

IMPORTANT INFORMATION FOR SUPPLIERS / VENDORS WITH RESPECT TO RECEIPT OF MATERIALS IN STORES DEPARTMENT.

- 1.0 Unloading of material is on account of VSP and will be done free of cost. No labour/ equipment /incidental charges are required to be paid.
- 2.0 Unloading is done either departmentally by VSP or by the Handling Contractor engaged by VSP who is paid charges as per the contract awarded to him.
- 3.0 The contract awarded by VSP provides for unloading of various materials within the time limit as given below:

a) Refractory/ Cement / Seawater Magnesia	- 6 hours
b) Machinery/Equipment/consignment cases/ cable drums/ spare parts/ oil drums/ loaded and empty containers including ODC cargo/ Iron and Steel Material/ Pipes and other General Materials	-- 4 hours
c) Ferro Alloys/Aluminium/ Copper/ Petroleum coke / Slag forming mix/ Coke Breeze	-- 2 hours

- 4.0 The time limits indicated above will commence from the time of issue of work order in favour of Handling Contractor by the concerned VSP staff in-charge of the particular Store House/Godown/Stock Yard. The work orders will be issued only during the unloading hours i.e. from 9 AM to 01.00 PM and 1.30 PM to 4.00 PM.
- 5.0 In case of any delay in unloading of the material beyond the time limits stipulated above for various materials, the Handling Contractor is responsible for various incidental charges in accordance with the relevant Clause in the Contract which is re-produced herein below:-
“The handling contractor shall be responsible for incidental charges demanded by the transport carriers due to failure on his part in release of transport vehicles in time. They will also be responsible for making good the damages or losses sustained by the transport carriers, if such damages or losses are caused on account of the fault of the contractor and if claims for the same are preferred by the transport carriers. Detention charges, if claimed by the transporter, shall be deducted from the bills of the contractor for the delay in unloading the trucks beyond 4 /6 hours after allotment. Allotment slip shall be given to the handling contractor with the truck no., date and time.”
- 6.0 The time limits indicated above will commence only after the vehicle reports at the unloading point of Store House/Godown/Stock Yard and not from the time of reporting at VSP material entry gate. The delay on account of entry/exit weighment timings will not be counted for the above purpose.
- 7.0 No claim certificate as per the format enclosed at Annexure- will be required to be given by each supplier against each vehicle. The supplier is advised to give suitable instructions to his transport carriers in this regard.

Note: Considering the heavy influx of vehicles at the material entry gate of VSP (Balacheruvu Gate), the waiting time may depend upon a number of factors like No. of waiting vehicles, safety timings for entry/exit of vehicles etc. The material entry gate is manned by CISF personnel. Efforts are being made to commence a second material entry gate which will bring down the waiting time of the vehicles at present material entry gate. However, no claim will be entertained for waiting of Vehicles at material entry gate under any circumstances. It remains the sole responsibility of the Vendor/ Supplier to dispatch the material sufficiently in advance as per delivery schedule indicated in the A/T.

NO CLAIM CERTIFICATE

1. Name of the Supplier :

2. Name of the Transport Carrier :

3. A/T No. & Date :

4. Details of Material :

5. Truck / Lorry No. :

6. Time of reporting at Stores :

7. Time of unloading of Vehicle :

8. Any delay in Unloading of Vehicle beyond : Yes/No
specified time

9. If yes, please indicate in hours : ____ hrs.

10. Any damages/detention charges to be : Yes/No
claimed

11. If yes, details of the claim with :
documentary proof

12. Are you satisfied with the service : Yes/ No
rendered

13. If no, specify the complaint.

Signature of the Supplier/ Authorized Transport carrier

NAME:

DATE:

Note: The claim is subject to verification of the details furnished.