

CENTRE FOR RAILWAY INFORMATION SYSTEM (CRIS)

NEW DELHI

EXPRESSION OF INTEREST

EOI No. 2018/CRIS/NDLS-ITPI/Rfid/Project/0139/Pt-1

Date: 09/10/2018

CENTRE FOR RAILWAY INFORMATION SYSTEM(CRIS) as part of ‘Automated wagon track & trace system using radio frequency’ project is interested in registration & approval of vendors for RFID tags for use for Identification of Vehicles on Indian Railways through an open Expression of Interest route. Interested vendors may visit website www.ireps.gov.in or www.cris.org.in for further details or contact Project Officer (RFID), CRIS, 8th Floor, ITPI Building, 4-A, I.P.Estate, Ring Road, New Delhi-110002, Phone: 011-23379942.

Vendors are advised to refer to the RDSO's official website for specification of RFID tags (v4.1). www.rdsso.indianrailways.gov.in → Directorate → Wagon Design → Information for vendors.

The last date of submission of application is 31/10/2018 (16:00 hrs)

ITEM DESCRIPTION	RFID Tags for use for Identification of Vehicles on Indian Railways (Version 4.1)
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CENTRE FOR RAILWAY INFORMATION SYSTEM (CRIS)

FORMAT FOR LETTER OF RESPONSE

Respondents Ref No.:

Date:

General Manager (RFID)
8th floor, ITPI Building
I. P. Estate, Ring Road, Delhi - 110002

Dear Sir,

Subject: RESPONSE TO – EOI FOR PARTICIPATION _____

1. We the undersigned, offer the following information in response to the Expression of Interest sought by you vide your Notification No. _____, dated _____.

2. We are duly authorized to represent and act on behalf of _____ (hereinafter the “respondent”)

3. We have examined and have no reservations to the EOI Document.

4. We are attaching with this letter, the copies of original documents defining: -

4.1 The Respondent’s legal status;

4.2 Its principal place of business;

4.3 Its place of incorporation (if respondents are corporations); or its place of registration (if Respondents are cooperative institutions, partnerships or individually owned firms);

4.4 Self certified financial statements of Last three years, clearly indicating the financial turn over and net worth.

5. We shall assist CRIS and/or its authorized representatives to obtain further clarification from us, if needed.

5.1 CRIS and/or its authorized representatives may contact the following nodal persons for further information on any aspects of the Response:

S.NO.	CONTACT NAME	ADDRESS	TELEPHONE	EMAIL-ID

6. This application is made in the full understanding that:

6.1 Information furnished in response to EOI shall be used confidentially by CRIS for the purpose of development of the project.

6.2 CRIS reserves the right to reject or accept any or all applications, cancel the EOI without any obligation to inform the respondent about the grounds of same

6.3 We confirm that we are interested in participating in development of the project.

7. We certify that our turnover and net worth in the last three years is as under:

FINANCIAL YEAR	TURN OVER	NET WORTH

8. In response to the EOI we hereby submit the following additional details annexed to this application.

8.1 Details of various items being manufactured and related experience and expertise.

8.2 Details of man-power with their qualification and experience.

8.3 Detailed proposal for items proposed in EOI.

8.4 Details of Intellectual Property Rights (IPR) held and patent filed/held.

8.5 Details of ISO certification

8.6 Undertaking as per Annexure-A:

9. The undersigned declare that the statements made and the information provided in the duly completed application are complete, true, and correct in every detail. We also understand that in the event of any information furnished by us being found later on to be incorrect or any material information having been suppressed, CRIS may delete our name from the list of qualified Respondents. We further understand that CRIS will give first preference to the applicants considered relevant for the purpose. Our response is valid till (date in figures and words): _____

Yours sincerely,

(Sign)

NAME

In the Capacity of

Duly authorized to sign the

Response for and on behalf of

Date

Annexure-A

(To be taken on non-judicial stamp paper of appropriate value as applicable in the respective state and dully notarised & witnessed)

UNDERTAKING

I, son of aged about Years resident of do hereby solemnly affirm as under–

1. That the deponent is the Authorised signatory of *(Name of the Sole Proprietorship Concern/Partnership Firm/ Registered Company/ Joint Venture)*.
2. That the deponent declares on behalf of *(Name of the Sole Proprietorship Concern/ Partnership Firm/ Registered Company/ Joint Venture)* that:

a) In regard to matters relating to the security and integrity of the country, no charge sheet has been filed by an agency of the Government / conviction by a Court of Law for an offence committed by the -----*(name of the entity)* or by any sister concern of the -----*(name of the entity)* would result in disqualification.

b) In regard to matters other than the security and integrity of the country, -----*(name of the entity)* has not been convicted by a Court of Law or indicted / passed any adverse order by a regulatory authority against it or it's any sister concern which relates to a grave offence, or would constitute disqualification. Grave offence is defined to be of such a nature that it outrages the moral sense of the community.

DEPONENT

VERIFICATION

I declare that the contents of para 1 to 2 above are true as per my knowledge and nothing has been hidden.

(To be taken on non-judicial stamp paper of appropriate value as applicable in the respective state and duly notarised & witnessed)

AFFIDAVIT

I, son of aged about Years, resident of do hereby solemnly affirm as under –

1. That the deponent is the sole Proprietor of the Concern which runs in the name and style of
2. That the office address of the aforesaid Proprietorship Concern is at
3. That the aforesaid Proprietorship Concern deals in (here mention the details of business).
4. That the deponent gives an undertaking that the Proprietorship Concern abides by all the statutory obligations required to run his business.

DEPONENT

VERIFICATION

I declare that the contents of para 1 to 4 above are true as per my knowledge and nothing has been hidden.

DEPONENT

(To be taken on non-judicial stamp paper of appropriate value as applicable in the respective state and duly notarised & witnessed)

UNDERTAKING FOR INFRINGEMENT OF IPR FOR ALL THE ITEMS/PRODUCTS DEVELOPED BY THE VENDORS WHICH ARE IN THE PROCESS OF APPROVAL

I, son of aged about Years resident of do hereby solemnly affirm as under –

1. That the deponent is the Authorised signatory of (Name of the Sole Proprietorship Concern/Partnership Firm/ Registered Company/ Joint Venture).

2. That the deponent declares on behalf of (Name of the Sole Proprietorship Concern/ Partnership Firm/ Registered Company/Joint Venture) that:

a) The development/ product/process is original and there is no infringement of Patent Rights. Indian Railways shall not be responsible for infringement of patent rights arising due to similarity in design, manufacturing process, use of similar components in the design & development of this item and any other factor not mentioned herein which may cause such a dispute. The entire responsibility to settle any such disputes/matters lies with the manufacture/supplier.

b) Details/design/documents given are not infringing any IPR and we are responsible in absolute and full measure instead of railways for any such violations. Data, specifications and other IP as generated out of interaction with CRIS shall not be unilaterally used without the consent of CRIS and right of CRIS on such IP is acceptable to firm.

DEPONENT

VERIFICATION

I declare that the contents of para 1 to 2 above are true as per my knowledge and nothing has been hidden.

DEPONENT

(To be taken on non-judicial stamp paper of appropriate value as applicable in the respective state and duly notarised & witnessed)

UNDERTAKING REGARDING:

- i) CONFIDENTIAL INFORMATION
- II) CHANGES IN THE NAME, ADDRESS, WORK PLACE AND OWNERSHIP
- III) LEGAL/STATUTORY COMPLIANCES AND HANDING OVER OF LEGAL DOCUMENTS.
- IV) PLANT AND MACHINERY

I, son of aged about Years resident of do hereby solemnly affirm as under –

2. That the deponent is the Authorised signatory of (Name of the Sole Proprietorship Concern/Partnership Firm/ Registered Company/ Joint Venture).

3. That the deponent declares on behalf of (Name of the Sole Proprietorship Concern/ Partnership Firm/ Registered Company/Joint Venture) that:

a) No confidential information has been provided to CRIS and as such no claim shall be made against CRIS for infringement or leakage of any information.

b) that any change in the name, address, work place and ownership of the (Name of the Sole Proprietorship Concern/ Partnership Firm/ Registered Company) shall be done as far as possible with prior intimation to CRIS. If prior intimation regarding aforesaid changes is not given, then the same shall be intimated to CRIS forthwith and in any case not later than one month, failing which CRIS shall have the right to temporary delist the (Name of the Sole Proprietorship Concern/ Partnership Firm/ Registered Company along with address) permanently without assigning any reasons and the delisted vendor shall have no claim in consequence thereof against CRIS whatsoever.

c) All statutory requirements/obligations are being abided with, including the following:

- i. Sale Tax Registration
- ii. Income Tax Return
- iii. Labour Laws – Minimum Wages Act, Workman’s Compensation Act, and Prohibition of Child Labour etc.
- iv. Any other legal/statutory compliance.

d) All/any documents stated in para 2c above, shall be handed over to CRIS as and when demanded.

e) If at any time after approval is accorded, some M&P is found deficient without intimation to CRIS along with reasons for the same, then action may be initiated by CRIS including de-listing and withdrawal of approval of the firm without giving any further opportunity.

f) All documents of CRIS relevant with vendor development with latest revision as published by CRIS have been gone through and shall be abided by.

DEPONENT

VERIFICATION

I declare that the contents of para 1 to 2 above are true as per my knowledge and nothing has been hidden.

DEPONENT

(To be taken on non-judicial stamp paper of appropriate value as applicable in the respective state and duly notarised & witnessed)

AUTHORIZATION LETTER

I, son of aged about years Sole Proprietor / Partner / Director of (Name of the Sole Proprietor Concern/Partnership Firm/ Registered Company along with address) do hereby authorize following persons to sign the documents on behalf of the firm:

S.No.	Name of person with Father's name	Designation	Signature

Deponent

Vendor Registration Process

1. The prospective vendor who intends to get registered with CRIS for the RFID tags for Indian Railways has to first submit details as per the attached application form and documents.
2. The prospective vendors are required to submit the registration fees as specified in this document to CRIS, New Delhi. The last date for submitting application is 20/06/2018.
3. Prospective vendor is also required to submit the copy of Quality Assurance Plan (QAP) and undertakings along with application.
4. After submission of the application along with the relevant documents by the prospective vendor, the payment made will be verified and documents submitted along with application will be scrutinized. If the scrutiny is satisfactory then case shall be considered for further assessment else it will be closed and firm will be informed of the deficiencies.
5. If the documents are found satisfactory, then firm will be advised to prepare samples for testing within stipulated time which will be communicated later. In case, the vendor fails to submit samples within stipulated time then case shall be closed and registration fee will be forfeited.
6. On submission of sample, testing of samples shall be conducted. In case, sample fails, the case shall be closed and the closure along with the test value of the results shall be communicated to the vendor.
7. If sample testing is satisfactory then approval shall be accorded for inclusion of vendor in the “List of Approved Vendors”.
8. Prospective vendors are advised to collect all the information mentioned below before filling “APPLICATION FORM FOR VENDOR REGISTRATION”. There are five sections in the form:

Section I

This section shows Details of item for which approval is sought and General Details of the Vendor.

Section II

This section requires the Factory Details and details about registration with GS1.

Section III

This section requires the supporting documents to be submitted along with the application form. Submission of incomplete or irrelevant document will result in rejection of application and registration fee will be forfeited. Documents to be submitted along with the application form are mentioned below:

List of documents to be sought from the vendors at the time of Fresh Registration

SN	Heads	Documents required	Annexures
	Status Of Vendor		
1	a) for sole proprietorship concern	Self-declaration/Affidavit on non-judicial paper of appropriate stamp duty	format as per Annex A-1
	b) for partnership firm	latest partnership deed as per act duly registered with Registrar of Firms stating registration no. and date	
	c) for company	Memorandum and Article of Association (full MOA not to be enclosed. Only 1 st page – ‘Certificate of Incorporation’, 2 nd page – ‘Company name & Address’ and relevant pages giving directors name and their shareholding to be enclosed i.e. 4-5 pages in total.	
		Latest shareholdings of directors (with name) as on the date of registration.	
d) for joint venture	MOU/ registered agreement in addition to (a) or (b) or (c) as applicable.		
2	Declarations/Undertakings	IPR infringement	format as per Annex A-2
		i) Confidentiality ii) Changes in the name and address ownership iii) Abiding with legal/statutory compliances and handing over of legal documents. iv) Plant & Machinery	Revised format as per Annex A-3
3	Statutory compliances (as applicable)	Factory license	
		National small industries corporation (NSIC) registration	
		Micro/Small scale industry (SSI) registration	
4	Other documents	Power of attorney for authorised signatory in case of proprietorship concern/resolution of the partners or board of directors for authorised signatory in case of partnership firm or registered company as the case may be.	
		ISO certification	
		Electricity bill (Not more than 6 months old)	
		Authorization Letter	
		Quality Assurance Plan (QAP)	
			format as per Annex A-4
			As per attached guidelines

Please study the documents and identify the ones which are most appropriate to prospective vendor's establishment. Prospective vendor is required to send the hard copy of undertakings in original (i.e Annexure A-1 to Annexure A-4) and QAP along with application form.

Section IV

This section requires details of registration fee payment to be filled in.

Note:- Registration fee for Fresh Registration is:

- (i) Rs. 1,50,000/- + 18% GST (as applicable) for Micro/ Small Enterprises.
- (ii) Rs. 2,50,000/- + 18% GST(as applicable) for other than Micro/ Small Enterprises.

Section V

This section deals with “Declaration” by the vendor in regard to cartel formation.

9. Contact Details of CRIS

Project Officer (RFID), CRIS, 8th Floor, ITPI Building, 4-A, I.P.Estate, Ring Road, New Delhi-110002; Phone: 011-23379942.

GUIDELINES FOR PREPARING QAP DURING REGISTRATION

The QAP to be submitted by the vendor in triplicate (along with the application form for registration) shall cover the following aspects:

SECTION '0' Revision Sheet

SN	Amendment	Version	Reason for amendment

SECTION 'A' ORGANISATION CHART

Organisational Chart, clearly indicating the Quality Control Set-up, role and responsibilities of key personnel.

SECTION 'B' QUALIFICATION / EXPERIENCE OF PERSONNEL

Part I: Details of qualification/experience of the quality control personnel employed and involved in the item applied for approval

SN	Name	Designation	Technical Qualification	Experience	Brief scope of responsibilities

Part II: Details of Manpower requirements other than quality control section

SN	Name	Designation	Technical Qualification	Experience	Brief scope of responsibilities

Part III: Qualification of other key personnel

SN	Name	Designation	Technical Qualification	Experience	Brief scope of responsibilities

SECTION 'C' PROCESS FLOW CHART/DESCRIPTION OF MANUFACTURING PROCESS

Part I: Process Flow Chart indicating process of manufacture for an individual product, with quality control points.

Note: Process flow chart shall indicate all the operation involving manufacturing & testing of product from raw material to finish product, including Third party/Consignee inspection/dispatch.

Part II: Brief description of different manufacturing process mentioned in flow chart:

SN	Name of the manufacturing process	Brief description

b) Brief details of the other manufacturing process.

SN	Name of the manufacturing process	Brief description

Part III: Brief description of ancillaries & additional units (if any):

i Whether all the facilities are available at a single location (or) multiple location –

ii In case of multiple location give details in following format:

SN	Unit	Address	Whether unit is covered under factory license	Whether unit is ISO certified	Mfg. processes details

SECTION ‘D’
DETAILS OF SUB-ASSEMBLIES / COMPONENTS MANUFACTURED IN-HOUSE AND OUTSOURCED

Part I: Details of in-house manufactured (Components/sub-assemblies)

SN	Item name	Drawing no.

Part II: Details of components/Sub-assemblies purchased from vendors

SN	Item Name	Drawing no.	Name of the source	Frequency of review of the performance of source, if any

SECTION ‘E’
INCOMING RAW MATERIAL & IN-PROCESS/FINAL INSPECTION

Stage inspection detailing inspection procedure, inspection parameters, method of testing/test procedure including sample sizes for destructive and non- destructive testing etc.

Part I: Incoming raw materials/parts/sub-assemblies

SN	Incoming product/ assembly	Sample Size & its Frequency of inspection	Parameters for inspection	Mode of inspection / equipment used	Acceptance limits/ Criteria /specified Value	Rejection & Disposal - Reprocessed / Scrapped	Traceability register no.

Part II: In process inspection (of the product)

SN	Name of the process	Sample Size & its Frequency of inspection	Parameters for inspection	Mode of inspection / equipment used	Acceptance limits/ Criteria /specified Value	Rejection / Disposal	Corrective & preventive action	Traceability register no.

Part III: Final internal inspection of the product by the firm

SN	Name of the test/ process	Sample Size & its Frequency of inspection	Parameters for inspection	Mode of inspection / equipment used	Acceptance limits/ Criteria /specified Value	Rejection & Disposal - Reprocessed / Scrapped	Traceability register no.

SECTION 'F'
CALIBRATION OF TESTING MEASURING EQUIPMENT

Part I: In-house Testing facilities available for calibration with the firm

SN	Name of master	Make	Range	Frequency of calibration	Traceability to national standard

Part II: Personnel trained for in-house calibration

SN	Name	Qualification	Experience

Part III: Calibration plan for measuring equipment

SN	Measuring Equipment	Range/ Accuracy	Frequency	In-house/ Outsourced	Name of calibration agency

**SECTION ‘G’
SYSTEM OF MAINTAINING THE DATE OF CUSTOMER COMPLAINTS/WARRANTY
FAILURES**

Warranty failures/In-service failures reported from customers

SN	Date of report of complaint	Letter no.	Complaint received from	Brief details of complaint	Classification of failure	Whether any person deputed for collecting field sample	Date of joint inspection	Failure analysis & cause of failure	Date of compliance in case of warranty	C & P action taken
					Warranty failure/ In service failure/ Call for joint inspection / Consignee end rejection / General complaints					

The firm shall maintain a complaint register in the above format

**SECTION ‘H’
Details of M&P/T&P**

SN	Name of M&P/T&P	Model	Make	Machine no.	Year of Built	Range/ Capacity

**SECTION ‘I’
ANY ADDITIONAL INFORMATION FIRM WISH TO SUBMIT**

The firm can furnish any other information which they wish to submit on items other than furnished in annexure A to H.

Note:

QAP covering all the information as asked above under section ‘0’ to ‘I’ must be given in the form of single document indicating name and works address of the firm and page no. ‘x’ of ‘y’ on each page. Each page should be signed by Quality Control in-charge. The approved QAP must be a controlled document and a quality record of ISO Quality Control System of the vendor. A certificate to this effect shall be provided along with the QAP by the vendor.

FORMAT FOR APPLICATION FORM FOR VENDOR REGISTRATION	
	Vendor Reference ID:
SECTION-I	
DETAILS OF ITEM FOR WHICH APPROVAL SOUGHT	
1	Item Name:
	Specification No.
	Drawing No.
GENERAL DETAILS	
2	Name of Firm
3	Office Address
4	Phone No.
5	Fax No.
6	Work Address
7	Name of MD/CEO/Proprietor
8	Name of Contact Person
9	Designation
10	E-Mail
11	Mobile
SECTION-II	
FACTORY DETAILS	
Description of Works	
12	Total land area (in sqm) all units
13	Total Covered Area in Sqm.
Description of Manpower	
14	No. of Persons Employed
15	Weekly Closing if any
16	Annual turnover of the firm for the last two financial years in Rs. Crs. (Details from the audited balance sheet shall only be furnished)
Mandatory fields	
17	Whether firm is registered under Indian Factories/Companies Act.
18	Ownership of Factory
19	Status of Vendor
20	Registration with (in case of Micro/Small Enterprises)
21	Attach Certificate
22	Annual Production capacity of the Item
23	Registered with GS1 (Yes/No). The vendor must confirm the date till which the registration with GS1 is valid.
SECTION-III	
24	Copy of Factory license
25	Validity of Factory License
26	Copy of ISO certificate
27	ISO Expiry Date

28	Copy of latest Electricity bill	
29	Status of vendor Annexure A1/Partnership deed/Memorandum & Article of Association	
30	IPR Infringement Annexure A2	
31	Annexure A3	
32	Annexure A4	
33	Compliance of specification. If no then details of spec, which firm is not complying to be uploaded	
34	Complete QAP	
35	Power of attorney/ resolution of Board of directors for authorised signatory	
	Any other documents vendor desires to be upload	
36	Name of document	Copy of document
	SECTION-IV	
	Details of payment towards registration (non-refundable)	
	The registration fee should be remitted by Demand Draft only in favour of "CRIS, New Delhi".	
	Registration fee for Fresh Registration is : (i) Rs. 1,50,000/- + 18% GST (as applicable) for Micro/ Small Enterprises. (ii) Rs. 2,50,000/- + 18% GST(as applicable) for other than Micro/ Small Enterprises.	
37	DD No.	
38	Issued by Bank	
39	Branch address	
40	Date of issue of DD	
	SECTION-V	
	DECLARATION	
	Cartel formation	
41	I hereby give an undertaking that my firm will not be a part of any cartel with other vendors and will be quoting competitive rates in the Tenders. I am aware that in case my firm is found quoting in cartel at any stage after its registration approved vendor, my firm's name is likely to be deleted from the list of approved vendors.	
42	I have gone through the general conditions for vendor registration and agreed to abide by the stipulations therein. The information submitted online is true as per my records and any changes having bearing on the nature of my business will be informed to concerned authority promptly.	
	Date of Submission:	