

	Government eProcurement System	eProcurement System Government of India
	Tender Details	
		Date : 16-May-2024 04:21 PM

 Print

Basic Details

Organisation Chain	Department of Agricultural Research and Education Indian Council of Agricultural Research,DoARE,MoA Indian Institute of Soil Science-Bhopal		
Tender Reference Number	2-29/21-22/FO/IISS		
Tender ID	2024_DARE_807398_1	Withdrawal Allowed	Yes
Tender Type	Open Tender	Form of contract	Item Rate
Tender Category	Services	No. of Covers	2
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	No
Payment Mode	Offline	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No	Allow Two Stage Bidding	No

Payment Instruments

Offline	S.No	Instrument Type
	1	Bank Guarantee
	2	Demand Draft
	3	FDR

Cover Details, No. Of Covers - 2

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	Tender documents
2	Finance	.xls	Boq

Tender Fee Details, [Total Fee in ₹ * - 0.00]

Tender Fee in ₹	0.00		
Fee Payable To	Nil	Fee Payable At	Nil
Tender Fee Exemption Allowed	No		

EMD Fee Details

EMD Amount in ₹	10,000	EMD Exemption Allowed	Yes
EMD Fee Type	fixed	EMD Percentage	NA
EMD Payable To	ICAR Unit IISS	EMD Payable At	Bhopal

[Click to view modification history](#)
Work /Item(s)

Title	Farm Operations on work Area Basis Under Agricultural Sector				
Work Description	Farm Operations on work Area Basis Under Agricultural Sector				
Pre Qualification Details	As per tender documents				
Independent External Monitor/Remarks	NA				
Show Tender Value in Public Domain	No				
Tender Value in ₹	0.00	Product Category	Miscellaneous Services	Sub category	NA
Contract Type	Rate Contract	Bid Validity(Days)	180	Period Of Work (Days)	365
Location	ICAR-IISS, Bhopal	Pincode	462038	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	ICAR-IISS, Bhopal
Should Allow NDA Tender	No	Allow Preferential Bidder	No		

Critical Dates			
Publish Date	15-May-2024 01:00 PM	Bid Opening Date	31-May-2024 06:00 PM
Document Download / Sale Start Date	16-May-2024 10:00 AM	Document Download / Sale End Date	30-May-2024 05:00 PM
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	16-May-2024 01:00 PM	Bid Submission End Date	30-May-2024 05:00 PM

Tender Documents					
NIT Document	S.No	Document Name	Description	Document Size (in KB)	
	1	Tendernotice_1.pdf	Tender documents	5031.91	
Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	BOQ	BOQ_848574.xls	Boq	240.50

Bid Openers List			
S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	anupam.rajput@icar.gov.in	Anupam Sahasi Rajput	ANUPAM SAHASI RAJPUT
2.	babita.tiwari@icar.gov.in	Babita Tiwari	BABITA TIWARI
3.	rakesh.singh@icar.gov.in	Rakesh Kumar Singh	RAKESH KUMAR SINGH

GeMARPTS Details	
Reason for non availability of GeMARPTS ID	Urgent nature of Procurement
Remarks	Non availability
Document Name	report_GEM_GARPTS_01062023_KJ324X92VEKB.pdf
Document Size (in KB)	36.74

Tender Properties			
Auto Tendering Process allowed	No	Show Technical bid status	Yes
Show Finance bid status	Yes	Stage to disclose Bid Details in Public Domain	Technical Bid Opening
BoQ Comparative Chart model	Normal	BoQ Comparative chart decimal places	2
BoQ Comparative Chart Rank Type	L	Form Based BoQ	No

TIA Undertaking			
S.No	Undertaking to Order	Tender complying with Order	Reason for non compliance of Order
1	PPP-MII Order 2017	Agree	
2	MSEs Order 2012	Agree	

Tender Inviting Authority	
Name	Assistant Administrative Officer
Address	ICAR-Indian Institute of Soil Science, Nabibagh Berasia Road, Bhopal

Tender Creator Details	
Created By	Anupam Sahasi Rajput
Designation	Assistant Administrative Officer



हर कदम, हर डगर
किसानों का हमसफर
भारतीय कृषि अनुसंधान परिषद

Agrēsearch with a human touch

BY SPEED POST/FAX

ICAR-Indian Institute of Soil Science
Nabibagh, Berasia Road, Bhopal – 462 038 (M.P.)
Tel. No.(0755)2730970/2734221 (Ext. No. 233& 261) Fax. No. (0755)
2733310

F. No. 2-29/21-22/FO/IISS

Dated: - 14.05.2024

INVITATION TO ONLINE TENDER AND INSTRUCTIONS CONTAINING TERMS AND CONDITIONS FOR FARM OPERATIONS ON WORK AREA BASIS UNDER AGRICULTURAL SECTOR.

From: - Director,
ICAR-Indian Institute of Soil Science,
Nabibagh, Berasia Road,
Bhopal – 462038 (M.P.).

To

Dear Sir(s),

Online Tenders are hereby invited on behalf of the Director, ICAR-IISS, Bhopal for **FARM OPERATIONS ON WORK AREA BASIS UNDER AGRICULTURAL SECTOR** FOR A PERIOD OF ONE YEAR ON JOB/WORK CONTRACT BASIS AT ICAR-IISS, BHOPAL AND EXTENDABLE BY ONE MORE YEAR SUBJECT TO SATISFACTORY PERFORMANCE OF THE VENDOR AND MUTUAL AGREEMENT.

1. The terms and conditions of the contract are those contained in the general conditions of contract applicable to the contracts placed by the ICAR-IISS, Bhopal as detailed in the tender forms and its schedules. Please submit your rates in the tender form if you are in a position to furnish the requisite services in accordance with the requirements stated in the attached schedules.
2. Earnest money of **Rs. 10000/- (Rupees Ten Thousand only)** must be deposited in the form of DD/FDR to ICAR Unit - IISS, Bhopal to **Director, ICAR-IISS, Bhopal on or before the last date/time of submission**. The particulars of the earnest money deposited must also be super scribed on the top of the envelope by including the DD/FDR number and date failing which the bids will not be accepted. Conditional bids shall not be considered. No overwriting or cutting is permitted in the tender documents. Such bids will be rejected outright.
3. The tenderer is being permitted to give tenders in consideration of the stipulations on his part that after submitting his tenders, he will not resale from his offer or modify the terms and conditions thereof. If the tenderer fails to observe and comply with the foregoing stipulations, the aforesaid amount of EMD will be forfeited by the IISS, Bhopal. In the event of the offer made by the tenderer not being accepted, the amount of earnest money deposited by the tenderer will be refunded to him after he has applied for the same, in the manner prescribed by the ICAR-IISS, Bhopal. An undertaking as per Annexure - III, is also required to be submitted by the tendering firm.
4. The schedules of the tender form should be uploaded with online bids. In the event of the space provided on the schedule form being insufficient for the required purposes, additional pages may be added. Each additional page must be numbered consecutively and be signed in full by the tenderer. In such cases, reference to the additional pages must be made in the tender form. If any modification of the schedule is considered necessary, it should be communicated by means

of a separate letter along with the tenders.

5. The tenders are liable to be ignored if complete information as required is not given therein or if the particulars asked for in the schedules to the tenders are not fully filled in. Individual signing the tenders or other documents connected with the contract may specify whether he signs it in the capacity of (i) a sole proprietor of the firm or constituted attorney of such sole proprietor, or (ii) a partner of the firm if it be partnership in which case he must have authority to refer to arbitration dispute concerning the partnership whether by virtue of the partnership agreement or power of attorney or (iii) constituted attorney of the firm if it is a company.
6. If a tenderer does not accept the offer, after issue of letter of award by ICAR-IISS, Bhopal within 15 (Fifteen) days, the offer made shall be deemed to be withdrawn without any notice & earnest money shall be forfeited.
7. In case of partnership firms, where no authority has been given to any partner to execute the contract/agreement concerning the business of the partnership, the tenders and all other related document must be signed by every partner of the firm. A person signing the tender form or any other documents forming part of the contract on behalf of another shall be deemed to warranty that he has authority to bind such other and if, on enquiry it appears that the persons so signing had no authority to do so, the ICAR-IISS, Bhopal shall without prejudice to other civil and criminal remedies, cancel the contract and hold the signatory liable for all costs and damages. Each page of the tender and the schedules to the tender and annexure(s), if any, should be signed by the tenderer and should be uploaded along with technical bid.
8. The EMD must be deposited with Director, ICAR-IISS during working hours i.e. 10:00AM to 5:00 PM on all working days (except Saturdays, Sundays and Gazetted Holidays) before the last date/time for submission of bids, failing which bids will not be accepted. EMD must be in the form of Demand draft in favour of ICAR Unit, IISS- Bhopal.
9. The financial bid (BOQ) will be opened for the technically qualified tenders only. The date of opening of financial bid would be intimated to technically qualified tender through notice given on our website.
10. **An amount equivalent to 10% of the total contract value of contract is to be deposited by the selected agency/successful tenderer as Performance Security Deposit only after receiving a communication from the IISS, Bhopal. In the event of non-deposition of the same, the earnest money will be forfeited.**
11. No interest on security deposit and earnest money deposit shall be paid by the IISS to the tenderer.
12. The bid validity period is 120 days from the date of opening of technical bid.
13. **The Interested bidders may visit the Institute campus for assessing scope of work before applying for on line tender.**
14. **The tender shall be awarded on the basis of job contract basis. The Institute would not impose any restriction on number of workers/machinery to be deployed by the successful bidder to carry out the activity successfully as per the satisfaction of the Institute.**
15. **The financial bids of technically qualified bidders shall be evaluated strictly on the basis of rates quoted for the activities to be performed. The quoted rates shall inclusive of contractor commission/service charge/profit margin.**
16. **GST would be calculated additionally over and above the calculation arrived.**
17. **The tender is on job contract basis, the bid amount would be intact during the contract**

period and no additional amount would be paid for any reason. Bid amount shall not be revised during the contract period.

18. Since, the proposed activities/requirements are seasonal in nature, the successful bidder shall be liable to perform the required activity in short notice.
19. The GST or any other applicable tax which is as per the rules of the Government shall be reimbursed to the successful bidder, on production of challan of exact amount of GST as claimed by firm as rules/instructions made applicable from time by government.
20. The successful bidder shall quote institute GST no. on bill for claiming input credit of GST by the institute.
21. In accordance with O.M. No. 29(1)2014-PPD dated 28.01.2014 of Department of Expenditure, Ministry of Finance, bids quoting 'Nil' consideration/service charge shall be treated as unresponsive and will not be considered.
22. Decision of Director, ICAR-IISS shall be final for any aspect of the contract and binding on all parties. Disputes arising, if any on the contract will be settled at his level by mutual consultation and in case of failure of settlement, disputer shall be referred to the sole arbitrator to be appointed by the Director, ICAR-IISS. The decisions of the sole arbitrator so appointed shall be final and binding on the parties. Arbitration proceeding shall be governed by the Arbitration & Conciliation Act, 1962 as amended from time to time.
23. Acceptance by the Director, ICAR-IISS will be communicated by fax/express letter/e-mail or any other form of communication. Formal letter of acceptance and work order of the tenderer will be forwarded as soon as possible, but the earlier instructions in the fax/express letter etc. should be acted upon immediately.
24. The Director, ICAR-IISS does not pledge itself to accept the lowest or any tenders and also reserves to itself right of accepting the tenders whole or in part keeping in view valid reasons. Conditional tenders will not be accepted.
25. The Director, ICAR-IISS in its capacity as Principal Employer, reserves the right to modify any of the terms and conditions of the contract as mentioned in the Annexure-II of this document, at its discretion, in the interest of the job/work.
26. Successful Bidder/tenderer will have to enter into a detailed contract agreement with ICAR-IISS on non-judicial stamp paper of Rs. 500/- (Five Hundred Only) or appropriate value as per Rules in force.
27. Any loss/damage/theft to the institute/individual property in institute campus due to the negligence of workers provided by the firm would be recovered from the dues of bidder.
28. The shortcoming/deficiency in Services, by the workers employed by the successful bidder, shall be taken seriously and would be intimated to bidder and fine of Rs. 1000/- per day shall be imposed. Even after serving the notice, if it is observed that the form is not improving its shortcoming/deficiency, the contract would be terminated on the cost of bidder and performance security would be forfeited.
29. The service provider shall arrange all consumable like uniform, Identity card, and any other item. The Institute shall not pay any amount on account of consumable required for the service.
30. The bidder shall be responsible for compliance of all statutory provisions relating to minimum wages, EPF & ESI in respect of personnel deployed by them to the office. All

such statutory requirement must be compiled with by the firm.

31. The contract would be awarded to the bidder having maximum year of working experience in Govt./Autonomous org./ PSU, in case of similar service charge quoted by multiple firms.

Technical Bid shall contain the following: -

The following documents are required to be uploaded for evaluation of technical bid.

1. Scanned copy of Demand Draft/FDR of earnest money deposit (EMD).
2. Scanned copy of Registration Certificate of the firm as per Indian Companies Act, 1956 or Indian Partnership Act, 1932.
3. Scanned copy of License under the Contract Labour (Registration & Abolition) Act, 1970.
4. Scanned copies of EPF and ESI Certificate issued by the local Government/Appropriate authority.
5. Scanned copy of numbers of Staff registered under ESI & EPF separately.
6. Scanned copy of valid registration certificate issued by National and Small Industries Corporation (NSIC), if applicable.
7. Scanned copy of last 3 years' continuous experience in the field of providing MANPOWER SERVICES/WORK SERVICES in Central Govt./Autonomous bodies/Corporations/State Govt./PSUs/Reputed public organizations.
8. Scanned copy of audited balance sheet of the firm to fulfill the requirement of minimum average annual turnover of the firm not less than Rs. 2000000/- (Rupees Twenty Lakhs Only) during the last three years duly certified by the Chartered Accountant.
9. Scanned copy of GST registration.
10. Scanned copy of PAN Card.
11. Copy of Banker's details along with Name of the Bank, Account No and Address proof
12. An undertaking as per attached Format (Annexure – III) duly attested by Notary on a non-judicial stamp paper of value of Rs. 100/- (Rupees One Hundred Only) regarding their non-blacklisting by any of the Government Departments, Public Sector Undertakings and/or by Central Vigilance commission during the last three years.
13. Income tax return for last three years

Original undertaking (Sl. No. 12) should be submitted along with EMD.

Only those firms who qualify in the technical bid will be considered for financial bid.

Financial bid (BOQ) should be uploaded separately.

Yours Sincerely,


Assistant Administrative Officer

TENDER FOR FARM OPERATIONS ON WORK AREA BASIS

Full Name & Address of the Tenderer in:
addition to Post Box No., if any, should
be quoted in all communications to this
office

Telephone No. :
FAX/Mobile No. :
E-Mail address :

From

To

The Director,

Indian Institute of Soil Science, Nabibagh, Berasia Road,
Bhopal – 462 038 (M.P.)

I/We have read all the particulars regarding the General information and other terms and conditions of the contract for and agree to provide the services as detailed in the schedule herein or to such portion thereof as you may specify in the acceptance of the Tender at the rates given in Financial Bid to this Tender and I/we agree to hold this offer open till 120 days. The rates quoted will be valid for a period of one year in the event of award of the Contract.

1. I/We shall be bound by a communication acceptance dispatched within the prescribed time.
2. I/We have understood these terms and conditions for the contract and shall provide the best services strictly in accordance with these requirements.
3. The following pages have been added to and form a part of this Tender. The Schedules-I, &II are accompanied with this Tender.
4. Every page so attached with this Tender bears my signature and the office seal.
5. DD/FDR No.....Dated..... of Rs. drawn in favour of ICAR Unit,IISS-Bhopal and payable at SBI, CIAE Branch, Bhopal enclosed as earnest money required.

Yours faithfully,

Signature & Seal of the Tenderer
Telephone No. Office

Name of the Witness _____

Resi.

Occupation _____ (alongwith Address
Proof)

Mobile

Address _____

Signature of witness to contractor's signature
Address:

Name & Signature of Witness:
Address:

**Signature of the
tenderer.....**

SCHEDULE TO TENDER

SCHEDULE-I

PART-I

1	Name of the Firm/Agency	
2	Full Address with PIN code Telephone No/Mobile No	
3	Constitution of the Firm/Agency (Attach copy) Indian Companies Act 1956 Indian Partnership Act,1932: (please give names of partners) Any other Act, if not the owner	
4	For partnership firm whether registered under The Indian Partnership Act, 1932, please state further whether by the partnership agreement to arbitration has been conferred on the partner who has signed the tender.	
i)		
ii)	If answer to the above is in negative whether there is any general power of attorney executed by all the partners of the firms authorizing the partner who have signed the tender to refer dispute concerning business of the partnership to arbitration	
	If answer to above point one and two is in the affirmative, please furnish a copy of either the partnership agreement or the general power of attorney as the case may be. The copy should be attested by a Notary Public or in execution would be admitted by affidavit on a properly stamped paper by all partners	
5	Name and Full Address of Bankers	
6	Permanent Income Tax (PAN) No./circle/Ward	
7	Any other relevant information	

Part - II

Signature of the tenderer

8.	Earnest money Deposited:	
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Date: - _____

Place: - _____

AUTHORISED SIGNATORY

DETAILS OF VARIOUS ACTIVITIES TO BE PERFORMED UNDER JOB

CONTRACT OF FARM OPERATIONS

Sl. No.	Particulars	Detail of work to be done	Job clarification	Rate to be quoted including contractor commission
1	Weeding	Manual weeding with khurpi and complete removal of the weed with roots and not just cutting the weeds at ground level and dumping the removed weeds outside the field or as directed by Indenter	About 30-35 unskilled man days required per hectare; the intensity of work will be more during July-September.	Rs.____/- Per Hectare
2	Harvesting of crops	The job includes harvesting, bundling, transporting of harvested crops to the threshing floor and removal of residue from the field. Tractor & trolley will be provided by the Institute.	About 20-25 unskilled man day required for the operation on hectare basis	Rs.____/- Per Hectare
3	Manual Thrashing of crops	Manual thrashing, cleaning, bagging	About 2 quintal/day/unskilled labour	Rs.____/- Per quintal
4	Weeding and basin making in horticultural tree crops	Weeding in horticulture crops viz mango/guava/amlalime, cleaning and basin making 3x3 ft. dia, basin to be prepared from outside soil	10 basins/day/unskilled person	Rs.____/- Per job (basin making as required)

The above mentioned works don't attract GST being jobs under Farm sector

Note: - The above job clarification is only indicative in nature and will not be a limiting factor for evaluation of financial bids.

Signature of Bidder with seal

OTHER TERMS & CONDITIONS

1. The contract is subject to the condition that the tenderer will comply with all the laws and acts of Central Govt. /State Govt. relating to this contract made applicable from time to time.
2. The persons so provided by the agency under this contract will not be the employee of the IISS, Bhopal and there will be no employer-employee relationship between the IISS and the person so engaged by the contractor in the aforesaid services.
3. The contractor will discharge all his legal obligations in respect of the workings/supervisors to be employed/deployed by him for the execution of the work in respect of their wages and service conditions and shall also comply with all the rules and regulations and provisions of law in force that may be applicable to them from time to time.
4. The contractor shall indemnify and keep indemnified the IISS, Bhopal from any claims, loss or damages that may be caused to it on account of any failure to comply with the obligations under various laws. In case of any dispute, the decision of Director, IISS, Bhopal shall be final and binding on the contractor.
5. The service provider/contractual staff should have adequate literary knowledge to cope up with the smooth operation of work.
6. To have proper coordination in working, the Contractor/Service provider Agency authorities would visit the working areas frequently and contact the concerned In-charge officers/administration for any clarification if required.
7. The contractor must employ adult contractual staff (21-58 years) only. Employment of child labour shall lead to termination of the Contract.
8. Any change in service provider or contractual worker should be done in consultation with IISS, Bhopal authority. Abrupt and unjustified changes will not be accepted.
9. All the Contractual Services Staff should follow strict attendance and alternative arrangements are to be made by the agency to keep all the work points to be in operation by the substitute if any contractual worker leaves the point.
10. The selected agency shall provide the necessary personnel to IISS, Bhopal as per labour acts prevalent as per GOI or M.P. whichever is applicable. The agency shall employ good and reliable service provider/Contractual persons with good health. In case any of the personnel so provided is not found suitable by the IISS, Bhopal the IISS shall have the right to ask for his replacement without giving any reasons thereof and the agency shall on receipt of a written communication with have to replace such persons immediately.
11. The contractor shall not sublet the work without prior written permission of the IISS, Bhopal.
12. The contractor or his workers shall not misuse the premises allotted to them for any purpose other than for which the contract is awarded.
13. The contractor shall keep a complaint register with his supervisor, and it shall be open to verification by the authorized officer of IISS, Bhopal for the purpose. All complaints should be immediately attended by the Agency.
14. All the contractual workers should maintain discipline, punctuality and obedience in the campus. Any misconduct would entail the administration to instruct the contractor to replace the person immediately.
15. Payment to the Contractor will be made after completion of work/supply within a period of 30 days.
16. Institute will not be responsible either to the Contractor or to its workers deployed at this Institute for any medical assistance/injuries/death or any kind of loss occurred to contractual labours.
17. The Director, IISS, Bhopal reserves the right to reject any or all tenders/quotations in whole or in part without assigning any reason thereof. The decision of Director, IISS, Bhopal shall be final and binding on the Contractor/Agency in respect of clause covered under the contract.

Signature of tenderer.....

UNDERTAKING

I/We have read and understood General Terms and Conditions contained in the ICAR-IISS, Bhopal application form for contract. I/We do hereby declare that all the details provided in this application form are true to the best of my/our knowledge and belief and any misrepresentation of facts will render me/us liable to any action as may be deemed fit by ICAR- Indian Institute of Soil Science, Bhopal.

I/We do hereby also accept ICAR-IISS, Bhopal has the right to accept or reject this application and not to issue invitation to Tender to me/us.

I/We undertake to communicate promptly to ICAR-IISS, Bhopal any changes in the condition or working of the firm. It is certified that we have not been blacklisted by any organization of Government of India including Central Vigilance commission (CVC) in the last three years. The undersigned is fully authorized to sign and submit this application form on behalf of the organization, he/she represent. We authorize ICAR-IISS, Bhopal to approach individuals, employees, firms and corporations to verify our competence and general reputation.

Signature: -

Name: -

Designation: -

Address: -

Place: -

Dated: -

**INSTRUCTIONS TO CONTRACTOR FOR STATUTORY COMPLIANCES
FOR WORK CONTRACT**

1. Statutory registration and clearances

Contractor shall commence the work only after obtaining valid labour license, independent provident fund no. ESI registration no., GST and income tax no and clearance certificate in respect of provident fund, ESI and income tax from respective enforcement authorities.

2. Identity card

Contractor shall provide to each of his employee an identity card which shall have his photograph verified by the contractor, his name, place of work and name of the contractor.

3. Statutory obligation

- 3.1 contractor shall engage only adult worker (in the age group of 18 years and 58 years)
- 3.2 Contractor shall follow local laws as far as possible.
- 3.3 In case contractor deploys women worker obligation under woman's laws should be followed.

4. PF & ESI Contribution & Return

- 4.1 PF & ESI contribution of workers engaged shall be borne by the contractor as per laws/rules in force & shall produce papers/records whenever asked to do so.
- 4.2 Contractor shall fully comply all other formalities as per the PF & ESI statutory provisions and submit a copy of the challan etc to IISS, Bhopal for replying to statutory authorities in case of any complaints.
- 4.3 Verification of the character and antecedents of new workers from police authorities are to be got done by the contractors and should submit to the office before commencement of Contract. In case of old workers these certificate should be renewed every year.

5. Medical care in case of accident.

- 5.1 The agency shall agree to get all the staff members insured against any liabilities arising under the workmen's compensations act or under the common law. This aspect shall not be a liability on the part of the Institute in any case.
- 5.2 It is responsibility of contractor to undertake necessary care and make arrangement for transportation and the treatment of his workers.
- 5.3 Contractor should assist and guide his workers.

6. Supervision

It is the duty of the service provider to provide quality services and hence can get the work supervised by qualified supervisors to supervise and control the workers at the work spot during execution of work for effective supervision. They will also identify their worker and regulate entry at gate at the time of entering and leaving