

भारत सरकार/Government of India
परमाणु ऊर्जा विभाग/Department of Atomic Energy
नाभिकीय ईंधन समिश्र/Nuclear Fuel Complex
Ceramic Fuel Fabrication Plant - Assembly
ECIL Post
Hyderabad-500062

NOTICE INVITING TENDER

Tender No: NFC/ CFFP(A)/WO-16/2018

Date: _____

To
M/s.

Dear Sir,

On behalf of the President of India, sealed item rated tenders are invited from competent and well experienced contractors for the following work on works contract basis.

- 1) Name of Work : **Material Handling, Cleaning & Segregation Work**
 - 2) Scope : As mentioned in this document as annexure B.
 - 3) Duration of Contract : 12 months
 - 4) Estimated Cost : Rs 30,00,000/- (Rupees thirty lakhs only) [Including GST]
 - 5) Earnest Money Deposit : Rs. 60,000/- (Rupees sixty thousand only) (2% of estimated cost)
- EMD in the form of Fixed Deposit Receipt / crossed demand draft drawn in favour of "Pay and Accounts Officer, NFC" payable at Hyderabad shall be submitted. Offers without EMD will be summarily rejected. Name & A/C No. of the contractor may be written at the backside of the DD submitted towards EMD and the DD to be submitted shall be drawn after the date of release of NIT to ensure that it is valid for entire offer period.
- 6) Issue of tender document : **From 05.02.2018 to 15.02.2018**
 - 7) Last date for submission of tender : **20.02.2018 up to 14.00 hours.**
 - 8) Date of opening the sealed tenders : **20.02.2018 at 14.30 hours.**
 - 9) Cost of tender document : Rs 500/- (Demand draft or banker's cheque payable at Hyderabad drawn in favour of "Pay & Accounts Officer, NFC").

Tender document will be issued from SM, CFFP(A) office on all working days between **10:00 hrs to 15:30 hrs** from **05.02.2018 to 15.02.2018** upon receipt of a written request quoting the tender number and upon payment of a tender fee of Rs. 500/- which is non-refundable and non-adjustable. Tender document will be issued upon providing all applicable details given under clauses 13 & 44 of the terms & conditions of this document.

Quotations are to be submitted strictly in the format enclosed. Tender and EMD shall be placed in two separate envelopes clearly indicating tender No. and each marked as TENDER & EMD respectively. Both the envelopes shall be submitted together in another sealed envelope super-scribing Tender No. & description of work along with due date and time of submission on the outer cover.

Your offers shall be deposited in tender box kept for the purpose at **North Security Gate**, Nuclear Fuel Complex, ECIL Post, Hyderabad – 500062, on or before **20.02.2018 up to 14.00 hours.**

Tenders will be opened at Works Section, III floor, Aadhar Building, NFC. Late/delayed & tenders not accompanied by EMD shall not be considered. Tender document issued to contractor is non-transferable.

Sr. DGM (BA, BB, ED&A)
For and On behalf of the President of India

Note: NFC is committed to a corruption free work environment. "All the purchase and contracts commitments of NFC will be honoured without the citizen having to pay any bribe". "In case any person demands any bribe, it is the duty of a responsible citizen to inform the matter to the Vigilance Officer, NFC, Hyderabad". Telephone No. 040-27122181 & 040-27184314 (Office) and 040-27137012 (Residence). Email: vo@nfc.gov.in

Terms and Conditions of NIT No: NFC/ CFFP(A)/WO-16/2018

1. The contractor will be completely responsible for the job. The contractor shall deploy sufficient man power required for completion of the work on the daily basis. The contractor shall ensure to entrust a supervisor who shall fully be responsible for carrying out the jobs safely. Authorization shall be furnished in writing. The contractor shall deploy only that qualified man power, who have prior experience in the works as brought out in the scope of work.
2. Schedule of Quantities:

Table-1: Schedule of the Work Items.

S. No.	Work Item	Procedure to be followed	Unit	Quantity per year
1	Handling of Aluminum and Plastic boxes containing approximately 300 tubes.	MHP-1	Tray/Box	90,000
2	Shifting of loaded element trays between different work centers.	MHP-2	Tray	56,000
3	Handling of Helium / Argon Gas Cylinders	MHP-3	Cylinder	7,200
4	Cleaning of Coolant Tanks of DHT Machines.	MHP-4	Tank	100
5	Shifting & Segregation of rejected tubes and elements in boxes	MHP-5	Tube/Element	1,80,000

Note:*A description of the work and the procedures to be followed are furnished in Annexure-B attached herewith.

3. No child labour should be engaged.
4. The work has to be carried out during the First & Second shifts (i.e. from 06:15 AM to 22:15 PM) and general shift (i.e. from 8:45AM to 4:45PM), also on holidays against requirement. It will be informed from time to time by the designated officer/supervisor.
5. The workers engaged by the contractor should wear uniform which is distinct from NFC uniform. Safety shoes and other PPE as required for the job are to be provided by the contractor for all the workers engaged by him and ensure its usage. The contractor has to ensure safe working practices and follow all safety rules and regulations stipulated by SED, NFC from time to time.
6. The Contractor must follow all Labour Laws such as Contractor (Regulation & Abolition Act), Payment of Wages Act, EPF & MP Act, ESI Act, Payment of Bonus Act, Employees Compensation Act etc. NFC reserves right to ask Contractor to furnish proofs /documentary evidence for following the above laws. Clarifications on statutory provisions if any may be sought from Welfare Officer, NFC, Hyderabad on 040-27183059 or wo@nfc.gov.in on any working day during office hours.
7. Earnest Money Deposit at the rate of 2% of estimated cost put to tender shall be submitted along with tender in the form of Fixed Deposit Receipt / crossed demand draft drawn in favour of "Pay and Accounts Officer, NFC" payable at Hyderabad. Offers without EMD will be summarily rejected.
8. The work required to be carried out in the fuel plants, all unskilled staff deployed for the work shall be atleast class tenth fail. Supervisor shall be skilled and atleast XIIth passed or equivalent. The contractor shall produce necessary police verification certificates from the local police station for the manpower being engaged for the purpose.
9. Valid Medical fitness certificate from at least an MBBS doctor for the workers engaged shall be submitted. The contractor shall ensure that all his labour, who are engaged in work are covered under ESI and EPF. Proof of the same shall be produced before start of the work.
10. The quoted value shall be **exclusive of ESI, EPF and inclusive of GST & any other mandatory duties and levies of the Government**. The bills will be released against submission of documentary evidence towards payment of ESI, EPF of the concerned authorities.
11. The contractor shall provide the registration details of Income Tax, ESI, EPF, GST etc. while collecting tender document and copies of the same shall be submitted along with tender document.
12. Performance Guarantee @5% of Work Order value shall be submitted within **15 days** from the date of issue of letter of acceptance in the form of Fixed Deposit Receipt or Demand Draft or Bank Guarantee. (Extension of time for submission of Performance guarantee at the request of contractor shall be charged @0.1% per day of performance guarantee amount. In case a bank guarantee is furnished, it shall be valid for a period of 12 months from the date of issue of work order along with a claim period

of six months. Workfront will not be made available to the contractor unless Performance guarantee is submitted to us.

13. In case of non-submission of Performance Guarantee within prescribed/extended time, the Earnest Money Deposit submitted will be forfeited.
14. Security Deposit @ 2.5% of the Work Order Value shall be recovered from Running Account bills. The Security Deposit amount recovered shall be released after Three (3) months from the date of completion of entire work, or after payment of final bill, whichever is later.
15. Income tax and GST as applicable at source shall be deducted from the payments made. Contractor shall furnish his PAN No. and bank details along with a Xerox copy of the same duly countersigned by him. Non-submission or incorrect submission of PAN attracts income tax @20% on the gross bill.
16. Payment for the work done by the contractor shall be made based on the work done by contractor which was accepted and measured by the Officer in charge, duly approved by the competent authority.
17. Offers received will be evaluated based on the total cost quoted exclusive of EPF, ESI and inclusive of GST.
18. The offer should be kept valid for a period of three months from the date of opening of tender.
19. Incomplete and conditional tenders shall be rejected. However unconditional rebates are acceptable.
20. Contractors shall quote the rates both in **words** and **figures**.
21. In case there is a variation between the rates in figures and words, the rate which corresponds to amount worked out by the contractor shall be taken as correct.
22. When the amount of an item is not worked out by the contractor, or if it does not correspond with the rates written either in figures or in words, then the rate quoted by the contractor in words shall be taken as correct.
23. When the rate quoted by the contractor, in figures and in words tallies, but the amount is not worked out correctly, the rate quoted by the contractor shall be taken as correct and not the amount.
24. Contractor shall sign each page of the tender document along with the **Schedule of quantities & Rates**.
25. In case the contractor fails to commence the work specified in the tender document within the prescribed time schedule, then the Government shall without prejudice to any other right or remedy be at liberty to forfeit whole EMD absolutely.
26. The contractor shall ensure that labour deployed for the contract would confine themselves to their respective places of work and not indulge in activities that would be harmful to NFC.
27. NFC reserves right to accept or reject any quotation, either completely or partly, without giving any reasons.
28. If on acceptance of the tender, owing to the circumstances if the scope of the work remains altered, reduced or abandoned for any reason NFC shall give a notice in writing to that effect to the contractor who shall act accordingly. Also, if the workmanship is not satisfactory, the contract shall be cancelled.
29. Before quoting, the contractor may visit NFC for assessment of work with prior permission of DGM/Sr. Manager. He may be contacted at **Phone numbers: 040 2718 4215/4484/4614**.
30. If the contractor fails to execute the work completely, then the Government shall without prejudice to any other right or remedy be at liberty to forfeit whole Security Deposit and Performance Bank Guarantee absolutely.
31. If the L-1 bidder quoted much lower than the estimated cost, then a Bank guarantee for the differential cost may be obtained from the L-1 bidder as per CVC guide lines.
32. The quotation shall clearly indicate the **rate in Rupees** for carrying out **one unit** of work specified. The rate offered shall be indicated **both** in figures **and** in words.
33. Considering 300 days of work in a year (which includes working days as well as few holidays), the total quantum of work items to be carried out in a working day, on the average, is given in the Table below:

Description	Calculated No. of Units per day
MHP- 1	300 Trays/Boxes
MHP- 2	180 Trays
MHP- 3	24 Cylinders
MHP- 4	One tank in every three days
MHP- 5	600 Tubes/Elements

34. As the handling of loaded trays involves radioactive material, TLD badges will be provided to each contract labor for external radiation dose monitoring. Hence, use of TLD badge is mandatory in workplace.
35. The successful bidder shall maintain a log of the identities of individual labourers engaged on a daily basis together with the counter-signature from the NFC-designated officer.
36. Wages are to be paid as per Minimum Wages Act, notified by RLC (C) from time to time. The successful bidder shall pay the wages to the labourers engaged by him towards this contract in conformity with the provisions under the Minimum Wages Act issued, and revised from time to time, by the Ministry of Labour, Government of India. Daily minimum wages prevailing currently are:

Rs.653.00 for skilled labourer, Rs.593.00 for semi-skilled labourer and Rs.536.00 for un-skilled labourer.

37. Certificate from Officer-in-charge at NFC regarding payment of minimum wages to the contract labour is to be enclosed along with the claim. As the Principal Employer, Nuclear Fuel Complex has the responsibility of ensuring payment of wages to all the contract labourers also in conformity with the provisions of the said Minimum Wages Act. As such, the contractor shall be obliged, under the proposed contract, to disburse the monthly payments to the contract labourers in the presence of NFC-designated officer, if called upon, even through bank.
38. NFC retains the right to increase or decrease the quantity of work by 10% of the specified value at the discretion of NFC at any time during the currency of the contract and the Contractor shall be obliged to execute the same without charging any additional cost to NFC.
39. The period of contract is for one year from the date of issue of work order and the contract is **Extendable/Repeatable**, depending on the requirement and subject to acceptance of the contractor, for similar quantities of work by another tentative one year based on the satisfactory performance under the same rate, terms and conditions.
40. Tenders shall be issued to the contractors provided they produce definite proof of the following.
 - a) A crossed demand draft towards payment of the tender cost.
 - b) Proof of technical, organizational and financial competence to execute a work of comparable nature and magnitude in the format provided herein.
 - c) Xerox copy of the PAN card (both sides).
 - d) Latest Income Tax Assessment.
 - e) ESI and PF for contract Labours working under contractor compulsory for obtaining Tender/Work Order.
 - f) Documentary evidence of having past experience of executing the work contract of single order value of not less than 80% of estimated cost or two similar works of value not less than 60% of estimated cost or three similar works of not less than 40% of estimated cost will only be considered for tender evaluation. The required evidence is to be submitted by the contractor with documentary evidence.
 - g) GST Registration details.
41. Any loss incurred by NFC due to the reasons attributed to the Contractor's personnel would be recovered by NFC from the payments due to the Contractor.

In case of any damage to NFC property during working will be recovered from the contractor. Any damage due to falling/mishandling will be recovered from the contractor equivalent to one week wages of a contract worker.

In case of any mishandling/damage; contract worker/supervisor has to immediately report to concerned NFC supervisor/officer. If he does not report the incident and found out at the later stage, the casual will be terminated from the work.

Sr. DGM (BA, BB, ED&A)
For and On behalf of President of India

Tender Enquiry No.: NFC/ CFFP(A)/WO-16/2018 Dated:_____

Description of the work and the procedures to be followed for carrying out each work item of the tender for **Material Handling, Cleaning & Segregation Work** is given hereunder for guidance of the prospective tenderers.

Introduction:

CFFP(A) is engaged in production of PHWR fuel assemblies. Among others, the following processes are also involved in this production work: a) collection, segregation, cleaning, drying, and shifting of Aluminium/Plastic boxes c) shifting of tube/element trays between different work-centers, b) fetching / return of Helium and Argon gas cylinders, d) cleaning of the coolant tanks of the special purpose turning machines, and f) Shifting & Segregation of rejected tubes and elements in boxes. All these processes do not require high skills and are labour oriented. They can be easily be carried out by even unskilled persons following simple instructions. These instructions are brought out into respective procedures to ensure safe execution of the work items. For unambiguous definition of the quantum work involved in each work item of the contract, respective Units of Work are defined.

Associated Material handling work during PHWR fuel assemblies fabrication: During PHWR assemblies fabrication there are different types of material handling activities and has to be carried out in order to meet production target on day to day basis.

The following are the material handling and other related works:

1. Handling of Aluminum trays and Plastic boxes containing approximately 300 tubes.
2. Shifting of loaded element trays between different work centers.
3. Handling of Helium / Argon Gas Cylinders
4. Cleaning of Coolant Tanks of DHT Machines.
5. Shifting & Segregation of rejected tubes and elements in boxes

Proper care has to be taken as instructed by the NFC's designated safety officer indicated in the Contract Agreement during the execution of the work.

Material Handling Procedure (MHP) -1: Handling of Aluminum trays and Plastic boxes containing approximately 300 tubes.

Purpose: During PHWR fuel manufacturing, empty aluminum trays weighing about 5-6 kg and Plastic boxes with tubes in it weighing about 18-20 kg are to be handled between different work stations and are to be cleaned with respect to dust and cloth stickers.

Unit of Work: Handling of empty aluminum tray/ plastic box.

Equipment to be used: Trolley, pallet truck.

Materials to be used: Liquid soap, running water

Step-by-Step Procedure: (for one unit of work)

This work is divided into three works, the procedure is given below;

Work station-A: Trays Cleaning

1. Loading of empty aluminum trays from specified location into trolley.
2. Shifting of loaded empty trays to tray cleaning centre.
3. Unloading of empty trays.
4. Removal of barcode stickers from the Al trays and respective lids from outside
5. Manual cleaning of trays and lids with cotton waste soaked in liquid soap.
6. Rinsing with water and final cleaning with dry cotton rags.
7. Stacking and storage at specified place for further recycle.
8. Shifting of clean trays to tray preparation centre for further process.

Work station-B: Tray Arrangement

1. Loading of these cleaned trays into the tray trolleys.
2. Arranging each trays with 4 nos of wooden spacer and two small wooden blocks in each trays. These wooden blocks and wooden spacers has to be collected from the end cap welding section & end plate welding section in Plastic boxes respectively.
3. Shifting the arranged trays trolley to pellet loading station.

Work station-C: Loading and Unloading Plastic boxes to transport vehicle

1. Removal of cloth stickers from the empty Plastic boxes from inside
2. Manual cleaning of these boxes with cotton waste soaked in liquid soap.
3. Rinsing with water and final cleaning with dry cotton rags.
4. Stacking and storage at specified place for further recycle.
5. Handling of Plastic boxes with tubes weighing about 18-20 kg received by vehicle from NUFAP to tray arrangement section and empty tube welding section. Loading the welded tubes Plastic boxes to vehicle.

Safety PPE (personal protection equipment) to be used: Hand gloves, safety shoes, nose mask

Precautions to be taken: Floor condition has to be ensured while handling trays/trolleys.

Estimated Man-power: To carry out 250-260 units of aluminium trays and 40-50 Plastic boxes of work as defined above, the approximate efforts required are 6 man-shifts.

One man shift for handling/cleaning of 45-50 such trays and boxes put together.

Material Handling Procedure (MHP) -2:

Purpose: Shifting of loaded element trays between different work centers.

Introduction: During PHWR fuel manufacturing, elements are handled in Al-trays and received from CFFP(P) plant. The approximate weight of the element tray is about 20 kg including tray and elements. These trays are shifted to various work centers using standard trolleys.

Unit of Work: One Aluminum Tray of about 20 kgs weight

Equipment to be used: Trolley with wheels

Step-by-Step Procedure: (for one unit of work)

- a) Arranging of loaded element trays in trolleys.
- b) Shifting of trolley loaded with element trays to drying stations.
- c) Unloading of trays from trolleys and loading into element drying oven at 120 deg C using Asbestos gloves (Oven to be operated by NFC supervisor).
- d) Unloading from the oven after specified time (as instructed by supervisor).
- e) Shifting from drying oven to weld centers.
- f) Trays unloading from trolleys and distributed to weld centers, after welding removing from the weld station and transferred to the next work station.
- g) Shifting of empty trays from end plate welding station to tray preparation area.

Safety PPE (personal protection equipment) to be used: Hand gloves, Nose mask, Safety shoes

Precautions to be taken: Trays are to be handled when they are at room temperature.

Estimated Man-power: To carry out 180 units of work as defined above, the approximate efforts required are 4 man-shifts.

Material Handling Procedure (MHP) -3:

Purpose: Handling of Helium / Argon Gas Cylinders

Introduction: Helium and argon are inert gases which are used for various welding operations during PHWR fuel fabrication. They are standard cylinders.

Unit of Work: Shifting of one full cylinder from the central store to a specified work centers and returning the empty cylinder back from the work center to the central store.

Equipment to be used: a) Standard Cylinder-Handling Trolley, b) Fork lift

Step-by-Step Procedure: (for one unit of work)

1. Loading of empty cylinders on to the fork lift from CFFP(A), unloading the same at central stores at the specified locations.
2. Loading of full cylinders on to the fork lift from central stores, unloading the same at CFFP(A) at the specified locations.
3. Shifting of cylinder along with trolley from cylinder storage place to various work centers.
4. Unloading the cylinder from the trolley.
5. Locating the cylinder near the required work center.
6. Securing the cylinder with the chain.
7. Shifting back of empty cylinders to storage place by using same procedures as that of full cylinders.

Safety PPE (personal protection equipment) to be used: a) Safety Shoes, b) Hand-gloves

Precautions to be taken:

- a. Always keep cylinders in vertical position and secure it with chain.
- b. Do not operate any cylinder.

Estimated Man-power: One man-shift for 24 units of work.

Material Handling Procedure (MHP) -4:

Purpose: Cleaning of Coolant Tanks of DHT Machines.

Introduction: Double Head Turning machines are used for PHWR fuel tube machining and element machining operations and coolant tank of the machine have to be cleaned regularly to maintain proper cleanliness. The tank capacity is about 200 ltrs and it contains a mixture of water and water soluble mineral oil. Two machine needs to be cleaned in a week.

Unit of Work: Cleaning of one DHT coolant Tank

Equipment to be used: 200 liter capacity standard mild steel drum

Tools to be used: Mug, per.

Materials to be used: a) Cotton waste,

Step-by-Step Procedure: (for one unit of work)

1. Remove the chip conveyor from the coolant tank.
2. Remove the tank lid
3. Collect the used coolant in 200 ltrs drum using mug.
4. Clean the inside tank about (200 ltrs capacity) with cotton waste.
5. Fix back the tank lid and chip conveyor.
6. Shift the used coolant drum to the specified location.

Safety PPE (personal protection equipment) to be used: Safety Shoes, Nose mask, Hand Gloves, Uniform.

Precautions to be taken: Oil to be cleaned from the surrounding areas before taking up the tank cleaning activity.

Estimated Man-power: One man shift for cleaning one DHT tank.

Material Handling Procedure (MHP) -5:

Purpose: Shifting & Segregation of rejected tubes and elements

Introduction: During PHWR fuel manufacturing, tubes are getting rejected at the various work centers.

Unit of Work: One tube/element

Equipment to be used: Plastic box, Metallic box and pallet truck

Step-by-Step Procedure: (for one unit of work)

- a) Collecting of the processed/rejected tubes from the various centers such as Empty tube welding section, Trays arrangement section, end cap welding section, machining section, metallographic section and endplate welding section etc.
- b) These tubes are to be arranged initially in plastic boxes and subsequently into metallic boxes.
- c) Proper labels have to be pasted to the boxes.
- d) The rejected elements has to be collected from the various section under CFFP(A) supervisor supervision and are to be stored at the designated places.

Safety PPE (personal protection equipment) to be used: Hand gloves, Nose mask, Safety shoes

Precautions to be taken: Tubes and elements are to be handled carefully.

Estimated Man-power: To carry out 300 units of work as defined above, the approximate efforts required are 1 man-shifts.

Notes for information to the Tenderers:

- a) The individual labourers coming for this work would be instructed about safe working practices. Their fitness & suitability for the work would be assessed before accepting them.

**Sr. DGM (BA, BB, ED&A)
For and On behalf of President of India**

QUOTATION

Ref: _____

Date: _____

To:
M/s Nuclear Fuel Complex
ECIL ((PO), Hyderabad-500062

Dear Sirs,
Kind Attention: Sr. DGM (BA,BB,ED&A)

Sub: **Material Handling, Cleaning & Segregation Work** as per Stipulated Procedure -Reg

Ref: **NFC/ CFFP(A)/WO-16/2018** dated _____ due on _____ at _____ hrs

In response to your Notice Inviting Tenders, we hereby submit our quotation for carrying out the following works.

Name of the work		Handling, Cleaning & Segregation Work			
Sl. No.	Work Items	Unit	Quantity	Unit Rate (in Rupees) (In Words & Figures)	Total cost (in Rupees) (In Words & Figures)
1.	Handling of Aluminum and Plastic boxes containing approximately 300 tubes as per Procedure MHP-1	Tray/Box	90,000	Rs. _____ Rupees _____ _____ only	Rs. _____ Rupees _____ _____ only
2.	Shifting of loaded element trays between different work centers as per Procedure MHP-2	Tray	56,000	Rs. _____ Rupees _____ _____ only	Rs. _____ Rupees _____ _____ only
3.	Handling of Helium / Argon Gas Cylinders as per Procedure MHP-3	Cylinder	7,200	Rs. _____ Rupees _____ _____ only	Rs. _____ Rupees _____ _____ only
4.	Cleaning of Coolant Tanks of DHT Machines as per Procedure MHP-4	Tank	100	Rs. _____ Rupees _____ _____ only	Rs. _____ Rupees _____ _____ only
5.	Shifting & Segregation of rejected tubes and elements in boxes as per Procedure MHP-5	Tube /Element	1,80,000	Rs. _____ Rupees _____ _____ only	Rs. _____ Rupees _____ _____ only
6.	GRAND TOTAL	Rs. _____ Value in words: <u>Rupees</u> _____			

Note: The above quoted price is exclusive of ESI, EPF & Inclusive of GST.

Thanking you,
Name: _____
Aadhar card No: _____
PAN No: _____

Bank Account No: _____
IFSC Code: _____
Name of the bank: _____
Name of branch: _____

Yours faithfully,
CONTRACTOR
(Sign with Seal)

Tender document was issued to M/s _____ On receipt of Rs. 500/- [Vide DD No: _____ Dtd: _____] towards cost of tender document.	(Sign of ADM, CFFP-A)
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**INFORMATION REQUIRED TO BE FURNISHED BY THE CONTRACTOR ALONG WITH THE
TENDER DOCUMENTS/QUOTATION**

1. Full name and address of Contractor : _____

2. Details of experience with full details of similar work executed earlier:

Sl. No.	Name and address of the company for whom worked	Nature of work and cost there of	Period		No. of labourers engaged/day
			From	To	

3. If engaged 20 or more labourers on any day in the past, furnish the details of license obtained (copy to be enclosed)

4. Availability of labourers:

Skilled	
Semi-skilled	
Un-skilled	

Thanking you,

Yours faithfully,

Signature : _____

Name of the Contractor : _____

Seal :