANGEDCO.

   d) Follow up with TANGEDCO and ensure shifting of power lines within 3 months from the date of making payment to TANGEDCO.

Sd/-
(J. KUMARAGURUBARAN)
MANAGING DIRECTOR

To
All General Managers
All HODs
All Project Officers

Copy to :
PA to MD
PA to ED

//Forwarded by Order//

K. Selvarane
23/04/2021
Deputy General Manager(P-IV)

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STATE INDUSTRIES PROMOTION CORPORATION OF TAMILNADU LIMITED

19-A, RUKMANI LAKSHMIPATHY ROAD, EGMORE, CHENNAI – 600 008.

CIRCULAR

No :26/2021 **Dt. 11.03.2021.**

Sub: SIPCOT - Solid wastages, Avenue plantations and Green belt, water supply, Street lights and Roads for scientifically maintenance in the Industrial Complexes / Parks / Growth Centres – Engaging Additional man power of Mazdoor – I class - Order issued – Reg.

Ref: 1. Circular No.31/2020, dt.22.05.2020.

2. Circular No.79/2020, dt.05.10.2020.

*****

Approval has been given for 4 nos of Mazdoor – I class for road cleaning works irrespective of road length for all 19 SIPCOT Industrial Complexes / Parks / Growth centres vide reference 1st cited. Further, approval has been given for engaging Mazdoor – I class based on the proportionate road length available in each Industrial Complexes/Parks/Growth Centres vide reference 2nd cited as given below,

Sl.No.	Name of Industrial Complexes / Parks / Growth Centres	Road length (in km)	Mazdoor – I Class (Nos)
1.	Bargur	19.40	6 Nos.
2.	Cheyyar	12.00	6 Nos.
3.	Cuddalore	8.00	4 Nos.
4.	Gangaikondan	23.00	8 Nos.
5.	Gummidipoondi	23.28	8 Nos.
6.	Hosur	20.30	8 Nos.
7.	Irungattukottai	21.00	8 Nos.
8.	Manamadurai	8.40	4 Nos.
9.	Nilakottai	10.50	6 Nos.
10.	Oragadam	16.00	6 Nos.
11.	Perundurai	43.00	10 Nos.
12.	Pillaipakkam	4.50	4 Nos.
13.	Pudukkottai	9.50	4 Nos.
14.	Ranipet	20.50	8 Nos.
15.	Siruseri	12.60	6 Nos.
16.	Sriperumbudur	17.00	6 Nos.
17.	Thervoykandigai	6.00	4 Nos.
18.	Thoothukudi	10.00	6 Nos.
19.	Vallam Vadagal	20.00	8 Nos.

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During the VC meetings, the Project Officers have requested that the No. of Mazdoor – I class engaged are not sufficient for cleaning of roads and drains and requested to increase the No. of Mazdoor – I class based on the proportionate road length available in each Industrial Complexes/Parks/Growth Centres as follows,

Sl. No.	Road length	Mazdoor – I class (Existing)	Mazdoor – I class (Revised)
1.	Below 10 km	4 Nos.	6 Nos.
2.	Between 10 km to 20 km	6 Nos.	9 Nos.
3.	Between 20 km to 30 km	8 Nos.	12 Nos.
4.	Above 30 km	10 Nos.	15 Nos.

Hence, the number of Mazdoor – I class ~~as per~~ mentioned in Circular No. 79/2020, dt.05.10.2020 is now revised based on the road length and as requested by the Project Officers, ~~for the following SIPCOT Industrial Complexes / Parks / Growth centres with effect from ... 03.2021 onwards for effective maintenance of roads and drains~~.

Sl.No.	Name of Industrial Complexes / Parks / Growth Centres	Road length (in km)	Mazdoor – I Class (Nos)
1.	Bargur	19.40	9 Nos.
2.	Cheyyar	12.00	9 Nos.
3.	Cuddalore	8.00	6 Nos.
4.	Gangaikondan	23.00	12 Nos.
5.	Gummidipoondi	23.28	12 Nos.
6.	Hosur	20.30	12 Nos.
7.	Irungattukottai	21.00	12 Nos.
8.	Manamadurai	8.40	6 Nos.
9.	Nilakottai	10.50	9 Nos.
10.	Oragadam	16.00	9 Nos.
11.	Perundurai	43.00	15 Nos.
12.	Pillaipakkam	4.50	6 Nos.
13.	Pudukkottai	9.50	6 Nos.
14.	Ranipet	20.50	12 Nos.
15.	Siruseri	12.60	9 Nos.
16.	Sriperumbudur	17.00	9 Nos.

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17.	Thervoykandigai	6.00	6 Nos.
18.	Thoothukudi	10.00	9 Nos.
19.	Vallam Vadagal	20.00	12 Nos.

The Project Officers are requested to send the details of the additional man power proposed to be engaged to the HRD, Head Office directly.

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8/3/2021
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10.03.21
ED

11/3/2021.
MD

To
All the Project Officers,
SIPCOT Industrial Complexes / Parks / Growth centres,

Copy to
All HODs
Civil Dept.
Consultant Technical - I
Consultant Technical - II
PA to MD
PA to ED

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SIPCOT

STATE INDUSTRIES PROMOTION CORPORATION OF TAMILNADU LIMITED

19-A, RUKMANI LAKSHMIPATHY ROAD, EGMORE, CHENNAI – 600 008

No.56/2021 **Dated:07.05.2021**

CIRCULAR

Sub: SIPCOT Industrial Parks – Providing blinkers, studs, reflectors etc. at junction points – for road safety – To be provided - reg.

Road safety pertains to the measures taken to reduce the risk of road traffic injuries and deaths. It is essential that countries implement measures to make roads safer not only for car occupants, but also for vulnerable road users such as pedastrians, cyclists and motor cyclists.

Therefore in order to reduce the possibility of accidents and to ensure more road safety, it is very much essential to provide proper road signs such as warning lights, studs, reflectors, road markings, hazard markers, delineators etc. in the SIPCOT Industrial Parks.

The Project Officers are hereby instructed to install sufficient blinkers at junction points wherever necessary and other points wherein vehicles to be slowed down or to be cautioned especially at bends, curves etc.

Also the Project Officers should make necessary arrangements for periodical painting of speed breakers and centre median and side kerb walls with black and white (Reflective paint) bands using good quality of paint and also road studs and reflectors of high quality to be fixed then and there. Zebra crossings should be provided with good quality of paint wherever large number of employees are crossing the roads. The ease of speed breakers should be with radius as per IRC standards (IRC 99/1988).

The Project Officers are also instructed to provide street boards, direction boards, road sign boards like way to truck parking etc. as per IRC standards. The format for providing total requirement, so far provided, balance to be provided, probable date of completion in respect of road studs, reflectors, delineators, painting speed breakers and side kerb walls are enclosed as Annexure I to V and the same may be furnished by the Project Officers to Head Office on Friday of every week.

State Industries Promotion Corporation of Tamil Nadu Limited
(A Government of Tamil Nadu Undertaking)
CIN : U74999TN1971SGC005967
Regd. Office : 19-A, Rukmani Lakshmipathy Road, Post Box No.7223, Egmore, Chennai - 600 008.
Phone : 45261777, Fax : 45261796 Website : www.sipcot.tn.gov.in

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SIPCOT

The Project Officers should submit the action plan with details of works to be taken up, time line proposed for completion, time line adhered etc.

Sd/-
J.KUMARAGURUBARAN I.A.S
MANAGING DIRECTOR

SUPERINTENDING ENGINEER

To
All the Project Officers
SIPCOT Industrial Parks

Copy to
All HoDs
Civil Dept.
Consultant Technical – I & II
PA to MD
PA to ED

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ANNEXURE - I

Name of the Industrial Park:					
Sl.No	Description	Total nos Required	Nos Provided	Balance to be provided	Probable date of completion
1	Road Studs				
2	Reflectors				
3	Delinators				
4	Road signboards				
5	Painting of speed breakers and side kerb walls (Length)				

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STATE INDUSTRIES PROMOTION CORPORATION OF TAMIL NADU LIMITED
19 – A, Rukmani Lakshmipathy Road, Egmore, Chennai 600 008

CIRCULAR

No : 57/ 2021 Dt.17.05.2021

Sub: SIPCOT Industrial Parks - Clearing of Bushes in OSR area, Sick unit, unutilised plots, surrendered plots and Common area etc., – reg.

In order to maintain clean environment in SIPCOT Industrial Parks Solid waste Management team has been engaged to clean the bushes and wastes in the Road and side drain of the Parks.

Further, in Industrial Parks it is seen that there is growth of bushes and heavy jungles in the OSR areas (without avenue plantations), Sick units, unutilized plots, surrendered plots and in Common area. These affect the ambience of the Parks and also lead to some illegal activities. SIPCOT has received several requests from the Industries and Associations that the bushes in the OSR area and in sick units should be cleaned and should be maintained regularly so that the whole ambience of the Park will change substantially.

In this connection, all the Project Officers are instructed to take special care to remove all bushes and jungle in all the OSR areas ,vacant plots, unutilised plots, surrendered plots etc. immediately.

The Project Officers are directed to carry out the above works within the Project Officers powers and the same should be reported to the Head office with photos. If any area to be cleaned requires more expenditure beyond the powers of Project Officer, estimate has to be prepared and submitted to HO for approval.

The Project Officers are also directed to give necessary instruction to the allottees of the allotted plots which is under construction, yet to start construction and under operation that they should keep their premises neat and clean and they have to keep clean the road frontage, all the four sides of their plot and adjacent area of the plots.

This order comes into immediate effect.

Sd/--
MANAGING DIRECTOR

To
All Project Officers,
SIPCOT Industrial Parks
Copy to:
All HoDs
Consultant Technical I & II
PA to MD
PA to ED

/Forward by Order/
SUPERINTENDING ENGINEER
17/5/2021

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STATE INDUSTRIES PROMOTION CORPORATION OF TAMIL NADU LIMITED
19 – A, Rukmani Lakshmipathy Road, Egmore, Chennai 600 008

CIRCULAR

No : 31/2022 Dt.12.05.2022

Sub: SIPCOT Industrial Parks - Civil works – Civil works to be completed in the prescribed time frame - Instructions to the Project Officers - reg.

Ref: Office Order No.51/ 2021,Dt. 29.04.2021

As per the resolutions of the Board of SIPCOT, in the reference cited, orders have been issued approving Bonus as incentive for advance completion of works to the contractors and any work completed in advance by not less than 10% of agreement period can be considered and Bonus of 1% on the value of actual quantum of works executed at tendered rate may be paid, by adopting G.O(MS). No.60 Public Works (G2) Department, dt.14.03.2008 and the procedure laid down in PWD/Buildings Organisation Memorandum No. H.D.O(A)/24179/2002-1, dt.22.04.2002. This Bonus scheme has been extended for the future works to be awarded by SIPCOT.

Further, necessary instructions have been issued in the office order cited, for time limit for execution of works. During execution of works, the following issues are arising and the work could not be completed within the prescribed timeline. Hence extension of time is arising due to unnecessary issues, not related to the contractor.

- Due to delay in shifting of utilities in the proposed construction of road, drain, culvert etc.
- Due to delay in obtaining NOC from NHAI and other Dept., Environmental clearance etc. if required from the competent authority.
- During execution, it is observed that deviation of quantities are arising over the agreement quantities without prior approval from the competent authority.

To avoid the above issues and also to complete the civil works in the prescribed timeline the Project Officers/AEEs/AEs are instructed to adhere the following instructions.

1. The Project Officers/AEEs/AEs should take appropriate action towards shifting of utilities in the proposed Road/Drain/Culvert.etc locations during the preparation of estimate itself.
2. The Project Officers/AEEs/AEs are directed to prepare the estimate based on the actual requirement at site. If any deviation occurred, necessary prior approval has to be obtained from the competent authority before execution of work.
3. Estimate has to be prepared as per latest IRC code/IS code/PWD buildings code etc,. The relevant documents also have to be furnished along with estimate.
4. While handing over the site to the contractor, Project Officers/AEEs/AEs should ensure that, there is no encumbrance in the working area.

5. The Project Officers should also ensure that insurance has to be taken by the contractor for the contract value and the coverage should be for the contract period from the site handing over date, including the EOT period if any granted for the work.
6. Before handing over of the site to the contractor, necessary approval for NOC from NHAI and other Dept., Environmental clearance etc. if required, has to be obtained from the competent authority.
7. As per work order condition. the contractor should take over the site and commence the work within the prescribed time, from the date of receipt of work order.
8. The Project Officers/AEEs/AEs are instructed to adhere the instruction for time limit for execution of works as mentioned in the Office order 51/2021,dt.29.04.2021.
9. The Project Officers/AEEs/AEs should ensure that, the site has to be handed over to the contractor at the earliest time after receipt of work order.
10. The Project Officers/AEEs/AEs should direct the contractor to get all the mandatory mix design / Job Mix Formula etc from the competent authorit well before the commencement of particular item of work.
11. Recording of measurement and check measurement has to be carried out then and there without any overwriting.
12. During inspection of Officials, as per instruction of them, the Project Officers/AEEs/AEs should direct the contractor to carry out the observations within the stipulated project time.
13. No EOT will be entertained on account of delay on the above. If so, concerned officers have to send the proposal along with proper justification for the delay in completion of work.
14. The Project Officers/AEEs/AEs are responsible for completing the project/civil works in the prescribed timeline and they have to ensure that all the civil works are completed in the prescribed timeline without any time over run and cost overrun.
15. The Project Officers/AEEs/AEs should ensure that the contractor has to produce documentary proof for minimum wages Act, PF, ESI etc., without violation of labour laws in connection with the labour employed for the execution of works.
16. The PO's are instructed to submit the security bills before 10th of every month without delay.

Sd/-
MANAGING DIRECTOR

To
All General Managers
All HODs
All POs
IT & MIS Dept. – To upload the above Circular in the SIPCOT portal

Copy to
PA to MD
PA to ED

// Forwarded By Order//

SUPERINTENDING ENGINEER
12/5/22

STATE INDUSTRIES PROMOTION CORPORATION OF TAMILNADU LIMITED
19 - A, Rukmani Lakshmipathy Road, Egmore, Chennai 600 008.

CIRCULAR

No. 35/ 2022 **Date: 15.06.2022**

Sub: Establishment of Industrial Housing Facility (Dormitory) for employees of M/s. FOXCONN Hon Hai Technology India Mega Development Pvt. Ltd. at SIPCOT Industrial Park, Vallam Vadagal, Sriperumbudur Taluk in Kancheepuram District (Group 1 to 6) – Reg.

Ref: 1. G.O.Ms.No. 276, Industries (MIG.1) Department, dt: 30.12.2020.

2. T.O. Work Order Lr.No. CW/DO/T.No.118/2020-21, (Group 1 to 6), dt: 22.02.2021.

****

SIPCOT has taken up construction of Dormitory for FOXCONN at Vallam Vadagal for 18720 persons (G+10 floors, 13 blocks) in 20.00 Acres as per the work order issued in the reference 2nd cited.

Instruction issued for proper monitoring of the project:

1. Now the project is under progress and being it is a major project all the required material like cements, steel, water etc, should be tested as per the norms from the reputed agencies and it should be documented properly.
2. A model room should be prepared in a full pledged manner and kept ready for showing to the users.
3. The PMC now selected should be watched as per the agreement conditions and a fortnight reports should be periodically documented and submitted to Head Office also.
4. A periodical meeting should be convened by the SIPCOT Civil Team and FOXCONN representatives for monitoring the progress and quality of work.
5. An effective action should be taken for completing the project as per Target period.

-Sd/-
(T. Anand)
Managing Director

To
The Project Officer, Sriperumbudur.

Copy to
General Manager (P-II)
Consultant (O)
Civil Dept.
Consultant Technical-II
PA to MD
PA to ED

//Forwarded by Order//

Superintending Engineer

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STATE INDUSTRIES PROMOTION CORPORATION OF TAMILNADU LIMITED
19 - A, Rukmani Lakshmipathy Road, Egmore, Chennai 600 008.

CIRCULAR

No. 49/2022 **Date: 12.08.2022**

Sub: Establishment of Industrial Housing Facility (Dormitory) for employees of M/s. FOXCONN Hon Hai Technology India Mega Development Pvt. Ltd. at SIPCOT Industrial Park, Vallam Vadagal, Sriperumbudur Taluk in Kancheepuram District (Group 1 to 6) – Roles and Responsibilities of the Project Officer, Sriperumbudur (In-charge of Dormitory/FOXCONN) – Reg.

Ref: 1. G.O.Ms.No. 276, Industries (MIG.1) Department, dt: 30.12.2020.
2. T.O. Work Order Lr.No. CW/DO/T.No.118/2020-21, (Group 1 to 6), dt: 22.02.2021.
3. Agreement No.126/SE/2020-21 to 131/SE/2020-21 (Group 1 to 6).
4. O.O.No. 05/2017, dt: 17.05.2017

****

SIPCOT has taken up construction of Dormitory for FOXCONN at SIPCOT Industrial Park, Vallam Vadagal for 18720 persons (G+10 floors, 13 blocks) in 20.00 Acres as per the work order issued in the reference 2nd cited.

The Project Monitoring Consultancy work was awarded to M/s. CS & Associates Pvt. Ltd., Salem for a value of Rs. 6,45,11,918/- (including 18% GST) on 01.06.2022. They have taken over the PMC work from 01.07.2022.

As per the scope of the PMC work, since recording of measurements in M Book, preparation of bills, Bill checking and certification for payment to contractors has to be done by M/s. CS & Associates Pvt Ltd., Consultant, in order to cope up with the progress of work, Roles and responsibilities has been assigned to the Project Officer, Sriperumbudur (In-charge of Dormitory/FOXCONN) exclusively for this work, in partial modification to the Office Order 4th cited.

1. The overall monitoring of Project Monitoring Consultancy (PMC) should be done by the Project Officer
2. The quality plan should be done by the PMC for all the required material like cements, steel, water etc, should be tested as per the norms from the reputed agencies and it should be documented properly.
3. The Model Quality Control format is enclosed herewith.

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4. The random check measurement for hidden items should be done for 5% of the value of the work done.
5. The check measurement for the Open items should be done for 30% of the value of the work done.
6. Each RA bill should be countersigned by the Project Officer and also to certify their conformity with approved design and estimate and free from noticeable defects. Certificate to be furnished by the Project Officer.
7. The Project Officer should verify 30% of the Quality Control Tests done by the Project Monitoring Consultancy (PMC).

-Sd/-
(E. Sundaravalli)
Managing Director

To
The Project Officer, Sriperumbudur.

Copy to
General Manager (P-II)
Consultant (O)
Civil Dept.
Consultant Technical-II
PA to MD
PA to ED

//Forwarded by Order//

Superintending Engineer

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STATE INDUSTRIES PROMOTION CORPORATION OF TAMIL NADU LIMITED
19 - A, Rukmani Lakshmipathy Road, Egmore, Chennai 600 008

CIRCULAR

No : 65/2022 Dt. 31.10.2022

Sub: Upkeeping of common areas and municipal solid waste management in SIPCOT Industrial Parks for a period of 3 years -Agreement entered with agencies -Guidelines to the Project Officers, SIPCOT Industrial Parks - reg.

Ref: 1. Work Order.No. CW/DO/T. No.45/WO-60% & 40%/2022-23, Dt:05.05.2022
2. Agreement No.10/SE/2022-2023 - M/s. Ourland Engineering Works, Chennai & Agreement No.11/SE/2022-2023- M/s. Sumeet Facilites Pvt. Ltd. Pune

---

SIPCOT has earmarked land of about 5 to 10 acres in all its 19 Industrial Parks for setting up Solid Waste Disposal Centres with sheds to cater to the solid waste segregation and processing activities. However, this collection is limited to the waste generated only in the common areas of the Industrial Park and does not include the waste generated by the Allottees.

In order to have control over the waste generated and disposed by the industrial units in SIPCOT Industrial Parks and also to facilitate the industrial units to dispose their MSW in a scientific manner, SIPCOT has envisaged to appoint an agency for undertaking comprehensive MSW management of common areas of the Industrial Park along with the MSW from industrial units. This shall encourage allottees to cooperate with SIPCOT for a seamless waste management system and prevents the unauthorized dumping of solid waste within the park premises.

The Board of SIPCOT in its 498th meeting held on 16.03.2021 has resolved to accord administrative sanction for the work of "Selection of agency for upkeeping of common areas and municipal solid waste management in SIPCOT Industrial Parks for a period of 3 years" at an approximate estimated cost of Rs.27.00 Crores (Rs. 9.00 Crores per annum approximately).

Further the tender proposal has been submitted to the Board of SIPCOT in its 504th meeting held on 30.03.2022. The Board of SIPCOT has accepted the tender proposal for Solid Waste Management in 19 SIPCOT Industrial Parks for a value of Rs.28,27,80,047.67 and accepted the recommendation of Tender Committee for awarding the work of "Selection of agency for upkeeping of common areas and municipal solid waste management in SIPCOT Industrial Parks for a period of 3 years" to the L1 tenderer M/s. Ourland Engineering Works Pvt Ltd, Chennai at 60% of the contract (Rs. 17,02,83,075.84) for 11 Industrial Parks and to the L2 tenderer M/s.Sumeet Facilities Limited, Pune at 40% of the contract (Rs. 11,24,96,971.83) for 8 Industrial Parks. Agreements also entered with the above agencies vide reference 2nd cited. Parks allotted to the agencies are as follows:

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Agency	Park
M/s. Ourland Engineering Works Pvt Ltd., 70/1, 1st Floor, Anjugam Nagar, 3rd Street. Jafferkhanpet, Chennai - 600 083.	1.Manamadurai, 2.Nilakottai, 3.Pudukottai, 4.Thervoy Kandigai, 5.Tuticorin, 6.Bargur, 7.Gangaikondan, 8. Hosur, 9. Sriperumpudur, 10.Cuddalore, 11.Gummidipoondi
M/s.Sumeet Facilities Limited., Summit House, 1st Floor Plot No.64/21,D-II Block, M.I.D.C, Chinchwad, Pune-411 019.	1.Irungattukottai, 2.Cheyyar,3.Oragadam, 4.Ranipet, 5.Vallam Vadagal, 6.Siruseri, 7.Perundurai, 8.Pillaipakkam

DETAILS OF WORKS COVERED:

The Major works covered in this Solid Waste Management are

1. Up keeping and Maintenance of Roads and OSR areas within the Industrial Parks
2. Collection, segregation, storage and scientific disposal of municipal solid waste generated from the Industrial units

Scope of work mentioned in the Agreement for the agencies:

1. Up keeping & Maintenance

a) Day to day up keeping and maintenance of roads and OSR areas within the Industrial parks.

b) Clearing of garbage, jungles and bushes (non permissible/invasive species) all along the road, drains, OSR, etc.

c) SIPCOT will mandate individual units to have their own storage bins (both dry and wet waste) as per the requirements of the agency. However, the agency should place bins for collecting dry waste at every 300m interval all along the roads (on one side of road).

d) Required implements/tools/equipment/vehicles for each Industrial Park/Special Economic Zone may have to be arranged by the agency. The bins should be washed regularly in hygienic manner and placed back at the respective locations. This includes transportation and placing back at the respective receiving locations.

e) Door to door collection of waste from each industrial unit, transportation from the collection points to the processing area, maintaining of proper hygiene and also ensure odour control measures at the segregation space/ Compost Plant.

f) The ground at the place where the vehicles stop for loading should be cleaned and disinfected with an approved disinfectant

2. Municipal Solid Waste Management

a) Design, build, Operate and Maintain Municipal Solid Waste Processing facility using any approved technology and process the wastes as per SWM Rules 2016 and CPHEEO 2016 MSWMM.

b) Installation of the required organic waste convertor machineries, equipment, vehicles (such as tipper trucks, compactors etc.)

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c) All Capital and Operational cost to setup additional segregation shed/ Compost Plant/Placement of secondary dustbins should be borne by agency.

d) SIPCOT would provide electricity and water for which the charges should be borne by the agency. Electricity and water charges shall be paid based on the consumption of every month and the water charges will be claimed based on their present water charges fixed to SIPCOT Industrial park.

e) Sorting of recyclable material should be done at the segregation site only. Non-recyclable wastes should be disposed at Government approved dumping yards without any delay.

f) The agency should weigh the waste collected from each unit with authorized signature from the respective units and common area collection from SIPCOT authority.

g) The weighing should be calibrated as per the rules in place.

h) The agency should upload the details of the waste collected weekly once at the SIPCOT Portal.

i) The agency should dispose off all recyclables without causing any harm to the environment or inconvenience to the public.

j) The agency should ensure to take all regulatory approvals before commencement of plant construction.

Apart from the above contractor's scope, the Project Officers have to make necessary arrangements, guidelines and should encourage the allottees to cooperate with agency/SIPCOT for a seamless waste management system and prevent the unauthorized dumping of solid waste within the Park premises. In this regard, the Project Officers have to follow the following Duties and Responsibilities.

Duties and Responsibilities of Project Officers in respect of Upkeeping of common areas and municipal solid waste management in SIPCOT Industrial Parks:

a) The Project Officers has to take necessary action and should give necessary instruction to the allottees of the respective Industrial parks to cooperate with the SWM agency for collection of Waste from their respective units.

b) The PO's should ensure that whether the allottees of their Parks have engaged any other agency to collect solid waste for their respective units. If any other agency were engaged, the PO's should give necessary instruction to stop the existing agency.

c) The agency should weigh the waste collected from each unit with authorized signature from the respective units in the record book. The PO's should verify the record book time to time.

d) The agency should upload the details of the waste collected weekly once at the SIPCOT Portal (SWM app developed by the agency will be merged with SIPCOT Portal). The PO's should ensure that the details of the waste

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collected from the respective units are entered in the portal as per the record book maintained.

e) The payment for Municipal Solid Waste Management (Part - A) will be paid based on actual waste collected in a month as per the data submitted through the App deployed for the monitoring. The payment will be released for the previous month on or before seventh day of subsequent month from the generation of bill in the system.

f) As per agreement clause 9(a) page no.4 Details of agreed rate, it has been specified as follows,

Over all amount for Part-A (Charges for Solid Waste Management) calculated based on the approximate quantity mentioned in the tender document for the above 11 Industrial parks. Payment will be made based on the actual quantity collected for each Industrial Parks at the rate of Rs.2,242/- (Inclusive of GST @ 18%).

g) As per agreement Rate for **Part: A –** (Collection, segregation, storage and scientific disposal of municipal solid waste) fixed as Rs.2,242 /ton (inclusive of GST) for both agencies. The payment for part – A is based on actual waste collected per month (kgs to be converted to tonne) from all the Industrial Units of the Parks. (Example : If Overall waste collected from one unit of Industrial Park for August month (as per Portal Data) is 20 Tonnes and the rate fixed for Part A is Rs.2242 per tonne (inclusive of GST), then the amount to be paid to agency is Rs.44,840.00 (i.e Rs.20 Tonne x Rs. 2242 per tonne = Rs.44,840/- for August month).This amount has to be collected by SIPCOT from this respective unit ((i.e) at the rate of Rs.2242 per tonne of wastage).

h) Based on the tonnage of waste collected from each unit, and rate per tonne will be calculated for collecting the same from the respective unit.

i) The Project officers should fix the minimum target for upkeeping and maintenance (Part- B) of roads and OSR areas within the Industrial parks and the cleaning should be done on the entire road width (RoW), side berms on both sides and storm water drains (i.e) end to end of the roads. The Project officers should ensure that the debris cleared to be disposed by the Solid Waste Management Team.

j) The Project officers should ensure that the roads are free from any dust / debris on top of it (end to end).

k) As per agreement scope, the Photos of the cleaned roads should be uploaded in SIPCOT online web portal.

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l) Payment for upkeeping and maintenance (Part- B) will be paid on completion of every month on pro rata basis of the annual service charges for that particular year.

m) In the agreement Annual Service Charges for up keeping and maintenance (Part: B) fixed for each Industrial park and for each agency separately. The payment for upkeeping and maintenance has to be calculated on per month basis.

n) Monthly bill has to be prepared for Part A & Part B against the actual work done. Payment for Part-B should not be made to the agencies for the non working days except Sundays and major Govt. holidays.

o) In the M.Book Part-A should be recorded based on the actual waste collected from the respective units (as per Datasheet) in the Industrial Park for the month and for Part -B the monthly charges for upkeeping and maintenance to be entered. If there any penalty against the contractor as per agreement condition, the Project officers should recovered in the monthly bill.

p) The total amount incurred for annual service charges for upkeeping and maintenance (Part-B) will be collected by way of maintenance charges.

Sd/-
MANAGING DIRECTOR

To
All General Managers
DROs
All Consultants
All POs
All HODs - Requested to circulate among the employees working under their control
IT & MIS Dept. - To upload the above Circular in the SIPCOT portal

Copy to
PA to MD
PA to ED

// Forwarded By Order//

SUPERINTENDING ENGINEER i/c

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STATE INDUSTRIES PROMOTION CORPORATION OF TAMILNADU LIMITED
19-A, RUKMANI LAKSHMIPATHY ROAD, EGMORE, CHENNAI - 600 008

Dated: 08.10.2024

Circular No: 03/2024

CIRCULAR

Sub: SIPCOT – Sub-Committee for Monitoring the handing over of Industrial Housing facility (Dormitory) for employees of M/s.Foxconn Hon Hai Technology India Mega Development Private Limited at SIPCOT Industrial Park, Vallam Vadagal, Sriperumbudur Taluk, Kancheepuram District - Reg.

****

Sub-Committee for Monitoring the handing over of Industrial Housing facility (Dormitory) for employees of M/s.Foxconn Hon Hai Technology India Mega Development Private Limited at SIPCOT Industrial Park, Vallam Vadagal, Sriperumbudur Taluk, Kancheepuram District is constituted as follows;

SL.NO	Name of Person	Designation	Post
1.	Thiru. T.Sai Logesh,	Manager	Head of Sub-Committee
2.	Thiru. E.Saravananithin,	Assistant Engineer	Sub Head
3.	Thiru. S.Guna sekar,	Site Engineer	Member
4.	Thiru. P.Praveen,	Site Engineer	Member
5.	Thiru. V.M.Kishore,	Site Engineer	Member

The Sub-Committee headed by Thiru.T.Sai Logesh, Manager shall monitor and hand over the "Establishment of Industrial Housing facility (Dormitory – 13 Blocks) for employees of M/s.Foxconn Hon Hai Technology India Mega Development Private Limited at SIPCOT Industrial Park, Vallam Vadagal, Sriperumbudur Taluk, Kancheepuram District to M/s.Foxconn Hon Hai Technology. This special work is assigned to all the committee members in addition to their normal duty.

Thiru.T.Sai Logesh, Manager is instructed to report the status of handing over process directly to the Executive Director and Managing Director, Sipcot daily till completion of handing over of buildings (13 Blocks) to M/s.Foxconn Hon Hai Technology.

Sd/-
MANAGING DIRECTOR

SUPERINTENDING ENGINEER
9/10/24

To:
The Individuals

Copy To:
1. General Manager's / DGM / AGM's.
2. DRO
3. SE
4. EE, North Zone - II
5. Concerned PO's
6. PA to ED
7. PA to MD

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Annexure - I

Restoration Charges for Highways Roads
BT Roads - Estimate Breakup (Tentative)

S.No.	Description	Amount (Rs. in lakhs)
1	Civil Works	14.06
2	Centage Charges@12.5%	1.76
3	GST@12%	1.69
4	Labour Welfare Fund@1%	0.14
5	Escalation @15%	2.11
6	Contingencies & PS Charges@2.5%	0.35
	Total	**20.11**

SUPERINTENDING ENGINEER

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STATE INDUSTRIES PROMOTION CORPORATION OF TAMILNADU LIMITED
19-A, RUKMANI LAKSHMIPATHY ROAD, EGMORE, CHENNAI – 600 008

No. 48/2021 **Dated: 28.04.2021**

OFFICE ORDER

Sub: SIPCOT Industrial Parks – Dumping of garbage/ plastics and Parking of vehicles along SIPCOT lands/roads – Imposing of penalty – reg.

Ref: 1.Office Order No. 08/2020 dt.04.02.2020
2.Office Order No. 27/2021 dt.29.03.2021

In order to maintain clean and ecofriendly environment in and around SIPCOT Industrial Parks, Mass cleaning works including clearing garbages and plastics have been done in all the 19 SIPCOT Industrial Parks. The Project Officers were directed to give necessary instructions to all the allottee companies that they should not dump any solid waste/garbage/plastics on SIPCOT roads, lands/OSR and they have to keep clean the road frontage, all the four sides of their plot and adjacent area of the plots including storm water drains, approach culverts etc.

Likewise, it is noticed that many of the industries are transporting their raw materials and finished goods through heavy container lorries and these vehicles are being parked in the vacant area of SIPCOT's saleable land, OSR land and also on the road sides causing damage to SIPCOT roads and also posing danger for the employees of industries/allottee companies and staff of SIPCOT etc. This is not an admissible practice and the allottees are informed to accommodate the vehicles inside their company premises itself and (or) at the designated parking lots to maintain good environment of the Industrial Parks.

It was also instructed that in case, if it is observed that the allottees are not adhering to the above instructions (i.e) dumping of debris, garbage, plastics etc. in SIPCOT properties and also unauthorized parking of vehicles etc., SIPCOT has no alternative other than levying penalty as a deterring step to safeguard the clean environment inside the SIPCOT Parks. Accordingly, a penalty for dumping of garbages/debris/plastics etc., and parking of vehicles along the SIPCOT road/land area will be levied with effect from 10.02.2020 as detailed below:

1. A penalty of Rs.10000/- (Rupees Ten Thousand only) for the first occurrence and Rs.100000/- (Rupees One Lakh only) for subsequent occurrences.

In the reference 2nd cited, orders have been issued allocating the works to the Assistant Security Officers, which includes the following.

No vehicle shall be allowed to be parked on the road / roadside berms, open spaces etc. The vehicles shall be parked in the assigned/notified truck parking area alone or alternatively the vehicles shall be parked inside the company premises for whom the vehicles are being operated. In no case the vehicles shall be allowed to be parked on the common areas of SIPCOT. The Project Officer were authorized to levy fine in respect of unauthorized parking. ASOs shall take photos of the vehicle that has been parked unauthorizedly (the vehicle number must be clearly visible) and ascertain from the documents available with the driver / cleaner regarding whom the vehicle has been operated and then hand over the report to the Project Officer for levying the fine through online. Likewise, the ASOs have to stop movement of unauthorized vehicles of non-allottees and inform the PO in writing.

No dumping of Garbage is permitted in the common areas of SIPCOT. If the ASO notices any unauthorized dumping of garbage, then he must ascertain the allottee whom shall be made responsible for that illegal action. ASO shall submit a written report to the PO and based on that report PO will initiate further action to levy the fine online.

ASOs should also verify whether the street lights are illuminated 100%. If not, they have to submit a written report to the PO who shall in turn take necessary corrective action.

The Assistant Security Officers should fill up the details of unauthorised parking of vehicles by allottees and non-allottees, dumping of garbage in the templates (Annexure I to III) enclosed and send a report to the Project Officers for levying the fine through online. In respect of illumination of street lights, the ASOs should fill up the details in the template (Annexure IV) and send a report to the Project Officers for necessary corrective action.

All the Assistant Security Officers should have the details of the Sub-Inspector, Inspector of the nearby Police Station, Fire Station for communicating any unlawful activities from SIPCOT side and from Police side.

This order takes effect from 01.05.2021.

Sd/-
(J. KUMARAGURUBARAN)
MANAGING DIRECTOR

To
All the Project Officers
SIPCOT Industrial Parks
Copy to
All HoDs
Civil Dept.
Consultant Technical – I & II
PA to MD
PA to ED

//Forwarded by order//

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28/4/2021
28/4/2021

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ANNEXURE – I

Fine to be imposed for unauthorized parking of vehicles by the allottees

Name of the Industrial Park	:
Name of the allottee	:
Plot No.	:
Vehicle No.	:
Vehicle type	:
Date & time of unauthorized parking noticed	:
Driver name and mobile No.	:
Location including name of the road and nearby company	:
Whether photos attached or not	:

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ANNEXURE – II

Fine to be imposed for unauthorized parking of vehicles by the non-allottees

Name of the Industrial Park	:
Name of the company with address	:
Vehicle No.	:
Vehicle type	:
Date & time of unauthorized parking noticed	:
Driver name and mobile No.	:
Location including name of the road and nearby company	:
Whether photos attached or not	:

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ANNEXURE - III

Fine to be imposed for unauthorized dumping of garbage

Name of the Industrial Park	:
Name of the allottee	:
Plot No.	:
Date & time of dumping of garbage noticed	:
Type of Garbage	:
a)Plastic waste	:
b)Construction waste materials	:
c)Other Debris	:
d)Domestic waste from industries	:
Location including name of the road and nearby company	:
Whether photos attached or not	:

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ANNEXURE - IV

Illumination of street lights

Name of the Industrial Park	:
Location indicating the name of the road	:
Nearby company	:
No. of Street lights not illuminated	:
Double collar	:
Single collar	:
Date & time of non- illumination noticed	:
Whether photos attached or not	:

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STATE INDUSTRIES PROMOTION CORPORATION OF TAMILNADU LIMITED

19-A, RUKMANI LAKSHMIPATHY ROAD, EGMORE, CHENNAI – 600 008

No. 49/2021 **Dated: 28.04.2021**

OFFICE ORDER

Sub: SIPCOT Industrial Parks – Allocation of works to Assistant Security Officers – obtaining signature from security personnel of allottee companies in the log book – daily report - reg.

Ref: Office Order No. 27/2021 dt.29.03.2021

In continuation to the Office Order cited, the following activities are being done in all the SIPCOT Industrial Parks.

1. Security patrolling system was established in all the SIPCOT Industrial Parks.
2. Mobile and walkie talkie are given to all the patrolling vehicles.
3. Every one hour the guards in the patrolling vehicle should report the location to Head Office.
4. Data entry operators are recording the data given by the patrolling vehicles
5. Two log books (one for odd dates and one for even dates) should be maintained with the following columns.

Sl No.	Date	Company name	Security Personnel			Time	On duty ASO	Signature	Remarks if any
			Signature	Name	Mobile No.				

The Project Officers should prepare these log books and should be given to the custody of the ASOs. Every one hour, apart from informing the locations, the guards in the patrol vehicles should obtain the signature of the security personnel deployed by the allottee companies.

The Project Officers should inform all the allottee companies to instruct their security personnel to provide their name, phone number and sign in the log books with effect from 01.05.2021. Previous day report should be countersigned by Project Officers, duly scanned and send to Civil mail. After creation of online portal, the daily report has to be uploaded by the Project Officers in the online portal.

This order takes effect from 01.05.2021.

Sd/-
(J. KUMARAGURUBARAN)
MANAGING DIRECTOR

To
All the Project Officers
SIPCOT Industrial Parks
Copy to
All HoDs
Civil Dept.
Consultant Technical – I & II
PA to MD
PA to ED

//Forwarded by order//

SUPERINTENDING ENGINEER

28/4/21 28/4/2021

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STATE INDUSTRIES PROMOTION CORPORATION OF TAMIL NADU LIMITED
19 – A, Rukmani Lakshmipathy Road, Egmore, Chennai 600 008

OFFICE ORDER

No : 50 / 2021 Dt.29.04.2021

Sub: SIPCOT Industrial Parks - Execution of Civil and Electrical works – Additional quantities and savings involved in the works – AEO statement – Revised delegation of powers - reg.

Ref: 1. Office Order No. 27/2019 dt.08.08.2019

2. Minutes of the 499th Board Meeting held on 20.04.2021

In continuation to the Office Order 1st cited, the Board of SIPCOT in its 499th meeting has resolved to approve the revised delegation of powers with respect to approval for the AEO statement after completion of work which include additional quantities, substituted items, additional items etc as follows,

Description	Board of Directors	MD	SE	EE
AEO statement	-	For according approval for the net excess amount (within the contract value) taking into account of the overall additional quantities, additional items, substituted items and savings involved, subject to the condition that the scope of the sanctioned works should not be changed.	-	-

The Board has also recorded that the revised delegation of powers as per Office Order No. 27/2019 dt.08.08.2019 in respect of supplementary items, substituted items and additional quantities remains unaltered.

This order comes into immediate effect.

Sd/-
(J. KUMARAGURUBARAN)
MANAGING DIRECTOR

To
All Project Officers,
SIPCOT Industrial Parks

Copy to
All HoDs
Consultant Technical I & II
PA to MD
PA to ED

// Forwarded By Order//

SUPERINTENDING ENGINEER
29/4/2021
29/4/2021

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STATE INDUSTRIES PROMOTION CORPORATION OF TAMIL NADU LIMITED
19 – A, Rukmani Lakshmipathy Road, Egmore, Chennai 600 008

OFFICE ORDER

No : 51/ 2021 Dt. 29.04.2021

Sub: SIPCOT Industrial Parks - Infrastructure works completed by the Contractors in advance – Bonus to the Contractors - reg.

Ref: 1. Public Works (G2) Department G.O (MS). No.60, dt.14.03.2008.
2. Public Works Department, Buildings Organisation Memorandum No. H.D.O. (A) / 24179 /2002-1, dt.22.04.2002
3. Minutes of the 499th Board Meeting held on 20.04.2021

As per the Minutes of the 499th Board meeting held on 20.04.2021, Board of SIPCOT has approved Bonus as incentive for advance completion of works to the contractors and any work completed in advance by not less than 10% of agreement period can be considered and Bonus of 1% on the value of actual quantum of works executed at tendered rate may be paid, by adopting G.O(MS). No.60 Public Works (G2) Department, dt.14.03.2008 and the procedure laid down in PWD/Buildings Organisation Memorandum No. H.D.O(A)/24179/2002-1, dt.22.04.2002.

The Board has also resolved to extend this Bonus scheme for the future works to be awarded by SIPCOT.

Time limit for execution of works:

- For important and prestigious works costing Rs.30.00 Lakh and above, the Project Officers should prepare PERT/CPM/BAR chart using MS Project/MS Excel/ Primavera with a realistic time-frame for completion of project and this should be furnished along with the estimate without fail.
- For the buildings where the plinth area exceeds 2500 Sqm (Special type of buildings) the time limit can be fixed with the approval of Competent Authority.
- The time schedule for execution of work shall be incorporated in the Tender documents, agreements etc., in accordance with the time-frame worked out in PERT/CPM/BAR charts. And such time limits should not be exceeded.
- During the execution of works, the monthly progress of each and every work shall be critically reviewed at Head Office with reference to PERT/CPM/BAR charts.
- The time limits can be modified and updated due to unforeseen contingencies but with approval of Competent Authority.
- The Project Officers are, therefore, instructed to see that the works are taken up for execution at the earliest opportunity and completed within the time-limits indicated.

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- The Project Officers should furnish the work completion report after completion of the work compared with the PERT/CPM/BAR charts for considering Bonus to the contractors for completion of the works in advance.

Sd/-
(J. KUMARAGURUBARAN)
MANAGING DIRECTOR

To
All Project Officers,
SIPCOT Industrial Parks

Copy to
All HoDs
Consultant Technical I & II
PA to MD
PA to ED

// Forwarded By Order//

SUPERINTENDING ENGINEER
29.4.2021

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Water Supply including TTRO

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STATE INDUSTRIES PROMOTION CORPORATION OF TAMILNADU LIMITED
19-A, RUKMANI LAKSHMIPATHY ROAD, EGMORE, CHENNAI – 600008.

Circular No. 44/2021 **Date: 19.04.2021**

CIRCULAR

Sub: SIPCOT Industrial Parks at Sriperumbudur Corridor – Fresh water supply from Chembarambakkam Lake – Supply to the Industries through mobile tankers (6KL/9KL) from filling stations inside the parks – Rate of Water Charges – Reg.

Ref: 1. Minutes of the 492nd Board Meeting dt. 21.07.2020.
2. Office Order No. 37/2021 dt. 09.04.2021.

******

The Board of SIPCOT at its 492nd meeting held on 21.07.2020 has resolved:

a) to implement the fresh water supply scheme at Irungattukottai, Oragadam, Pillaipakkam, Sriperumbudur and Vallam Vadagal by constructing water supply filling stations with required number of filling points inside the above industrial parks.
b) to hire water tankers/lorries having carrying capacity of 9000 L & 6000 L on contract basis through open tender process for supplying the fresh water to allottees.
c) to authorise the Managing Director to fix the rate of water charges for fresh water supply considering the market rate for the same / transportation cost / TTRO water charges.

As such, to effect mobile water supply from the filling points to the needy industries, water tankers / lorries having carrying capacity of 9000 L & 6000 L have been hired on contract basis through open tender process as per the Board of SIPCOT's resolution item (b) above.

The system of delivering water through hired lorries to the needy industries is expected to be commenced soon initially from Sriperumbudur and Vallam Vadagal industrial parks and upon completion of filling point works at the other three parks, mobile water supply will be taken up.

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Accordingly, the rate of water charge for fresh water supply is fixed as Rs. 100/- per KL including transportation. Fresh water will be supplied through mobile tankers of capacity 9KL and 6KL and the cost of water is fixed as Rs. 900/- and Rs. 600/- per trip respectively.

Therefore, the Project Officers concerned are directed to give notice of this rate of water charges for fresh water supply through mobile tanker lorries to the allottees / Industrial Association and ensure raising of water charges demand for fresh water supply as per this rate in co-ordination with Finance Department.

This rate of water charges for supplying fresh water through mobile tanker lorries is effective from 19th April 2021.

Sd/-
(J. KUMARAGURUBARAN)
Managing Director

// tcfbo //

19/4/21
Consultant Technical - I

To:

Project Officers, (Through email)
SIPCOT Industrial Parks:
1. Irungattukottai
2. Oragadam
3. Pillaipakam
4. Sriperumbudur
5. Vallam Vadagal

Copy to:

All HOD's
Consultant Technical – I
PS to MD
PA to ED

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STATE INDUSTRIES PROMOTION CORPORATION OF TAMILNADU LIMITED
19-A, RUKMANI LAKSHMIPATHY ROAD, EGMORE, CHENNAI – 600008.

O.O.No. 37/2021 **Date: 09.03.2021**

OFFICE ORDER

Sub: SIPCOT–IWD – Supply of fresh water through lorries from mobile water filling station to Industries – Hiring of Water Tanker Lorries of 9000 Litres and 6000 Litres Capacity on Contract Basis for Three Years for SIPCOT Industrial Parks at Irungattukottai, Oragadam, Pillaipakam, Sriperumbudur and Vallam Vadagal – Work order issued – Allotment of vehicles to the respective park – Certain Procedures / Instructions to be followed by POs – Office Order issued – Reg.

Ref: 1. Board of SIPCOT 492nd Meeting. dt. 21.07.2020.
2. Tender No. 101/2020-21. dt. 10.12.2020.
3. Work Order No: CW/T.No.101/9KL-1to27/2020-21. dt. 26.02.2021. and CW/T.No.101/6KL-1to15/2020-21. dt. 26.02.2021.

******

As a part of source augmentation to supply fresh water for domestic use, to SIPCOT Industrial Parks at Irungattukottai, Oragadam, Pillaipakam, Sriperumbudur and VallamVadagal, the Board of SIPCOT, vide its 492nd meeting held on 21.07.2020, has resolved (a) to implement the fresh water supply scheme at Irungattukottai, Oragadam, Pillaipakkam, Sriperumbudur and Vallam Vadagal by constructing water supply filling stations with required number of filling points inside the above industrial parks, (b) to hire water tankers / lorries having carrying capacity of 9000 L & 6000 L on contract basis through open tender process for supplying the fresh water to allottees.

As such, to effect mobile water supply from the filling points to the needy industries, water tankers / lorries having carrying capacity of 9000 L & 6000 L have been hired on contract basis through open tender process as per the Board of SIPCOT's resolution item (b) above.

The system of delivering water through hired lorries to the needy industries is expected to be commenced from the first week of April'21 initially from Sriperumbudur and Vallam Vadagal industrial parks and upon completion of filling point works at the other three parks, mobile water supply will be taken up.

Also, to have an effective and smart way of handling the supply of water through mobile water tanker lorry system, online booking and online monitoring of

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hired lorries connected to SIPCOT central server / Web Portal will be developed shortly. Till then, manual operation of the system will be continued.

The main features of the system are tabulated below:

S.No.	Description	
1.	Lorry Trip	Means filling the water tanker lorry at mobile filling station (Source) and delivering it to needy industries within park and return to mobile lorry station.
2.	Mobile Lorry filling stations	Initially, the lorries will be operated from Sriperumbudur and Vallam Vadagal where the filling points are now ready for operation. As and when filling points are ready in other parks, the operation will be commenced with due intimation.
3.	Total No. of hired lorries at present	9kl-27 Nos. 6kl-15 Nos.
4.	Work order and allotment	Work orders have already been issued to the lorry owners. After assessing the demand of requirement of water tanker lorry in each park, verification of the details furnished in the check slip and executing agreement, the allotment of lorry will be made for the respective park.
5.	Physical verification of Lorries	Physical verification of all lorries is proposed to be carried out at Vallam Vadagal AO Block / Filling point. POs are requested to go through the blank Check slips enclosed herewith (**Annexure-1 & Annexure-2**) and arrange to fill up / verify the details furnished when the lorries report for allotment. On completion of verification of details furnished in the check slip, and payment of security deposit of Rs. 30,000 per lorry, an agreement in Rs. 100 stamp paper will be executed between the lorry owner and the respective PO. Subsequently, based on the requirement of the respective park, the lorry will be allowed to commence the operation of delivering water to the industry.
6.	Calibration for capacity of the vehicle	To do this, PO, Vallam Vadagal is to identify one authorised weighbridge near Vallam Vadagal and the lorry owners shall be asked to weigh the laden weight with water and the unladen weight in the presence of SIPCOT staff. The weighment certificate is to be produced along with the check slip before signing the contract.
7.	To and Fro hire charges payable to Lorry owners	Rs. 443 per trip for 9 KL Rs. 344 per Trip for 6KL

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8.	Marching out of Lorries / Work allocation Register / Register of mobile water supply to Industries	The lorries shall be marched out after making necessary entries in the March out and Work allocation registers and Register of mobile water supply to industries in the prescribed format enclosed herewith (**Annexure-3a, Annexure-3b & 3c**). A model of the "Exit pass" to be prepared at filling station and to hand over the same at the gate while the lorry leaves the filling station is given in **Annexure-4**.
9.	Log Book	A model of log book is enclosed herewith (**Annexure-5**). Each trip is recorded in the log book and necessary acknowledgement is to be obtained from the authorised person of the industry after delivering water. At closing of the day, POs are to ensure that total daily trips in the log book tally with the total trips recorded for that particular lorry in the work allocation register.
10.	Payment to the lorry owner	Fortnightly bills for processing should be accompanied by: 1. Copy of log sheet for the trips covered. 2. Certification of the concerned Project Officer in the bill mentioning the records generated through online monitoring system.
11.	Terms & Conditions and Terms of Reference	Refer to the draft Agreement (**Annexure-6**)

In this regard, the Project Officers of Irungattukottai, Oragadam, Pillaipakam, Sriperumbudur and Vallam Vadagal are directed to follow the instructions / procedures mentioned above. This is effective from 9th April 2021.

Sd/-
(J. KUMARAGURUBARAN)
Managing Director

Encl.: Details with Annexures and Specimen contract agreement.

// tcfbo //

09/04/21

Consultant Technical - I

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Project Officers, (Through email)
SIPCOT Industrial Parks:
1. Irungattukottai
2. Oragadam
3. Pillaipakam
4. Sriperumbudur
5. Vallam Vadagal

Copy to:

All HOD's
Consultant Technical – I
PS to MD
PA to ED

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DETAILS REGARDING FRESH WATER SUPPLY THROUGH MOBILE LORRY TANKER

Supply of fresh water through lorries from mobile water filling station to Industries – Hiring of Water Tanker Lorries of 9000 Litres and 6000 Litres Capacity on Contract Basis for Three Years for SIPCOT Industrial Parks at Irungattukottai, Oragadam, Pillaipakam, Sriperumbudur and Vallam Vadagal – Work order issued – Allotment of vehicles to the respective park – Details furnished.

******

As part of source augmentation to supply fresh water for domestic use, to SIPCOT Industrial Parks at Irungattukottai, Oragadam, Pillaipakam, Sriperumbudur and VallamVadagal, the Board of SIPCOT, vide its 492nd meeting held on 21.07.2020, has resolved (a) to implement the fresh water supply scheme at Irungattukottai, Oragadam, Pillaipakkam, Sriperumbudur and Vallam Vadagal by constructing water supply filling stations with required number of filling points inside the above industrial parks, (b) to hire water tankers / lorries having carrying capacity of 9000 L & 6000 L on contract basis through open tender process for supplying the fresh water to allottees.

As such, to effect mobile water supply from the filling points to the needy industries, water tankers / lorries having carrying capacity of 9000 L & 6000 L have been hired on contract basis through open tender process as per the Board of SIPCOT's resolution item (b) above.

The system of delivering water through hired lorries to the needy industries is expected to be commenced from the first week of April'21 initially from Sriperumbudur and Vallam Vadagal industrial parks and upon completion of filling point works at the other three parks, mobile water supply will be taken up.

Also, to have an effective and smart way of handling the supply of water through mobile water tanker lorry system, online booking and online monitoring of hired lorries connected to SIPCOT central server / Web Portal will be developed shortly. Till then, manual operation of the system will be continued.

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The main features of the system are tabulated below:

S.No	Description	
1.	Lorry Trip	Means filling the water tanker lorry at mobile filling station (Source) and delivering it to needy industries within park and return to mobile lorry station.
2.	Mobile Lorry filling stations	Initially, the lorries will be operated from Sriperumbudur and Vallam Vadagal where the filling points are now ready for operation. As and when filling points are ready in other parks, the operation will be commenced with due intimation.
3.	Total No. of hired lorries at present	9kl-27 Nos. 6kl-15 Nos.
4.	Work order and allotment	Work orders have already been issued to the lorry owners. After assessing the demand of requirement of water tanker lorry in each park, verification of the details furnished in the check slip and executing agreement, the allotment of lorry will be made for the respective park.
5.	Physical verification of Lorries	Physical verification of all lorries is proposed to be carried out at Vallam Vadagal AO Block / Filling point. POs are requested to go through the blank Check slips enclosed herewith (**Annexure-1 & Annexure-2**) and arrange to fill up / verify the details furnished when the lorries report for allotment. On completion of verification of details furnished in the check slip, and payment of security deposit of Rs. 30,000 per lorry, an agreement in Rs. 100 stamp paper will be executed between the lorry owner and the respective PO. Subsequently, based on the requirement of the respective park, the lorry will be allowed to commence the operation of delivering water to the industry.
6.	Calibration for capacity of the vehicle	To do this, PO, Vallam Vadagal is to identify one authorised weighbridge near Vallam Vadagal and the lorry owners shall be asked to weigh the laden weight with water and the unladen weight in the presence of SIPCOT staff. The weighment certificate is to be produced along with the check slip before signing the contract.
7.	To and Fro hire charges payable to Lorry owners	Rs. 443 per trip for 9 KL Rs. 344 per Trip for 6KL

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8.	Marching out of Lorries / Work allocation Register / Register of mobile water supply to Industries	The lorries shall be marched out after making necessary entries in the March out and Work allocation registers and Register of mobile water supply to industries in the prescribed format enclosed herewith (**Annexure-3a, Annexure-3b & 3c**). A model of the "Exit pass" to be prepared at filling station and to hand over the same at the gate while the lorry leaves the filling station is given in **Annexure-4**.
9.	Log Book	A model of log book is enclosed herewith (**Annexure-5**). Each trip is recorded in the log book and necessary acknowledgement is to be obtained from the authorised person of the industry after delivering water. At closing of the day, POs are to ensure that total daily trips in the log book tally with the total trips recorded for that particular lorry in the work allocation register.
10.	Payment to the lorry owner	Fortnightly bills for processing should be accompanied by: 1. Copy of log sheet for the trips covered. 2. Certification of the concerned Project Officer in the bill mentioning the records generated through online monitoring system.
11.	Terms & Conditions and Terms of Reference	Refer to the draft Agreement (**Annexure-6**)

Asstt/IWC

01/04/24
CT-I.

Verified & Published

Annexure–1

CHECK LIST

Water Tanker Lorries 9000 Litres Capacity

Date of Inspection:

1	Name and Address of the contractor		
2	Whether Owned / Leased vehicle	Own vehicle / Lease vehicle	
3	Lorry reported for inspection	Regn. No. Model Year : Month:	
4	Whether original R.C Book verified		
5	Whether actual Chasis No. tally with Chasis No. in R.C Book and mention the Chasis No.		
6	Whether actual Engine No. tally with Engine No. in R.C Book and mention the Engine No. Chasis No.		
7	Whether Road Tax paid upto date		
8	F.C. Expiry date		
9	Whether original Insurance verified and mention the expiry date		
10	Whether original Permit verified and mention the expiry date		
11	Whether Pollution / Emission certificate furnished		
12	Whether Weighment certificate issued by authorized weigh bridge, if yes	As per Actual	As per R.C Book
	Laden Weight - (A) =		
	Unladen Weight - (B) =		
	Capacity of Tanker - (A) - (B) =		
Note: The actual laden weight of the vehicle with tanker should not be more than the laden weight prescribed in the R.C Book (minimum actual tanker capacity of the vehicle 9000 litres and maximum should not exceed more than 9750 litres).			
13	Whether the tanker fulfilling the norms specified in clause 34 to 42 Terms of Reference, General Instruction		

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14	Driver's Name (Age not being below 21 years and not more than 58years)	Thiru. Age: Years / Date of Birth:
15	Driver's License No. (licence to drive heavy vehicles wilh minimum experience of 3 Years and possessing unblemished record)	License No. Experience: Years
16	Whether the Medical fitness certificate furnished from the Authorised Medical Officer for Driver engaged.	
17	Whether I.R.T. Certificate produced (copy should be enclosed)	Yes / No If Yes, Cert. No.
18	Whether Double Lid provided	
19	Whether **Speed Governor** fitted in the vehicle and stickers in Tamil & English affixed in the vehicle intimating the same (maximum speed limit of 40km/hr)	
20	Whether Side Guard Plate provided - As per clause 41, Terms of Reference.	
21	Whether Painting works carried out - As per clause 40, Terms of Reference.	
22	Whether **Rainwater Harvesting** logo at rear side of the tanker painted as directed by the SIPCOT.	
23	Whether P.T.O. Unit fitted - As per clause 23, Terms of Reference.	
24	Whether the vehicle is eligible for trips as per the Terms of Reference.	

25. **Remarks:** PAN NO.:

AE/AEE **Project Officer**

Asst/WC

01/4/21
CI-I.

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Annexure–2

CHECK LIST

Water Tanker Lorries 6000 Litres Capacity

Date of Inspection:

1	Name and Address of the contractor		
2	Whether Owned / Leased vehicle	Own vehicle / Lease vehicle	
3	Lorry reported for inspection	Regn. No. Model Year : Month:	
4	Whether original R.C Book verified		
5	Whether actual Chasis No. tally with Chasis No. in R.C Book and mention the Chasis No.		
6	Whether actual Engine No. tally with Engine No. in R.C Book and mention the Engine No. Chasis No.		
7	Whether Road Tax paid upto date		
8	F.C. Expiry date		
9	Whether original Insurance verified and mention the expiry date		
10	Whether original Permit verified and mention the expiry date		
11	Whether Pollution / Emission certificate furnished		
12	Whether Weighment certificate issued by authorized weigh bridge, if yes	As per Actual	As per R.C Book
	Laden Weight - (A) =		
	Unladen Weight - (B) =		
	Capacity of Tanker - (A) - (B) =		
Note: The actual laden weight of the vehicle with tanker should not be more than the laden weight prescribed in the R.C Book (minimum actual tanker capacity of the vehicle 6000 litres and maximum should not exceed more than 6500 litres).			
13	Whether the tanker fulfilling the norms specified in clause 34 to 42 Terms of Reference, General Instruction		

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14	Driver's Name (Age not being below 21 years and not more than 58years)	Thiru. Age: Years / Date of Birth:
15	Driver's License No. (licence to drive heavy vehicles with minimum experience of 3 Years and possessing unblemished record)	License No. Experience: Years
16	Whether the Medical fitness certificate furnished from the Authorised Medical Officer for Driver engaged.	
17	Whether I.R.T. Certificate produced (copy should be enclosed)	Yes / No If Yes, Cert. No.
18	Whether Double Lid provided	
19	Whether **Speed Governor** fitted in the vehicle and stickers in Tamil & English affixed in the vehicle intimating the same (maximum speed limit of 40km/hr)	
20	Whether Side Guard Plate provided - As per clause 41, Terms of Reference.	
21	Whether Painting works carried out - As per clause 40, Terms of Reference.	
22	Whether **Rainwater Harvesting** logo at rear side of the tanker painted as directed by the SIPCOT.	
23	Whether P.T.O. Unit fitted - As per clause 23, Terms of Reference.	
24	Whether the vehicle is eligible for trips as per the Terms of Reference.	

25. **Remarks:** PAN NO.:

AE/AEE **Project Officer**

01/4/24
CF-I.

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Annexure–3a

STATE INDUSTRIES PROMOTION CORPORTION OF TAMILNADU LIMITED

WATER TANKER LORRIES MARCH OUT REGISTER

Sl.No.	Date	Gate pass No.	Vehicle No.	Capacity 9KL/6KL	Starting Time	Name of industry and address	Signature of the driver	Closing Time	Remarks

Cert/WC

01/4/21
CE-I

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Annexure–3b

STATE INDUSTRIES PROMOTION CORPORTION OF TAMILNADU LIMITED

WATER TANKER LORRIES WORK ALLOCATION REGISTER

Sl.No.	Date	Gate pass No.	Vehicle No.	Capacity 9KL/6KL	Starting Time	Name of industry and address	Closing Time	Remarks.

Chief Tvc

01/4/24
CT-I.

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Annexure–3c

STATE INDUSTRIES PROMOTION CORPORTION OF TAMILNADU LIMITED

REGISTER OF MOBILE WATER SUPPLY TO INDUSTRIES

Sl.No.	Date	Vehicle No.	Time of delivery	Name of Industry and address	No of 9KL Lorry trips made	No of 6 KL Lorry trips made	Remarks

con II/we.

01/4/21
CT-I.

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Annexure–4

SIPCOT

EXIT PASS

Name of Park :
SL.No :
Vehicle No : 9kl / 6kl
Route No :
Time :
Date :

Signature of the officer

SIPCOT

EXIT PASS

Name of Park :
SL.No :
Vehicle No : 9kl / 6kl
Route No :
Time :
Date :

Signature of the officer

Constable

CT-I.

Annexure–5

STATE INDUSTRIES PROMOTION CORPORTION OF TAMILNADU LIMITED

LOG BOOK OF WATER TANKER LORRY

Date	Driving License No :		Name of Driver:		Lorry Registration No 9KL/ 6KL		
Sl.No.	Starting Time	Gate pass No.	Departure from	Name of industry and address	Signature of the authorised person of the industry	Closing Time	Remarks

Sheela
Contractor

01/4/14
A.T.

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Annexure–6

To be prepared on a Rs.100/-
Non-judicial stamp paper

CONTRACT

Contract made the .....day of .....two thousand twenty between.....

(hereinafter referred to as "CONTRACTOR") which term shall mean and include their legal heirs forming the first part and the State Industries Promotion Corporation of Tamilnadu Limited, at 19-A, Rukmani Lakshmipathy Road, Egmore, Chennai-8 (hereinafter called "SIPCOT") which term would include their successor and assigns forming the second part, witnesseth as under.

WHEREAS SIPCOT has called for tenders for **Hiring of Water Tanker Lorries of 9000 Litres and 6000 Litres Capacity on Contract Basis for Three Years for SIPCOT Industrial Parks / Growth Centres at Irungattukottai, Oragadam, Pillaipakkam, Sriperumbudur and Vallam Vadagal.**

WHEREAS the Contractor had offered a tender after going through the tender conditions.

WHEREAS the Contractor had quoted the price for the tender, stating that their offer conforms to all the technical specifications in the tender conditions.

WHEREAS the Contractor had assured that their vehicle is of required quality and they would fully serve the purpose of Hiring of water tanker lorries of 9000 / 6000 Litres capacity on contract basis for three years and

WHEREAS, the SIPCOT relying on the statement in the tender of the Contractor, accepted their offer as noted in W.O. No. ...../2020 dated .....annexed here to for hiring 9000 / 6000 litres capacity of water tanker lorry fitted with suitable power take off unit (PTO Unit) if applicable of Vehicle bearing Regn. No..... Model No.....Engine No..... Chassis No. ..... for distribution of water from various filling points located in the Industrial parks / Growth Centres on contract basis for three years on the said terms and conditions and agreed to by the Contractor at the rate of Rs.....(Rupees.....) per trip and it is valid for a contract period of three years from..... and upto the date of relieving the vehicle depending on the need of the same by SIPCOT or may be extended suitably by mutual consent.

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NOW both the Contractor and SIPCOT enter into this contract, with full understanding of the implications and consequences arising from the terms and conditions, agreed to hereunder:

TERMS & CONDITIONS:

1. a. The SIPCOT has accepted the offer of the Contractor and issued the Work order to the Contractor W.O. No. ....., dated.....

   b. The content of the work order and tender documents are part and parcel of this contract.

   c. The contract shall not be assignable by the contractor.

2. **SECURITY DEPOSIT**

   a. The Contractor has deposited a sum of Rs. 30,000/- per vehicle (Rupees Thirty Thousand only) as security deposit vide Challan No. / D.D No. / Small Saving Script No..... .... as Security Deposit for the contract.

   b. The Security deposit will not bear any interest.

   c. The Security deposit will be refunded on expiry of the contract, as per the provisions of this contract, subject to forfeiture of the same either fully or in part, as per the provision of this contract.

Terms of Reference

Award of Work Order

1. The Seniority of the selected hired vehicle should be fixed for Contractor based on the model of the vehicles from the descending orders like 2020, 2019, 2018.....upto 7 years. However, the allotment of Parks / Growth Centre will be made based on the order of preference offered by the Contractor.
2. SIPCOT may relax the condition with regard to the year of model of the vehicle in case of non-availability of the specified model of vehicles, provided other conditions of this contract are satisfied.
3. Work orders issued in favour of the contractor owning water tanker vehicles registered in RTO during 2013 shall be given for one year only and water tanker vehicles registered in RTO during 2014 shall be given for two years only. However, the water tanker owners may be given an option to change the vehicle of later year model for continuation of contract with the approval of competent authority.

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Security Deposit and Contract

4. The Contractor should furnish the required Security Deposit of Rs. 30,000/- per vehicle for 9000 litres / 6000 litres capacity in the prescribed form and execute a contract in the prescribed format within 14 days from the date of work order. The security remitted shall not bear any interest. On expiry of contract, the security deposit of Rs. 30,000/- per vehicle will be refunded.
5. The Security Deposit may be remitted by Bank Draft / Bankers cheque payable at Chennai drawn in favour of the Managing Director, SIPCOT.
6. If the Contractor fails to either furnish the security deposit or to execute the contract within the specified time, the EMD of Rs. 10,000/- shall be forfeited and be further liable to the consequences set out in the Letter of the Tenderer.
7. The vehicle will be permitted for operation only after the payment of Rs. 30,000/- as Security Deposit and execution of contract agreement in Rs. 100/- Stamp Paper.

Tanker

8. Closed elliptical 9KL / 6KL water tankers with exact capacity of 9000 Litres / 6000 Litres respectively or with marginal variation on higher side will be considered subject to the condition that the water filled therein should not exceed the permitted laden weight of the vehicle. Lorries with excess capacity beyond the above will not be accepted. Tank mounted on the chassis of the vehicle alone will be considered.
9. The Contractor should mention the model and year of registration and capacity for each vehicle. Year 2013 and later year model registration alone will be accepted. The registered laden weight of the vehicle should not exceed the guidelines issued by the RTO authorities.
10. No air horn shall be fitted in the vehicle. Bulb horn should be provided in the vehicle compulsorily.
11. Vehicles conforming to Chennai city emission norms will be applicable. Updated Emission Check Certificate issued by the Tamil Nadu Pollution Control Board should be produced as and when required by SIPCOT.
12. There should not be any spillage of water while the vehicle is plying on the road by providing double lids. Any spillage of water while moving on the road is liable for a minimum penalty of Rs. 1000/- for each occasion. The rear side of the tank should be fitted with a ladder.
13. The tanks should have intermediate baffle walls for 9000 litres and 6000 litres capacity water tankers. The interior portion of the tank should be neatly painted with food grade epoxy paint for drinking water supply. The inspection holes on the top of the tank should have two nos. of watertight lid and there should not be any water leak from the inspection hole while the vehicle is on transit.

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14. The hired vehicle should be painted with the approved blue and yellow stripes on the longitudinal sides as directed by SIPCOT. The Work Order No..., Park / Growth Centre..., Route No... and Slogans (to propagate conservation of rainwater) as prescribed by SIPCOT should be reflected in the Lorries by painting on both side of the lorry along with the name of contractor. Driver name with photo is to be displayed on the front mirror of that particular Lorry. The word "ON CONTRACT WITH SIPCOT" should be inscribed on the both the sides in English with white colour to a height of one foot. At the backside and front side the words in Tamil "சிப்காட் ஒப்பந்த வாகனம்" should be inscribed in white colour to a height of one foot, if required by SIPCOT. The tankers that are not following these conditions will be stopped from plying, which would result in penal consequences.

15. Side cover plate using sheet metal to a height of minimum 2 feet should be provided with on both longitudinal sides below the bottom of the tank in between the front and rear wheels so as to prevent any pedestrian or cyclist getting trapped inside the vehicle.

16. The vehicle should be fit, and road worthy condition provided with facilities like self-starter, lights properly fixed including headlights necessary tools & stepney tyres, fuel and other accessories etc. and should satisfy all the specifications and condition of the tender at all the time of its operations.

R.C.BOOK/ PERMIT/ INSURANCE / WEIGHMENT RECEIPT

17. R.C. Book / Permit / Insurance / Road Tax / Weighment certificate in original and the vehicle should be produced to the Superintending Engineer, SIPCOT or to his authorised representative to verify the model and other details before issue of work order.

18. Tankers should have valid lorry permit / Insurance / fitness certificate / Road Tax paid for the entire contract period. The above documents will be verified by the concerned Project Officer when renewed / once in a year.

CALIBRATION FOR CAPACITY OF WATER TANKER LORRIES

19. The Contractor should calibrate the tanker indicating the capacity. The laden weight with water and the unladen weight shall be weighed at any of the authorized weighbridge and the weighment certificate issued shall be produced before signing the contract. However, the total laden weight of the vehicle with 9000 / 6000 litres of water shall not be more than the registered laden weight prescribed in the R.C. Book of the vehicle.

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RATE

20. The rate is inclusive of fuel charges, salaries to crew, all incidentals, repairs etc. The toll charges paid if any will be reimbursed from SIPCOT on production of necessary documents. No other charges will be paid by SIPCOT other than the hire charges quoted. The rate per trip is for conveyance of water from the allotted water distribution stations / filling points to the allotted locations authorized by the Project Officer in charge of mobile water supply distribution. The approximate average to and fro distance per trip would be 8KM.

21. The rate quoted shall be firm throughout the contract period except for the following adjustments as mentioned below.

i. The cost of diesel

ii. Labour and other costs based on wholesale price index to be given after one year from the date of work order.

22. The cost of diesel per litre prevailing on the due date of opening of tender shall be the basis for the hiring charges per trip quoted by the Tenderers. For any increase or decrease in cost of diesel announced by the Govt. applicable for Chennai, proportionate increase / decrease in rate per trip will be considered adopting the following price escalation formula. Price adjustment will be effective from the effective date as per the official announcement of price by the PSU Oil companies, whenever there is increase / decrease in cost of diesel.

FOR DIESEL PRICE VARIATION

The following Price adjustment clause applicable to 9000 Litres & 6000 Litres capacity water tanker lorries shall be considered.

$$Vd = \{ 0.40 \times (R \times (D1-D0) / D0) \}$$

Vd - Increase or decrease in the hire charges per trip. The increase / decrease in hire charges shall be effected from the effective date as per the official announcement of price by the PSU Oil companies.

D0 - The official retail price per litre of High-Speed Diesel (HSD) at the existing consumer pumps of IOC at Chennai on the date of opening of tender.

D1 - The new official retail price per litre of HSD at the existing consumer pumps of IOC at Chennai, as announced by the PSU Oil companies (average of diesel cost variation of every fortnight).

R - Settled Hire charges per trip for each capacity

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PRICE ADJUSTMENTS TOWARDS LABOUR AND OTHER COSTS

For increase in labour cost (to be calculated annually), the wholesale Price Index for all commodities published from time to time can be taken for arriving at the increased price as shown below.

The following Price adjustment clause applicable for increase in labour cost and other costs shall be considered.

$$VI = \{ 0.45 \times (R \times (L1-L0) / L0) \}$$

VI - Increase or decrease in the hire charges per trip. The first increase / decrease in hire charges shall be at the end of one year from the date of issue of Work order based on the official announcement of the Wholesale Price index for all commodities and subsequently on completion of second year.

L0 - The official Price index on the date of opening of tender.

L1 - The new official Price index as announced by the Government of India, at the end of one year from the date of issue of Work order and subsequently on completion of second year.

R - Settled Hire charges per trip for each capacity.

PUMPING ARRANGEMENT (for 9KL & 6KL capacity water tanker lorries)

23. SIPCOT will engage water lorries having self-driven pumping arrangement by taking power from main engine by providing suitable power take off unit arrangement. i.e. without conventional rear engine. A minimum of 10metre PVC hose of size 75mm dia should be provided with the vehicle to unload water at various locations within the Industrial Parks / Growth Centres as directed at the rate of 3000 litres in 5 minutes. SIPCOT will test check at the time of the commencement of contract and also as and when found necessary.

SPEED GOVERNOR

24. Speed Governor should be fitted in the vehicle as directed by SIPCOT for limiting the speed of the vehicle. Further, a sticker has to be affixed on the vehicle displaying the contact No. of Project Officer concerned for registering complaints regarding rash driving or other complaints by the public.

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WATER SUPPLY

25. The drinking water should be unloaded in the allotted locations mentioned in the trip sheets from any of the water distribution stations within the five Industrial Parks. The water lorry will be engaged for a minimum of 8 trips per day. However, the number of trips shall be increased or decreased as per the requirement at the discretion of SIPCOT's official. If the water tanker is found engaged in supply of water to other facilities of SIPCOT/ outside SIPCOT Industrial Areas other than the locations specified in the trip sheets without any due authorization, a minimum fine of Rs. 10,000/- will be imposed. If this offence is found continued for more than two times, the work order of the vehicle would be cancelled besides cancelling all the trips made on that day and the SD will be forfeited of after issuing Show-cause notice by the respective Project Officer and getting the explanation from the lorry owner, within the time stipulated there under. If no explanation is received from the lorry owner, it shall be deemed that he has no explanation to offer.

26. If any water tanker is not able to run minimum 8 trips per day or as ordered by SIPCOT, for any reason or thereof due to the defect in the water tanker frequently in a period of one month, the work order of that particular vehicle would be cancelled and penalty imposed as per provisions of the contract.

27. The trips for all the lorries will be allotted as directed by the Project Officer concerned.

MAINTENANCE OF PURITY OF WATER

28. The objective of SIPCOT is to supply water for drinking purpose fit for human consumption. The water is purified and chlorinated for disinfection and then only taken out for supply. This water should reach the consuming industrial units without any impairment in quality or pollution of any kind, while the Tenderer handles the water for distribution. The hose and contrivances used should be always kept hygienic. The hose should not be allowed to rest on any dirty or unhygienic spot. The crew of the Tenderer should not touch water on any account, while filling, transporting and distributing. The water in the tank should not be exposed to any probable pollutants and towards that end, the manhole cover should be properly closed with a double lid. Both the lids should always be tidy and hygienic. It should be watertight. The baffle wall inside the tank should be periodically tested, cleared from probable rust or other impurities and painted using food grade epoxy paint. The tank should be cleaned at least once in three months by removing the sediments and other impurities, if any, using Bleaching powder.

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OWNERSHIP

29. The Contractor

a. Should either own the vehicle or should have a valid contract entitling him to use the vehicle exclusively for SIPCOT till the expiry of the contract period, uninterruptedly and enclose copies of acceptable documentary evidence along with the offer and produce original documentary evidence before placement of order by SIPCOT.

b. The contractor should submit "B Register extract" from RTO every year on or before first week of issue of work order, in the respective year which is to be verified and certified by Superintending Engineer, SIPCOT every year. In case of default, the vehicle will not be allowed for operation along with forfeiture of Security deposit.

c. The contract will not be transferrable to any other person. Only in case of death of the tenderer, the Work Order will be transferred to the legal heir of the tenderer on producing necessary documents.

REPLACEMENT OF VEHICLE

30. If the vehicle is stopped for F.C. work or repair or due to any other unavoidable reasons, the same should be replaced promptly without affecting the water supply by a vehicle which will satisfy the tender conditions and the competent authority.

31. The replacement vehicle thus provided should be of the same or later model as of the vehicle for which the work order was issued. The replacement vehicle will not be allowed to run for operation for more than 30 days and within this time the original vehicle should be produced for operation.

32. If any lorry is absent from Filling point for Minor Repairs, Major Repairs / Filling of Diesel, they should be informed to the concerned Project Officer for making necessary entry in the Register.

33. In case of F.C. / Repair, a period of 30 days may be allowed. If exceeds, another vehicle from the waiting list may be engaged for operation. The work order issued for the existing vehicle will be cancelled for long absent by issuing 7 days Show-cause notice.

34. If the vehicle is absent continuously for more than 5 days without any intimation, the work order of the vehicle along with all other vehicles operated by the tenderer will be liable for cancellation and forfeiture of Security Deposit without any notice, apart from claiming damages.

35. While finalizing the tender, additional 10% of total vehicles may be selected and kept for reservation to operate in future requirements, for cancelled / stopped vehicles as replacement.

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DRIVERS & CLEANERS

36. The Contractor shall employ the drivers with sound health and good vision, the age not being below 21 years and not more than 58years holding valid license to drive heavy vehicles with a minimum experience of 3 Years and possessing unblemished record. The documents towards driver's experience, age, certificate for attending Refresher Training Course for Drivers issued by IRT / IDT shall be furnish. Medical fitness certificate (as per format) to be furnished every year from the Authorised Medical Officer for each Driver engaged.

37. The original driving license of the drivers shall be kept in custody with the lorry owners and copy of the driving license be handed over to the Project Officer of the concerned Park/Growth Centre along with Aadhaar Card and mobile no., If any substitute is proposed, post approval of Superintending Engineer, SIPCOT must be forthwith obtained.

38. The Contractor shall employ the cleaner with the minimum age of 20 years only.

39. The driver should wear Khaki Uniform & the cleaner should wear Navy Blue Uniform while on duty. Otherwise, a fine of minimum Rs. 500/- will be imposed on each occasion and deducted from the transporter's bill.

DISTRIBUTION OF VEHICLE

40. The allotment of vehicles in Parks / Growth Centre will be made based on the seniority list prepared by SIPCOT considering the order of preference given by the Tanker owners / participants subject to the availability of vacancy. SIPCOT reserves the right to allot any vehicle to any Park / Growth Centre and to re-allot the Park / Growth Centre as per the need at any time. In case, if the Tenderer refuses to take up the Park / Growth Centre, SIPCOT reserves the right to remove the vehicle from the contract and the EMD / SD paid will be forfeited. The Tenderer cannot ask for operating in a particular Park / Growth Centre and such a demand will not be entertained.

DISCIPLINE

41. SIPCOT has nothing to do with driver / cleaner employed by the Tenderer and there will be no employer / employee relationship between the driver / cleaner and SIPCOT. The Contractor is fully responsible to SIPCOT for the perfect discipline and good conduct of the Driver / Cleaner who should function without giving room for any complaint from SIPCOT Staff, Public, etc. The tenderer shall change the Driver/Cleaner if ordered to do so by the competent authority and the competent authority's decision in this regard shall be final and shall not be questioned by the Tenderer. The cleaner should not drive the vehicle under any circumstances and

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on inspection, if such misconduct is found, a fine of Rs. 5000/- will be imposed on the Tenderer. If such misconduct i.e. the cleaner driving the vehicle is noticed on more than two occasions, the contract is liable to be terminated.

42. Contractor shall not be SIPCOT employee or member of his / her family. No SIPCOT employee shall directly or indirectly engage himself / herself or permit any member of his / her family to engage in any contract or trade, business or other transaction with SIPCOT. If such thing is noticed, the contract would be liable for termination immediately without any notice and disciplinary action will be taken against the employee. The water tanker should be run within the speed limit as specified in the traffic rules. The tanker should not be parked near the filling stations during the non-supply time unless it is allowed by SIPCOT. Any vehicle found parked near the filling points after completion of that day's scheduled work, a fine of Rs. 250/- per day will be levied.

43. The engagement of 9000 / 6000 Litres capacity water tanker lorry is for transportation and distribution of water from filling points to allotted destinations authorized by the concerned Project Officer of the Park / Growth Centre on emergency basis and it is considered as essential service. Any Tenderer who instigates or indulges in agitation, in non plying of services, or taking part in any strike, for any reasons will be liable for cancellation of work order, forfeiture of EMD / SD and forfeiture of payment to the contractors if any without any notice.

44. In case the employees of the contractor stop the vehicle due to strike or any other form of agitations, the contract is liable to be terminated, with the attendant penal consequences under the contract.

NO PRETEXT OF NON AVAILABLITY OF DIESEL

45. It is the responsibility of the Contractor to have the vehicle with adequate quantity of diesel. In case if the vehicle crew refuses to reach the allotted point on the ground that there is no adequate diesel in the vehicle, it will attract a levy of penalty of Rs.1000/- for each occasion.

PAYMENT OF EPF AND ESI

46. The relationship between the Contractor and SIPCOT is one of Principal and Principal and not one of Principal and agent.

47. In respect of employees, only the Contractor is the master and they cannot even be deemed to be contract labours for SIPCOT.

48. In respect of applicable laws including labour laws like EPF, ESI etc, only the Contractor is the employer and SIPCOT will have no locus standi / responsibility whatsoever, in the matter of enforcement of those laws.

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49. However, the owner must ensure that all applicable labour laws including that of EPF and ESI are duly complied with.

DAMAGE

50. Installation of speed Governor is must in all vehicles with the maximum speed limit of 40km/hr.

51. The contractor will be responsible for all liabilities due to accidents or damages caused to properties including loss of life of any public or employee of SIPCOT or contractor's employee.

52. In case of fatal accidents due to fault in vehicle, the vehicle will be stopped from operation for a one month in a first incidence. However, in the second incidence, the Work order will be cancelled immediately and forfeited the S.D amount without and prejudice to any other action under the law. The vehicle registration no. will be blacklisted and will not be allowed to operate in any Park / Growth Centre or under any other name for the services of SIPCOT.

53. In case of fatal accidents due to negligence of driver as per report from Traffic Investigation Dept., the driver of the vehicle should immediately relieved and should never be engaged for any vehicle in SIPCOT services. He is liable for any other action under the law if warranted so.

54. In case of minor accidents, due to fault in vehicle the vehicle will be stopped from operation for a minimum period of two days for each occasion and if the same vehicle is involved in more than three minor accidents, then also the work order will be cancelled and along with forfeiture of the SD amount and the vehicle registration number will be blacklisted. SIPCOT is not responsible for any legal or criminal action that may arise on the owner or crew of the vehicle contracted for any reason and such action will not bind SIPCOT legally.

Note: In both the above cases, the driver who has caused accident will not be permitted to drive any vehicle on SIPCOT's contract.

UNAUTHORISED SUPPLY

55. If unauthorised supplies of water are detected by the Departmental officers, the contract is liable for termination besides levying penalty as may be decided by the competent authority.

56. Unauthorised supply mean, supply of water to another facility other than SIPCOT designated locations in the trip sheet.

57. If any water tanker is found engaged in unauthorized supply, a minimum fine of Rs.20,000/- will be levied besides the cancellation of all the trips on that day. Further vehicle will be booked under IPC 379 against the owner, driver and also the owner of

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the premises / consumer for the theft of water. Once the unauthorized supply is identified, no further trips will be allowed for that water tanker. Again the vehicle will be stopped immediately and enquiry will be conducted and completed within 30 days. Based on the report of the enquiry conducted by the Authorized Officer if the unauthorized supply made is found to be proved, the work order issued for the vehicle will be cancelled and the contract will be terminated immediately along with forfeiture of security deposit. However the payment for the genuine trips made during that period will be considered.

58. If the water tanker is found engaged in supply of water to other facilities of SIPCOT other than the locations specified in the trip sheets without any due authorization, a minimum fine of Rs. 10,000/- will be imposed. If this offence is found continued for more than two times, the work order of the vehicle would be cancelled besides cancelling all the trips made on that day and forfeiture of the SD after issuing Show-cause notice by the respective Project Officer of the Park / Growth Centre and get the explanation from the lorry owner as detailed in the Section "Water Supply" above.

CARRYING OF UNAUTHORISED PERSON / GOODS

59. The vehicle should not carry anything other than water filled in from SIPCOT or carry any persons unless specifically authorized by SIPCOT.

LEAKAGE

60. The tanks mounted on the chassis and all connected pipes, pumps, valves, etc. should be free from leakage. Any leakage that develops during the contract period should be forthwith rectified by the Tenderer at his cost.

61. The inspection lids and covers should be provided with water tight rubber rings to avoid water spillage.

62. If the tanker is noticed to be in operation with leaky tank, a minimum fine of Rs.500/- will be imposed. Further no trips would be given unless the leaks are rectified. The vehicle will be allowed by Project Officer after inspection. If the leak occurs frequently, the tank should be replaced by the transporter otherwise the vehicle will be stopped from operation by cancelling the contract.

63. Any spillage of water while moving on the roads is liable for a minimum penalty of Rs.1000/- for each occasion.

64. The valves provided in the tanker should be water tight and the make of the valves fitted should be of standard one and with ISI mark. The tanker should have internal baffles to avoid water surge. Failure to comply with the above to the satisfaction of the Department will lead to rejection or termination of the contract.

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65. The driver or cleaner must promptly regulate the valve during filling the tank of the vehicle at the filling point in order to avoid water being wasted. If wastage by overflow is noticed, a minimum fine of Rs. 500/- and if the person found cleaning the vehicle or taking bath at the filling point or elsewhere is found, a fine of Rs.500/- will be imposed on the Tenderer. The inspection cover should be water tight and must always be kept closed unless it is required to be opened. If tank develops leakage, the transporter himself should immediately stop the vehicle.

66. The tanker should at all-time be kept neat and clean.

PRIVATE WATER SUPPLY

67. The water tanker hired by SIPCOT should not be used by the owner for operating any other private trips even after the completion of regular trips. If the above is noticed, the contract is liable for termination, besides levying penalty as may be decided by the competent authority including forfeiture of EMD / SD amount without any intimation or notice.

68. Further any vehicle relieved from operation in SIPCOT / after cancellation of work order / when the vehicle is replaced for F.C. should not be used by owner for a private trips with a same colour of lorry wording "ON CONTRACT WITH SIPCOT", Work order no:, Name of Park / Growth Centre; painted on the vehicle. If found, the contract is liable for termination with applicable penalty. Also, the contract of all other vehicles of the contractor operating in SIPCOT are liable for termination besides levying penalty as may be decided by the competent authority including forfeiture of EMD / S.D without any intimation or notice. In addition, necessary legal action may be taken against the contractor.

69. Cancelled / Terminated vehicles shall not be allowed to park near the Filling point. Such lorries shall be handed over to police custody and also should be repainted with different colour other than 'SIPCOT WATER' standard painting and lettering.

PAYMENT

70. Payment will be made by the concerned Project Officer for hiring of lorries for transportation of 9000 / 6000 litres of water. Payment will be settled on submission of bills at a mutually agreeable interval after execution of contract. The trips in online march-out should be tallied. If any deviation is noticed, the discrepancy should be verified by the concerned Assistant Engineer of the Park / Growth Centre and it shall be approved by the respective Project Officer of the Park/Growth Centre. All the payment for hire charges will be made through online monitoring system only. No manual generation of bills will be allowed. No payment will be made for any manual march-out system. If any offline march-out is to be approved and to be incorporated in the online system, approval of the Superintending Engineer shall be obtained.

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71. The hire charges payment shall be settled based on online March-out through ECS only. Any disagreements, the Superintending Engineer, SIPCOT will settle the issue.

72. Bank details are to be furnished by the transporters at the time of Agreement.

INCOME TAX

73. Levies under the Income Tax Act and Rules, Income Tax, Surcharge and Educational Cess, etc. and any other appropriate levy by the Government as may be notified from time to time will be deducted from each bill.

GST

74. The GST if applicable will be reimbursed to contractor upon production of necessary documents.

CONTRACT PERIOD

75. Three years (Thirty Six months) with effect from the date of issue of first Work Order. However, SIPCOT reserves the right to extend or reduce the contract period if warranted. SIPCOT also reserves the right to terminate the contract without any prior intimation.

CORRUPT OR FRAUDULENT PRACTICES

76. SIPCOT requires that Contractor observe the highest standard of ethics during the evaluation and execution of such contracts. In pursuance of this policy, SIPCOT, defines, for the purposes of this provision, the terms set forth below as follows,

a. "corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the evaluation process or in contract execution; and

b. "fraudulent practice" means a misrepresentation of facts in order to influence the evaluation process or the execution of a contract to the detriment of SIPCOT and includes collusive practice among Tenderers (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Employer of the benefits of free and open competition.

77. SIPCOT can terminate the contract if it determines that the Contractor has engaged in corrupt or fraudulent practices in competing for the contract in question. SIPCOT will also declare a firm or individual ineligible, either indefinitely or for a stated period of time, for a contract if it at any time decides that the firm has engaged in corrupt of fraudulent practices in competing for, or in executing a contract.

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TOLLGATE FEE

78. The contractor has to pay necessary tollgate fee wherever applicable and the same will be reimbursed from SIPCOT upon production of necessary documents.

ARBITRATIONS

79. In case of any dispute arising out of this contract the matter will be decided under the Arbitration and Conciliation Act, 1996 and the sole arbitrator shall be nominated by the M.D. Both the parties should abide by that arbitrator's decision.

COURT JURISDICTION

80. In case of litigation between the Contractor and SIPCOT on any issue, only the Courts at Chennai will alone have jurisdiction.

SIGNED, SEALED and DELIVERED

For and on behalf of

Authority

(Signature)

(Name)

(Designation)

Address)

SIGNED, SEALED AND DELIVERED

For and on behalf of

Contractor

(Signature)

01/4/21

CT-I.

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