

Not Transferable
Security Classification: Non-Security



बैंक नोट पेपर मिल इण्डिया प्रा. लिमिटेड
BANK NOTE PAPER MILL INDIA PVT LIMITED
JV of SPMCIL - A Govt. of India Enterprises & BRBNMPL - A Subsidiary of RBI

TENDER ENQUIRY FOR SAFETY WORK PERMIT LOG BOOK

This tender document contains 12 Pages

Tender Enquiry No.	BNPM/OTE/ 601 /2023-24 dtd 26.03.2024
Tender issuing date	26.03.2024
Pre-bid meeting date & time	Not Applicable
Due date & time for bid submission	09.04.2024 ; 1100 hrs
Mode of bid submission	Online/Offline
Type of tender	OPEN TENDER ENQUIRY (OTE)
Tender Processing Fee	Rs.100/- + Taxes
Details of contact person	Deputy General Manager (SCM) 0821-240111/179/180/177

Registered & Corporate Office:
Administrative Building
Gate 1, Paper Mill Compound
Note Mudran Nagar, Mysuru – 570 003
Telephone No. 0821 – 2401 111

e-mail: scm.tender@bnpmindia.com

website: www.bnpmindia.com



SECTION I – NOTICE INVITING TENDER

1. Tenders are invited from eligible and qualified tenderers for supply of following goods:

Sl.No	Item Description	UOM	Quantity
1	Safety Work Permit (in Triplicate Copy) Details: Each log book containing 100 serial nos. starting from 2501 onwards. (note: Sample given at end of this tender document,)	NOS	75

2. **Procedure for bid submission:**

A) ONLINE:

- Interested bidders may obtain further information about this requirement from the above office selling the documents. They may also visit our website www.tenderwizard.com/BNP mentioned above for further details.
- Aspiring Bidders/Contractors who have not registered in e-tendering should register through the website E – Tendering (www.tenderwizard.com/BNP) for participating in the Online Tenders. The registration charges will be Rs. 500/- plus applicable taxes (per year) which needs to be paid through electronic mode only.
- For details, registration and e-payment, please visit e-tendering website www.tenderwizard.com/BNP or contact KEONICS help desk @ 080-40482000.
- Class III Digital Signature Certificate (DSC) is mandatory to participate in e-Tenders. Participating bidders/Contractors have to make sure that they have the valid DSC. If not, they can procure from any of the firm as approved by CCA.

B) OFFLINE:

- Quotation shall be submitted in sealed envelope.
- Sealed envelope shall be super scribed as ‘Offer for Tender No. BNPM/OTE/601/23-24 dated 26.03.2024 for SAFETY WORK PERMIT, due date of opening 09.04.2024’
- Addressed to:

Deputy General Manager (Supply Chain & Purchase)
Bank Note Paper Mill India Private Limited,
Administrative Building, Paper Mill Compound,
Note Mudran Nagar, Mysuru 570 003,
Karnataka, India

3. The tenderer shall satisfy BNPMIPL that they are competent and authorized to submit tender and/or to enter into a legally binding contract with the BNPMIPL. To this effect, any person giving a tender shall render documentary evidence that his signature on the tender submitted by him is legally binding upon himself, his firm or company as the case may be.
4. BNPM reserves the right to cancel the tender at any stage without assigning the reasons thereof.

SECTION II – TERMS & CONDITIONS

1. Documents to be submitted:

- a) Signed copy of this document (All the pages).
- b) Filled price schedule as per Section III of this document.
- c) Technical details /datasheet for the enquired product (if applicable).
- d) Micro / Small Enterprise (Certificate issued by MSME)/UAM/NSIC certificate (If applicable).
- e) Manufacturing unit details (if any).

2. Price: Price should be inclusive of P&F, Freight, Transit Insurance and GST. Price shall remain fixed & no price variation shall be accepted till completion of contract.

3. Terms of Payment: 100% payment shall be made within 30 days after receipt and acceptance of complete supply at BNPM Plant, Mysuru, as per purchase order and on production of all required documents by the supplier. NEFT/RTGS details shall be furnished along with the Original Invoice.

4. Delivery Terms & Delivery Address:

Delivery shall be made on F.O.R Basis, Bank Note Paper Mill India Pvt. Ltd., Mysore.

Engineering Stores, Bank Note Paper Mill India Pvt. Ltd., Note Mudran Nagar, Mysore - 570003. Stores contact details: 0821-2401476/486.

5. Taxes: All Taxes shall be as applicable in GST regime.

Payment of CGST, SGST, IGST & UTGST: The suppliers are required to adhere the following procedure in order to honour the payment against CGST, SGST, IGST & UTGST in the invoice.

- i) An invoice issued by the vendor for goods or services or both as applicable should be in accordance with the provisions of Sec 31 of the CGST Act & should contain all the prescribed information's in accordance with Chapter VI of CGST rules 2017.
- ii) A debit note issued if any, by the vendor should be in accordance with the provisions of Sec 34 of the CGST Act.
- iii) The vendor should mandatorily upload the aforementioned documents in respective GSTR, details of outward supplies of goods or services as applicable within the prescribed time under GST Act.
- iv) The vendor should provide the relevant documents to confirm the tax charged on the invoice has been paid to the credit of government after adjusting the ITC if any.

Notwithstanding the above, the supplier should provide indemnification as follows:

In the event of non-compliances with respect to GST Act & Rules by the successful bidder, the purchaser is allowed to adjust the GST amount from retention amount (either in BG or in cash) held by the company. If no amount is available for recovery, the successful



SECTION I – NOTICE INVITING TENDER

bidder will refund the GST liability within 10 days from the date of GST reversal in GSTRN.

The above requirements are mandatory to claim any GST liability, failing which, the GST liability will not be paid /reimbursed/accepted.

A. The bidder should consider the following points while quoting GST Rate in their bids:

1. In case of unregistered bidders, the rate and amount of GST shall be shown as “Nil”.
2. In case of a compounding dealer, GST shall be quoted as “Nil” as compounded dealers cannot collect GST from the consumers. The price quoted therefore shall be construed as all inclusive.
3. In case of work contracts or pure labour contracts, the bidder shall quote single GST rate for the work.
4. In case of composite supplies, i.e., a supply consisting of one principal supply and other ancillary supplies, the supply will attract the GST Rate of the principal supply. For example, if Item A in the supply order is the major or principal supply and other items are ancillary supplies, the bidder shall quote the GST Rate applicable to the principal goods (i.e., Item A) being supplied.
5. In case of mixed supply, i.e., a combination of two or more individual goods made together for a single price (each of these items can be supplied separately and is not dependent on any other), the total supply will attract the GST rate of the item which has the highest rate of tax. For example, if Item A in the mixed supply attracts highest rate of tax, the bidder shall quote the GST rate applicable to item A for total mixed supply.
6. In case of supplies which are neither composite nor mixed supplies, the bidder shall quote the GST Rate applicable to each item of supply separately.
7. If there is any difference of opinion regarding classification in HSN code, the bidder should sought clarification/raise query within the given time from the date of tender and it would be clarified before submitting the bid. Once clarified then that will be final & binding and no deviation shall be granted.

B. Other instructions for the bidders to claim any GST liability, failing which, the GST liability will not be paid/reimbursed/accepted:

1. Registered/compounding Contractor/supplier should produce GST Invoice containing all the particulars stated in Rule 46 of the CGST Rules, 2017 in accordance with the provisions of Section 31 of the CGST ACT.
2. The supplier should mandatorily update the invoice details in GSTR-1, details of outward supplies of goods or services within the prescribed time under GST Act
3. The Payment shall be made net of TDS as per the provisions of CGST/SGST/IGST Act.
4. Wherever there is difference in the amount admitted, the supplier may be directed to issue a Credit Note (in case of reduction in the Invoice value)/Debit Note (in case of increase in the Invoice value), and payment shall be released only after the receipt of such Debit or Credit Note

SECTION I – NOTICE INVITING TENDER

5. Supplier should provide the relevant documents to confirm the tax charged on the invoice has been paid to the credit of Government after adjusting with ITC, if any.
6. Supplier should provide indemnification as follows: “In the event of non-compliances with respect to GST ACT and Rules by the supplier, the supplier should refund the GST liability within 10 days from the date of GST reversal in GSTRN failing which the purchaser shall recover the GST amount from the retention amount (whether in BG or in Cash) held by the company”.

6. Warranty: Not Applicable.

7. Liquidated Damages (LD): Liquidated damages shall be applicable at the rate of 0.5% per week or part thereof until actual delivery or performance, subject to a maximum deduction of 10% of the delayed good's /service's contract price.

8. Delay in supplier's performance: Time for and the date specified in the contract or as extended for the delivery of the stores shall be deemed to be the essence of the contract and the supplier shall deliver the goods and perform the services under the contract within the time schedule specified by BNPM in the contract.

Any delay attributable to the supplier in maintaining its contractual obligations towards delivery of goods and performance of services shall render the supplier liable to any or all the following sanctions besides any administrative action such as (a) Imposition of liquidity damages; (b) Termination of contract for default.

9. Extension of Time: If the contract is delayed in the progress of work by changes ordered in the work, or any clause which BNPM shall decide to justify the delay, then the time of completion shall be extended by a reasonable time.

If at any time during the currency of contract, the supplier encounters conditions hindering timely delivery of the goods and performance of services, the supplier shall promptly inform BNPM in writing about the same and its likely duration and make a request to BNPM for extension of the delivery schedule accordingly. On receiving the

supplier's communication, BNPM shall examine the situation as soon as possible and, at its discretion, may agree to extend the delivery schedule, with or without liquidated damages for completion of supplier's contractual obligations by issuing an amendment to the contract.

10. Rejection Replacement: In case of supplies, materials not meeting our specification will be rejected outright and the rejected material shall be taken back within 7 days at the cost and risk of the supplier and replacement should be made within 15 days from the date of intimation. No payment shall be made for rejected item. If the material is not taken back within the stipulate period, BNPM reserves the right to dispose-off the material at the risk and expense of the vendor as per provision under Section IV: General conditions of contract.

SECTION I – NOTICE INVITING TENDER

- 11. Risk Purchase Clause:** If the supplier fails to abide by the terms and conditions of the contract/agreement, or fails to supply the material as per the delivery schedule or any time repudiates the contract,

Procure the tendered item / render service from other agencies at the risk and cost of the supplier. The cost difference between the alternative arrangement and existing contract value wherein default has been made will be recovered from the supplier along with the other incidental charges.

In case of procurement through alternative sources, if procurement price is lower than the existing contract value wherein default has been made, in such case no benefit on this account will be passed on to the supplier.

- 12. Termination for Convenience (Foreclosure) Clause:** BNPM reserves the right to terminate the contract, in whole or in part for its (BNPM's) convenience, by serving written notice on the supplier at any time during the currency of the contract. The notice shall specify that the termination is for the convenience of BNPM. The notice shall also indicate inter-alia, the extent to which the supplier's performance under the contract is terminated, and the date with effect from which such termination will become effective.

- 13. Settlement of Disputes through Arbitration:** All disputes and differences of any kind whatsoever arising out of or in connection with the contract, whether during the progress of the work or after their completion except accepted matters shall be settled through arbitration process as per the Arbitration & Conciliation Act, 1996. The venue of arbitration shall be Mysore, Karnataka.

- 14. Legal Jurisdiction:** The Courts of Mysore (Karnataka State) shall alone have jurisdiction to decide on any legal matter of dispute whatsoever arising out or in respect of the contract.

- 15. Force Majeure:** In the event of any unforeseen event directly interfering with the supply of stores arising during the currency of the contract, such as war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts, or acts of God, the Contractor shall, within a week from the commencement thereof, notify the same in writing to the Purchaser with reasonable

evidence thereof. Unless otherwise directed by BNPM in writing, the supplier shall continue to perform its obligations under the contract as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. If the force majeure condition(s) mentioned above be in force for a period of 90 days or more at any time, either party shall have the option to terminate the contract on expiry of 90 days of commencement of such force majeure by giving 14 days' notice to the other party in writing. In case of such termination, no damages shall be claimed by either party against the other, save and except those which had occurred under any other clause of this contract prior to such termination.

- 16. Fore-Closure Clause:** If at any time during the continuation of this contract, the use of material ordered in this contract is completely banned or due to drastic change in

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Government policy its use as, raw material is discontinued or is declared hazardous to public health or cause rising to civil commotion, epidemics, wide-spread strikes and 21 days' notice of such eventualities is given by purchaser to the seller, the seller without any right to enforce the contract, will agree to the fore-close the performance of balance portion of this contract and in that event no claim for damages or loss will be lodged against the purchaser.

17.Rights of Rejection: BNPMIPL reserves the right to reject any or all the applied bids without assigning any reason whatsoever. The enquiry can be rejected on national security grounds.

SECTION III – PRICE SCHEDULE

Tender No.: BNPM/OTE/601/23-24

Sch. No	Material Description	UOM	Qty	Offered Make (If applicable)	Unit Price (INR)	P&F, Insurance & Freight Charges (INR)	GST@ Amount (INR)	Unit price including P&F, Insurance, Freight & GST (INR)	Total price inclusive of P&F, Insurance, Freight & GST (F.O.R, BNPM, Mysuru) (INR)	Input GST Credit (INR) {GST amount * Total quantity}	Effective price inclusive of P&F, Insurance, Freight (F.O.R, BNPM, Mysuru) (INR)
A	B	C	D		E	F	G	H=E+F+G	I=H*D	J=G*D	K=I-J
1.	Safety Work Permit (in Triplicate Copy) (note: Sample given at end of this tender document,)	NOS	75								
	Grand Total										

Note:

1. Evaluation shall be done on the basis of lowest **overall effective price** quoted by the bidder
2. If bidders are submitting bid in sealed quotation format, then they can mention the prices in above mention table.
3. If bidders are submitting bid through online mode (e-Tender portal), then they should submit price bid through tender wizard portal price bid format only.

SECTION IV – DECLARATION

We hereby confirm that

1. We accept all the terms & conditions mentioned in the enquiry.
2. Price quoted is inclusive of P&F, Insurance, Freight and GST on F.O.R Basis, BNPM Plant, Mysore.
3. HSN Code: Item
4. GST registration status: Unregistered / compounding / registered.
5. Delivery period: (Days / Weeks)
6. Warranty Period: Months (Time Period to be specified in case warranty period is less than 12 months / NA to mentioned in the in-case warranty is not applicable)
7. Bid validity: 90 days from date of closing of tender including extensions/ corrigendum's (if any). Bid Security declaration has been submitted as per format.
8. **Bank Details (Enclosed - Cancelled Cheque/ Bank Mandate):**
Bank Acc. No.;
Bank Acc Name:;
Branch name:; Branch Code:;
IFSC:;
9. MSME / NSIC status: (If yes, then supporting document shall be submitted along with the offer to avail the benefits under the Procurement Policy for MSEs, Order 2012 along with its amendments.)
(Please fill above: MSI – For Micro Enterprises; SSI – For Small Enterprises; MED.SI – For Medium Enterprises; NSIC – For National Small Industries Corporation regd. firm)
10. Technical Data sheet/ Product Catalogue (Submitted/ Not submitted).

Signature of bidder:

Name of the Firm:

Seal of the firm:

GST No.:

Contact Details: -

Contact Person:

Contact Number:

SECTION IV – DECLARATION

(To be submitted on Company letterhead)

BID SECURITY DECLARATION

We, the undersigned, declare that we will automatically be suspended from being eligible for bidding in any tender with Bank Paper Mill India Private Limited, Mysore for the period of 12 months, if we are withdrawing our Bid during the period of bid validity (or) fail / refuse to furnish the performance security / execute the contract, if awarded.

Signature _____

Name-----

Designation-----

Date-----

Stamp of the Organization-----

	BANK NOTE PAPER MILL INDIA PRIVATE LIMITED, MYSURU				WP Sl. No.: _____						
	SAFETY WORK PERMIT				DATE: ____ / ____ / _____						
Department: _____					Section / Location: _____			Equipment ID/Tag No.: _____			
Work done by: BNPM Employee / Contractor					Company: _____			WO No.: _____			
Description of Work: _____											
Details of Work Permit required: Yes / No / NA (Tick as applicable)											
C O L D W O R K	Inspection / Alteration / Maintenance / Cleaning / Cold Work Permit				Yes / No / NA		Vehicle Entry Permit into process areas / Loading / Unloading activity		Yes / No / NA		
	Pressure Testing / Non-Destructive Test / Radiography Work Permit				Yes / No / NA		Permit for bulk transfer & handling of Fuel / Chemical		Yes / No / NA		
	Permit for Construction / Excavation				Yes / No / NA		Designated High Risk Activities if any		Yes / No / NA		
O T H E R S	Hot Work Permit (Grinding, Welding, Gas Cutting including LP & MP Steam system / Equipment)				Yes / No / NA		Flashback arrestor installed in case of Gas Cutting Operation		Yes / No / NA		
	Confined Space Entry / Work Permit				Yes / No / NA		Oxygen Level indicator value (19.5-23.5%)				
	Height Work Permit (In case of 1.8 meters or 06 feet height & above)				Yes / No / NA		Permit for Erection / Dismantling of scaffold		Yes / No / NA		
	Working on High Mast / Chimney / Stack				Yes / No / NA		Working on Vertical Ladders / Mobile Work Platform		Yes / No / NA		
E L E C T	Isolation & Re-Energisation of Electrical Equipment / Electrical Safety Permit				Yes / No / NA		Permit to work on Electrical Yard Equipment / Cables (HT & LT Lines) / Transformers		Yes / No / NA		
	Power/Control Fuse, Breaker, Trip Circuit, checked to be in “OFF” / “ISOLATION” Mode				Yes / No / NA		Permit to work associated with Electrical Batteries		Yes / No / NA		
	Permit to work on Electrical Lift Machinery				Yes / No / NA		Permit to work on Lighting rectification / service & repair of CCTV / FDAS Sensors etc.		Yes / No / NA		
Frequency of Supervision required: Constant / 10 min / 30 min / Hourly / 02 Hourly / Start & Finish / Others								Yes / No / NA			
Note: Excavations more than 1.5 meters (05 Feet) deep requires a Confined Space Work Permit. Excavations more than 1.8 meters (06 Feet and above) deep requires a Height Work Permit. Erecting / dismantling scaffolding higher than 1.8 meters (06 Feet) require a Height Work Permit.											
Application of LOTOTO (Lock Out / Tag Out / Try Out):											
Mechanical Isolation of Equipment/Machine/System De-Pressurised/Drained/Valve closed/(LOTOTO)				Yes / No / NA		Electrical Isolation of Equipment / Machinery (LOTOTO) / Area clearance for Electrical Safety			Yes / No / NA		
Mechanical LOTOTO Sl. No.						Electrical LOTOTO Sl. No.					
Name & Sign of Officer-in-Charge						Name & Sign of Officer-in-Charge					
PPEs to be used for Safe Work											
Special Instructions/Remarks for other designated high-risk activities if any											
Individual(s) involved for undertaking the Work (Supervisor/Operator/Fire Sentry/Fire Watch/Hole Watch/Others)											
Sl.	Name	Desig.	Emp. No.	Remarks		Sl.	Name	Desig.	Emp. No.	Remarks	
Sign of Contractor-in-Charge/ Site Supervisor-in-Charge (Name & Desig.) (Date & Time)		Sign of BNPM Shift-in-Charge/ Dept-in-Charge (Electrical) (Name & Desig.) (Date & Time)		Sign of BNPM Shift-in-Charge/ Dept-in-Charge (Engineering) (Name & Desig.) (Date & Time)		Sign of BNPM Shift-in-Charge (Process)/ Dept-in-Charge/Area Mgr-in-Charge (Name & Desig.) (Date & Time)					
Issue / Cancellation of Permit to Work: The above location _____ has been examined and all the precautions are / are not in place and the safety work permit is issued / cancelled for undertaking the work due to _____.											
Time: _____ AM / PM Date: ____ / ____ / _____					Sign. of the Safety Officer / Permit Issuer (Name & Desig.)						
Extension of Work Permit: Continuation of work permit details, with adequate precautions / controls ensured in place.											
Work Permit Extended upto (Date / Time)			Ist Extn (_____ / _____)			IInd Extn (_____ / _____)					
Contractor / Site Supervisor-in-Charge Sign.											
BNPM Shift Officer/Dept-in-Charge (Electrical)											
BNPM Shift Officer/Dept-in-Charge (Engineering)											
Area Manager / Process Dept-in-Charge Sign.											
Safety Officer / Permit issuer Sign.											
Note: The work permit may be extended for work in continuation of next shift or into next day provided that there is no day break / holiday, ensuring the job & surroundings been re-inspected at the start of each shift / day & no new hazards have arisen and that the hazard controls are still adequate.											
Closure of Work Permit: Work has been successfully completed on _____ (Date) at _____ hours (Time). If the work has continued on a new Work Permit, enter the new Permit serial number: _____											
Removal of LOTOTO (Lock Out / Tag Out / Try Out) / Restoration of Machinery / Equipment in Operation:											
Mechanical LOTOTO removed. Machinery / System restored in operation.			Yes / No / NA		Electrical LOTOTO removed. Equipment / Machinery restored in operation.			Yes / No / NA			
Personnel / Tools clear of the Machinery area / Confined space.			Yes / No / NA		Fire detection equipment isolation removed / restored.			Yes / No / NA			
Name & Sign of Contractor Supervisor / Shift-in-Charge		Name & Sign of BNPM Shift-in-Charge/ Dept-in-Charge (Mechanical)		Name & Sign of BNPM Shift-in-Charge/ Dept-in-Charge (Electrical)		Name & Sign of BNPM Shift-in-Charge/ Dept-in-Charge (Process) / Area Manager-in-Charge (in case of others)					
Final Closure of Permit to Work: The above location _____ has been examined and is free from risk post completion of above said work and the machinery / equipment / work area have been reinstated to their safe normal operating status.											
Time: _____ AM / PM Date: ____ / ____ / _____					Sign. of the Safety Officer / Permit Issuer (Name & Desig.)						
Copy to: (a) Contractor/Job Supervisor/Site-in-Charge			(b) Electrical Department for LOTOTO record			(c) Department/Book Copy					

GENERAL / COLD WORK PERMIT

1. Area barricading & Warning Signs have to be placed with Caution Tapes prior start of work.
2. EMPTY POCKET DRILL / Precautions for loose clothing, loose hair & wearing / ornaments to be ensured.
3. Inspection of surrounding vicinity & working tools / tackles and its associated fittings to be safe & secure.
4. Valid Load Test / Pressure Test / Fitness Certificate should be ensured for Pressure Vessel, Mobile Crane, Hydra, Chain Pulley, Slings etc. Such lifting machinery / appliances must be clearly marked with their maximum SAFE WORKING LOAD (SWL).
5. Availability of MSDS / Firefighting equipment / First Aid assistance in immediate vicinity of work area to be ensured.
6. Never use water type portable fire extinguisher for Class "B" type (oil / flammable liquid) or Class "E" type (Electrical) fire.
7. Never use CO2 portable fire extinguisher for Class "A" type of fires or inside any Confined space.
8. Hot Work Sentry / Hole Watch Sentry (for confined space) / Stand by Person (for height work) available
9. The Emergency retrieval / rescue procedure to be briefed to all employees involved in the work.

CONSTRUCTION / EXCAVATION WORK PERMIT (Any type of Excavation of Ground/Soil below 01 Ft & more)

1. Excavations more than 1.5 meters (05 Feet) deep requires a Confined Space Work Permit.
2. Excavations more than 1.8 meters (06 Feet and above) deep requires a Height Work Permit.
3. Area clearance for underground pipeline & electrical cabling in case of Construction / Excavation to be undertaken prior start of work.

HOT WORK PERMIT (GRINDING, WELDING, GAS CUTTING INCLUDING LP & MP STEAM SYSTEM / EQUIPMENT)

1. All the employees should be trained & competent with basic firefighting & operation/use of available portable firefighting equipment.
2. If possible, the Hot Work has to be shifted / relocated to a safer area.
3. All combustible / flammable materials to be removed & nearby equipment covered / guarded (within 10-15 mtrs) before Hot Work.
4. A safe distance between flammable material and the place of Hot Work to be ensured (generally not less than 10-15 mtrs).
5. The isolation of electronic / fire detection equipment in near vicinity should be ensured if necessary. To be restored on completion.
6. Safety measures to be provided & ensured for control of fall / spread of spark during welding/cutting work (especially in height work).
7. Nearest Earth Potential to be provided before Welding (preferably on the job material itself).
8. Certified / approved Flashback Arrestor to be installed on the cylinders in case of Gas Cutting operation.
9. Special precautions in case of hot work being carried out near flammable barrels / drums to be ensured.
10. Fixed / Portable Firefighting equipment should be available & ready including sufficient Fire Main Pressure (06-08 kg/cm²).
11. A Hot Work Sentry / Fire Watch Sentry to be nominated during undertaking of Hot Work in hazardous prone areas.

CONFINED SPACE WORK PERMIT

1. Thorough cleaning of the vessel / tank / confined space ensured by draining, washing, forced ventilation before start of work.
2. Artificial/Portable Ventilation (Supply / Exhaust) Blower to be provided to ensure ventilated area inside the confined space.
3. Flame proof / 24V DC portable lighting should be in use while carrying out inside confined space.
4. Gas free certification to be ensured and presence of oxygen (19.5-23.5%) / toxic gases should be tested using Multi Gas Detector.
5. Additional gas mask / respirator to be used while working inside the confined space if necessary.
6. Exhaust blower should be provided instead of forced Supply blower in case of welding / cutting operation inside the confined space.
7. Communication procedure should be established & ensured in case of confined space work.
8. Details of Entry / Exit log to be maintained for all the personnel entering the confined space.
9. Standby / Hole Watch personnel should be nominated in pairing during undertaking confined space work.

HEIGHT WORK PERMIT (In case of 1.8 mtrs or 06 feet height & above)

Note: Erecting / dismantling scaffolding higher than 1.8 meters (06 Feet) also requires a Height Work Permit.

1. Double Lanyard Full Body Harness Life Belt should be used for Personal Fall Arrest System during Height Work.
2. Anchor points for securing of Life Belt must be thoroughly inspected for use, especially on ladders & scaffoldings.
3. In case of ladder system (fixed or portable), thorough visual inspection to be carried for no signs of damage/worn out parts.
4. Bracing (extended diagonally to opposite sides of scaffold) must be provided for scaffolding infrastructure during height work.
5. Suitable guard rail system with separate safe ladders should be erected along with scaffolding infrastructure.
6. Suitable steel base plates / sole plates to be ensured for scaffolding foundations for ground support.
7. Requirement of Safety nets / Debris nets (not more than 4.6 mtrs below work area & extended upto 2.4 mtrs on all sides beyond the work area) to be assessed to avoid fall.
8. Communication procedure ensured especially during working on High Mast / Chimney / Stack.
9. Medical fitness (in case of Heart/Brain issues, Hypertension, Epilepsy or Fits, Hypoglycaemia, Acrophobia or Vertigo) of employees to be checked for the personnel for height work and Fitness Certificate to be issued by BNPM OHC Medical Officer valid for a period of One Year.
10. Standby / Double Bunkie personnel should be available in pairing during undertaking of height work.

	LIST OF APPLICABLE PPES TO BE PROVIDED FOR THE SAFETY WORK PERMIT (TICK AS APPLICABLE)							Yes / No / NA
(a)	Safety Shoes		(g)	Safety Helmets / Hard Hats		(m)	Face Shields	
(b)	Hand Gloves		(h)	Ear Defender / Plugs / Muffs		(n)	Safety Goggles	
(c)	Full Body Harness / Safety Belts		(i)	Life Lines / Lanyards		(o)	Safety Nets / Debris Nets	
(d)	Roof / Crawl Ladders		(j)	Respirator or Cartridge Gas Mask		(p)	Dust Mask / Face Mask	
(e)	Self-Contained Breathing apparatus (SCBA/ELSA)		(k)	Highly Visible Clothing		(q)	Insulated Tools (in case of electrical work)	
(f)	Arc Flash Suit (Electrical)		(l)	Earth Truck / Earth Rod (Electrical)		(r)	Gum Boots (if required)	

[illegible]