TOP SHEET

**MANUAL LIMITED TENDER NOTICE**

MANUAL LIMITED TENDER NOTICE NO. : **CRIS/CIVIL/2024/15**

FOR

Name of Work: Providing and fixing Prefabricated insulated MS portable Porta Cabin for Purchase Store at the Rear of CRIS Office complex, Chanakyapuri, New Delhi.

ISSUED BY

Chief Manager (Civil)

Centre for Railway Information Systems,

Chanakyapuri, New Delhi – 110021.

ISSUED TO: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tender Document Cost : Per Set Rs. : NIL

Signature of the Tenderer Signature of CRIS Official

Managing Director, CRIS acting for and on behalf of The President of India invites **Manual Limited Tender** against **Tender No. : CRIS\_CIVIL\_2024\_15**, Closing **Date & Time 10.01.2025 15:00 Hours**. Bidders has to submit their original/revised bids upto closing date and time only. offers are not allowed against this manual tender/bids along with the EMD to be attached with the bid along with other documents.

The tenderer has to send/submit their bid in a sealed envelope indicating the tender no., Name of work & bidders name & address. To Centre for Railway Information Systems, Annexe-1, Chanakyapuri, New Delhi-110021 on or before 10.01.2025 by 15.00 hours.

1. NIT HEADER

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Work | Providing and fixing Prefabricated insulated MS portable Porta Cabin for Purchase Store at the Rear of CRIS Office complex, Chanakyapuri, New Delhi. | | |
| Bidding type | Normal Tender | | |
| Tender Type | Manual Limited | Bidding System | Single Packet System |
| Tender Closing Date Time | 10.01.2025 at 15:00 | Date Time Of Uploading Tender | -- |
| Pre-Bid Conference Required | No | Pre-Bid Conference Date Time | Not Applicable |
| Advertised Value | 4,93,240.00 | Tendering Section | CIVIL WORK |
| Bidding Style | Single Rate for Each Schedule Item | Bidding Unit | Rate to be quoted for each Schedule Item |
| Earnest Money (Rs.) | 9900.00 | Validity of Offer (Days) | 90 |
| Tender Doc. Cost (Rs.) | 0.00 | Period of Completion | 25 Days |
| Contract Type | Works | Contract Category | Expenditure |
| Bidding Start Date | -- | Are Joint Venture (JV) firms allowed to bid | No |
| Ranking Order For Bids | Lowest to Highest | Expenditure Type | Capital (Works) |

Signature & Address of Tenderer

1. **SCHEDULE**

**Name of work:** Providing and fixing Prefabricated insulated MS portable Porta Cabin for Purchase Store at the Rear of CRIS Office complex, Chanakyapuri, New Delhi.

**Schedule A - NS Items**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S.No. | Description | Unit | Qty | Rate in Rs. | Amount in Rs. |
| 1 | Providing, fabricating & fixing of insulated (all round) MS Porta Cabin (Container Frame) for Record room compatible for loading/placement of 2nd container (double story) of outer size 10’x 20’x 8’-6". The base/frame with ISMB 100 x 50mm & cross MS tubes of 50 x 50mm for base and coners/vertical MS tube of 50 x 50mm/Stiffeners for sides & top of MS tube 20 x 40mm/side post MS tube of 65 x 65mm etc. Outer Side walls shall be of MS corrugated sheet of 1.0 mm thick and outer roof top plain MS sheet 1.0mm thick, MS Tube 65 x 65 mm 200mm long 4-legs. Door shutter 6’x 7' including lock/SS 125mm Handles 2 nos., Sliding bolt of size 200x10mm, Aluminium Sliding Windows 2 Nos. of size 3’-0” x 4’-0” with Aluminium grill, heavy 4Nos. 4inches hinges, etc. MS tube frame Base floor shall be covered with 18mm thick Cement fiber board and finished with 2mm thick vinyl flooring. Standard Chajjas for doors and windows of 300mm. Interior wall finish to be with 8mm thick Pre-laminated MDF Board for approved shade & design for wall & roof, all the joints inside the cabin to be covered with 20/25 mm painted beading (PVC/Wooden) to wall/roof boards. All the external walls legs, base, roof top to be painted with rust proof primer & epoxy enamel paint of approved shade etc., Electrical concealed copper wiring of Havels/Finolex, modular switches/sockets, electrical fittings Fan/LED tube light 22watt, outer bulkhead light, the internal concealed point wiring & switches with modular plate etc for light, fan, 5AMP with(1switch & 3 socket) for work station 02 Nos for UPS supply, power wiring for Split AC of 16 AMP  (switch & socket/double pole MCB), MCB distribution board 64Amp, separate MCBs etc. for different circuits. The external finishing should be coated with rust free primer and epoxy enamel paint of approved shade. Complete job, with all labour materials, fixtures, fittings, screws, tools, loading, handling, taxes, road clearence/permit etc. | Each | 2.0 |  |  |
| 2 | Transportation & Unloading, Handling etc. | Job | 2.0 |  |  |
| 3 | Total cost of (1 & 2) excluding GST |  |  |  |  |
| 4 | Add GST 18% on 3 |  |  |  |  |
| 5 | Total Cost inclusive of GST @18% of (3 & 4) |  |  |  |  |

Signature of Tenderer

(Name in Capital Letters)

Address:

1. ITEM BREAKUP : No item break up added
2. ELIGIBILITY CONDITIONS : NIL
3. **COMPLIANCE**

**Commercial-Compliance (the bidders has to enclose all relevant documents in support along with the bid)**

1. The Tenderer shall submit self attested copy of Bank details of the firm in the format attached (as per Annexure-XII document section of this tender. (NOTE: Please note that the bank detail of the firm submitted in the Annexure-XII shall be considered as valid bank account of the firm all transactions till the successful completion of work.)
2. The Tenderer shall submit self attested copy of the GSTIN certificate as issued against the firm by the Govt. authority mentioning GST No., Name of Firm and Address etc.
3. The Tenderer shall submit self attested copy of PAN Card of the firm.
4. Please enter the percentage of local content in the material being offered. Please enter 0 for fully imported items, and 100 for fully indigenous items. The definition and calculation of local content shall be in accordance with the Make in India policy as incorporated in the tender conditions.
5. " LOCAL CONTENT " : - Verification of Local Content as per Commercial Compliance : - The 'Class-I local supplier'/'Class-II local supplier' at the time of tender, bidder or solicitation shall be required to indicate percentage of local content and provide self-certification that the item offered meets the local content required for 'Class-1 local supplier'/'Class-II local supplier', as the case may be. They shall also give details of the location(s) at which the local value addition is made.
6. **General Instructions**
7. The tenderer shall submit along with the tender document, documents in support of his/their claim to fulfill the eligibility criteria as mentioned in the tender document. Each page of the copy of documents/certificates in support of credentials, submitted by the tenderer, shall be self-attested/digitally signed by the tenderer or authorized representative of the tendering firm. Self attestation shall include signature, stamp and date (on each page). Only those documents which are declared explicitly by the tenderer as "documents supporting the claim of qualifying the laid down eligibility criteria", will be considered for evaluating his/their tender.
8. The CRIS reserves the right to verify all statements, information and documents submitted by the bidder in his tender offer, and the bidder shall, when so required by the CRIS, make

Signature of the Tenderer

available all such information, evidence and documents as may be necessary for such verification. Any such verification or lack of such verification, by the CRIS shall not relieve the bidder of its obligations or liabilities hereunder nor will it affect any rights of the railway there under.

1. In case of any information submitted by tenderer is found to be false forged or incorrect after the award of contract, the contract shall be terminated. Bid Security, Performance Guarantee and Security Deposit available with CRIS shall be forfeited. In addition, other dues of contractor, if any under this contract shall be forfeited and agency shall be banned for doing business for a period of upto five years.
2. Care in Submission of Tenders: Please refer to clause 3.0 of Northern Railway Standard Tender Document 2022.
3. Tenderers will examine the various provisions of The Central Goods and Services Tax Act, 2017(CGST)/ Integrated Goods and Services Tax Act, 2017(IGST)/ Union Territory Goods and Services Tax Act, 2017(UTGST)/respective state's State Goods and Services Tax Act (SGST) also, as notified by Central/State Govt. & as amended from time to time and applicable taxes before bidding. Tenderers will ensure that full benefit of Input Tax Credit (ITC) likely to be availed by them is duly considered while quoting rates.
4. The successful tenderer who is liable to be registered under CGST/IGST/UTGST/SGST Act shall submit GSTIN along with other details required under CGST/IGST/UTGST/SGST Act to CRIS immediately after the award of contract, without which no payment shall be released to the Contractor. The Contractor shall be responsible for deposition of applicable GST to the concerned authority.
5. In case the successful tenderer is not liable to be registered under CGST/IGST/UTGST/ SGST Act, the CRIS shall deduct the applicable GST from his/their bills under reverse charge mechanism (RCM) and deposit the same to the concerned authority.
6. Mandatory updation of Labour data on Railway's shramikkalyan portal by Contractor. For details refer clause 5.4 of Northern Railway Standard Tender Document 2022.
7. In addition to General condition of contract 2022 and Indian Railways Unified standard specification Works Materials Volume I II 2010 (revised upto date), special condition shall also apply which can be down loaded/seen from IR website : [www.cris.org.in](http://www.cris.org.in) or [www.indianrailway.gon.in](http://www.indianrailway.gon.in) .
8. The GST Act 2017 will be applicable as per extant policy as notified by Central/State Govt. and as amended from time to time. All the bidders/tenderers should ensure that they are GST compliant and their quoted rates are inclusive of taxes and GST.

Signature of the Tenderer

1. The quantities given above are approximate and can be increased/decreased as per extant rules.
2. During execution of work ensure the quality of Material is to be used as per CE Circular No. 630 circulated vide CE(P&D), L.No. 10-W/O/Policy/Building dt.26/12/2016 CPWD guidelines.
3. No Post Tender correspondence for submission of additional documents shall be entertained after opening of the Technical & Commercial offers. Even suo-moto post tender letters of the tenderers shall be treated as NULL & VOID. (Authority HQ Letter No. 74-W/O/Pt.XXV/WA/Loose dated 07.04.15.
4. The contract will be governed by Indian Railways Standard General Conditions of Contract updated with correction slips issued up to date of inviting tender or as otherwise specified in the tender documents.
5. Old GCC has been changed and replaced with new General Conditions of Contract-2022, which has been added in tender document. Please go through this new General Condition of Contract2022 before bidding. In case of any discrepancy, contradiction with regard to GCC (except special condition of contract) in that case GCC- 2022 will be applicable.
6. All Annexure should be uploaded in Standard format as prescribed in Standard Tendered Document-2022.
7. Performance Guarantee- The successful bidder shall submit PG as per procedure mentioned in clause 5.1A of Northern Railway Standard Tender Document 2022. The successful bidder shall submit the Performance Guarantee (PG) amounting to 5% of the value of contract.
8. Undertakings by Partnership Firm- In case the Letter of Acceptance (LOA) is issued to a partnership firm, the undertakings as per clause 18.9 of Annexure - VIII of Northern Railway Standard Tender Document 2022 shall be furnished by all the partners through a notarized affidavit, before signing of contract agreement.
9. Fraud & Corrupt Practice: Please refer to clause 3.10 of Northern Railway Standard Tender Document 2022.
10. Conditional offer and Alternative proposal by Tenderer: Tenderers shall submit offers that fully comply with the requirements of the Tender documents including the conditions of contract, design and specification requirements if any. Conditional offer or alternative offers will not be considered in tender evaluation and will be summarily rejected. The Tenderer shall have no claims in this regard whatsoever. "Any unconditional rebate offered by the tenderer should be mentioned on of 'Schedule of Quantities' specifically. To attract the rebate mentioned each page of schedule may refer the note for the conditional rebate mentioned in the end.

Signature of the Tenderer

Any rebate mentioned at any other place in tender document shall not be considered. The unconditional rebate mentioned in "Scheduled of Quantities" shall be considered while evaluation of bid." mentioned in the end. Any rebate mentioned at any other place in tender document shall not be considered. The unconditional rebate mentioned in "Scheduled of Quantities" shall be considered while evaluation of bid.

1. Tenderer shall quote his rates ensuring minimum wages criteria with PF, ESI & GST (if applicable) failing which the tender shall be summarily rejected.
2. In case of partnership firm/JV/LLP an undertaking shall be submitted by all partners/members of the partnership firm/JV/LLP that they are not blacklisted or debarred by CRISs or any other Ministry/Department of the Govt. of India from participation in tenders / contracts as on the date of submission of bids, either in their individual capacity or in any firm/JV/LLP in which they were / are partners/members. Concealment / wrong information in regard to above shall make the contract liable for determination under Clause 62 of the General Conditions of Contract.
3. Advance Correction slip no.1 of GCC April-2022 and Correction slip no.1 of Standard Tender Document-2022 shall be applicable.
4. **SPECIAL CONDITIONS** 1. Special conditions for this work are attached in document section may kindly go through them before submitting the bid.
5. **TECHNICAL-COMPLIANCES**

1 Tenderer shall submit self-attested copy of ---------------------

(I) If participating firm is a Partnership firm --- (i)(a) The Copy of Notarized partnership deed of present constitution of firm (On Non-Judicial Stamp paper with requisite value) & also self-attested photo copy of prior partnership deed (if there is change in constitution of firm) pertaining to the period for which the document in support of technical & financial eligibility criteria attached. If the participating firm is with different name and style, then Photo Copy of partnership deed / Sole proprietorship affidavit (as applicable) of the firms whose credential are being submitted by the tenderer in support of their offer shall also be attached-----------OR ------------

(II) If participating firm is a sole proprietorship firm, then

(a) Declaration in the form of duly notarized affidavit shall be attached and in case bid signed is different than proprietor, the tenderer shall also submit the power of attorney issued by proprietor of the firm for participation in the Bid and other rights----------- --- OR -------------

(III) If Participating firm is a company registered under Companies Act 2013, The Tenderer shall submit the following documents (iii)(a) The copies of MOA (Memorandum of Association) / AOA (Articles of Association) of the company.

Signature of the Tenderer

1.1 Tenderer shall also submit copy of -------------- (I) If participating firm is a Partnership firm the Tenderer shall submit the following documents (a) Tenderer shall submit the power of attorney issued by partnership firm to the partner/Bidder for participation in the Bid and other rights. ----------------.OR----------------- (III) If Participating firm is a company registered under Companies Act 2013, The Tenderer shall submit the following documents (a) Submit the self-attested copy of certificate of incorporation. (b) A copy of Authorization/Power of Attorney issued by the Company (backed by the "Resolution of Board of Directors") in favour of the individual to sign the tender on behalf of the company and create liability against the company. (Format of power of attorney as per section 4.4 in Tender Form-3 of Standard Tender Document 2022 is given

2. An Under taking should be submitted by sole proprietary firm/HUF/Company/LLP/ "All the member of JV/All the partners of partnership firm," which certify that "I/We are not blacklisted or debarred by Railways or any other Ministry / Department of the Govt. of India from participation in tenders / contracts as on the date of opening of bids, either in their individual capacity or in any firm in which they were / are partners. Concealment / wrong information in regard to above shall make the contract liable for determination under Clause 62 of the General Conditions of Contract 2022.

3. As per clause 3.01 of Standard Tender Document:- The tenderers shall submit a copy of certificate stating that all their statements/documents submitted along with the bid are true and factual. Standard format of certificate to be submitted by the bidder is enclosed as Annexure-XXIV of Standard Tender Document or Annexure-V of General Conditions of Contract. Non submission of above certificate by the bidder shall result in summarily rejection of his/their bid. (This shall be applicable in all tenders).

4. Test of Responsiveness: Please refer clause 3.8 of Northern Railway Standard Tender Document 2022 and submit Tender form-1.

5. Please provide full details of constitution of the firm/JV/Company/Society/Proprietor etc. as per clause 3.1 & 3.7 of Northern Railway Standard Tender Documents 2022. (b) If it is NOT mentioned in the submitted tender that tender is being submitted on behalf of/by a Sole Proprietorship Firm/Joint Venture/Registered Company etc. then tender shall be treated as having been submitted by the individual who has signed the tender. (c)After opening of the tender, any document pertaining to the constitution of Sole Proprietorship Firm/Partnership Firm/Registered Company/Registered Trust/ Registered Society/HUF etc. shall be neither asked nor considered, if submitted. Further, no suo moto cognizance of any document available in public domain (i.e., on internet etc.) or in CRIS's record/office files etc. will be taken for consideration of the tender, if no such mention is available in tender offer submitted.

6. The Tenderer(s) should submit Power of Attorney for Authorized Signatory as per Tender form-3 of Northern Railway Standard Tender Document 2022.Note: Power of Attorney is mandatory in case of partnership firm/JV/LLP/Company/ Registered Society & Registered Trust Society & in case of sole Proprietorship firm if it want to act through agent. (In other case it is optional)

Signature of the Tenderer

7. In case Bid Security is submitted as Bank Guarantee bond from a scheduled commercial bank of India or as mentioned in tender documents. The Bank Guarantee bond shall be as per Annexure-VIIA and shall be valid for a period of 90 days beyond the bid validity period. For details, refer clause 3.3 of Standard Tendered Document-2022

8. The Tenderer(s) should submit self-attested copy of certificate as per Tender form-2 of Northern Railway Standard Tender Document 2022.

1. **UNDERTAKINGS**

1. I/ We have visited the works site and I / We am / are aware of the site conditions.

2. I/We have read and make myself/ourselves fully conversant regarding all the tender conditions, specification of the said work as per Standard Tender Document, specification/conditions of this tender and agree to abide by the said conditions

3. Until a formal agreement is prepared and executed, acceptance of this tender shall constitute a binding contract between us subject to modifications, as may be mutually agreed to between us and indicated in the letter of acceptance of my/our offer for this work

4. I/We also hereby agree to abide by the Indian Railways Standard General Conditions Of Contract, with all correction slips up-to-date and to carry out the work according to the Special Conditions of Contract and Specifications of materials and works as laid down by CRIS in the annexed Special Conditions/ Specifications, Schedule of Rates with all correction slips up to date for the present contract.

5. I/We hereby Confirm that the rates, rebates and/or other financial terms, if any, quoted by us in the relevant fields of the Financial Bid page will only be the ruling terms for deciding the inter-se ranking, and any such condition having financial repercussions, if quoted by us anywhere else including attached documents shall not be considered for deciding inter-se ranking. However, CRISs shall have the right to incorporate any such condition quoted by us, in the contract, at their discretion, if contract is placed on us.

6. I/We have submitted self-attested/digitally signed in the prescribed format for verification/confirmation of the documents submitted for compliance of eligibility/qualifying criteria.

1. **CUSTOM**

1. In case EMD/ Bid Security is deposited in form of Bank Guarantee as per clause 3.3.6 of standard Tender Document and as per form VIIA of standard Tender Document, physical submission of bank guarantee shall be done within 5 Working days of bid closing. Non Submission of scanned BG within bid closing date and/or original Bank guarantee physically to tender inviting officer shall lead to summarily rejection of Bid.

Signature of the Tenderer

1. **Payment Terms**
2. The rates given in the attached scheduled of rates and quantities tendered by the contractor and as accepted by the CRIS will form the basis of payment for such items under this contract.
3. All the item rates are inclusive of duties & GST as applicable and nothing extra shall be paid on any account.
4. No material price variation or wage escalation on any account whatsoever or compensation for “Force Majoure” etc., shall be payable under this contract.
5. Payment shall be made through RTGS as per mandate for the work done will be made to the contractor only after the acceptance of the work order/letter of acceptance by the tenderer.
6. Payment shall be made on the basis of actual detailed measurement/services done after completion of work/service however, on account payment will be made of the value of the work done based on actual detailed measurement/services. Security deposit will not be deducted from on account bills.
7. Performance Guarantee amounting to 5% of the contract value i.e. Amount shall be submitted within 21 days from the date of issue letter of acceptance as per the Performa as prescribed by the CRIS will be released after satisfactory completion of the work. The procedure for releasing is same as for Security deposit.
8. **Security Deposit**
9. Security deposit shall be deducted from the bill, however the EDM deposited along with the tender document shall be retained as security deposit.
10. The security deposit & PG shall be returned after one month of completion of the entire work and on the certification of the Engineer that work has been completed in all respect and found satisfactory of all services i.e. after 6 months.
11. **General**
12. No on-account payment by the CRIS shall protect the contractor(s) against or prevent the CRIS from recovering from the contractor(s) any over payment made to her/him/them.
13. No claim for idle labour and or idle machinery etc., on any account will be entertained. Similarly, no claim shall be entertained for business or any loss.
14. The contractor will have to maintain the smooth services/works for a period of 12 month from the date of issue of work order/agreement.
15. All arrangement of safety & security of mass & material engaged to be made by the contractor(s), no extra payment will be made to the contractor on this account.
16. Study of Site and Local Conditions : The site, drawing & local condition can be seen on any working day. It should be noted by tenderer's that these are meant for general guidance only and CRIS/Railways suitably modify them during the execution of the work according

Signature of the Tenderer

to the circumstance, without making the CRIS/Railways liable for any claim on account of such changes.

1. Special Instructions:-

1. The Bidder should visit the site/location to access the scope of work before submission of their Bid/Tender.

2. The bidder shall do all necessary arrangement what ever required at site with respect to the schedule items, specifications and scope of works required at no extra cost.

3. The material & make :- Floor, board, MS item for frame & covering, paints, vinyl sheet/vitrified tile, concealed wiring, light & fan fittings, switches, sockets, distribution board, MCBs etc. should of good branded quality & finish.

1. CRIS GSTIN No. is : 07AACFC6749G1ZE

All the Documents as mentioned below can be down loaded from IR Web site: www.indianrailways.gov.in or IREPS web site: www.ireps.gov.in or NR web site: [www.indianrailway.gov.in](http://www.indianrailway.gov.in) or can have soft copy from CRIS office, Annexe-1, Chanakyapuri, New Delhi-110021 or mail to kumar.bhupeder@cris.org.in.

1. Correction Slip No1to GCC2022.pdf Correction Slip No 1 to GCC 2022

2. Correction Slip No1to STD2022.pdf Correction Slip No 1 to STD 2022

3. GST Latest Circular 2022.pdf GST Latest Circular 2022

4. Special Condition for Civil Works.pdf Special Condition for Civil Works

5. Special Condition of Cement Steel.pdf Special Condition of Cement Steel

6. STD-2022.pdf STD 2022.

7. GCC-2022.pdf GCC 2022

8. CE-Circular-No.\_CE-630- 2\_1\_ list\_of\_brand\_painting\_items\_NR\_baroda\_house.

9. CE-Circular-No.-630-R1\_ list\_of\_brands\_NR\_baroda\_House.

10. AnnexureV\_Format\_for\_Document\_for\_Varification\_Certificate.

11. Mandatory\_Annexures\_Documents\_Details\_for\_tender.

Signature of the Tenderer

**ANNEXURE-V**

Reference -Para 6.1 of ITT: FORMAT FOR CERTIFICATE TO BE SUBMITTED / UPLOADED BY TENDERER ALONGWITH THE TENDER DOCUMENTS I………………………………(Name and designation)\*\*appointed as the attorney/authorized signatory of the tenderer (including its constituents), M/s\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (herein after called the tenderer) for the purpose of the Tender documents for the work of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ as per the tender No.\_\_\_\_\_\_\_\_\_\_\_\_ of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Railway)\*\*, do hereby solemnly affirm and state on the behalf of the tenderer including its constituents as under: 1. I/we the tenderer (s) am/are signing this document after carefully reading the contents. 2. I/We the tenderer(s) also accept all the conditions of the tender and have signed all the pages in confirmation thereof. 3. I/we hereby declare that I/we have downloaded the tender documents from Indian Railway website www.ireps.gov.in . I/we have verified the content of the document from the website and there is no addition, no deletion or no alteration to the content of the tender document. In case of any discrepancy noticed at any stage i.e. evaluation of tenders, execution of work or final payment of the contract, the master copy available with the railway Administration shall be final and binding upon me/us. 4. I/we declare and certify that I/we have not made any misleading or false representation in the forms, statements and attachments in proof of the qualification requirements. 5. I/We also understand that my/our offer will be evaluated based on the documents/credentials submitted along with the offer and same shall be binding upon me/us. 6. I/We declare that the information and documents submitted along with the tender by me/us are correct and I/we are fully responsible for the correctness of the information and documents, submitted by us. 7. I/we certify that I/we the tenderer(s) is/are not blacklisted or debarred by Railways or any other Ministry / Department of Govt. of India from participation in tender on the date of submission of bids, either in individual capacity or as a HUF/ member of the partnership firm/LLP/JV/Society/Trust. 8. I/we understand that if the contents of the certificate submitted by us are found to be forged/false or incorrect at any time during process for evaluation of tenders, it shall lead to forfeiture of the Bid Security besides banning of business for a period of upto five year. Further, I/we (insert name of the tenderer) \*\*\_\_\_\_\_\_\_\_\_\_\_\_\_and all my/our constituents understand that my/our offer shall be summarily rejected. 9. I/we also understand that if the contents of the certificate submitted by us are found to be false/forged or incorrect at any time after the award of the contract, it will lead to termination of the contract, along with forfeiture of Bid Security/Security Deposit and Performance guarantee besides any other action provided in the contract including banning of business for a period of upto five year. 10. I/We have read the clause regarding restriction on procurement from a bidder of a country which shares a land border with India and certify that I am/We are not from such a country or, if from such a country, have been registered with the competent Authority. I/We hereby certify that I/we fulfil all the requirements in this regard and am/are eligible to be considered (evidence of valid registration by the competent authority is enclosed)

SEAL AND SIGNATURE OF THE TENDERER

Place:

Dated:

\*\*The contents in Italics are only for guidance purpose. Details as appropriate are to be filled in suitably by tenderer. This certificate is to be given by each member of JV or Partners of Partnership firm/LLP etc.

This tender complies with Public Procurement Policy (Make in India) Order 2017, dated 15/06/2017, issued by Department of Industrial Promotion and Policy, Ministry of Commerce, circulated vide Railway Board letter no. 2015/RS(G)/779/5 dated 03/08/2017 and 27/12/2017 and amendments/ revisions thereof.

As a Tender Inviting Authority, the undersigned has ensured that the issue of this tender does not violate provisions of GFR regarding procurement through GeM.

Seal and Signature of the Tenderer

Place:

Dated:

**ANNEXURE-VI**

Sub: The percentage of local content in the material being offered. Please enter the percentage of local content in the material being offered. Please enter 0 for fully imported items, and 100 for fully indigenous items.

(The definition and calculation of local content shall be in accordance with the Make in India policy as incorporated in the tender conditions.)

Seal and Signature of the Tenderer

Place:

Dated:

Northern Railway Standard Tender Document- 2022 (page no. 59 & 60 of 135)

SECTION 4.2: COVER LETTER

**TENDER FORM - 1**

(To be submitted by Tenderer on its letter head)

Tender No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Work\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

To The Managing Director, Acting through the CRIS

I/We have read the various conditions to tender attached hereto and agree to abide by the said conditions. I/We also agree to keep this offer open for acceptance for a period of \_\_\_\_\_\_\_days from the date fixed for closing of the tender and in default thereof, I/We will be liable for forfeiture of my/our I/We offer to do the work for Railway, at the rates quoted in the attached bill(s) of quantities and hereby bind myself/ourselves to complete the work in all respects within \_\_\_\_\_\_\_\_\_months from the date of issue of letter of acceptance of the tender. 2. I/We also hereby agree to abide by the Indian Railways Standard General Conditions of Contract, with all correction slips up-to-date and to carry out the work according to the Special Conditions of Contract and Specifications of materials and works as laid down by Railway in the annexed Special Conditions/Specifications, Standard Schedule of Rates (SSOR) with all correction slips up-to-date for the present contract. 3. A Bid Security of Rs.\_\_\_\_\_\_\_\_\_ has already been deposited online/ submitted as Bank Guarantee bond. Full value of the Bid Security shall stand forfeited without prejudice to any other right or remedies in case my/our Tender is accepted and if: (a) I/We do not submit the Performance Guarantee within the time specified in the Tender document; (b) I/We do not execute the contract documents within seven days after receipt of notice issued by the Railway that such documents are ready; and (c) I/We do not commence the work within fifteen days after receipt of orders to that effect. 4. (a) I/We am/are a Startup firm registered by Department of Industrial Policy and Promotion (DIPP) and my registration number is .................... valid upto ........................... (Copy enclosed) and hence exempted from submission of Bid Security. 5. We are a Labour Cooperative Society and our Registration No. is ......................... with hence required to deposit only 50% of Bid Security. 14. Until a formal agreement is prepared and executed, acceptance of this tender shall constitute a binding contract between us subject to modifications, as may be mutually agreed to between us and indicated in the letter of acceptance of my/our offer for this work.

Signature of Witnesses:

(1) Signature of Tenderer(s)

(2)

Signature of Tenderer

Date :

Address of the Tenderer(s)

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TENDER FORM -2

SECTION 4.3: General information of the Tenderer

|  |  |  |  |
| --- | --- | --- | --- |
| S.No. | Item Description | Item Details | Page No. |
| 1. | Name of the Tenderer |  |  |
|  | Constitution of Tenderer 1 (Tick as applicable) | Sole Proprietor /Partnership Firm/ Pvt. Ltd Co./Public Ltd. Co./ JV/ Society / ............. (any other) |  |
|  | Act under which Tenderer is Registered | Company Act, Firm & Societies Act, Co-operative Societies Act, Incometax Act, /.................(any other) etc. |  |
|  | Registration details2 |  |  |
|  | PAN No.2 |  |  |
|  | GSTIN No.2 |  |  |
|  | Registered Address |  |  |
|  | Communication Address along with Telephone, Fax and Email address |  |  |
|  | In case of Joint Venture (JV), MoU and other details3 |  |  |
|  | Details of Bank account on which payment shall be released |  |  |

Signature of Tenderer

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TENDER FORM -3

SECTION 4.4:

POWER OF ATTORNEY FORMAT FOR AUTHORISED SIGNATORY

(To be executed on non-judicial stamp paper of the appropriate value in accordance with Stamp Duty Act. The stamp paper should be in the name of the Firm / Company who is issuing the Power of Attorney in favour of Authorized Signatory).

POWER OF ATTORNEY

Know all men by these present, we ................. do hereby constitute, appoint and authorize Mr./Ms. . . . . . . . . . . . . who is presently employed with us and holding the position of . . . . as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our bid for the work of signing and submission of all documents and providing information/ responses to Northern Railway representing us in all matters, dealing with Northern Railway in all matters in connection with our Tender for the said work.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

Dated this. . . . . . . . . day of ..............

Place:

(Signature................................................,

Name& Designation in Block letters of

Person authorized to sign Power of Attorney

for and on behalf of the Applicant Tenderer)

Common Seal of Company

I accept.

(Signature of Authorized Signatory)

Name and Designation of AS

Signature of Tenderer

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Notes:

(a) The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.

(b) Please refer to GCC Part-I for requirement of the Documents to be submitted in different cases of Tenderer being Sole Proprietor, Partnership, Private /Public Limited Company etc.

(c) The obligations to Railway will not be affected by changes in the composition of the firm made subsequent to the opening of the tender / execution of the contract and / or grant of Revised Power of Attorney, if any, by the tenderer. However, changes in composition of the Firm and / or Revised POA should be promptly advised in writing to the Tender Issuing Authority / Contract Signing Authority as the case may be.

Witness 1:

Signature……….

Name……………

(In Capital)

Address………….. ………………….. …………………..

Witness 2:

Signature……….

Name……………

(In Capital)

Address………….. ………………….. …………………..

Signature of Tenderer

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**ANNEXURE VIIB**

Reference -Para 3.5.2

Each Bidder or each member of a JV must fill in this form separately:

NAME OF BIDDER/JV PARTNER:

|  |  |  |  |
| --- | --- | --- | --- |
| Annual Contractual Turnover Data for the Previous 3/4 Years  (Contractual Payment only) | | | |
| Year | Amount Currency | Exchange Rate | Indian National Rupees Equivalent |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Average Annual Contractual Turnover for last 3 years | | |  |

1. The average annual contractual turnover shall be calculated as an average of balance sheet of the previous year is yet to be prepared/ audited, the audited balance sheet of the fourth previous year shall be considered for calculating average annual contractual turnover.

2. The information supplied shall be substantiated by data in the audited balance sheets and profit and loss accounts for the relevant years in respect of the bidder or all members constituting the bidder.

3. Contents of this form should be certified by a Chartered Accountant duly supported by Audited Balance Sheet duly certified by the Chartered Accountant.

SEAL AND SIGNATURE OF THE TENDERER

Certified that all figures and facts submitted in this form have been furnished after full consideration of all observations/notes in reports.

(Signature of Chartered Accountant)

Name of CA:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Registration No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Seal)

**ANNEXURE-IX**

1. Details of Plant and Machinery already available with the firm.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S. No. | Particulars of equipment | No. of Unit | Kind & make | Capacity | Date by which the plant would be available for use on this work | Age & condition | Work on which it is being used |
|  | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |

**ANNEXURE X**

2 List of engineers/personnel already available/ proposed to be employed for deployment on this work:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S. No. | Name & Designation | Qualification | Professional experience | Organization with whom working | Date by which Personnel will be Available for this work |
| 1 | 2 | 3 | 4 | 5 |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |

Signature of the Tenderer

**ANNEXURE XI**

4. Statement of works being executed/in hand by the contractor/s

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S. No. | Name and place of work | Authority/agency for whom the work is being carried out | Date of award & agreement No. & Date | Date of completion (Original/ actual) |
| 1 | 2 | 3 | 4 |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Agree mental cost of work cost/likely cost | Principal/ Technical features work in brief | SN at which relevant certificate/Documents are attached | Payment taken till. |
| 5 | 6 | 7 | 8 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Signature of the Tenderer

**ANNEXURE-XII**

3. Details of Beneficiary for Electronic Transfer of Funds

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Beneficiary Name | : |  |
| 2 | Beneficiary Address | : |  |
| 3 | Bank Name | : |  |
| 4 | Branch Address | : |  |
| 5 | IFSC Code | : |  |
| 6 | MICR Code | : |  |
| 7 | Account Type | : |  |
| 8 | Account Number | : |  |
| 9 | City | : |  |
| 10 | Tel./Fax No. ( if any) | : |  |
| 11 | PAN No. | : |  |
| 12 | Service Tax Registration number linked with PAN no. | : |  |
| 13 | GSTIN No. | : |  |
| 14 | Signature of Beneficiary | : |  |

Signature of Bank Official with Stamp

Signature of the Tenderer

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**ANNEXURE-XXIV**

Reference -Para 3.01

FORMAT FOR CERTIFICATE TO BE SUBMITTED / UPLOADED BY TENDERER

ALONGWITH THE TENDER DOCUMENTS

I…………………………………(Name and designation) \*\* appointed as the attorney/authorized signatory of the tenderer (including its constituents), M/s \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (hereinafter called the tenderer) for the purpose of the Tender documents for the work of as per the tender No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_of (------- CRIS)\*\*, do hereby solemnly affirm and state on the behalf of the tenderer including its constituents as under:

1. I/we the tenderer (s) am/are signing this document after carefully reading the contents.

2. I/We the tenderer(s) also accept all the conditions of the tender and have signed all the pages in confirmation thereof.

3. I/we hereby declare that I/we have downloaded the tender documents from Indian Railway website www.ireps.gov.in . I/we have verified the content of the document from the website and there is no addition, no deletion or no alteration to the content of the tender document. In case of any discrepancy noticed at any stage i.e. evaluation of tenders, execution of work or final payment of the contract, the master copy available with the railway Administration shall be final and binding upon me/us.

4. I/we declare and certify that I/we have not made any misleading or false representation in the forms, statements and attachments in proof of the qualification requirements.

5. I/We also understand that my/our offer will be evaluated based on the documents/credentials submitted along with the offer and same shall be binding upon me/us.

6. I/We declare that the information and documents submitted along with the tender by me/us are correct and I/we are fully responsible for the correctness of the information and documents, submitted by us.

7. I/we certify that I/we the tenderer(s) is/are not blacklisted or debarred by Railways or any other Ministry / Department of Govt. of India from participation in tender on the date of submission of bids, either in individual capacity or as a HUF/ member of the partnership firm/LLP/JV/Society/Trust.

8. I/we understand that if the contents of the certificate submitted by us are found to be forged/false or incorrect at any time during process for evaluation of tenders, it shall lead to forfeiture of the Bid Security besides banning of business for a period of upto five year. Further, I/we (insert name of the tenderer) \*\*-------------- and all my/our constituents understand that my/our offer shall be summarily rejected.

Signature of Tenderer

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9. I/we also understand that if the contents of the certificate submitted by us are found to be false/forged or incorrect at any time after the award of the contract, it will lead to termination of the contract, along with forfeiture of Bid Security/Security Deposit and Performance guarantee besides any other action provided in the contract including banning of business for a period of upto five year.

10. I/We have read the clause regarding restriction on procurement from a bidder of a country which shares a land border with India and certify that I am/We are not from such a country or, if from such a country, have been registered with the competent Authority. I/We hereby certify that I/we fulfill all the requirements in this regard and am/are eligible to be considered (evidence of valid registration by the competent authority is enclosed)

SEAL AND SIGNATURE

OF THE TENDERER

Place:

Dated:

\*\* The contents in Italics are only for guidance purpose. Details as appropriate are to be filled in suitably by tenderer.

This certificate is to be given by each member of JV or Partners of partnership firm/LLP/etc.

Signature of Tenderer