

TERMS AND CONDITIONS

1. The payment to the Contract Labourers has to be made on or before 07th day of every month and contractor has to ensure payment of revised minimum wages as and when notified by the appropriate Government from time to time during the contract period. The present wages paid needs to be protected and at no circumstances the Labourers should be paid lesser than the present wages indicated below:

Dharwad Plant Casuals Minimum Wages 01.04.2024					
Particular	%	Highly Skilled	Skilled	Semi-Skilled	Unskilled
A. BASIC		637	579	494	437
VDA		311	283	240	214
Total		948	862	734	651
Sub-Total		948.00	862.00	734.00	651.00
EPF (Basic+DA)	13%	123.24	112.06	95.42	84.63
Medi. Allow 3.25% [In lieu of ESIC Contri]/ ESI contribution	3.25%	30.81	28.02	23.86	21.16
Grand Total		1102.05	1002.08	853.28	756.79

- The rate of VDA on the basis of average consumer price index and will be revised once in a Six month as per the Govt. of India notification.
- One Earned leave for every 20 days worked, the same to be reimbursed to the contractor after completing every calendar year.
- Statutory Bonus @ 8.33% per year, the same to be reimbursed to the contractor after completing every financial year.

Note: GST and other statutory payments if any extra at actuals

2. The Contractor has to make the payment of minimum wages as notified by the Appropriate Government from time to time.
 - The Contractor has to ensure that the payment to the Contract Labourers/Personnel be made on or before 07th day of every month as per the minimum Wages Act & / or as decided by **KARNATAKA ANTIBIOTICS AND PHARMACEUTICALS LIMITED**, Management whichever is higher in presence of **KARNATAKA ANTIBIOTICS AND PHARMACEUTICALS LIMITED** Officials.
 - After releasing payment to the Labourers / personnel the Contractor will submits his claim to HR department, for settlement of claim. The Contractor(s) shall deduct ESI/PF dues and remit the same to the respective Authorities/ Departments and submit the challan to the **KARNATAKA ANTIBIOTICS AND PHARMACEUTICALS LIMITED** Management every month.

- Contractor shall engage Labourers after covering them under ESI Act. Labourers without ESI coverage will not be allowed to enter the premises of the factory.
 - Whenever Management offers any increase in wages, allowances etc. during the contract period, the same has to be disbursed by the contractor immediately on communication by the management in writing and shall be reimbursed by the Management after duly certified by the HR Department and the Contractor shall include the same in their bills.
3. The payment made by the Contract towards monthly wages, Employee and Employer Contribution of ESI&PF, leave payment , Payment of Bonus payment of wages for National and Festival Holidays, incentives if any, and any applicable Taxes, etc,will be paid by the company to you for necessary payment to be made to the Labourers. The liabilities if any should be borne by the contractor in accordance with statutory requirements as well as Management instruction initially and the expenditure incurred by the Contractor towards above said liabilities will be reimbursed by the Company, subsequently based on the records after duly scrutiny / verification by the company.
 4. The Contractor has to engage sufficient manpower to carry out the jobs allotted.
 5. The service charge is payable only for the LABOURERS / other contract personnel supplied on day to day basis. Service Charge on any account will not be paid for overtime mandays/ leave days and Paid holidays/ additional incentives etc. and all payment made to the contractor for total bill will attract TDS (Tax Deduction on Sources under IT Act).
 6. Wages have to be paid for all the contract LABOURERS/Personnel within 7th of every month regularly in the present of HR representative. The statutory payment like ESI,PF,EDLI etc. have to be made every month regularly to the authorities concerned and necessary copies of the Challans to be produced along with the bill.
 7. The periodical returns in respect of ESI and PF should be submitted regularly to the authorities concerned and the documentary proof has to be submitted to the HR department.
 8. Working hours as per Factory Timings (Subject to change from time to time)

General Shift - 08.30 Hrs To 06.00 Hrs

09. The entry and exit of the contract person into the Factory area is controlled by the Security Authorities of the company. The Contract should strictly adhere to the timings of entry and exit laid down by the Authorities.

10. ACCIDENTS INJURIES AND DAMAGES: From commencement till completion of the work the contractors shall take full responsibility, taking precautions to prevent loss of damage. Contractor shall be liable for all loss and claim of injuries or damages to any person, which may arise during the progress of work.

11. SAFETY PRECAUTION: The contractor should take all safety precautions /measures as required / prescribed by the Director of Factories and Boilers, Karnataka in connection with the

execution of work. The Contractor may co-ordinate with Safety Department regarding safety aspects to be complied with.

12. LABOUR ACT: The Contractor shall employ LABOURERS in sufficient number to achieve the required rate of progress and ensure best workmanship of the degree required under various specifications and to the satisfaction of Officer-in-charge. The contractor shall remain liable for the payment of all wages or other remuneration or benefits to his Labourers or employees under the Payment of Wages Act 1936, Employees Compensation Act-1923, ESI Act 1948, PF Act, Minimum Wages Act or any other acts on enactment relating thereto and rules framed there under from time to time. In the event the Contractor fails or neglects to pay amount, due to him under Employee Compensation Act, PF Act ,ESI Act or other LABOURERS Laws , the company is entitled to withhold the same from any other amount payable to the Contractor and remit the same to the Authorized concerned such payment shall be binding on the Contractor.

a) The Contractor is responsible for implementing the provision of the Contract LABOURERS (Regulation and Abolition) Act in to and also responsible for any repression arising there from non-compliance thereof.

b) The Contractor should have registered Office at Bengaluru, Karnataka and own code number under ESI & PF Act at Bengaluru Regional Office.

c) Contractor should comply the following from time to time under Contract LABOURERS (Regulation & Abolition) Act-1970 (CLRA ACT).

- ✓ Register of Wages In Form XVII.
- ✓ Muster Roll in Form XVI
- ✓ Register of deductions in Form XX
- ✓ Half yearly returns in form XXIV
- ✓ Muster Roll in Form No. XXII
- ✓ Attendance Register in Form No. VII
- ✓ Wage Slips in Form XIX and all other applicable registers and records under the ACT.

d) Contractor should maintain all registers and records required for ESI, PF and payment of Wages etc, under the statutes and produce them for verification as and when called for by the company/ Inspecting Authorities.

e) The Contractor should maintain Attendance register under ESI Act and all copies of returns / challans under various statutory requirements including ESI/PF/CLRA Act.

f) The Contractor is required to submit the daily attendance of LABOURERS engaged duly certified by the Officer-in-Charge or his representative to the officer (HRD).

13. If the work is not carried out satisfactorily the Contract shall suspend the execution of the work or any part thereof whenever called upon in writing by the Company and shall not resume work thereon until so intimated by the company. The Contractor shall have no claim for any payment or compensation or otherwise whatsoever on account of suspension of work and amount equal to the damages caused will be recovered from the Contractor.

14. The Principle Employer reserve the right to extend the term of the contract or to short close the contract at any time, without assigning any reasons.

15. The contractor shall arrange for the work in assigned shift subject to security check and instruction of the company rules laid down from time to time. All the Labourers, supervisors etc, shall have photo identity cards which should be produced while on duty for identification.

16.PENALTY: The work carried out every day to be certified by user department duly signed in the log book to be enclosed along with bills and for any lapses proportionate amount will be deducted from the monthly bill based on the recommendation of the User Department as Follows:

DESCRIPTIONS	PENALTY RATE
For non-supply of Minimum LABOURERS for one day	No Penalty
For non-supply of Minimum LABOURERS beyond one day up to 2 Days	Amount equivalent to one day wages @ applicable day per contract LABOURERS will be charged to the extent short supply on each day
For unsatisfactory performance of any activities of as determined by the user dept.	2 times of actual expenditure incurred in getting the jobs done through other agencies at the risk and cost of the Contractor.

17. PAYMENT: The Contractor shall submit bills after satisfactory completion of the work every month by 4th day of the Month to the Officer (HRD) who in turn will certify the bill and forward the same to Account Department for necessary further scrutiny, along with satisfactory performance certificate issued by the user department head shall be enclosed with each and every bill failing which no payment will be made. If any remarks regarding the non-performance or improper work, proportionate deduction of payment will be made in Bills.