LABOUR CONTRACT AGREEMENT

For [the work] at [the principal employer's plant]

Agreement no.	Signed on	Period	Workers

Principal employer	Contractor
Name	Name
Establishment	Address
Registration no.	Licence no.
Signing for it	PF and ESI codes

Schedule 1: categories, rates and estimated monthly bill

Category	Skill	Workers	Days a month	Rate a man-day	Service charge %	Monthly bill
					Estimated monthly bill before GST	

1. The work

The Contractor will carry out [the work] at the Principal Employer's establishment, with its own workers under its own supervisors. The work is not a core activity of the establishment [or falls within an exception the law allows]. The Contractor decides how its workers are deployed to meet the daily requirement the Principal Employer gives.

2. Licence and registration

The Contractor holds a valid licence under section 47 of the Occupational Safety, Health and Working Conditions Code, 2020, covering the number of workers it deploys under this agreement and its other establishments, and will keep it valid for the whole period. It will give the Principal Employer a copy, and tell it at once of any renewal, change, suspension or cancellation.

3. Wages

The Contractor will pay each worker wages not lower than the minimum wages notified for the work, on time each month, by bank transfer or other electronic mode, and will tell the Principal Employer electronically when it has paid, with a wage register. Overtime is paid at twice the ordinary rate. If the Contractor fails to pay, the Principal Employer may pay the workers and recover the amount from any sum due to the Contractor, from the security deposit, or as a debt.

4. PF, ESI and other dues

The Contractor will register its workers for provident fund and employees' state insurance as the Code on Social Security, 2020 requires, deposit the contributions by their due dates, and upload the challans and electronic return for each month to the Principal Employer's vendor portal by the [day of the month] of the following month. It is also responsible for bonus, leave, gratuity where due, and every other statutory payment.

5. Registers, returns and records

The Contractor will keep the registers and file the returns the law requires for its workers, give each worker the documents the law requires, such as an appointment letter and wage slip, and show the records to the Principal Employer and to inspectors on request.

6. Safety and welfare

The Principal Employer will provide the welfare facilities the law requires at the workplace, such as drinking water, toilets, a canteen where required and first aid, and site safety induction. The Contractor will provide safety shoes, gloves and [protective equipment], make its workers follow the site's safety rules, and report every accident at once.

7. Billing and payment

The Contractor bills monthly at the rates in Schedule 1 for man-days recorded on the Principal Employer's attendance system and confirmed by both supervisors, with GST at the rate in force. The Principal Employer pays within [number] days of a correct bill, after deducting TDS, and may hold payment until the wage confirmation and the month's PF and ESI challans under clauses 3 and 4 are received and match the workers deployed.

8. Rate revision

When the notified minimum wage or variable dearness allowance for a category changes, the rate for that category changes by the same amount a man-day, plus the service charge, from the date the change takes effect. No other revision applies during the period.

9. Security deposit

The Contractor has given a security deposit of [amount] [/ a bank guarantee for that amount], which the Principal Employer may use to pay any wages or statutory dues the Contractor fails to pay. It is returned within [number] days of the end of this agreement, once the Contractor shows that all wages and dues for the period have been paid.

10. Indemnity

The Contractor will indemnify the Principal Employer against all claims, penalties and costs arising from its failure to meet its duties under this agreement or the law, including claims by its workers and demands from the PF and ESI authorities.

11. Term, termination and disputes

This agreement runs for the period above. Either party may end it on [number] days' notice. The Principal Employer may end it at once if the Contractor's licence lapses or is cancelled, or if it fails to pay wages or deposit PF and ESI for any month. Disputes go to arbitration by a sole arbitrator seated in [city], without affecting any authority's powers under the labour laws.

For the Principal Employer	For the Contractor	Witness 1	Witness 2