

**CONDITIONS OF LABOUR LAWS TO BE COMPLIED BY THE CONTRACTOR**

**1.0 LABOUR LAWS:**

The contractor shall be solely responsible for strictly following all Labour Laws, Industrial Laws, Factories Act, and such other laws which are applicable from time to time including but not limited to the notification amendments or additions which are made to these laws during the period of contract. The contractor shall also be responsible for various levies of State Government, Government of India or any Statutory Body. The contractor shall have to, at his own expenses, comply with labour laws and keep the company indemnified in respect thereof. Some of the major liabilities under various labour and industrial laws which the contractor shall comply with as under, but not limited to:

1.1 The contractor shall submit all relevant and required documents including but not limited to the following documents to HR Deptt. of GNFC before commencement of the job.

- i.) Copy of the documents showing legal status of the firm.
- ii.) Copy of the documents showing allotment of PF Code No. by the RPFC Office.
- iii.) Copy of receipt / cover note / insurance policy obtained to comply with the provision of Workmen Compensation Act, 1923.
- iv.) Copy of challans showing remittance of security deposit and license fee to obtain the labour license as per the provisions of The Contract Labour (R&A) Act, 1970.

After verification of above stated documents, entry permits for the contract labours will be issued by Security Deptt. to the contractor.

1.2 The contractor shall submit application to the Licensing officer to obtain the license as per the provisions of the Contract Labour (R&A) Act, 1970 before commencement of the job after remittance of license fee and deposit as stated under:

- i.) Payment of deposit in respect of each contract labour at the rates prescribed by the Govt., with the office of Commissioner of Labour, Ahmadabad as per the Contract Labour (Regulation and Abolition) Act, 1970.
- ii.) License fee as prescribed under the Contract Labour (Regulation and Abolition) Act and rules framed there under depending upon the number of workman employed by the contractor.

The contractor shall also submit copy of labour license to HR Deptt. of GNFC within 15 days from the date of commencement of work.

- 1.3 The contractor shall not employ any contract labour whose age is below 18 years. However you shall not employ any person who has reached the age of superannuation (i.e. 60 Years of Age) under "The Bombay Industrial Employment (Standing Order) Rules, 1959 (As applicable in State of Gujarat)".
- 1.4 The contractor shall also maintain valid labour license under Inter State Migrant Labour Act if required under this law and shall comply with the provisions of interstate migrant Labour Act.
- 1.5 The contractor shall allow women employees to work in factory between the hours of 06.00 a.m. to 07.00 p.m. only.
- 1.6 The contractor shall obtain photo identity cards cum entry passes for all his labours and supervisors as per the security regulation of the company in force from time to time and no person shall be allowed entry without such valid pass.
- 1.7 The contractor shall make payment of contribution by way of employees, contribution towards provident fund, Pension Scheme, Deposit Linked Insurance Scheme, Administrative Charges, etc. at the rates made applicable from time to time by Government of Gujarat / Government of India or other Statutory Authorities.
- 1.8 The contractor shall provide safety appliances / articles / equipments at his own cost to his labours.
- 1.9 The contractor shall pay extra wages for overtime to the labours as per provisions of the Factories Act, 1948.
- 1.10 The contractor shall pay the wages as fixed by him or rates fixed under the Minimum Wages Act from time to time, whichever is higher. The wages of every contract labour employed by him under this contract shall be paid by him before the expiry of 7th day of the month in respect of which the wages are payable. The payment shall be disbursed through bank only.
- 1.11 The contractor shall pay bonus to his eligible employees in accordance with provision of payment of Bonus Act. He shall keep and maintain register as prescribed under payment of Bonus Act and shall produce before authorized officers of the Company as and when asked for inspection.
- 1.12 The contractor shall pay Gratuity to his employees in accordance with provision of payment of Gratuity Act. He shall keep and maintain required registers as prescribed under payment of Gratuity Act and shall produce before authorized officers of the Company as and when asked for inspection.
- 1.13 The contractor shall keep and maintain registers and forms as prescribed under the Factories Act, 1948, Payment of Bonus Act, 1965, Payment of Gratuity Act, Contract Labour Act, PF Act, and other Labour Laws in force from time to time.
- 1.14 The contractor shall allow his employees to avail paid leave at the rate of one day for every 20 days of working or shall encash the earned leave as per the provisions of the Factories Act.

- 1.15 The contractor shall make payment of retrenchment compensation, notice pay and other liabilities as per Industrial Dispute Act, any payment to the contractor's employee arising out of any claim or dispute under Industrial Dispute Act, 1947 or any other labour laws.
- 1.16 The contractor shall make payment of compensation in case of accidental injury in accordance with provisions of Workmen Compensation Act, 1923. For this, the contractor shall take insurance policy for the labours engaged for this job. The contractor shall also submit copy of insurance policy to HR Deptt. of GNFC before commencement of work.
- 1.17 The Company reserves the right to terminate work order if awarded under this tender enquiry / work order if contractor fails to comply with the labour laws as stated above and the labour laws which are applicable to his firm from time to time.
- 1.18 The contractor shall give his office and residential telephone numbers, mobile number(s) and addresses to the Company so that in case of labour trouble etc. the contractor can be contacted.
- 1.19 The company will be entitled to deduct directly from the bills to be paid to the contractor any sum or sums payable by him and which sum / sums the company is required to pay as Principal Employer on account of his default in respect of all liabilities referred to in above clauses.
- 1.20 The contractor shall pay Cash Canteen Assistance and Medical Assistance at the rate of **RS. 08.00 AND RS. 04.00** per day respectively. However, CCA & MA shall not attract any indirect liability on PF, Bonus, Gratuity, OT etc. The amount of CCA & MA is to be paid to the labourers along with wages, failing which the same shall be deducted from running / pending bill of the contractor.
- 1.21 The contractor shall display notice on his notice board showing the rate of wages, hours of work, wage period, date of payment of wages, name and address of Govt. Labour Officer and Inspector under Minimum Wages Act having jurisdiction. The notice shall be displayed in language understood by the majority of workers.
- 1.22 The contractor shall ensure adherence to the provisions of Gujarat Labour Welfare Fund in respect of his labours from time to time.
- 1.23 Periodic Medical check-up of the contract labours shall be got done as per the provisions of The Factories Act. The medical check-up of new incumbents shall be got done by the contractor and the reports shall submit to the HR Deptt.

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