



JAIPUR METRO

JAIPUR METRO RAIL CORPORATION LIMITED

Office of General Manager (Rolling Stock)
2nd Floor, RSIC Wing, Udyog Bhawan, Tilak Marg, C-Scheme, Jaipur-302005
CIN: U60221RJ2010SGC030630
Tel. No. 0141- 5192409, Fax: 0141-5192401
Website: www.jaipurmetrorail.in , E-mail – gm.rs.jmrc@gmail.com

Date: 02.09.2014

No.: JMRC/O&S/RS/MNSD/F009

To,

Mr. Devender Singh Dayma,
Sr. Manager Operation
Varsed Detectives and Securities Pvt.Ltd.,
Plot 61, First floor, Maruti Industrial Area,
Sector-18, Guargao-122015 (Haryana),
Phone No. 0124-4209540, Mobile No. 9650496317,
Fax. No. 0124-4272109
Email: info@varsed.in

LETTER OF ACCEPTANCE

Sub: Tender for Cleaning of Rolling Stock and Housekeeping of Mansarovar Depot of JMRC Ltd.

Ref: Your Tender offer for Tender Number JMRC/O&S/RS/MNSD/F009

Sir,

With reference to the above, Jaipur Metro Rail Corporation is pleased to accept your offer in response to our Tender No. JMRC/O&S/RS/MNSD/F009 for 'Cleaning of Rolling Stock and Housekeeping of Mansarovar Depot of JMRC Ltd.' and through this letter of acceptance, awards the contract to Varsed Detectives and Securities Pvt.Ltd. through their authorised signatory, **for an amount of Rs. 66,73,650/- (Rs. Sixty Six Lakh Seventy Three Thousand Six Hundred Fifty only) as per the accepted rates in the attached bill of quantities and schedules therein.** The award is subject to the following conditions:

1) Payment:

- Payment will be made as per Clause 2.5.4 of Bid Document and other conditions of tender.
- The quantity or work may vary as per site requirement during contract period.
- Contract Price shall be inclusive of all taxes, duties, royalties etc. Nothing extra (except Service Tax as applicable) shall be payable over the accepted rates (Clause 2.5.1.1 of Bid Document refers)

2) Contract Agreement

- Within 45 days from the date of issue of the letter of acceptance, you will be required to execute the Contract Agreement, Clause 1.6.4 of Bid Document refers
- It may please be noted that until a contract agreement is executed, this letter will constitute a binding contract between you and JMRC.
- Prior to signing of the Contract Agreement, you shall submit the following documents within a period of 30 days from the date of issue of the Letter of Acceptance:
 - Performance Security (Performance Guarantee) - The successful tenderer shall furnish to the Employer a security for an amount of Rs. 6,67,365 (Six Lac sixty seven thousand three hundred and sixty five only), Clause 1.6.5 of Bid Document refers.
 - Detailed proof (with name list) of compliance with PF and ESI regulations for each of the deployed staff.
 - Copy of Valid labour license obtained from the concerning authority.



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- iv) Antecedent check and Police Verification along with photograph of each staff to be deployed for the proposed work individually for depot as per Clause 1.6.4.2(e) of Bid Document.
- 3) **Other Submittals by the contractor within 7 days of date of issue of this letter:**
- a) Following will be submitted as per tender condition within 7 days from the date of issue of this letter:
- i) Copy of valid labour license obtained from the concerned authority as per Clause 2.2.2.1(a) of Bid Document.
 - ii) Individual Curriculum Vitae (CV) of deployed Supervisors, Cleaning & Horticulture Staff in Form T-X, Clause 4.15 of Bid Document refers.
 - iii) Indemnity by individual staff as per Form T-IX, Clause 4.14 of Bid Document refers
 - iv) Indemnity by Contractor as per Form T-VIII, Clause 4.13 of Bid Document refers.
 - v) List of machinery & equipment with make, model no. and status individually for depot as per Clause 3.11.1 of Bid Document. Details of AMC for repair of cleaning machines/equipments along with Contract person's name and no. for easy and timely repair of these equipments.
 - vi) Detailed list of Indoor/Outdoor plants for depot as per Form T-VII, Clause 4.12 of Bid Document refers.
 - vii) Contractor shall submit the indemnity bond such that the contractor's staff shall not claim of any type eg; payment, employment etc. with employer. After completion of contract the contractor shall withdraw all of his staff from the site without any claim as per Clause 2.7.1.1 of Bid Document.
- 4) **Contract Period:**
- a) The Contract period is for 365 days from the day of commencement of work and extendable as per RTPPR.
- 5) **Commencement of the work:**
- a) Work shall commence only after, and within 7 days of JMRC's 'order to commence' (Clause 1.1.2.3(g) of Bid Document refers).
 - b) The contractor should get the approval of the Employer before starting the work.
 - c) JMRC will provide one day training on safety to cleaning supervisors and team leaders. Cleaning supervisors and team leaders shall be responsible to provide this safety training to the deputed cleaning staff. The contractor shall provide the necessary training on safety of one week at its own cost to all of the contractor's staff. Without this training and proper proof no staff will be deputed for work in JMRC.
- 6) **Penalty:**
- a) Penalty will be applicable as per the Clause 2.6 of Bid Document and other conditions of tender.
- 7) **Identity Cards:**
- a) The entire Contractor's staff (Contractor's Representative, team leaders, Managers Supervisors and Cleaning & Horticulture Staff) shall be provided with Photo identity cards. Photo has to be printed along with the other details on the paper, signed by contractor's himself/authorized



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representative and then laminated. Before deputing the staff for cleaning and housekeeping a copy of all photo identity cards will be submitted to the Employer as per Clause no. 2.2.8 of Bid Document.

8) Insurance:

- a) Third party insurance in the joint names of the Employer for minimum amount Rs. 1.0 Lakh for one incident with incident with number of incidence 10 in a year as per Clause 2.8 of Bid Document.

9) Safety

- a) You shall follow all the safety instruction as listed at Annexure-"B" and as given in the tender documents at Clause 3.1.6 of Bid Document.
- b) The contractor shall demonstrate all machines & plants (M&Ps) to employer for approval before start of work of cleaning of Rolling Stock and Housekeeping work at Mansarovar depot.

10) Discharge of contractual obligations without monetary implication:

- a) In the Tender, only minimum number of Personnel and minimum number of Machines & Equipments were mentioned. However, for proper Cleaning of Rolling Stock and Housekeeping of Mansarovar Depot (JMRC Trains), if more number of personnel, higher capacity of Machined/Plants & Equipments are required, the same shall be provided by the contractor without adding any extra cost to the contract.

11) Unconditional acceptance

- a) You shall unconditionally comply with all conditions as mentioned in the Bid Documents including Corrigendum, Minutes of Pre-bid Meeting, Response to Queries, Clarifications and this Letter of Acceptance.
- b) JMRC does not accept any deviation and/or reservation from the bid conditions if mentioned by you in your offer.
- c) This letter of acceptance is being sent to you in duplicate. You are requested to return one copy of this letter duly signed on all pages as a token of your unconditional acceptance thereof so as to reach the undersigned within 7 days of the receipt of this letter.

Encl: 1. Annexure-A: Bill of quantities (including Schedules)
2. Annexure B: Safety Instructions

Yours Sincerely

(Kulveer Singh)

General Manager (RS)

Copy: D(O&S), ED/RS – For kind information please.

: GM/Finance, JGM(RS)



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ANNEXURE A**BILL OF QUANTITIES****Cleaning of Rolling Stock and Housekeeping of Mansarovar Depot****ACCEPTED RATES**

Contract no.: JMRC/O&S/RS/MNSD/F009

Sl. No.	Description of work	No. or Qty.	Unit	Amount per Month	AMOUNT Rs.
1.00	COMPREHENSIVE CLEANING AND WAX POLISHING OF TRAINS				
1.01	Comprehensive Cleaning and Wax-Polishing of Rolling stock (Metro Train Coaches) as per contract Including all machinery, plant, tools, equipment, chemical, consumables as per Technical Specifications & Scope of work	10.000	Set of 10 Trains per month (i.e. 40 cars per month)	357165.00	3571650.00
2.00	DEPOT HOUSEKEEPING				
2.01	Work shop bays and buildings - Work Shop bays 1& 2	12.000	Per month	32000.00	384000.00
2.02	Work shop bays and buildings - Workshop Building Ground Floor Sections, Rooms and Toilets	12.000	Per month	32000.00	384000.00
2.03	Work shop bays and buildings - Inspection Bays 1, 2 & 3	12.000	Per month	15000.00	180000.00
2.04	Stabling Shed (SBL- 1 to 15)	12.000	Per month	15000.00	180000.00
2.05	Security & Time Office	12.000	Per month	8000.00	96000.00
2.06	Effluent treatment plant	12.000	Per month	12000.00	144000.00
2.07	R.O plant	12.000	Per month	9000.00	108000.00
2.08	Watch Tower & Check Post	12.000	Per month	12000.00	144000.00
2.09	Pit Wheel Lathe	12.000	Per month	12000.00	144000.00
2.10	Interior Cleaning Shed	12.000	Per month	12000.00	144000.00
2.11	DCOS Store	12.000	Per month	11000.00	132000.00
2.12	P. Way Office	12.000	Per month	11000.00	132000.00



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Sl. No.	Description of work	No. or Qty.	Unit	Amount per Month	AMOUNT Rs.
2.13	Miscellaneous Items	12.000	Per month	11000.00	132000.00
2.14	Car/Scooter etc. Parking Area	12.000	Per month	11000.00	132000.00
2.15	Automatic Coach Wash plant	12.000	Per month	11500.00	138000.00
2.16	Circulating Roads	12.000	Per month	11000.00	132000.00
2.17	Gardening and Horticultural - Near DCOS, workshop, WTP, and area along with circular road all around inside Depot	12.000	Per month	11000.00	132000.00
2.18	Gardening and Horticultural - Wild Grass and Bush Cutting Wild Grass and Bush Cutting of entire depot area	12.000	Per month	11000.00	132000.00
2.19	Indoor Plants/Out door Plants/ Flower pots	12.000	Per month	11000.00	132000.00

Total Amount* Rs.	66,73,650.00
Total Amount in words Rs.	Sixty Six Lakh Seventy Three Thousand Six Hundred & Fifty only

***Note:**

1. The quantity or work, may vary as per site requirement during contract period.
2. The payment will be made only for the work actually carried out during contract period.

(Kulveer Singh)
General Manager (RS)



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SCHEDULE – 1: Cleaning & Wax Polishing of Rolling Stock (Metro Train Coaches)

Payment shall be made as per the following weightage for activities coinciding with the respective details.

(Activity wise rate break up as per accepted rates)

Sl. No.	Description of work	No. of train sets (4car)	Activity / Train Set / Year	No. of activities = No. of train set x Activity per train set	% Rate / Train Set / Activity	Amount per activity=%Rate X (a) (in Rs.)
1	Daily Light Internal Cleaning and Driver's Cab External Cleaning	10	365	3650	2.06% of (a)*	735.76
2	Roof Cleaning	10	12	120	2.68% of (a)*	957.20
3	Heavy Cleaning (Internal)	10	12	120	17.42% of (a)*	6221.81
4	Wax Polishing	10	2	20	25.25% (a)*	9018.42
5	Heavy Cleaning (External)	10	12	120	3.69% of (a)*	1317.94
6	Floor polishing	10	4	40	23.95% of (a)*	8554.10
7	De-dusting & Blowing :Under frame Blowing, Air conditioners Blowing, Vacuuming of Cubicles etc as per scope of work	10	4	40	2.32% of (a)*	828.62
8	De-dusting & Blowing of Main transformer	10	8	80	0.88% of (a)*	314.31

*(a) =Accepted Rate/Train set/Month as Sl. No. 1.00, sub-head 1.01 of Bill of Quantities (BOQ)

*(a) =35716.50/-

NOTES:

1. Rates are inclusive of all i.e. labour, material, transportation, taxes etc.
2. The quantity of work, Trains may vary as per site requirement during contract period
3. The payment will be made on actual basis for the units maintained and for the period of maintenance.
4. The rates above shall be applicable for train composition of 04 cars. Any change in composition of trains shall be paid proportionately.
5. All amounts to be in Rs.

(Kulveer Singh)
General Manager (RS)



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SCHEDULE – 2: Cleaning and Housekeeping Services of Depot Premises, Horticulture and Maintenance of Garden at Mansarovar Train Depot

Payment shall be made as per the following weightage for activities coinciding with the respective tables and groups.

(Activity wise rate break up as per accepted rates)

Sl. No.	Description of items	UNIT	Quantity per year	Rate (In %)	Quoted Amount per year (Rs.)(R*)	Per activity rate (Rs.)
Table	Item					
1	Workshop Bays and Buildings					
	A	Work Shop bays 1 & 2 (Sl. No 2.01 of BOQ)				
		Group-II	Per day	365	60% of R(1A)*	631.23
		Group-III	Per Week	52	25% of R(1A)*	1846.15
		Group-V	Per Three Month	4	15% of R(1A)*	14400.00
	B	Workshop Building Ground Floor Sections, Rooms and Toilets (Sl. No. 2.02 of BOQ)				
		Group-I	Per shift	3*365	50% of R(1B)*	175.34
		Group-II	Per day	365	25% of R(1B)*	263.01
		Group-III	Per Week	52	15% of R(1B)*	1107.69
		Group-IV	Per Month	12	10% of R(1B)*	3200.00
	C	Inspection Bays 1, 2 & 3 (Sl. No. 2.03 of BOQ)				
		Group-I	Per shift	3*365	50% of R(1C)*	82.19
		Group-II	Per day	365	25% of R(1C)*	123.29
		Group-III	Per Week	52	15% of R(1C)*	519.23
		Group-V	Per Three Months	4	10% of R(1C)*	4500.00
2	Stabling Shed (SBL- 1 to 15) (Sl. No. 2.04 of BOQ)					
		Group-II	Per Day	365	60% of R(2)*	295.89
		Group-III	Per Week	52	25% of R(2)*	865.38
		Group-V	Per Three Months	4	15% of R(2)*	6750.00
3	DELETED					
4	DELETED					
5	Security & Time Office (Sl. No. 2.05 of BOQ)					
		Group-II	Per day	365	60% of R(5)*	157.81
		Group-III	Per Week	52	25% of R(5)*	461.54
		Group-V	Per Three Months	4	15% of R(5)*	3600.00
6	Effluent Treatment Plant and R.O Plant					
	A	Effluent treatment plant (Sl. No. 2.06 of BOQ)				



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Sl. No.	Description of items	UNIT	Quantity per year	Rate (In %)	Quoted Amount per year (Rs.)(R*)	Per activity rate (Rs.)
Table	Item					
		Group-II	Per day	365	60% of R(6A)*	236.71
		Group-III	Per Week	52	25% of R(6A)*	692.31
		Group-V	Per Three Month	4	15% of R(6A)*	5400.00
	B	R.O plant (Sl. No. 2.07 of BOQ)				
		Group-II	Per day	365	60% of R(6B)*	177.53
		Group-III	Per Week	52	25% of R(6B)*	519.23
7	Watch Tower & Check Post (Sl. No. 2.08 of BOQ)	Group-V	Per Three Month	4	15% of R(6B)*	4050.00
8	PIT Wheel Lathe and Interior Cleaning Shed					
	A	Pit Wheel Lathe (Sl. No. 2.09 of BOQ)				
		Group-II	Per day	365	60% of R(8A)*	236.71
		Group-III	Per Week	52	25% of R(8A)*	692.31
		Group-V	Per Three Month	4	15% of R(8A)*	5400.00
	B	Interior Cleaning Shed (Sl. No. 2.10 of BOQ)				
		Group-II	Per day	365	60% of R(8B)*	236.71
		Group-III	Per Week	52	25% of R(8B)*	692.31
		Group-V	Per Three Month	4	15% of R(8B)*	5400.00
9	DELETED					
10	DELETED					
11	DCOS Store (Sl. No. 2.11 of BOQ)					
		Group-II	Per day	365	60% of R(11)*	216.99
		Group-III	Per Week	52	25% of R(11)*	634.62
		Group-V	Per Three Month	4	15% of R(11)*	4950.00
12	DELETED					
13	P. Way Office (Sl. No. 2.12 of BOQ)					
		Group-II	Per day	365	60% of R(13)*	216.99
		Group-III	Per Week	52	25% of R(13)*	634.62
		Group-V	Per Three Month	4	15% of R(13)*	4950.00
14	Miscellaneous Items (Sl. No. 2.13 of BOQ)					
		Group-III	Per Week	52	60% of R(14)*	1523.08
		Group-V	Per Three Month	12	40% of R(14)*	4400.00



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Sl. No.		Description of items	UNIT	Quantity per year	Rate (In %)	Quoted Amount per year (Rs.)(R*)	Per activity rate (Rs.)
Table	Item						
15	Car/Scooter Parking Area (Sl. No. 2.14 of BOQ)						
	A	Group-II	Per Daily	52	100% of R(15)*	132000	2538.46
	Automatic Coach Wash plant (Sl. No. 2.15 of BOQ)						
	B	Group-II	Per day	365	60% of R(15)*	138000	226.85
		Group-IV	Per Month	12	40% of R(15)*		4600.00
16	DELETED						
17	Circulating Roads (Sl. No. 2.16 of BOQ)						
		Group-II	Per day	365	100% of R(17)*	132000	361.64
18	Gardening & Horticulture						
	A	Gardening and Horticulture (Near DCOS, canteen, workshop, WTP, DCC buildings, ETU building and area along with circular road all around the inside Depot) (Sl. No. 2.17 of BOQ)					
		Group-II	Per day	365	60% of R(18A)*	132000	216.99
		Group-IV	Per Month	12	25% of R(18A)*		2750.00
		Group-V	Per Three Month	4	15% of R(18A)*		4950.00
	B	Wild Grass and Bush Cutting Wild Grass and Bush Cutting of entire depot area(Sl. No. 2.18 of BOQ)					
		Group-II	Per Day	365	100% of R(18B)*	132000	361.64
19	Indoor Plants/Out door Plants/ Flower pots (Sl. No. 2.19 of BOQ)						
		Group-IV	Per plant per month	50*12	100% of R(19)*	132000	220.00

Notes:

1. Rates are inclusive off all i.e. labour, material, transportation, taxes etc.
2. The quantity of work and availability of site may vary as per site requirement during contract period.
3. The payment will be made on actual work/activity done basis.
4. The payment will be made on percentage basis of activity wise breakup as mentioned above.
5. All amounts to be in Rs.

(Kulveer Singh)
General Manager (RS)



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ANNEXURE-B

SAFETY INSTRUCTIONS

1.0 Use of PPE

While working on the train the following precaution must be taken.

- While working on the roof use of safety belt is must.
- Proper Personal Protective Equipment must be worn or caution must be taken.

2.0 Guidelines while working on the train and depot premises

The following rules/guidelines must be followed to ensure personal safety as well as train and depot safety.

3.0 While moving in the depot premises

- Do not cross the track, always use the walk way to provided adjacent to the track for accessing the stabling lines.
- Do not cross in front of the energized train (when their Head Light is glowing).
- Do not put your leg or other body part in between of any points.
- Do not move idle on track and always use of pathways.
- Be careful of high tension over head lines.
- Be careful of movement of points while crossing the track near point machine.
- Be careful of uneven way due o spreading of ballast.
- Always response to horn (whenever heard of horn just check around)

4.0 While working in depot premises

- Do not carry the metallic rod, fixtures etc. in lifting position in your hand of length more than one meter under/near OHE line/structure.
- Do not permit to enter in the area of other then permitted area.
- Do not permit to enter the inebriated person inside the depot.
- Do not touch and temper the JMRC system/equipments and property.
- Do not start the work without permission to work while working on height/near OHE/electrical equipments like panel, board etc.
- Do not apply the short method during Pest Control activity.
- Do not operate the JMRC equipments/system.
- Do not work in height without ladder/proper fixture and safety belt.

5.0 Guidelines while working on the train

- Do not board/jump off moving train (doesn't matter how slow it is).
- Do not go under the train (when it is energized).
- Do not touch any part or equipment mounted under the train.
- Do not mishandle any of the train system and do not try to open any cubicle and component in cab and salon during cleaning of trains.
- Do not touch or disturb any set up or equipment in any open boxes/cubicle.
- Do not direct water jet towards high tension overhead line.



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- Do not lift or raise your tools towards traction wires.
- Do not clamp safety belt with overhead line (While working on the roof).
- Do not run on slippery area or wet floor.
- Do not try to access any of the roof platform other than the designated gate/door.
- Do not try to access the roof platform without any prior permission.
- Do not jump from the train in inspection bay line (use ladder with proper clearance from the train)

As train floor is very high at inspection bay.

- Do not put ladder or other working platform beyond yellow line (marked on the floor of inspection Bay Line).
- During external Washing of train at IBL, OHE line of the track on which train is and of adjacent line must be isolated.
- Always wear safety belt while working on the roof and belt must be properly secure (Not with OHE).
- Before accessing the roof, isolation of overhead line must be ensured by checking status of discharges rod hanging.
- Do not leave tools and materials near or on tracks and cleaning platforms.
- Be careful while working on roof (For slippery roof and sharp edges).
- Be careful of other activities happening around.
- Report any damage caused (to train or other property) or any other suspicious object to PPIO in charge or INSPECTION Supervisor.

All other safety instruction, do's and don'ts to be followed as per given in tender conditions.