



**एनएचपीसी लिमिटेड**  
(भारत सरकार का एक नवोदय उद्यम)  
**NHPC Limited**  
(A Government of India Navratna Enterprise)



सुबनसिरी ऊपरी जल विद्युत परियोजना  
**Subansiri Upper HE Project**  
Village Sippi, PO&PS – Daporijo,  
Dist. Upper Subansiri,  
Arunachal Pradesh – 791122  
Email: subansiriupper@nhpc.nic.in

Ref. No. - NH/SUP/GSM(C)/ WO/2025-26/24

Date: 17/04/2025

To,  
M/s. P.G. Construction & Consultancy,  
New Market, Daporijo,  
PO/PS Daporijo, Dist.- Upper Subansiri,  
Arunachal Pradesh, PIN 791122.

### WORK ORDER

**Sub:-** Work Order for the work “*Providing services of watch & ward/Care Taker for MEQ & LET site at selected locations of Subansiri Upper HE Project, Menga Arunachal Pradesh*”.

**Ref:-** Your Consent letter No. 21, Dated-04/04/2025.

Sir,

The work order for the work detailed below is place in your favour as per the schedule of items, quantities, rates and amount mentioned in Annexure-A appended herewith and the terms and condition mentioned hereinafter.

**Name of Work:** Providing services of watch & ward/Care Taker for MEQ & LET site at selected locations of Subansiri Upper HE Project, Menga Arunachal Pradesh

**Value of Work:** Rs. 6,90,016/- Rupees (Six lakh Ninety thousand and sixteen) only including all taxes and duties.

#### Scope of Work:

1. Regular watch and ward/taking care of critical & valuable seismological equipments and its accessories housed in MEQ shelters for a minimum period of 6 months.
2. Regularly monitoring the functioning of machine.

**Date of Commencement work:** From the date of installation of MEQ/LET instrument.

**Completion Period:** 06 months.

#### Terms & Conditions:

1. **Price:** The contract sum shall be ₹6,90,016/- Rupees (Six lakh Ninety thousand and sixteen) only including all taxes and duties. The details of the rates are mentioned in ‘Schedule of Quantity & Prices’ enclosed as Annexure-A.

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CIN: L40101HR1975GOI032564

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2. **Paying Authority:** SM (Finance), R.O. Itanagar.
3. **Payment terms:** Payment shall be released on receipt of GST invoice. Invoices and other documents submitted by Contractor for payment under Interim Payment Certificate/ Final Payment Certificate, or any other payment under the contract shall be in accordance with the GST Law. The Contractor shall furnish a certificate along with Interim Payment Certificate/ Final Payment Certificate that GST payable by him has been deposited / will be deposited to the Govt. Treasury. The EPF and ESI Contribution on the part of Employer in respect of this contract shall be paid by the Contractor. These contributions on the part of Employer paid by the Contractor shall be reimbursed by the Engineer-in-Charge to the Contractor on actual basis on production of documentary evidence. Further, the reimbursements are subject to Production of Contract Wise copy of separate Challan Cum Return (ECR) for monthly payment of EPF by the Contractor. However, during currency of the Contract the Contractor shall also comply and furnish the document in respect of statutory returns of EPF like F-6A and F-3A in respect of Contractor's Employees engaged in the Contract. The Contractor should produce the documentary proof of depositing the ESI & EPF to the concerned departments along with monthly bills. In addition to above, the Contractor shall also submit the Bank account nos. of the contract workers in which the salary is deposited by the Contractor including. The Contractor including as proof shall submit along with other documents the account statement in respect of salary paid to the contract workers for the month prior to the month in which the Contractor submits Running account bill.
4. **Security deposit:** 5% will be deducted from each bill and shall be released after one month of successful completion of work.
5. **Completion Period:** The completion period of this work as a whole shall be for 06 (Six) months w.e.f. the date of installation of MEQ/LET instrument.
6. **Engineer-in-Charge:** Group Sr. Manager (C), Subansiri Upper Project, Daporijo, shall be the Engineer-in-Charge for this work.
7. Transportation of men/material to site will be arranged/borne by the contractor and nothing will be paid on this account.
8. **Safety:** Contractor shall ensure all the safety measures during execution of this work and incase of any mishap/accident, all financial liabilities shall be borne by the contractor as per relevant labour laws/ Act applicable. The contractor shall also follow all the statutory provision under the labour laws.
9. **Insurance:** The contractor shall take the ESIC. In case ESIC is not available, then Mediclaim policy or any other policy as applicable for his workers engaged for the works and shall submit the proof of the policy to the Engineer-in-charge before commencing the work.  
All costs on account of insurance liabilities covered under the Contract will be on Contractor's account and will be included in Contract price.
10. **Income Tax:** Income tax shall be deducted as per rule.
11. **Tools and plant:** NHPC will not provide any T&P required for the work.

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12. **EPF Contribution:** The EPF deposit challan is to be submitted by the contractor along with bill.
13. The Contractor will be responsible for compliance of all statutory provisions relating to Minimum Wages notified by the Central Govt./state Govt. in respect of the persons deployed by him. Contractor is liable to pay minimum wages as notified by the Central Govt/ state Govt. to time.
14. All disputes what so ever shall be settled within the jurisdiction of the District Court of Upper Subansiri District, (Arunachal Pradesh) only.
15. If the Contractor does not complete the work satisfactorily as per the terms and conditions of this work order and statutory requirements applicable from time to time, the security deposit will be forfeited and work order shall be terminated by giving prior notice and the remaining work shall be got completed at its risk and cost.
16. Corporation reserves the right to cancel the order in part or full by giving prior notice, without assigning any reason and the contractor shall have no claim thereof.

This is being issued to you in duplicate. You are requested to return its duplicate copy duly signed and stamped by you as a token of its acknowledgement and acceptance.

Please take necessary action to commence the work and confirm.

Thanking You.

Yours Sincerely,

(Tafen Dulom)  
GSM (Civil)

Subansiri Upper HE Project

Copy to:

1. HOP-SUHEP, for kind information please.
2. SM (Fin.) for kind information please.
3. GSM(Civil) for kind information and necessary action please.
4. Office file.

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Annexure-A					
ABSTRACT OF COST					
Name of work: Providing services of watch & ward/ Care Taker for MEQ & LET site at selected locations of Subansiri Upper HE Project, Arunachal Pradesh.					
Sl. No.	Description of Items	Unit	Qty.	Rate/month (Rs.)	Amount (Rs.)
1	Providing services of watch & ward/ Care Taker for shelter of MEQ&LET site located at different places for Subansiri Upper HE Project	Month	6	95976.72	575860.32
	5 nos. of Unskilled workers shall be deployed for above work				
Add GST @18% =					103654.86
Amount with GST =					679515.18
PMJJBY: @Rs 330 per person per annum =					1650.00
PMSBY: @Rs 20 per person per annum=					100.00
Liveries: @ Rs 3500 per person per annum =					8750.00
Total Estimated =					690015.18
Say, =					₹ 6,90,016.00
Total Estimated Amount: Rupees Six Lakh Ninety Thousand and Sixteen only.					

*Rekesh*  
JEC

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*[Signature]*  
JSM(C)



Detailed Estimate									
Name of work: Providing services of watch & ward/ Care Taker for MEQ & LET site at selected locations of Subansiri Upper HE Project, Arunachal Pradesh.									
Rate per month:									
LABOUR COMPONENT									
Sl. No.	Category of workers	Unit	Qty.	Rate/day (Rs.)	Amount/day (Rs.)	No. of days per month	Amount/month (Rs.)	Note: Restricted to Rs. 15000	remarks
1	Unskilled	No.	5	526.00	2630.00	26	68380.00	75000.00	Min. wages vide Order No. - F. No. 1/27(3)/2024-LS-II Dated 25/09/2024 issued by Office of the Chief Labour Commissioner, Ministry of Labour & Employment, Govt. of India
					Total Basic wages=		68380.00		

Add contractor's profit @ 10% of Basic+VDA (restricted to Rs. 15000/-)	=	6838.00
Add Non-ESI and Mediclaim policy insurance @3.29% of Rs. 21000/-	=	3454.50
Add EPF @12%, plus EDLI @0.5% and Admin charges @0.5% of basic+VDA (restricted to Rs. 15000/-)	=	8889.40
Sub Total =		87561.90
Bonus @8.33% of Basic+VDA restricted to wage ceiling Rs. 21000/-	=	5696.00
National holidays @0.32% of Basic+VDA	=	218.82
Conveyance @Rs.500 Per person per month	=	2500.00
Grand Total =		95976.72
Say, Rate per month =		₹ 95,977.00
say, Rate per month per manpower =		₹ 19,195.00

*Rabash*  
JEL

*[Signature]*  
JEL