

HINDUSTAN ZINC LIMITED
Yashad Bhawan, Ext.-CRDL
P.O. Zinc Smelter, Debari – 313 024
UDAIPUR, (RAJ.)
Tel. No. 0294 – 2652159, 2652143

**NOTICE OF INVITATION OF TENDER FOR TRANSPORTATION OF COPPER MATTE AND
ZINC OXIDE MOVEMENT**

Tender No. HZL/CONT/CU MATTE-ZnO/2023-2025/03

Date: 28.04.2023

LAST DATE OF SUBMISSION: 05th May' 2023

M/s _____

Dear Sir(s),

1. Sealed tenders are invited for the Transportation of Copper Matte and Zinc Oxide by Own dedicated fleet dala body vehicles (Preferred)/Open trailers from Hindustan Zinc Limited (HZL), Smelter to JNPT Port for the period from June '2023 to May '2025 as specified under "Scope of Work" appended hereto.
2. Tenders must be submitted in sealed envelope only superscripted on the face thereon "TENDER FOR.... & TENDER NO. .. to reach the below given address on or before the closing hours of 05th May'2023.
3. EARNEST MONEY: -
 - (i) Participating tenderers must deposit Earnest Money Deposit (EMD) of Rs.2,00,000/- (Rupees Two lacs only) in the form of Demand Draft in favour of "HINDUSTAN ZINC LIMITED", payable at Udaipur, Rajasthan.
 - (ii) Cheque, Bank Guarantee (B.G.) or any outstanding payment with Hindustan Zinc Limited (HZL) shall not be accepted / considered as EMD.
 - (iii) The amount of EMD deposited is liable to be forfeited if successful tenderer(s) do not accept the work awarded.
 - (iv) The EMD amount will not attract any interest and the EMD amount will be returned to unsuccessful tenderers after finalization of Work Order.

Yours sincerely,

For **HINDUSTAN ZINC LIMITED**,

(Authorised Signatory)

Address to submit the tender

Head – Logistics
Hindustan Zinc Ltd.
C.R.D.L. Building
P. O: Zinc Smelter,
Debari-313024, Udaipur (Raj)

Enclose: - Main terms & Conditions, Annexure A, B, C ,D & E.

SCOPE OF WORK: -

1. Transportation of the Copper Matte and Zinc Oxide by own dedicated fleet Dala body vehicles (Preferred)/Open trailers with Carrying Capacity of 25+ Mt from Chanderiya Smelter/Dariba Smelter units of Hindustan Zinc Limited (HZL) to JNPT Port as indicated in the Annexure(B) attached.

Please quote the rates in Annexure(s) itself.

- i. The contract period will be from 01st June' 2023 to 31st May'2025 and extendable by another year on mutual consent.
- ii. Transporters / Service Providers have to lift required quantity of Cu Matte and ZnO from Chanderiya/Dariba to JNPT as per plan given in writing preferably by mail (no verbal / telephonic message) from Officer In-charge of respective HZL Units.
- iii. Transporters / Service Providers have to lift 100% indented quantity within 24 hour (One working day) as per plan given in writing by mail (no verbal / telephonic message) from Officer In-charge of HZL Dispatching unit.
- iv. The vehicle used for transportation of material shall be provided by the service provider and shall have valid registration certificate, road permits and insurance to cover third party risk at all times during the subsistence of the contract. The service provider shall submit the certified copies of all such registration certificates and insurance policies to HZL from time to time and as HZL may require/prescribe. The service provider shall also take photograph of all lorries with driver & cleaner, along with copy of their driving license and required to produce as and when demanded by HZL.
- v. Loading, Transit Insurance of material will be done by HZL.
- vi. Unloading will be done/arranged by Transporter/Service Provider.
- vii. For protection against rain and dust, the material carried should be covered and tied securely by tarpaulin.
- viii. Service provider shall ensure total compliance of Indian Motor Vehicle Act and amendments thereof as made from time to time. The State Govt. rules under M.V.Act will have to be followed by the transporter. The service provider shall be solely responsible for any breach/es and any damages resulting from such breach/es shall be to service provider's account. HZL shall not be held responsible in manner whatsoever for any such breach/es.
- ix. HZL reserve the right to award the contract to any party as parallel as partly or fully or contract / tender can be terminated without assigning any reason to it.

2. **WEIGHMENT:** The Service provider shall ensure that at the time of taking delivery at the dispatching unit, the exact weight as per the weigh bridge at dispatching unit / number of bags or bundles are correctly recorded in the relevant Lorry Receipt (LR) which would be the basis for verification and proper delivery at destinations. However, the consignments will be weighed both at dispatching unit and destinations on respective weigh bridges to record the weights at both ends.
- i. The Services provider shall make sure that the load taken in each and every vehicle is strictly within the loading limits specified in the Registration Certificate of the vehicle matching with the loading capacity of the model number of the vehicle deployed. In case of any dissimilarity in the loading limits specified in the Registration Certificate in comparison to the model number of the vehicle, the lowest of both shall be taken into consideration as the loading limit of the vehicle deployed. The Service provider shall ensure compliance of this rule in true spirit of this contract and in case of any non compliance, service provider alone shall be responsible for the penalty / damages / consequences arising out of such violation.
 - ii. For the purpose of payment of freight the weight variance of 0.50% on WMT Basis will be allowed on a monthly average basis.(not on truck to truck basis).
 - iii. The material will be handed over to the authorised representative of the transporter on submission of clear LR. The responsibility of the service provider with regard to the material will cease only when the exact quantity of goods have been delivered at the destination.
 - iv. Service provider shall be responsible for delivering of original and duplicate copy of invoices at destination along with the consignment. If duplicate copy of transporter is lost, transporter should submit affidavit or FIR at the time of delivery of material. Any loss arising out of non-delivery of GST documents is liable to be recovered from transporter's bills.
 - v. The Service provider will keep close liaison with HZL's respective departments (dispatching / receiving units) for prompt and planned dispatches.
3. **PAYMENT TERMS:** Payment for bills submitted complete with all supporting documents will be released by HZL within 15 (Fifteen) days from the date of submission of bills. Service provider will submit bills every tenth day, for example bills for services provided from 01.04.2023 to 10.04.2023 will be submitted by 11.04.2023 and for which payment shall be released on or before 25.04.2023. Anyhow, for any delay in payment service provider can't stop the work and also will be not liable to demand any interest for the delay period.
- Guaranteed Weight** – Minimum guaranteed weight (Loaded vehicle) of 95% of RC Allow weight/Net Carrying Capacity of vehicle will be applicable in both the material copper Matte and Zinc Oxide.
4. **Transit Time-** The Transport provider shall ensure that the goods are delivered to the consignee within allowed transit time prescribed in Annexure "B". Transit time is the actual running time of vehicle from origin to destination excluding the day of dispatch and
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reporting at destination.

Penalty of Rs.1000/- per day per truck will be imposed for every delayed delivery day in reporting of vehicle as per transit period prescribed in enclosed Annexure(B).

However, delay in delivery can be condoned on valid ground such as vehicle breakdown or vehicle detained by some agency or natural calamity or force majeure situations for which information should be furnished within 24 hours of the happening to both Dispatching and Receiving units and bill / document to be submitted as proof of occurrence with the freight bill for the approval of the delay occurred.

In transit if the duplicate copy of GST invoice is lost by Tipper driver than Service Provider will be penalized Rs.1000/- per invoice and also any loss due to non delivery of GST document will be recovered from the Service Provider.

5. **VEHICLE DETENTION CHARGES** – Detention charges shall be payable at the rate of Rs. 2000 per day per vehicle at loading point.

Detention charge at unloading point shall be payable only in case certified by Marketing (Regional Manager office) based on receipt of reporting and date of unloading @ Rs.2,000/- per vehicle per day.

6. **DIESEL ESCALATION** -- HZL shall increase/ decrease its basic rate by 0.30% or proportionate for every 1% change in diesel price of IOCL of the dispatching State capital for through carriage by Road. Price shall be changed on 1st and 16th of the every month, based on previous 15 days average price of Base rate of diesel price of IOCL of the dispatching State capital.

Freight Rate will be firm & fixed till the period of contract. However, HZL will make changes in its Basic Freight Rate against escalation in Diesel price and any change in toll charges enroute and Mathadi Union / Varai charges as applicable. The diesel escalation formula will be as given below.

$$\frac{\text{Difference in Diesel Rate} \times \text{Distance of both the sides}}{(\text{Carrying capacity}) \times (\text{Average KM/Litre})}$$

Base rate of diesel price will be the IOCL rate at Jaipur as on 16.04.2023 i.e Rs 93.72/L.

7. **VEHICLE PLACEMENT AND RISK & COST OPTION:** Vehicles for 60% of indented quantity must be placed without fail on next day otherwise flat penalty of Rs.2000/- will be imposed for failure in placement for a destination.
- i. Vehicles for total Indent quantity (5% tolerance) must be completed within 48 hours to avoid risk purchase.
 - ii. In case the indent quantity is for one vehicle, then the same should be placed within 24 hrs failing which risk and cost will be made applicable, but no penalty shall be imposed.
 - iii. In case the indent is for less than 60 Mt , then the non-placement penalty will not be applicable but the quantity will qualify for risk & cost after completion of 48 hrs.
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- iv. Risk Purchase shall be done under written intimation and proof of failure against indent as per contract to transport provider by Sales and Dispatch Department of dispatching unit.

8. FAILURE / REFUSAL TO EXECUTE JOBS ASSIGNED / ENTRUSTED – Under no circumstances the transport provider can stop work specified in its contract. Necessary remedial measures shall have to be taken by him. In case of any dispute the decision of HZL will be binding on the transport provider.

The transport provider fails to execute the job within a reasonable period or refuses to execute or arrange to execute for any reason, whatsoever, HZL reserves the right to get the job done by any other transport providers at the risk and cost of the transport provider besides recovery of all losses on this contract through the security deposit or pending bills by the transport provider. Sales and Dispatch Department jointly with Logistics shall exercise risk purchase option.

9. Service Providers have to submit the Bank Guarantee (BG) for Rs.10 Lacs as Security Deposit within 15 days on award of contract valid for a period of three months in excess of validity period of the contract.

10. Service Provider's to ensure:

- i. Service provider shall provide all necessary safety gadgets like safety shoes, helmets, reflective jackets etc to their employees when they enter in the HZL premises.
 - ii. The service provider's employees have to ensure strict compliance of safety measures adopted by HZL.
 - iii. The service provider has to ensure that the loaded vehicles is properly covered with good quality tarpaulin before it start its journey from Kayad to Agucha.
 - iv. The service providers shall be responsible and liable for payment of salary, wages and other legal dues of the employees employed by him for the purpose of rendering service required by company under this agreement.
 - v. The service providers shall maintain books, account, records and documents comply with all statutory rules and regulations which are applicable to the service providers for the fulfillment of the terms of this agreement.
 - vi. The service provider shall comply in all respect with the provisions of all statutes, rules and regulations applicable to the service provider and/or to the service provider's employees including but not limited to PF act, minimum wages act , ESI Act & Bonus Act & particular the Contract labour (Regulations & Abolition Act,1970) & the rules made there under.
 - vii. Service Provider has to ensure that the wages to their employees is distributed by 7th of every month as per the rates decided by HZL from time to time and the PF and ESI are deposited by 20th of every month. In case of deviation, HZL shall impose suitable penalty on the Service Provider.
 - viii. The Service provider is required to furnish that there is no enquiry /investigation pending by the police against their employees deputed to carry out this job.
 - ix. Service provider shall ensure total compliance of Indian Motor Vehicle Act and amendments thereof as made from time to time. The service provider shall be responsible for any breach/es and damages resulting from such breach/es shall be to service provider's account.
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- x. The service provider shall be responsible to secure compliance with all central and state laws as well as the rules, regulations, bye-laws / notifications and orders of the local authorities and statutory bodies as may be in force from time to time.
- xi. The service provider shall make good at his own cost, any damages to the property of anybody, persons, local authorities etc. due to or arising from his operations covered by under this contract.
- xii. Service provider has to follow all applicable EHS Regulations.

11. SERVICE INSTRUCTIONS, FAILURE TO PLACE VEHICLES AND PENALTY THEREOF:

Service instructions will be issued periodically by HZL (Officer Incharge) with time frame to execute the service, destination, and other requirements through the service provider's representative through email / telephone. It shall be clearly understood that the instructions so given or delivered to, through the representative or over telephone shall be taken as if they have been given or delivered to the service provider (service provider's office) and the Service provider has to carry out such instruction without fail and in case there will be any lapses in carrying out the instructions, the service provider shall be responsible for any loss incurred by HZL.

- 12.** HZL shall take appropriate marine insurance policy to cover the risk for transportation of the goods involved. The service provider shall produce requisite documents and evidences as may be desired for lodging of claims by HZL against partial or total loss. HZL however reserves its right to take or recover such losses from the service provider in the event of loss of goods, loss of value of goods due to negligence of the service provider and the decision of HZL on such recovery shall be final and binding on the service provider.

For Hindustan Zinc Limited

For Tenderer

Authorised Signatory

**Authorised Signatory with
seal of the company.**

ANNEXURE – “A”

Please submit following details along with the tender:

(you can use additional sheet for furnishing full details where ever its required)

S.No.	Description	Details
1.	Name of the Firm	
1(i)	Sister concern(s) (Name details if any)	
2.	Head Office Address: Contact person (Owner/Director name) Tel. No. Mobile No. e- mail address	
2.(a)	Registered Office Address: Contact person Tel. No. Mobile No. e- mail address	
3.	No. of Branches in India No. of Branches out of India (List with contact details to be attached)	
3(i)	If you have branch at Chittorgarh: Branch address Contact person Tel. No. Mobile No. e- mail address	
3 (ii)	If you have branch at Udaipur: Branch Address Contact person Tel. No. Mobile No. e- mail address	
4	Status – Company/ Partnership firm / Proprietorship etc. (attach document)	
4(i)	Date of Firm start	

5	IBA Registration No.	Not Required
5(i)	IBA validity date (attach certificate)	
6	Permanent Account no. (PAN no.)	
7	Service Tax registration no.	
S.No.	Description	Details
8	Projected turnover 2021-22	
8(i)	Audited turnover 2021-22 (attach Balance sheet)	
8(ii)	Audited turnover 2021-22 (attach Balance Sheet)	
9	No. of vehicles in own fleet (attach details with carrying capacity of vehicles)	
9(i)	No. of vehicles as attached fleet	
10	Your dealing Bank(s)	
10(i)	Financial Status from Bank certified	
11	Your Major Client(s) during the year 2021-22 with approx. turn over (W.O. copy attached)	
12	Where you had been working with any of Vedanta group unit in last 3 years, furnish unit name with turnover.	
13.	EMD Details (DD No., dt. and Bank name)	

ANNEXURE – “B”

Please quote the freight rate for the following routes:

Copper Matte and Zinc Oxide Movement								
Material	From (Destination)	To, (Destination)	Approx. Distance (KMs)	Transit Days	Avg. Lorry Carrying capacity (MT)	Tentative Monthly Qty (Mt)	Tentative Annual Qty (Mt)	Freight Rate (Rs./Mt)
Cu Matte	Chanderiya	JNPT Port	955	3	25 Mt +	400	4500	
Cu Matte	Dariba Smelter	JNPT Port	860	3	25 Mt +	400	4500	
ZnO	Dariba Smelter	JNPT Port	860	3	25 Mt +	800	3000	

Above monthly dispatch quantity may be vary Increase/Decrease based on Production

HZL, Smelters

Chanderiya Lead Zinc Smelters
(Chittorgarh, Rajasthan)

Dariba Smelter Complex
(Rajsamand , Rajasthan)

ANNEXURE – “C”

S.NO.	VEHICLE CHECK LIST
1	Fitness of Pressure Vessel should be certified by Chartered Engg. Along with Hydrostatic testing.
2	Pressure Vessel should be in very good condition without any dent/welding/damage
3	Tyres to be in good condition - Vehicles with Torn/damaged tyres will not be allowed
4	Vehicle should have both front & reverse horn
5	Front light, back light & reverse light to be in working condition.
6	Vehicle has 3 pieces mirror
7	Vehicles of model 4018 and 4923 should have THREE AXLES
8	Both paddle & hand brakes to be in working condition.
9	Driver 's seat should be stable & in good condition
10	Drivers's seat should have three point seat belt
11	Rear & side under run protection for wheels
12	Retro Reflective tape all around the vehicle
13	Vehicle has silencer in ok condition.
14	Both front and rear indicators to be in working condition.
15	Pollution control certificate
16	Vehicle has clean front glass with both wipers in working condition
17	Vehicle should have ISI marked fire extinguisher of 4 Kg
18	All valid RC/ Permit /Insurance should be with the vehicle
19	Vehicle should have good quality Tarpaulin
20	Driver should have valid driving licence and follows safe driving cardinal rules
21	Driver should have medical fitness certificate from Registered medical practitioner
22	Driver should have all mandatory PPEs.

ANNEXURE- "D"

VEHICLE COST WORKING FOR FLY Ash			
Vehicle Type			
Capacity			
Estd.Trips/month			
Estd. Qty/month			
Distance (RTKM)			
Avg Diesel Consp.			
		Cost/ month (Rs)	Cost per mt (Rs.)
Diesel(Litre)	(RTKM*trips)/Avg.		
Insurance	Rs...../annum		
Rd Tax/Permit	Rs...../annum		
Fitness	Rs...../annum		
Driver Salary	Rs...../Month		
Fooding allowance	Rs...../Per day		
Installment	Rs...../annum		
Travel/RTO Exp	Rs...../annum		
Cleaner	Rs...../annum		
Tyre Cost	Rs...../Kms		
Toll	Rs...../round trip		
Maintenance	Rs...../Kms		
office/manpower	Rs...../Month		
Total Cost			
Less Salvage value			
Total Net of Salvage Value			
Per mt cost			

VEHICLE & DRIVING STANDARD

VEHICLES AND DRIVING

All vehicles coming to HZL plant premises should follow below mentioned criteria for Vehicles as well as Drivers. If any vehicle is not fulfilling any of the criteria then it will not be allowed to plant premises.

NO-GO Criteria For Vehicles -

1. **Seat Belt** - Vehicle must have functional seat belts for all Seats & 3 Point Contact type seat belts for driver & helper.
2. **Vehicle Fitness** - Any vehicle contracted to HZL should be certified for fitness on Roadworthiness by RTO (in form 38). New vehicle having RC of less than 2 Year old not to produce any fitness certificate separately.
3. **Tyre** - All Vehicle must comply with HZL guidance on Tyre (should have depth of 1.6mm in the centre of the tyre)
4. **Tractor Trolley** – Tractor with trolley has been banned in HZL. Only Auger with Tractor will be allowed for plantation.
5. **Retro-Reflective Tape** – Retro- Reflective tape required in the vehicle (side/front & back) for easy identification of the vehicle.
6. **Spark Arrestor** - Any vehicles carrying flammable & explosive materials such petroleum products i.e. HSD, FO, tyre oil, propane gas etc.
7. **Run Protection** - Side Run (SUDP) & Rear Run (RUDP) Protection should be available in all HMV.
8. **Third Axial Provision** - Empty truck can have lifted third axial but loaded truck should have third axial on ground with running condition.
9. **RC & Insurance Paper** - Vehicle should have a valid RC copy along with Insurance Paper.
10. **Reverse Horn** - Vehicle must have working & audio-able reverse horn.
11. **Indicators/ blinker & Head lights** - Vehicles must have working indicators/ blinkers and Head lights.
12. **Wiper at driver side** - Vehicles must have working wiper on wind screen at Driver side.
13. **Side Mirrors** - Vehicles must have side mirror at driver & helper sides
14. **Fire Extinguisher** – LMV should have 1KG metal body and HMV should have 4KG metal body type Fire Extinguisher (IS 15683).
15. **Disabled Triangle** – All vehicles (LMV & HMV) should have disabled Triangle which has to be used during vehicle breakdown condition.
16. **First Aid Kit** – All vehicles (LMV & HMV) should have one First Aid Kit for emergency Usage.

NO-GO Criteria For Drivers –

1. **Seat Belt** – Driver has to use Seat belt all the time whenever will be inside the vehicle.
2. **PPE** - Safety helmet, safety shoes, Goggle & reflective jackets (except hazardous goods carrying vehicles)
3. **Medical Fitness** - All Vehicle drivers must have a medical fitness certificate confirming the parameters stipulated by HZL. Please refer to the Annexure-1.

4. **Intake of Alcohol & Drugs** - Drivers will not be allowed to drive vehicle found taking drugs/Alcohol.
5. **Haz-Chem Training** - All Drivers carrying Hazardous chemicals and/or material possess a valid training certificate on Haz-Chem from state Government approved institute or agency(after completion of CMVR training driving licences will be issued by RTO).Driver should have **TREM** Card with them.

Annexure For Drivers Medical Fitness Certificate – (Valid for 6 Months)

MEDICAL FITNESS CERTIFICATE FOR DRIVERS
(To be filled by a registered medical practitioner)

☐ Name of the Applicant : _____

☐ Name of the Applicant's Father : _____

☐ Age of the Applicant in years : _____

☐ Sex: Male / Female

☐ Address : _____

☐ Is the applicant ,to the best of your judgement, subject to Epilepsy, Vertigo ,or any other ailment or likely to affect his efficiency:_____

☐ Does the applicant suffer from any Heart or Lung Disorder which might interfere with the performance of his duties as a Driver : _____

☐ B.P : Systolic_____ Diastolic_____ mm/ Hg

☐ CVS : _____

☐ Respiratory System : _____

☐ Is there any defect of Vision : _____

☐ (i) Visual Acuity for Both eyes:

☐ Visual acuity (with or without glasses/contact lense /IOL/ Implantable contact lense)

Distant Vision

Near Vision

Better Eye

Worse Eye

Better Eye

Worse Eye

(ii)Fundus

(i) Any progressive pathological condition

(ii)Vitreous or Chorio- retinitis

(iii)Any Retinal disease in Diabetes, Hypertension, Atherosclerosis

(iv)Corrected Myopia (including the cylinder) exceeding (-) 6D and Hypermetropia (+) 4D in each eye up to 35 years of age.

(v) Corrected Myopia (including the cylinder) exceeding (-) 6D and Hypermetropia (+) 6D in each eye beyond 35 years of age.

(iii) Colour Blindness:

(iv) Night Blindness:

(v) Presence of Squint

(vi) Glaucoma

☐ Has the applicant possess any deformity or lost any of his limb which would interfere with the efficient Performance of his duties as a driver : _____

☐ Does he show any evidence of being addicted to the excessive use of an Alcohol, Tobacco, or Drugs : _____

☐ Is he in your opinion generally fit as regards

(a) Bodily Health _____ and (b) Eyesight _____

☐ Identification Marks : _____

In addition to the above questionnaire, I certify that to the best of my knowledge and belief the applicant is FIT / UNFIT to be employed as a Driver.

Name of the Medical Officer: _____

Designation: _____

Medical Registration No: _____ : State of Registration /MCI _____

MEDICAL OFFICER
(Signature and Seal of Doctor)

ANNEXURE E- Action on non-compliance of VDSS standard and Safety Standard.

No-Go Criteria for commercial vehicle & driver and penalty provisions for violations						
S. N.	Risk Category	Section	No - Go criteria for vehicle	Action Plan	Penalty Value (Rs.)	
1	High	Tyre	Tyre of all wheels including third axle should be in good condition with Wheel changing Tool Kit (Tyre should have depth of minimum 1.5mm)	Apart from penalty, vehicle will also be rejected at dispatching and receiving plants and cannot be allowed till necessary rectifications are made.	5,000/-	
2		Third Axle	Empty truck can have 3rd axle up but loaded must have 3rd axle down			
3		Hand Brake	Hand brake in working condition			
4		Head Lights	Both head lights should be in working condition (Dipper and High beam both)			
5		Horn (Front and Reverse)	Audible Horn for front and reverse			
6		Fire Extinguisher	Dedicated 4kg (ISI mark) fire extinguisher & extinguisher should not be empty, pressure should be proper.			
7		EIP/Hazchem	Three side pasting of EIP (Emergency Information Panel) over Acid tanker, chemical, petroleum & hazardous vehicles			
8		TREM Card and MSDS	Chemical and hazardous vehicle should have TREM Card (Transport Emergency) & MSDS (Material Safety Data Sheet).			
9		Spark Arrester	Any vehicle entering hydrocarbon area and carrying flammable material must have spark arrester as per government norms			
10	High	Under Run Protection (SUPD & RUPD)	Side under run and Rear under run protection must be available	Apart from penalty, vehicle will also be rejected at dispatching and receiving plants and cannot be allowed till necessary rectifications are made.	6,000/-	
11		Seat belt	3-point contact Seat belts for driver seat and helper should be available.			
12		Wheel Stoppers	Use of wheel stoppers (with handle) by driver to avoid any line of fire incident and should be applied when vehicle is standing idle(plant premises including parking area).	Warning letter to be issued to the Driver if vehicles is parked without wheel stopper		
13		Over speeding	Over speeding in Plant premises beyond the allowed speed limit	Warning letter to be issued to the Driver for overspeeding		5,000/-
14		Chassis	Inspection of chassis in respect to fitness	Vehicle to be blocked & penalty should also be imposed		10,000/-
15		Vehicle Key	Ignition key should not be kept in parked vehicle	Vehicle to be blocked for "one day" & penalty should also be imposed		5,000/-
16	Low	Side Mirrors	Driver & passenger side mirrors	Apart from penalty, vehicle will be allowed as one time inside plants and cannot be allowed again till necessary rectifications are made.	2,000/-	
17		First Aid	First Aid kit with all contents with validity			
18		Retro Reflective Tape 3M	For easy identification at night			
19		Side indicators and other sport lights	Rear, brake light, Fog lamps and side indicator lights should be in working condition.			
20		Wiper	Wiper at both sides and should be in working condition			
21		Vehicle Marker (Warning Triangle)	Vehicle should have two warning triangles for use in emergency			
Penalty will be only one, either Rs.10,000/- or Rs.6,000/- or Rs. 5,000/- or Rs.2,000/- whichever is highest						

S. N.	Risk Category	Section	No - Go criteria for Driver	Action Plan	Penalty Value (Rs.)
1	High	Medical Fitness of driver	Correct and original Medical certification from Registered General Physician & Eye Surgeon. Valid certificate to be uploaded in TMS portal (as per the format circulated by HZL).	Reject and should not be allowed till necessary compliance, along with this penalty also will be imposed.	6,000/-
2		VDSS Induction training	Driver should be trained in VDSS induction training as per available content on portal and he should be aware about vehicle & driving safety.		
3		Haz Chem training	Driver must have endorsed for Hazardous chemical handling by driving licence issuing authority on their driving licence		
4		Improper PPE	Driver should wear proper PPE's (Safety Helmet-Orange, High ankle Safety Shoes & Reflective jacket) and keep additional as per site requirement	Impose penalty and to be allowed only with required PPE's	6,000/-
5		Smoking inside plant	Driver is not allowed to smoke inside the plant.	Penalty to be imposed	
6		Under influence of alcohol and mind altering drugs	Driver under the influence of drugs or alcohol and carrying of drugs/alcohol/Doda Chura in the premises	Penalty & Blocked in system	Penalty of Rs 25,000/- on respective transporter and Driver Blocked for one month
7		Unregistered Driver	Driver found un-registered, un-assigned with the vehicle or with fake D/L during checking	Incident to be investigated by Security & Logistics	1. If driver is not registered in TMS then penalty will be Rs. 10000/- 2. If driver is registered in TMS and transporter forgot to change the driver in TMS then penalty will be Rs. 5000/- 3. If the driver is not having valid D/L then penalty will be Rs. 25000/-
8		Mobile phone use by Driver	Usage of mobile phone Strictly prohibited in HZL premises while walking/prohibited areas	Impose penalty and driver to be blocked for three days	6,000/-
9		Driver/helper sleeping under the parked vehicle	Sleeping under the parked vehicle is strictly prohibited.	Impose penalty and driver to be blocked for seven days	25,000/-
10		Use of Seat belt	driver must wear seat belt while driving	Impose penalty and driver to be blocked for three days	5,000/-

Vehicle Breakdown					
Penalty of Vehicle Tyre burst/Breakdown-Broken Dala Rod/Hook (pin)/Hydraulic cylinders/Pump/oil leakage/Floor Damage etc Inside the plant including Parking area					
Sl. No.	Risk Category	Exception Area	Description of exception	Action Plan	Penalty Value (Rs.)
1	High	In - plant	Vehicle Tyre burst*/Breakdown-Broken Dala Rod/Hook (pin)/Hydraulic cylinders/Pump/oil leakage/Floor Damage etc Inside the plant including Parking area (any mechanical failure in engine or vehicle not starting or tyre puncture will not attract any penalty but vehicle should be removed from the plant within 24 hrs).	Penalty & Blocked in system till rectification is done	Immediate Penalty Rs 2,500 will be imposed in case of breakdown/ tyre burst of vehicle in Parking or inside the Plant premises , Post 24 hours from issuance of mechanic gate pass (If Vehicle not repaired) penalty INR 5,000/- per day will be imposed,in addition to Rs 2,500.
Penalty on Vehicle Tyre burst will be applicable only if Tyre is in bad condition and no penalty if new tyre burst.					
Acid Tanker					
In case of any deviations in respect to acid tankers ,Penalty will be imposed on the transporter as mentioned below:					
Sl. No.	Risk Category	Description of exception		Action plan	Penalty Value (Rs.)
1	High	Acid leakage from tanker		Penalty & Blocked in system till rectification is done as per the standards	Rs 20,000/- + respective transporter will bear the expenditure incurred by HZL to neutralize acid leakage inside or outside the plant premises + respective transporter will also be liable for consequential expenses arising out of any unfortunate incident
2	High	Mismatch between specification mentioned in 3rd party issued certificate (Presently SGS) and actual status of acid tanker inspected in HZL premises			
Bulkers					
In case of any deviations in respect to Calcin bulker, Lime bulker, Fly Ash bulker & Cement bulker , Penalty will be imposed on the transporter as mentioned below:					
Sl. No.	Risk Category	Description of exception		Action plan	Penalty Value (Rs.)
1	High	Valid Fitness Certificate for pressure Vessels (Hydrostatic test)from Govt certified Engineer (Competent person) certificate is valid for 2 years. Pressure vessel safety valve certificate as per Factory act 1948 under section 31, by govt certified engineer (Competent person).		Penalty & Blocked in system till rectification is done as per the standards	10,000/-
Vehicle Maintenance					
In case of any deviations in respect to preventive maintenance , Penalty will be imposed on the transporter as mentioned below:					
Sl. No.	Risk Category	Description of exception		Action plan	Penalty Value (Rs.)
1	High	A formal inspection and preventive maintenance system must be in place to ensure that vehicles are maintained in a safe and road worthy condition.		Penalty & Blocked in system if respective transporter fails to provide documents pertaining to structured maintenance schedule.	5,000/-

Work at Height (Unsafe Act)				
In case of any deviations in respect to work at height (Unsafe Act) , Permit to work, Violation will attract penalty as mentioned below:				
Sl. No.	Risk Category	Description of exception	Action plan	Penalty Value (Rs.)
1	High	Work at height - Driver and maintenance team of transporters strictly prohibited to work at height inside plant premises including parking area and Railway siding . Work at height violation is applicable for working without safety harness and proper anchoring with life line above 1.8 Mtrs. If it is a requirement by team maintenance of transporter to work at height , it is to be done by proper permit to work procedure.	Penalty & driver to be blocked in system for one week.	6,000/-
Property Damage by Vehicle				
In case of any damages of HZL Assests inside the plant including Parking area, Recovery will be imposed on the transporter/Vendor as mentioned below:				
Sl. No.	Risk Category	Description of exception	Action plan	Recovery
1	High	Any damages to property of HZL assests by transporter vehicle in HZL premises including Parking area.	Recovery against damages to be borne by respective transporter/Vendor."Driver to be blocked for one week".	Rs.15000/- penalty and cost of actual damage as assessed by the user's department.
Hydraulic Cylinder Jacks				
Hydraulic cylinder jacks in Concentrate dumpers as per the Specifications (Standard hydraulic cylinder jack mounting, Cylinder bracket is attached at bottom of dumper) of HYVA or WIPRO make				
Sl. No.	Risk Category	Description of exception	Action plan	Penalty Value (Rs.)
1	High	Non-standard hydraulic cylinder jacks (Cylinder bracket is attached at Top of dumper body) in concentrate dumpers- Not Accepted	Penalty & Blocked in system till rectification is done as per the standards and time line allowed	20,000/-
2	High	Toppling of dumper	Penalty & Blocked in system till rectification is done.	Rs 50,000/- + respective transporter will also be liable for consequential expenses arising out of any unfortunate incident