



TENDER NO: LIOC/CB/OT/SCRAP/01/2018-19 AT 12.11.2018

TITLE: DISPOSAL OF SCRAPPED PIPES, VALVES AND
MISCELLANEOUS SCRAP FROM LANKA IOC PLC, TRINCOMALEE
OIL TERMINAL, CHINABAY, TRINCOMALEE

Page
1 of 15

**TENDER FOR DISPOSAL OF SCRAPPED PIPES, VALVES
AND MISCELLANEOUS SCRAP FROM LANKA IOC PLC,
TRINCOMALEE OIL TERMINAL, CHINABAY,
TRINCOMALEE**

TENDER: LIOC/CB/OT/SCRAP/01/2018-19 DT. 12.11.2018

DUE DATE AND TIME: 04.12.2018 AT 15.00 HOURS

SIGNATURE OF TENDERER
SEAL



TENDER NO: LIOC/CB/OT/SCRAP/01/2018-19 AT 12.11.2018

**Page
2 of 15**

**TITLE: DISPOSAL OF SCRAPPED PIPES, VALVES AND
MISCELLANEOUS SCRAP FROM LANKA IOC PLC, TRINCOMALEE
OIL TERMINAL, CHINABAY, TRINCOMALEE**

NOTICE INVITING TENDER

LANKA IOC PLC invites tenders for: Disposal of scrapped pipes, valves and miscellaneous scrap from Lanka IOC PLC, Trincomalee Oil Terminal, Chinabay, Trincomalee, Sri Lanka. Sealed Tenders are invited from reputed, established and financially sound parties.

1	Tender No.	LIOC/CB/OT/SCRAP/01/2018-19 AT 12.11.2018
2	Name of Work	Disposal of scrapped pipes, valves and miscellaneous scrap from Lanka IOC PLC, Trincomalee Oil Terminal, Chinabay, Trincomalee, Sri Lanka.
3	Type of tender	Open Tender – Single bid
4	Validity of tender offer	120 days from the date of opening of the Tender
5	Tender Fee	Rs. 2500/- for purchasing the document from Lanka IOC PLC, Trincomalee Oil Terminal, Chinabay, Trincomalee. Tender fee is nil for bidders who download the tender document from LIOC website.
6	Downloading of Tender	Tender document will be uploaded in the LIOC website.
7	Submission of Tender at Lanka IOC PLC, Trincomalee Oil Terminal, China Bay, Trincomalee Pin- 31050	
A	Starts on	12.11.2018
B	Closes on	04.12.2018 @ 1500 hrs
8	Opening of Tenders	04.12.2018 @ 1530 hrs
9	Earnest Money Deposit (Bid Bond)	As per tender document
10	Contact Person	Vice President (Ops. & LBP) Lanka IOC PLC, Trincomalee Oil Terminal, Chinabay, Trincomalee
11	Verification of Original Documents	Not Applicable
12	Number of parties to be finalized	One H-1 Party (Highest quoted party)
13	Work Completion Period	4 weeks from issuance of Work Order

SIGNATURE OF TENDERER
SEAL



TENDER NO: LIOC/CB/OT/SCRAP/01/2018-19 AT 12.11.2018

**Page
3 of 15**

**TITLE: DISPOSAL OF SCRAPPED PIPES, VALVES AND
MISCELLANEOUS SCRAP FROM LANKA IOC PLC, TRINCOMALEE
OIL TERMINAL, CHINABAY, TRINCOMALEE**

M/s.

Dear Sirs,

**SUB: DISPOSAL OF SCRAPPED PIPES, VALVES AND MISCELLANEOUS SCRAP FROM
LANKA IOC PLC, TRINCOMALEE OIL TERMINAL, CHINABAY.**

REF: TENDER NO: LIOC/ CB/ OT/SCRAP/ 01/ 2018 – 19 AT 12.11.2018

1. Following documents forming a part of the mentioned tender are enclosed in single set.

S.N	DESCRIPTION
1	Introduction
2	Form of Tender
3	Undertaking towards documents submission
4	Particulars of Tender Fee / Bid Bond
5	Declaration to be signed and submitted with details (A, B, C & D)
6	List of Directors of LIOC
7	Special Terms and Conditions of Contract
8	Terms and Conditions – Safety
9	Price Bid

2. You are requested to submit your HIGHEST QUOTATION for the scrapped pipes, valves and miscellaneous scrap in the Trincomalee Oil Terminal, Chinabay. Your offer complete in all respects must be submitted before due date and time indicated in the tender notice. The offer must be submitted so as to reach the following address on or before due date and time.

**VICE PRESIDENT (Ops. & LBP)
LANKA IOC PLC,
Trincomalee Oil Terminal
Chinabay
Trincomalee**

3. The Bid documents must be submitted along with the Bid Bond for Rs. 70, 000/- . The bid bond must be submitted by way of demand draft drawn in favour of Lanka IOC PLC and payable at Lanka IOC PLC, Trincomalee Oil Terminal, Chinabay, Trincomalee.

Thanking You,

Yours Faithfully,
For LANKA IOC PLC.,

VICE PRESIDENT (Ops. & LBP)

**SIGNATURE OF TENDERER
SEAL**



TENDER NO: LIOC/CB/OT/SCRAP/01/2018-19 AT 12.11.2018

**TITLE: DISPOSAL OF SCRAPPED PIPES, VALVES AND
MISCELLANEOUS SCRAP FROM LANKA IOC PLC, TRINCOMALEE
OIL TERMINAL, CHINABAY, TRINCOMALEE**

**Page
4 of 15**

1. Introduction

Lanka IOC PLC, the subsidiary of Indian Oil Corporation Ltd., has been in the area of petroleum marketing in Sri Lanka since 2002. In a short span of time, Lanka IOC PLC has established a significant presence in the downstream petroleum business viz., fuel retailing & lube marketing. We have Approximately 207 MT scrapped pipes, valves and miscellaneous scrap at Trincomalee Oil Terminal, Chinabay, Trincomalee. We invite competitive firm offers for disposal of scrapped pipes, valves, and miscellaneous scrap at Trincomalee Oil Terminal, Chinabay, Trincomalee, Sri Lanka.

2. FORM OF TENDER

NOTE: The Appendix forms parts of Tender; Tenderers are required to fill up all the blank spaces in this Tender Form.

To: VICE PRESIDENT (Ops. & LBP)
LANKA IOC PLC,
Trincomalee Oil Terminal

1. I/We,.....Of.....
.....
.....

the undersigned, having examined the Form of Agreement, the Conditions of Contract, Form of Tender, Priced Bills of Quantities and the Schedule of Rates and Prices, do hereby offer and undertake to execute, complete and maintain the whole of the said works referred to in the schedule of the Form of Agreement in conformity with the all other work in connection therewith and incidental falls pertinent thereto, to your entire satisfaction and strict accordance with the Conditions of Contract, at the rate and prices set forth in the said Priced Bill of Quantities and/or Schedule of Rate and Prices at the amount given at the end of the Priced Bills of quantities or such other sums as may be ascertained in accordance with the Conditions of Contract.

1. And, I/We do hereby undertake to commence the works within Seven (07) days from the last date of acceptance of this Tender, if any, or at the instance of the Engineer's/Concern officers order to commence, and to complete and deliver the whole of the works as aforesaid duration calculated from the last day of the aforesaid period in which works are to be commenced.
2. Unless and until the formal agreement is prepared and executed, I/We do hereby agree, that this tender together with your written acceptance thereof, shall constitute a binding contract between the two parties.

SIGNATURE OF TENDERER
SEAL



TENDER NO: LIOC/CB/OT/SCRAP/01/2018-19 AT 12.11.2018

**Page
5 of 15**

**TITLE: DISPOSAL OF SCRAPPED PIPES, VALVES AND
MISCELLANEOUS SCRAP FROM LANKA IOC PLC, TRINCOMALEE
OIL TERMINAL, CHINABAY, TRINCOMALEE**

3. I/We understand that you are not bound to accept the highest or any tender you may receive.
4. I/We further undertake to abide by this tender for a period of one hundred twenty (120) days from the date of opening of bids and that the same shall remain binding upon me/us and may be accepted at any time before the expiration of such period.

In witness whereof, I/We do set my hand/our respective hands hereto at on this Day of Two Thousand and.....

Signature of Tenderer

in the capacity of and/or duly authorized to sign

this tender for and on behalf of
.....

Signature

Seal & Address

**SIGNATURE OF TENDERER
SEAL**



TENDER NO: LIOC/CB/OT/SCRAP/01/2018-19 AT 12.11.2018

**TITLE: DISPOSAL OF SCRAPPED PIPES, VALVES AND
MISCELLANEOUS SCRAP FROM LANKA IOC PLC, TRINCOMALEE
OIL TERMINAL, CHINABAY, TRINCOMALEE**

**Page
6 of 15**

3. UNDERTAKING TOWARDS DOCUMENTS SUBMISSION

We confirm that we have quoted the rates in this tender considering Inter-alia the:

1. Price Bid document
2. Special Terms and Conditions of Contract
3. Form Of Agreement
4. All other documents forming part of tender

We certify that, we have received the complete Tender Documents as mentioned and have studied the same thoroughly before submitting the Bid. We accept all the terms & conditions specified therein.

Signature of the Tenderer/ Authorized Representative: _____

Name & Address: _____

Official Seal: _____

Telephone Nos.: _____

Date : _____

Place : _____

**SIGNATURE OF TENDERER
SEAL**



TENDER NO: LIOC/CB/OT/SCRAP/01/2018-19 AT 12.11.2018

**TITLE: DISPOSAL OF SCRAPPED PIPES, VALVES AND
MISCELLANEOUS SCRAP FROM LANKA IOC PLC, TRINCOMALEE
OIL TERMINAL, CHINABAY, TRINCOMALEE**

**Page
7 of 15**

4. PARTICULARS OF BID BOND

DEMAND DRAFT NO:

DATED.....

ON

BANK.....

FOR RS.70, 000/- (RUPEES SEVENTY THOUSAND ONLY).

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TENDER NO: LIOC/CB/OT/SCRAP/01/2018-19 AT 12.11.2018

**TITLE: DISPOSAL OF SCRAPPED PIPES, VALVES AND
MISCELLANEOUS SCRAP FROM LANKA IOC PLC, TRINCOMALEE
OIL TERMINAL, CHINABAY, TRINCOMALEE**

**Page
8 of 15**

5. PROFORMA OF DECLARATIONS TO BE FURNISHED BY THE TENDERERS

DECLARATION - 'A'

We declare that we have complied with the Conditions of Contract (Part I & II)

Date :

Place :

Tenderer's signature Seal

DECLARATION - 'B'

We declare that we do not have any employee who is related to any officer of LIOC PLC

OR

We have the following employees working with us who are near relatives of the Officer Director of LIOC

Name of the employee of the Tenderer	Name & designation of the Officer of LIOC

Date :

Place :

Tenderer's Signature
Seal

**SIGNATURE OF TENDERER
SEAL**



TENDER NO: LIOC/CB/OT/SCRAP/01/2018-19 AT 12.11.2018

**Page
9 of 15**

**TITLE: DISPOSAL OF SCRAPPED PIPES, VALVES AND
MISCELLANEOUS SCRAP FROM LANKA IOC PLC, TRINCOMALEE
OIL TERMINAL, CHINABAY, TRINCOMALEE**

DECLARATION - 'C'

The Tenderer is required to state whether he is a relative of any Director of LIOC or the Tenderer is a firm in which any Director of LIOC or his relative is a partner or any other partners of such a firm or alternately the Tenderer is a private company in which Director of LIOC is a member or Director.

S/N	PARTICULARS	DETAILS
1	Name of the Tenderer and his relations with the Director in LIOC.	
2	Name of the Director of LIOC who is related to the Tenderer.	
3	Name of the Director of LIOC who is a member or a Director of the firm.	

Date :
Place :

Tenderer's
Signature & Seal

DECLARATION – 'D'

Tenderer is required to state whether they have employed any retired Director and above rank officer of LIOC in their firm. If so, details hereunder to be submitted.

S/N	PARTICULARS	DETAILS
1	Name of the person	
2	Post last held in LIOC	
3	Date of retirement	
4	Date of employment in the firm	

Date :
Place :

Tenderer's
Signature & Seal

N.B. :

**SIGNATURE OF TENDERER
SEAL**



TENDER NO: LIOC/CB/OT/SCRAP/01/2018-19 AT 12.11.2018

**TITLE: DISPOSAL OF SCRAPPED PIPES, VALVES AND
MISCELLANEOUS SCRAP FROM LANKA IOC PLC, TRINCOMALEE
OIL TERMINAL, CHINABAY, TRINCOMALEE**

**Page
10 of 15**

- a. A separate sheet may be attached, if the above is not sufficient.
- b. Strike out whichever is not applicable. If the tenderer employs any person subsequent to signing the above declaration and the employee/s so appointed happens to be the near relatives of the Officer/Director of LIOC, the tenderer should submit another declaration furnishing the name/s of such employee/s who is/are related to the officer/s of LIOC
- c. List of Directors of LIOC board is attached.

6. LIST OF DIRECTORS OF LANKA LIOC PLC

SN	NAME OF THE DIRECTORS & ADDRESS
01	Mr.Ranjan Kumar Mohapatra, Director, Human Resources, Board of Indian Oil Corporation
02	Mr. Shyam Bohra, Managing Director, LIOC, 20th Floor, West Tower, World Trade centre, Colombo – 01
03	Prof. Lakshman R. Watawala, Director, Lanka IOC PLC, No: 102/ 5, Barnes Place, Colombo – 07
04	Mr. Amitha Goonarathne, Director, Lanka IOC PLC, No 110, Noris Canal Road, Colombo - 10 , Sri Lanka.
05	Mr.N.V.N.Ramsai, Executive Director (Finance, Indian Oil Corporation Ltd.
06	Mr.Sanjeev K Jain ,Executive Director (Retail Sales), Indian Oil Corporation Limited

SIGNATURE OF TENDERER
SEAL



TENDER NO: LIOC/CB/OT/SCRAP/01/2018-19 AT 12.11.2018

TITLE: DISPOSAL OF SCRAPPED PIPES, VALVES AND
MISCELLANEOUS SCRAP FROM LANKA IOC PLC, TRINCOMALEE
OIL TERMINAL, CHINABAY, TRINCOMALEE

Page
11 of 15

7.0 SPECIAL TERMS AND CONDITIONS OF CONTRACT (PART I)

- 7.1 **BID BOND:** Tenderers are requested to submit bid bond of **Rs. 70,000/-** in the form of Demand Draft to be issued by any scheduled bank in Sri Lanka in favour of **Lanka IOC PLC** and payable at Lanka IOC PLC, Trincomalee Oil Terminal, Chinabay, Trincomalee.

The Bid Bond of the unsuccessful Bidders shall be released only after the tender is finalized. The bid bond of the successful bidders will be released only after the satisfactory removal of the items with in the stipulated time period. **Bid bond shall not carry any interest.** Tenders received without bid bond shall be rejected outright.

- 7.2 The Offers are to be quoted exclusive of Taxes/Duties. The Material projected for sale strictly on '**AS IS WHERE IS**' and '**No Complaint Basis**'.

- 7.3 **INSPECTION OF MATERIAL:** The interested customers may inspect the material at Lanka IOC PLC, Chinabay, Trincomalee within working days **from 0800 hrs to 1600 hrs (Excluding Saturday and Saturday)** before tender submission/closing date.

- 7.4 **SALE IS ON AS IS WHERE IS BASIS:** The sale will be on 'AS IS WHERE IS BASIS'. It is the responsibility of the Purchaser to inspect the material during working hours on working days before bidding. Description (specification, quality, size. Etc.) of the material is only indicative and quantity is approximate and the use of such description shall not constitute the sale thereof to be sold by description and no sale shall be invalid by reason of any defect in any tender or on account of any tender incorrectly described and or on account of weight of any tender sold by weight being incorrectly stated and the purchaser shall not be entitled to claim any damage or compensation whatsoever on account of such defect in description or weight. Weighment at OWNERS (LIOC), Weigh Bridge shall be final and binding for the materials sold by weight. Should the quantity on actual count, weight or measurement as the case may be works out less than the quantity tendered/indicated in the sale order, OWNERS(LIOC), will not under any circumstances be liable to make good the same deficiency, but proportionate refund shall be made to the purchaser. No pick and choose of the material will be allowed and the purchaser has to lift the entire tender from the designated place.

- 7.5 **VAT/TAXES & DUTIES:** Excise Duty, VAT and any other taxes and duties or levies as Applicable on the date of delivery will be charged extra.

- 7.6 **STATUTORY PAYMENTS:** The rate of VAT & Duties, etc., will be applicable as on date of delivery of material.

SIGNATURE OF TENDERER
SEAL



TENDER NO: LIOC/CB/OT/SCRAP/01/2018-19 AT 12.11.2018

**TITLE: DISPOSAL OF SCRAPPED PIPES, VALVES AND
MISCELLANEOUS SCRAP FROM LANKA IOC PLC, TRINCOMALEE
OIL TERMINAL, CHINABAY, TRINCOMALEE**

**Page
12 of 15**

7.7 REMOVAL OF MATERIAL: For lifting /removal of the materials, Purchaser has to make his/their own arrangement for loading and transportation and the seller (LIOC) will not take responsibility for providing any assistance to the Purchaser in this regard. In this regard, lifting/removal will be allowed only on working days and during normal working hours. As per LIOC Officer Instructions, Scarp materials have to be lifted from the scrap yard/tank farm / other places as per shown during uplifting. No HOT work is entertained while removal of scrap materials without LIOC permission.

7.8 FACTORY RULES & PROCEDURE: The Purchaser shall abide by all the rules and procedure of safety and security of Seller's factory (LIOC) and comply with relevant provisions of workmen compensation Act and any other statute in respect of persons engaged by him for handling of materials inside the Factory premises and indemnify the seller against any claim from any one in execution of the order.

7.9 LOSS OR DAMAGE OF SELLER'S PROPERTY: The purchaser shall be responsible for making good any loss or damage caused to the property of seller due to negligence or persons engaged by him/them.
For any clarification/confirmation regarding description/quantity of the tender or any terms and conditions parties may contact Trincomalee Oil, Terminal, Chinabay, LIOC.

Contact Person:-Mr V Sutharsanan, 0759278061

7.10 Tenderers may note that the bid bond shall be forfeited in case of following situations:

- Canvassing of information or submission of forged/ false documents/ information by tenderers.
- Unilateral withdrawal or revision of the offer by the tenderer during the validity period of the offer.
- Backing out after placement of work order.

7.11 COMPLETION PERIOD: The tenderers must note that all the scrapped pipes, valves and miscellaneous scrap must be uplifted from the Chinabay Terminal, Trincomalee within a maximum duration of 4 (FOUR) Weeks from the date of commencement of works after depositing the quoted amount plus all applicable taxes in the form of demand draft to the office of LIOC at Trincomalee.

7.12 VALIDITY OF TENDER:

The tender will be valid for a period of **120 days** from the date of opening.

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SEAL**



TENDER NO: LIOC/CB/OT/SCRAP/01/2018-19 AT 12.11.2018

**TITLE: DISPOSAL OF SCRAPPED PIPES, VALVES AND
MISCELLANEOUS SCRAP FROM LANKA IOC PLC, TRINCOMALEE
OIL TERMINAL, CHINABAY, TRINCOMALEE**

**Page
13 of 15**

The price bid format is in Tender form for "Disposal of scrapped pipes, valves and miscellaneous scrap" in "as is where is" condition at Lanka IOC PLC, Trincomalee Terminal, China Bay.

Bidders are requested to inspect the scrapped pipes, valves and miscellaneous scrap at our Terminal and satisfy themselves with regard to the present condition of these items prior to submitting their quotes, as no arguments whatsoever in this regard will be entertained after submission of the bid by the party.

All charges for transportation, handling & removal including dismantling / Loading etc. of these materials from LIOC premises including labour / Machinery / Transport etc. shall be borne by successful bidder.

It must be noted that the orders shall be placed on the bidder who has quoted highest rate for the disposal of scrapped items.

- 7.13 All offers should be legible written / typed in the space provided in the attached schedule and submitted along with the annexed declaration form duly signed by the bidder.
- 7.14 All rates given in tender schedule would be expressed both in words and figures and where there is difference between the two; rates given in words shall be taken as authentic.
- 7.15 Sealed tenders should be deposited in the tender box provided only at the office of the **Vice President (Ops. & LBP), Lanka IOC PLC, Trincomalee Oil Terminal, Trincomalee** or sent by registered post to reach us **on or before 15:00 Hrs on 04th December 2018**. The top left hand corner of the envelope containing the quote should be marked "Disposal of Scrapped pipes, valves and miscellaneous scrap from Lanka IOC PLC, Trincomalee Terminal, Chinabay, Tender No and Due date & Time. The Corporation will not accept any responsibility and the tenderer will be solely responsible for depositing the tender in time in the tender box.
- 7.16 Tenders shall be opened as per the date and time mentioned in the tender. Tenderers are allowed to be present at the time of opening of the tender. LIOC shall not be responsible for delays in tenders sent through post or courier, etc. Tender received late shall not be opened and shall be rejected outright.
- 7.17 The successful tenderer on being notified by Lanka IOC PLC of the acceptance of his tender within 10 Working days of such notification should pay the value of the accepted Tender Amount by demand draft drawn in favour of "Lanka IOC PLC" and make arrangements to remove the Scrap Materials in the present condition from Lanka IOC PLC, respective premises at their own expense within 4(FOUR) Weeks.

SIGNATURE OF TENDERER
SEAL



TENDER NO: LIOC/CB/OT/SCRAP/01/2018-19 AT 12.11.2018

**TITLE: DISPOSAL OF SCRAPPED PIPES, VALVES AND
MISCELLANEOUS SCRAP FROM LANKA IOC PLC, TRINCOMALEE
OIL TERMINAL, CHINABAY, TRINCOMALEE**

**Page
14 of 15**

- 7.18 The scrapped pipes, valves and miscellaneous scrap in the present condition shall be permitted to be uplifted from the Terminal premises of LIOC at Trincomalee only after the successful bidder deposits the full amount towards the scrapped materials along with taxes and duties in the form of demand draft drawn in favour of **Lanka IOC PLC** payable at Trincomalee.
- 7.19 The successful Bidders shall adhere to the safety and security regulations of the Lanka IOC Plc in removing the materials from the premises of the Lanka IOC and any damage caused to the Lanka IOC property, equipment shall make good at their own expense.
- 7.20 The Bid Bond of the unsuccessful Bidders shall be released only after the tender is finalized. The bid bond of the successful bidders will be released only after the satisfactory removal of the items with in the stipulated time period.
- 7.21 The Lanka IOC PLC does not bind itself to accept the highest or any tender or portion of it and has the sole discretion to reject any or all the tenders and further more reserves its sole right to sell or otherwise dispose materials which are not removed within the stipulated time period.

Sr. Vice President (Ops. & LBP)
Lanka IOC PLC,

I / We confirm that I / We have gone through the above conditions carefully and agree to abide by the same.

Signature :

Name :

Title :

Address :

Date & Seal :

**SIGNATURE OF TENDERER
SEAL**



TENDER NO: LIOC/CB/OT/SCRAP/01/2018-19 AT 12.11.2018

**TITLE: DISPOSAL OF SCRAPPED PIPES, VALVES AND
MISCELLANEOUS SCRAP FROM LANKA IOC PLC, TRINCOMALEE
OIL TERMINAL, CHINABAY, TRINCOMALEE**

**Page
15 of 15**

8. TERMS & CONDITIONS – SAFETY (PART II)

Since the works have to be carried out in Petroleum storage and distribution establishment, the contractors should ensure that day to day operations, safety & security of the location are not affected in any way on the account of the work being carried out. In case of any damage to LIOC properties due to negligence on the part of the contractor or their workmen, the contractor will be held responsible and liquidated damages as asserted by the corporation would be recovered from them.

When hot works are involved the following safety precautions have to be strictly observed before commencement of hot works.

- a. All hot works should be carried out under the supervision of LIOC representative and also under the supervision of a responsible representative of the contractor.
- b. All hot work operations should be undertaken only after issue of hot work permit by Site Engineer on a day to day basis.
- c. It should be ensured that the tanks, containers, pipelines etc. where hot work is required are gas free and properly checked to this effect with explosive meters.
- d. It should be ensured that surrounding area is free of oil rags, spillages and other sources of ignition and the area cleaned and sprinkled with dry sand / earth. Hot work should commence only after positioning the portable fire extinguishers and sand / dry powder in readiness at site and hydrant system made available at the nearest point.
- e. Match boxes, lighters etc. used for hot work should be kept in the custody of supervisor.
- f. If hot work has to be carried out in a place close to storage tanks or any other facility under operation, it is necessary to provide a screen wall made of AC sheets to segregate the area to prevent the sparks traveling to the hazardous area.
- g. It should be ensured that no workmen carry matchboxes or any other source of ignition with them while entering the premises or inside the premises. After the hot work operation of the day, the following precautions should be taken.
 - Welding sets should be switched off and the power mains disconnected. If the connection is taken from temporary switchboard, the fuse carriers should be removed and handed over to the supervisor.
 - Gas cylinders and cutting sets should be properly closed and the equipment removed to a safe place.
 - The site of work should be examined to ensure that it is free from hot splatters and any other source of ignition.
 - All the workmen of the contractor should be moved out of the premises.

Vice President (Ops. & LBP)
Lanka IOC PLC

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