

# **Annexure - 1**

1. All equipment/items must not be older than 3 Years
2. Wiring and mains box connection must be carried out using a suitable 1.1k FRLS cable. The use of 600V IV vinyl-insulated wire or PVC wire is strictly prohibited.
3. All equipment should have a proper locking system.
4. MCCB (Molded Case Circuit Breakers) must be used at the main power source of every exhibition booth/stand/stall. ELCB / RCCB / RCBO must be used for lighting and heating equipment switches.
5. Agent must have ESI & PF & medical of all Manpower
6. FITNESS certificate of all manpower from Government Doctors.
7. No handling tools & tackles, etc. older than 3 years
8. Mechanical fault, repaired, etc. equipment of Agent will not be allowed in any case at ICC.
9. All pieces of equipment must be in working condition. If any item is found defective shall be immediately replaced. Also the agent must keep adequate spares for such items that are likely to be used more frequently.
10. Agent should organize a health & safety briefing before each onsite activity
11. All equipment should be insured.
12. The switches for operating exhibits and local lighting/power must be installed separately and no more than 4 Light Points or a maximum of 80W should be put on a single 5A Switch. Similarly for 16A Switch no more than 4 Light Points or maximum 800W should be put. Power points should be dealt individually.
13. Any and all electrical construction works must be designed and executed following the regulations and laws related to electrical facility engineering and Electricity ACT 2003 / Indian Electricity rule, I.E.E. regulation for electrical equipment's of plant buildings, fire insurance, factory act and any other regulation in force.
14. To prevent electrical accidents, Agent experienced and trained supervisor along with KINEXIN FM staff and Organizer appointed exhibition hall management personnel must inspect electrical facilities and their operational conditions within the booths/stands/stalls. If any defective materials are found during the inspection, necessary instructions can be issued, and power transmission may be suspended until the completion of instructions is satisfactory.
15. If the wiring is expected to obstruct the movement of visitors in corridors or walkways, it is necessary to install speed bumps and safety tape. Wiring exposed areas should be covered with rubber material.
16. All Electrical Wiring work must be performed only by a qualified electrician as per regulatory norms.
17. For examination and testing of materials and works at the site Agent shall provide all Testing and Gauging Equipment necessary but not limited to the following
  - a) Theodolite, Steel tapes
  - b) Dumpy level
  - c) Weighing machine
  - d) Plumb bobs, Spirit levels, Hammers
  - e) Micrometers, Tachometers, Multimeters, Tongtesters.
  - f) Thermometers, Stoves
  - g) Hydraulic test machine

- h) Smoke test machine
  - i) IR hotspot detection device
18. Samples & makes of all materials shall be got approved and as per BIS. For ease during operation's list of approved makes shall be available at the site with Agent for compliance check and shall be valid for 1 year. MTC shall be provided with material to ensure quality
  19. The Agent shall submit the shop drawings showing the equipment layout, piping, and wiring diagram. The layout shall also consist of safety signages.
  20. The MV power cable of 1100 V grade shall be PVC insulated Aluminium/Copper conductor armoured/flat cable conforming to IS: 1554 ( part - I). MV cable shall be 3.5/4 core of size and type as specified. No straight-through joint shall be permitted.
  21. Cables shall be in pipes/closed ducts/through cable managers so that Flat Floor is observed. No laying of cable in the existing tray shall be allowed. The cable cores shall be tested for continuity, absence of cross phasing, insulation resistance to earth/sheath/armour, and insulation resistance between conductors.
  22. Separate copper earth pits shall be provided for UPS, EPABX & Networking equipment if installed.
  23. Every switch, lighting fixture, and 5 Amp outlet shall be provided with the insulated copper conductor of 1.5 sq. mm for earthing. The computer workstations shall be earthed with 2.5 [sq. mm](#). insulated copper conductor wire.
  24. All metal-clad switches and other equipment carrying single phase circuits, shall be connected to the earth by a single connection. All metal-clad switches carrying 3 phases shall be connected with the earth by two separate and distinct connections.
  25. During the event, the person should be deployed for continuous load monitoring / load drawn by each consumer. Not more than 70% of rated load capacity should be allowed to be drawn.
  26. Agent should have the proper equipment for safe and secure handling in and of trenches like magnet puller for trench plates, cable laying tools etc.
  27. Infrared Scanning using the camera of critical areas during the event should be done to identify hotspots, if any
  28. All materials used shall be a minimum IP-44 (for indoor) and IP-67 (for outdoor).
  29. A clear space of not less than 1 meter in width shall be provided in front of the switchboard. If the space behind the switchboard exceeds 75 cm in width, there shall be a passage-way from either end of the switchboard clear to a height of 1.8 meters
  30. Before any maintenance job is carried out on or near the live parts the power source should be proved dead. All voltage indicators should always be tested on a known "Live" source immediately before and after use.
  31. SAFETY MEASURES - TEMPORARY INSTALLATIONS
    - Temporary electrical wiring is permitted only during the period of construction, remodeling, maintenance, repair, demolition and similar activities. It shall be removed immediately upon completion of the purpose for which the wiring was installed.
    - The temporary electrical wiring shall be installed in such a manner that it is not subjected to physical damage. The sharp corners and projections should be avoided while laying the cable. The wiring shall be adequately protected while passing through the doorways or other pinch points.

- The metallic case of the temporary lighting & Lighting Distribution Board (DB)s to be separately earthed.
- Precaution to be taken so that temporary electrical cable laying at the worksite should not interfere with normal Human and Equipment & machinery movement creating hazards like electrocution, electrical fire, Slip/ Trip/ Fall etc.
- All hand-held tools (e.g. hand held drill machine, hand held grinder etc) shall be protected through 30mA earth fault protection (RCBO etc) with 200 milli Seconds fault clearance time and Overcurrent setting as per Equipment requirement.
- All Portable equipment/ tools which are not handheld (like submersible pumps, dewatering pump, 415V & 240V welding set etc.) shall be protected through 100mA earth fault protection (RCBO etc) with 100 milli Seconds fault clearancetime and Overcurrent setting as per Equipment requirement.
- Periodic checking of RCBO to be conducted by trip test

### 32. FIRE SAFETY - TEMPORARY INSTALLATIONS

- Any combustible materials like grease, paint, etc should not be present in close proximity to live electrical equipment.
- Fire Retardant painting to be provided on Electrical cables to stop the propagation of fire.
- If welding work is going on, a wet jute bag should always be placed in the vicinity
- Training to be provided on Fire Safety to electrical / safety personnel.

33. All documents/certificates/licenses/receipts/renewals/test reports/BIS etc. proving above should be available for audit by KINEXIN representative and KINEIXN has the right to disqualify equipment's, tools, or manpower – if not as per the norms and Standards.

34. The Services with the highest level of care, skill, and diligence in accordance with best practice in the Supplier's industry, profession, or trade and any and all applicable laws;.

35. Agent ensures that the Services and the Deliverables conform in all respects with Annexure 1 and that the Deliverables shall be fit for any purpose expressly or implicitly made known to the Supplier by KINEXIN.

36. Agent ensures that the Deliverables, and all goods, materials, standards, and techniques used in providing the Services, are of the best quality and are free from defects in workmanship, installation, and design.

37. Agent use personnel who are suitably skilled and experienced to perform tasks assigned to them, and in sufficient numbers to ensure that the agent's obligations are to fulfilled.

38. It is mandatory before the date on which the Services are to start, obtain, and at all times during the term of this Agreement maintain, all necessary licenses, authorities, consents, and permissions in relation to the Services.

39. Agent provides all Equipment as is required to provide the Services and ensures that the Equipment is delivered and available on time and fully Information Classification: General functional for the required purposes in compliance with the Services specification.

40. Agent observes all health and safety rules and regulations and any other security requirements that apply at IICC or by KINEXIN from time to time.

41. Agent does not do or omit to do anything like lose any license, authority, consent, or permission on which it relies for the purposes of conducting its business.

42. Agent notifies KINEXIN in writing immediately upon the occurrence of a change of control of the Agent or if there is any other event or change to the Agent's business which may affect the Agent's ability to provide the Services.
43. Agent shall provide the following set of services and information to KINEXIN for the Event(s) mentioned herein above:
  - Prepare an electrical load List & layout of each hall.
  - Checking of each wiring installed by their team before releasing the power supply.
44. To provide a temporary power supply during the setup days & main power supply during event days.
45. Providing assistance to KINEXIN, its clients, and client of the client for load balancing.
46. To carry out a safety & electrical consumption audit of each event and connection.
47. Supervision & maintenance of total electrical installation & deploying experienced staff during the Event period and or any other Electrical requirement for which services are required.
48. Agent will provide detailed manpower deployment and work schedule for the entire Event appointed before the Event commencement date.
49. Agent ensures that only trained and experienced staff will be deployed at IICC to carry on the agreed services and also a supervisor (GM level) shall be present onsite who shall supervise the work at regular intervals and shall be a single point of contact for KINEXIN. The work undertaken shall be certified by an appropriate Certifying authority. The certificate of the same shall be obtained by the agent before the commencement.
50. Agent will be readily available with backup support at its own cost in case there is any failure in the equipment's.
51. Agent will ensure hygiene, cleanliness, personnel and infrastructure used in set-up has to be of highest standards and quality. Also, health and safety measures as per KINEXIN guidelines will have to be implemented and followed by agent staff onsite.
52. The agent is responsible for the infrastructure of the IICC/KINEXIN. The agent shall ensure the hygiene, cleanliness, and safe handling of the infrastructure. Any loss, damage, theft, pilfering, etc. of KINEXIN / IICC property will be the responsibility of the Agent and must be replaced or paid by the Agent.
53. Agent will be responsible to dispose of the debris, by putting the IICC venue into its original condition, as before the commencement of the work, after dismantling of the temporary structure erected.
54. Agent ensures that the required force is made available at all times at IICC during commencement of the work, to deal with any unforeseen incidences and/or to meet any emergency or immediate requirements.
55. Agent will be responsible to arrange for the additional electricity including the required number of DG sets or compressors or chillers or UPS etc. wherever necessary. Any CPCB compliance /approval from local state authorities shall be in scope of the Agent/Vendor
56. Agent will use eco-friendly materials and products for all their services as much as possible. As specifically agreed, the agent will put in its best possible efforts to reduce paper wastage etc. The agent agrees that it shall not have any right in the Intellectual Property of KINIEXN and IICC and will not use the name and/ or logo(s), trade name, service mark or trademark of KINEXIN / IICC for any publicity, promotion and

marketing purposes without the written consent of KINEIXN. KINEIXN may withhold such consent in its absolute discretion.

57. Agent shall be able to provide a system capable of measuring Energy kWh consumption ( Avg., current , max in a day along with date and time, min in a day along with date and time ).
58. **Load Reporting Post-Event** - The Agent is required to submit a detailed report of the load tapped from the designated tapping points after every event at Yashobhoomi. This report must be signed and stamped by the clients, exhibitors, or individuals utilizing the connection.
59. **Equipment and Inventory Audit Pre-Event** - Before the commencement of every event, the Agent must share a complete record of all equipment and inventory, including maintenance logs and data, prior to their arrival at Yashobhoomi. These records will be subject to audit to ensure that all items meet the required safety and operational standards.
60. **Fitness Certificate Submission** - Before every event, the Agent must submit a valid fitness certificate for all inventory and equipment brought for use at the event.
61. **Prohibition on Aluminium Wiring and Safety Compliance** - It is explicitly stated that the use of aluminium wires by any third party connecting to the Agent's offered connections at the venue is strictly prohibited. In the event of such usage, the connection must be immediately disconnected at the site.
  - During the setup and dismantling phases, no loose or open electrical connections will be permitted.
  - The Agent is advised to use RCCB or ELCB systems instead of MCBs to ensure enhanced safety and secure operations.
62. A Site working (risk) assessment form as per Annexure-3 need to be filled before executing the works including charging of temporary installations.

The above conditions are to be strictly adhered to, ensuring compliance with Yashobhoomi's operational and safety standards. Any non-compliance will result in necessary actions as deemed appropriate.