

## **Scope of work for EXIM container Rail freight, CHA at Port**

### **SCOPE OF WORK:**

1. Ensure picking up of sound conditioned empty EXIM containers from the CFS container yard (if not made available in the terminal itself) and safe movement to Terminal.
2. EXIM containers to be brought to Jharsuguda factory premise for stuffing of export cargo and containers must be in sound condition (supported by photographs) to hold the cargo in every respect.
3. All clearance from railway for container movement & placement of the rake at pre-determined time will be under scope of Service Provider.
4. All railway charges like demurrage, any siding charges etc., if any, is under scope of Service Provider.
5. Obtaining necessary railway permission from time to time for movement of material through rail including filing of Release Note.
6. Rake will be placed in plant as per schedule shared by VL.
7. Movement of rake to the destination point (origin Terminal/ Port) as per declaration of VL.
8. Empty container should be picked up from the plot within 2 days of VL confirmation and arrange rake and send to plant within 3 days. Rake transit time from port to plant 4 days. In total within 9 days service provide has to deliver the empty container inside the plant otherwise for delay cases INR 5000/- per container will be deducted from billing.
9. Monitoring each phase of movement to ensure timely arrival of EXIM rakes well in advance at factory premises considering 48 hour secured for stuffing and complete excise formalities for the entire one rakes and timely movement of loaded EXIM containers from plant to terminal to connect the respective vessel before cut off time.
10. Liaison with railways to ensure rake is moved out of the plant within 12 hours of releasing and get it placed inside port within 48 hours of rake departure from plant.
11. In case of any container found in damaged condition at terminal which can't be exported due to safety norms has to be de-stuffed and loaded into fresh EXIM container & all related cost, shall be borne by Service Provider.
12. Service Provider will be bearing all cost for any consequential damage of EXIM containers either empty or laden during in transit and or during operation and or any other means.
13. Service provider has to ensure security of cargo stuffed in EXIM containers right from the time of stuffing till delivery at the terminal.
14. Service provider shall bear cost of any shortage /pilferage in cargo at Port of Loading to be decided by VL
15. Laden containers will not be moved to port without permission from VL.
16. To represent VL before customs /port authorities for expediting custom clearance & shipment of material and ensure all statutory compliance should be followed in every respect (Central excise ,Custom & Statutory bodies).
17. Ensure timely availability of pre & post shipment documents such as shipping bill to be produced to VL office.
18. Hard copy of exchange control of shipping bill has to be sent in hard copy in same day or max next day of container gated inside terminal to Kolkata office address of Vedanta ltd.
19. Export promotion copy of shipping bill has to be submitted to Jharsuguda office of Vedanta within 30 days after vessel sailing.

20. Exporter copy of shipping bills should be submitted to liner office before the published line documentation cut off time.
21. In case of EGM error or delay in receiving MR, service provider should ensure to rectify the error within 20 days from the date of shipment with coordination of shipping line for releasing EP copies & in case of delay they should intimate VL on timely basis for proceedings. The delay in EP copies will attract penalty as decided by Vedanta.
22. Stock certificate should be provided for the opening stock lying at ICD / CFS/ Terminal/ in transit on the 1st day of every month.
23. Ensure safety & security of the manpower deployed by contractor at VL Jharsuguda as well as at destination point will be under scope of service provider
24. All persons employed should always be wearing protective clothing - helmets, safety shoes and reflective jackets.
25. No persons will stay at plant beyond shift timings.
26. Food and water arrangements for all persons will be catered by the Carrier.
27. All directions with regard to Safety and Environmental issues given by VL shall be strictly adhered to.

## **Scope of work for CHA of Plant-2 (SEZ): Export or Merchant**

### **Export:**

1. Collection & preparation of required documents from logistics & SAG Team for filing of SHIPPING BILL in SEZ online portal. If Custom officers want verification on hard copies than it should be printed.
2. Login through E- SEZ (CRM) portal provided by VL, SEZ & file draft shipping bills for internal purpose as per the Contract/Order & shipment booked by marketing. The required documents for completing the custom formalities are to be downloaded from there.
3. Login through SEZ online web site & file provisional Shipping bills, Final shipping bills & amendment of the same if required in case of short shipments or any reason.
4. Update shipping bill no & LEO date in E-SEZ (CRM) portal.
5. Inspection/examination of Trucks or Containers with Custom officers & seal them. The Sealing material for trucks Lead Seal wire & lead Seal & for container's Bottle Seal will be provided by VL, SEZ.
6. Completion of all customs examination, clearance and documentation and formalities involved in such a manner that no containers get shut out.
7. Sending the documents through courier or any mode to respective CFS, CHA office or Port Customs for further processing.
8. Submission of 5th copy of SHIPPING BILL & MET receipt after endorsement by Port Custom as a Export proof to close the Export cycle within 60 days. In case of Export through CFS mode than containers stuffing report to be endorsed by CFS custom officers & enclosed the same with SHIPPING BILL.
9. At least 2 persons available at plant at all the time in all the three shifts.
10. CHA will do reconciliation & give the stock of SEZ cargo available at PORT/CFS/ICD/In Transit on fortnight Basis.
11. CHA will carry out all the export deemed export related co-ordination within SEZ & port/ICD/CFS.

12. All persons employed should always be wearing protective clothing, eye glasses, safety shoes, reflective jackets and hard hats.
13. All the stuffed EXIM containers (before & after lashing & choking) should be photographed and CD with all such photos should be submitted to us on fortnight Basis.
14. No person will stay at plant beyond shift timings.

**Scope of work for Fumigation: -**

1. All the billet , wire rod , slab container having wood lashing should be treated with chemical like Methyl bromide or Chloropicrin or any past control chemical.
2. Container should be properly fumigated .
3. Fumigation certificate shall be issue for each container having wood lashing.

## **Scope of Work for Multimodal**

**a) Scope of Work of Carrier at VL Plant for Finished Goods (FG) Movement:**

- Maintain an inventory of empty DSO container , sound and healthy containers at Plant. Open-Top containers are not permitted.
- Placement of rakes with empty domestic containers (end access doors) at FG railway siding of VL.
- Rake will be placed as per schedule shared by VL 5 days in advance.
- In some cases, number of laden containers can be even 60 for which a rake of similar capacity will have to be brought.
- Close and Seal the stuffed containers in the presence of security and VL's personnel.
- Movement of the rake to the destination point (ports or ICDs) as per declaration of VL. Liaison with railways to ensure rake is moved out of the plant within 12 hours of loading being completed.
- Unloading of containers at the destination point and transportation of the same to the local CFS.
- All railway & other charges like demurrage, any siding charges if any is under scope of service provider. No demurrage charges would be borne by VL.
- To get the prior all clearance for railway for container movement & placement of the rake at predetermined time will be under scope of service provider.
- Ensure availability of manpower in every shift to supervise the container stuffing and sealing of stuffed container.
- Ensure safety & security of the manpower deployed by contractor at VL Jharsuguda as well as at destination point will be under scope of service provider.
- Shifts of 8 hours will be operated with no break between shifts when stuffing or loading is going on.
- All persons employed should always be wearing protective clothing - helmets, safety shoes and reflective jackets.
- No persons will stay at plant beyond shift timings.
- Food and water arrangements for all persons will be catered by the Carrier
- Obtain necessary railway permission from time to time for movement of material through rail including filing of Release Note.

- All railway and other charges like demurrage, any siding charges etc., if any, is under scope of Carrier.
- Providing data for making of Invoice, filling of LR, collection of Invoice and Waybill and dispatching these to CFS for further transshipment by road so that these documents reach the CFS before arrival of rake.
- Other aspects are mentioned under the Paragraph 'Performance Parameters'.

**b) Scope of Work of Carrier at Destination (CFS and Delivery point):**

- Unloading of the containers at intermediate rail head then door delivery to different destination point/customers by trailers/trucks.
- All material handling & transportation of cargo at CFS & port terminals to be arranged by the service provider.
- Liasoning with Railway will be under your scope.
- To ensure safety & security of our cargo from the point of Loading (i.e. VL plant) unto delivery to the customer. For any damage/missing bundles the cost of the material will be recovered from your bill.
- Destination, for the purpose of delivery shall mean and include any other destination within 50km from the destination specified earlier. For destinations more than 50 km the rate will be calculated on pro rata basis.
- Provide "Proof of Delivery" to VL for every consignment only on acknowledged consignee copy.
- In case of wrong delivery VL reserves the right to recover full value of the consignment and interest loss, if any.
- Provide the delivery status on daily basis in the format which will be provided by us.

**c) VL Scope:**

- 5 days advance intimation will be given by VL for rake placement.
- Provide Railway siding for operation of rail rake loading.
- Provide shunting engine for rake placement (capable to handle both empty & loaded rake)
- Unloading of empty containers at FG railway siding of VL.
- Stacking of both empty & laden containers
- Stuffing of containers
- Movement and loading of stuffed containers onto the rake.
- Provide leveled storage space for empty / laden set of containers separately

**PERFORMANCE PARAMETERS**

- a) Maximum delivery time for entire journey, from the time of Invoicing of goods till arrival at consignee location will be as per Rate Sheet placed as Annexure A
- b) MIS Report will be given by email on progress of movement of rake and dispatch of stock from hub daily at 10:00 hours till all stock reaches consignee. Format will be given by VL.
- c) In case of delay in timings arises out of performance failure of carrier, penalties will be levied as under
  - i) Delay in transit time – Rs.20/MT/24 hours of delay.
  - ii) Delay in any placement of rake – Rs.5000/24 hours of delay.
  - iii) Delay occurring on account of delayed unloading at customer end will not incur penalties on production of documentary evidence. Similarly delays on account of non-availabilities of shunting loco, VL siding and stock will not incur penalties

## **Scope of Work for CHA of FG for Export by Road EXIM mode:**

### **SCOPE OF WORK:**

- Unloading of the truck at intermediate CFS/ICD & receiving the cargo by weighing the vehicle & acknowledged the L/R as per actual receipt.
- The arrangement of all necessary equipment shall be made by Service Provider.
- All material handling & transportation of cargo at CFS & port terminals to be arranged by the service provider.
- Proper Storage (grade-wise / lot-wise) of Cargo.
- Picking containers from the container yard.
- Re-strapping damaged material and repair of packages of export material.
- The cargo and the containers should be air flushed before stuffing the cargo in the container.
- Stuffing of cargo into the containers.
- Care of grade wise / lot wise material should not be mix-up during stuffing.
- Completion of all Customs Examination.
- Managing the transportation of containers, custom clearance and documentations in such a manner that no container gets shut out.
- Coordinating with external agencies (like SGS, EIA, and COO) as and when required.
- Monitoring the movement of loaded containers from stuffing point to port.
- Security for cargo and the loaded container and you will be totally responsible for the security of the material right from the time the material arrives at the CFS till it safely loaded on vessel.
- Sending reports (on daily basis) about the rake arrival details, stuffing status of containers.
- Container wise packing list should be provided for all the consignments and the list should be pasted inside the container.
- Reconciliation statement (Job-wise / customer-wise) for the entire month should be provided at the end of the month.
- Stock certificate should be provided for the opening stock lying at ICD / CFS on the 1st day of every month.
- To represent VL before customs / port authorities for expediting custom clearance and shipment of material.

- Clearance of all export documents on time as follows:
  - i) You will be provided with Invoice, Packing List and all other Copies of ARE – 1. Vendor will execute all documentation required and send ARE's and Customs Attested documents to our VL office after customs clearance.
  - ii) Certificate of Origin / GSP / ISFTA certificate will be arranged by vendor as and when required
  - iii) Customs authenticated Shipping Bills (EC Copy), customs attested invoices & packing list, GR Forms and other documents required for negotiation must be handed over to us on or before the shipment date
  - iv) Service Provider must ensure that the Shipping Bill (EP Copies) and ARE Copies should be released on time (approx. 20 days from the shipment date) and in case of delay they should intimate VL on timely basis for further proceedings. In case of EGM Error or delay in receiving MR, the service provider should ensure rectification of error within 45 days from the date of shipment in coordination with shipping line for releasing EP Copy.
  - v) The delay in release of EP Copies /delay in getting drawbacks will attract penalty as decided by VL
  - vi) The document required for filing drawback will be given within 10 days from MOS.
- Laden containers will not be moved to port without permission from VL
- The arrangement of equipment for all activities at CFS shall be made by the Carrier.
- The operation / running / maintenance / arrangement of manpower for fork lift and truck chassis etc shall be to Carrier's account.
- The time taken at the CFS will be included in the overall transit time.
- In case of wrong delivery VL reserves the right to recover full value of the consignment and interest loss, if any.
- All the stuffed containers (before & after lashing & chocking) should be photographed and CD with all such photos should be sent to us on monthly basis.
- Ensure lashing chocking to be done properly as per CTU guideline.
- Container should be properly lashed and chocked as per the international safety norms.
- All containers should be fumigated before movement for export.

Container survey:

- Ensure picking up of sound conditioned empty EXIM containers from the CFS container yard (if not made available in the terminal itself) and safe movement to Terminal.
- EXIM containers must be in sound condition (supported by photographs) to hold the cargo in every respect.
- Ensure containers should be properly cleaned before stuffing.
- Container should be surveyed before and after stuffing along with lashing & chocking supported with 04 photographs of each phase and CD for all such photos should be sent to us on monthly basis along with survey report.

