INSTRUCTIONS TO TENDERERS REGARDING TENDER FORMS DOWNLOADED FROM INTERNET

1. Tender file is to be down loaded from the internet and printout is to be taken on A4 size paper and details are to be entered by the tenderer at the various locations in the document. It is advisable that the down loaded tender document to be printed through high quality printers only. Submission of Xerox or photocopy of tender document is prohibited.

2. This tender document (in full) downloaded along with the various documents required to be submitted as per the tender conditions in a sealed cover duly subscribing with the name of the work, tender notice no. and date, submission of tender downloaded from the internet etc and the same should be dropped in the tender box kept in the chamber of Senior Electrical Engineer / C at North West Corner of First floor of main administrative building / Shell / ICF before the date and time stipulated in the tender document.

3. The cost of tender document as indicated in the tender document will have to be deposited by the tenderer in the form of bank draft payable in favour of FINANCIAL ADVISOR AND CHIEF ACCOUNTS OFFICER/ INTEGRAL COACH FACTORY along with the tender document. This should be enclosed as a separate Demand Draft. A single demand draft for the cost of tender form and Earnest Money Deposit will not be accepted. Tender not accompanied with the demand draft towards the cost of the tender document will be summarily rejected.

4. The earnest money deposit required for this work as stipulated in the tender document also to be submitted separately.

5. Tenders are advised to download tender documents well in advance and submit the tender before the stipulated time. **It is the responsibility of the Tender to check any correction or any modifications published subsequently in Web site and the same shall be taken into account while submitting the tender. Tenderer shall down load corrigendum (if any), print out, sign and attach it with the main tender document. Tender document not accompanied by published corrigendum/s is liable to be rejected.** The Railway will not be responsible for any postal delays/ delay in downloading of tender document from the internet.

6. The tenderer may please note that the rate for items should be written in figures and in words by black or blue ball point pen only. Each page of tender document should be signed by the tenderer.

7. Tenderer/s are free to download tender document at their own risk and cost, for the purpose of perusal as well as for using the same as tender document for submitting the offer. Master copy of the tender document is available in the Office of CHIEF ELECTRICAL ENGINEER. After award of work agreement will be prepared based on the master copy of tender document available in the above mentioned office. In case, any discrepancy between the tender document downloaded from the internet and the master copy, latter shall prevail and will be binding on the tenderer/s. No claim on this account will be entertained.
8. If any change/ addition/ deletion is made by the Tenderer/ Contractor and the same is detected at any stage even after the award of the tender, full earnest money deposit will be forfeited and the contract will be terminated at his/ their risk and cost. The tenderer is also liable to be banned from doing business with Railways and/ or prosecuted.

9. The following declaration should be given by the tenderer while submitting the tender:

**Declaration**

(a) I/ We have downloaded the tender form from the internet site [www.icf.gov.in](http://www.icf.gov.in) And I/ We have not tampered/ modified the tender forms in any manner. In case, if the same is found to be tampered/ modified I/ We understand that my/ our tender will be summarily rejected and full earnest money deposit will be forfeited and I/ We am/ are liable to be banned from doing business with Railways and/ or prosecuted.

(b) I/ We submitting a demand draft no. _____________________ dated _________
   issued by ________________________________ for Rs. ________________
   ________________________________ towards the cost of tender form.

Signature of Tenderer:

Date:

Address:
INTEGRAL COACH FACTORY, CHENNAI – 600 038

INDIAN RAILWAYS

TENDER Notice No. ICF/EL/Cons/2013-14 dt. 17.02.2014

For and on behalf of The President of India, The Dy. Chief Electrical Engineer / Construction / Shell, Integral Coach Factory, invites sealed Tender for the following work.

<table>
<thead>
<tr>
<th>Tender No.</th>
<th>Name of the Work</th>
<th>Approx. Value in Lakhs Rs.</th>
<th>EMD (Rupees)</th>
<th>Last date of Issue/ Receipt/ Date of Opening of Tender form</th>
<th>Tender Document Cost (Rupees)</th>
</tr>
</thead>
<tbody>
<tr>
<td>EL/W/673</td>
<td>Electrification for Improvement to the meeting room by providing false ceiling, Wall paneling and floor tiles in perambur area</td>
<td>4.32</td>
<td>8,640/-</td>
<td>17.03.2014</td>
<td>1,000/-</td>
</tr>
</tbody>
</table>

Place of Purchase of Tender Documents: “Office of the SEE/Construction, First Floor, Admin Office/ Shell/ ICF”

Timings: From Monday to Friday (Between 10.00 to 12.00 hrs.)

Web site for downloading the tender document: [www.icf.indianrailways.gov.in](http://www.icf.indianrailways.gov.in)

By post: Rs.500/- extra on cost of tender document. (Last date of issue of Tender form will be 7 days prior to the last date of issue of tender form in col.5 above. Railway shall not be responsible for any postal delays.)

Closing of Sales of Tender Documents: 11.00 hrs. on the date specified in col.5.

Receipt of Tender Document: Up to 15.15 hrs on the date specified in (col.5)

Opening of Tender: 15.30 hrs on the same date specified in (Col.5)

*If the date of tender opening is declared as a holiday, tender will be opened at the same time on the next full working day.*

Note: The completed tender document in a sealed cover shall be dropped in the box kept in the chamber of Senior Electrical Engineer /M at North West Corner of First floor of main administrative building / Shell / ICF, Chennai-600038. Phone No. 044- 2614 7317, 2614 7318.
TENDER DOCUMENT

TENDER NO: EL/W/673

DESCRIPTION OF THE WORK

“Electrification for Improvement to the meeting room by providing false ceiling, Wall paneling and floor tiles in perambur Area”

(Project ID: 20.00.52.13.3.33.002)

2013 – 2014

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## CHECK LIST FOR THE TENDERER

|   | EMD | Document Charge  
|---|---|---  
|   | DD No.  
|   | Dated.  
|   | For Rs.  
|   | Drawn on.  
|   | DD No.  
|   | Dated.  
|   | For Rs.  
|   | Drawn on.  

|   | Value of the Offer | Rs.  

|   | TIN Number  

|   | PAN Number  

|   | Electrical Contractor License enclosed. (Ref. Cl. 29 of Annexure - IV of Tender Document) | Yes | No  

|   | List of Personnel enclosed | Yes | No  

|   | List of Plant & Machinery enclosed | Yes | No  

|   | List of completed works in the format given in Cl 3 of para II of Annexure - II of Tender Document enclosed | Yes | No  

|   | List of Works on hand in the format given in Cl 4 of para II of Annexure II of Tender Document enclosed | Yes | No  

|   | Attested copy of Completion certificate for similar work as called for in Cl I of para I of Annexure II of Tender document enclosed | Yes | No | NA  

|   | Attested Copies of Balance Sheet for current financial year and three previous financial years enclosed | Yes | No | NA  

|   | Tender schedule signed | Yes | No  

|   | Validity of the offer (90 day) | Yes | No  

|   | Payment Terms | Yes | No  

|   | Guarantee Clause | Yes | No  

|   | Completion Time | Yes | No  

|   | Technical specifications | Yes | No  

**Note:** Deviation, if any, may be furnished in a separate sheet in the following format:

- **Annexure No.**
- **Clause No.**
- **Detail**
ANNEXURE - I

SCOPE OF SUPPLY AND WORK

Note:

i. Tenderer shall furnish clause wise comments on the technical requirements specified, hereunder. Deviations, if any shall be brought out very clearly duly furnishing the techno economical merits, thereof.

ii. Tenderer shall offer components and sub assemblies of specified makes only, wherever specifically called for. (However, alternative make(s) may be considered, for which complete technical details for the same duly indicating the techno economical merits and demerits, as compared to the make specified shall be furnished in the offer).

iii. Technical details, wherever called for shall be furnished.

iv. The successful tenderer shall purchase branded items from original manufacturer or authorized dealer only and the proof of purchase shall be produced along with the supply.

v. Certain items which is under scope of supply of the successful tenderer requires drawing approval/ Inspection at firm. The successful tenderer shall obtain the list of such items signed by AEE/M-II immediately after receipt of LOA. The contractor shall commence supply of items only after collecting the list.

vi. All electrical installations, equipments and erection practices shall comply with latest Indian Electricity Rules.

I. SCOPE: The specification covers the requirements for the following works “Electrification for Improvement to the meeting room by providing false ceiling, Wall paneling and floor tiles in perambur area” as called for in the Schedule.

The contractor shall carry out the work of Wiring of building duly supplying all required materials as per schedule and carry out wiring with copper cables, apart from laying and connection of incoming cables for power supply. Laying of cables, erection of light fittings and connection are also in the scope of work. The entire work shall be handed over to ICF after satisfactory completion and commissioning.

II. CONTRACTOR’S SCOPE OF SUPPLY AND THE TECHNICAL REQUIREMENTS OF THE ITEMS TO BE SUPPLIED THERE IN:

The following items to the technical requirements specified therein shall form the contractor’s scope of supply.

1.0 SUPPLY OF LED DOWNLIGHT 36 WATTS, SIZE 2 X 2 FEET, LED FITTING SIMILAR TO TYPE GCR036.56M1 OF GE MAKE AS PER SPECIFICATION:

1.1 The technical requirements of lighting LED fitting shall generally conform to RDSO specification No. RDSO/PE/SPEC/PS/0123 (rev. -0)-2009 Amendment ‘1” or latest. In addition to the above specification the fitting shall conform to the following technical details.

(a) Wattage : 36watts

(b) Size : 2 feet X 2 feet square

(c) Type of mounting : Recess mounting
(d) Input supply : 220-230 volts ac single phase  
(e) Colour : Cool white  
(f) Degree of protection : IP20  
(g) Housing : Powder coated pressure diecast aluminium housing with extended heat sink for effective management  
(h) Cover material : Diffuser made of Imported lexan plastic  
(i) Warranty : shall be 5 years for the complete fitting.

**Note:** Samples taken at random from the supply made shall be subjected to inspection / testing. If the same does not meet the requirements of the specification, the entire lot will have to be replaced.

1.2 ACCEPTABLE MAKE: BAJAJ, CROMPTON GREAVES, GE, PHILIPS, WIPRO, HELIOS, BECON, PROMTECH or any other brands conforming to RDSO specification No.RDSO/PE/SPEC/PS/0123 (rev. -0) - 2009 Amnd.-1 or latest.

2.0 FIXING OF LED DOWNLIGHT 36 WATTS SIZE 2 X 2 FEET, LED FITTING SIMILAR TO TYPE GCR036.56M1 OF GEMAKE AS PER SPECIFICATION:

2.1 The successful tenderer shall install the LED fittings in the false ceiling by means of suitable hanger assembly and connect the power supply cables.  

2.2 All the required materials like, screw rods / hooks, ceiling rose, holder, hardware etc., shall be contractor’s scope of supply.

3.0 SUPPLY & FIXING OF HIGH SPEED REGULATOR (400 MM SWEEP) WALL FAN SIMILAR TO MODEL WINDFLO OF CROMPTON GREAVES MAKE AS PER SPECIFICATION:

3.1 SUPPLY  
400mm sweep Wall Fan conforming to IS-2997 (latest) to the following technical details:  

a. The fan shall be provided with 3 nos. aerodynamically designed Plastic blades.  
b. The fan shall have powder coated guards and blades.  
c. The speed of the fan shall be around 1900 rpm and the speed shall be selectable in 3 steps.  
d. The controls shall be pendent type with ON-OFF latch and with steps for variable speeds by means of rope suspension.  
e. Provision shall be available for vertical adjustment from 22\(^0\) to 45\(^0\) and 90\(^0\) oscillations.  
f. The fan shall be suitable for operation on 230v, 50Hz single phase supply.
g. The air delivery shall not be less than 85 M$^3$/Min. The power consumption shall not exceed 110 watts.
h. Acceptable brands: ALMONARD, MARATHAN, USHA, HAVELLS, CROMPTON GREAVES, ORIENT, KHITAN makes only.

3.2 FIXING OF WALL FAN:
   a. The contractor shall fix the wall fans on the wall using proper clamps.
   b. The necessary clamps, hardwares, masonry materials, grouting bolts etc shall be contractor's scope of supply.
   c. The cables to the Fan shall be terminated suitably.

4.0 SUPPLY AND ERECTION OF SP 20 A METAL CLAD THREE PIN PLUG AND SOCKET BOX WITH SP 20 AMPS MCB CONTROL DULY WIRED INTERNALLY WITH PROPER EARTHING PROVISION IN POWDER COATED SHEET STEEL ENCLOSURE.

4.1 SUPPLY
   a. The plug box shall comprise of 1 no. of 20 A, 230V Metal Clad plug and socket and shall be controlled by one no. of 20 A SP MCB. The entire arrangement shall be enclosed in a sheet steel enclosure.
   b. The enclosure shall be made of 1.6mm MS sheet. The size of the box shall be such that the components shall be sparsely fixed inside the box. Top cover shall be fixed on the bottom box with four nos. screws with necessary rubber gaskets.
   c. The box shall be powder coated with light gray finish of suitable thickness. One number of 32A two ways connector shall be used for connecting incoming cables and out going to MCB.
   d. Four sq. mm single core PVC insulated multistrand flexible copper cable shall be used for inter connection of components. Appropriate colour code shall be followed for phase, neutral and earth.
   e. The earth wire shall be interconnected to the socket earth point and to external earth terminal of the box.

4.2 MINIATURE CIRCUIT BREAKERS
   a. MCB shall be with 'C' Curve confirming to IS 8828-1996/IEC 898-1995
   b. Breaking capacity 10 kA
   c. Degree of protection IP 20
   d. Temperature rise limit at terminals 60$^\circ$C
   e. MCB shall be tested for line load reversibility
   f. MCB shall have tested for energy limitation class- 3
   g. Suitable for isolation.
   h. MCBs, RCCBs and MCB Box shall be of MDS/LEGRAND, SIEMENS, SCHNEIDER, GE, L&T OR HAGER makes only.
   i. Accepted makes of Socket, and enclosure:- L&T, SIEMENS, SCHNEIDER, GE, INDO ASIAN, , HAVELLS, MDS/LEGRAND, & HAGER.
5.0 SUPPLY AND RUNNING OF 4 NOS. OF 10 SQ.MM PVC COPPER CABLE AND 1 NO. OF 4 SQ.MM COPPER CABLE IN 40 MM DIA PVC CONDUIT:
   a. 4 nos. of 10 sq.mm and 1 no. of 4 sq.mm, PVC Copper cable shall be run in 40mm dia PVC conduits duly fixing the conduits in walls and terminate at Cable Termination Boxes Air-Circulator control boxes Main DB's, switches, lights, fans plug points etc.
   b. Supply of cables, conduits, MS accessories, fixing hardware and masonry materials shall be contractor’s scope of supply.
   c. Supply and laying of Cables, conduits etc., shall be as per relevant sub clauses of Main Clause IV.

6.0 SUPPLY AND RUNNING OF 2 NOS. OF 4 SQ.MM COPPER CABLE AND 1 NO. OF 1.5 SQ.MM COPPER CABLE IN 25 MM PVC CONDUIT:
   a. 2 nos. of 4 sq.mm and 1 no. of 1.5 sq.mm, PVC Copper cable shall be run in 25mm PVC conduits duly fixing the conduits in walls and terminate at MCB DB's, switches, lights, fans plug points etc.
   b. Supply of cables, conduits, PVC accessories fixing hardware and masonry materials shall be contractor’s scope of supply.
   c. Supply and laying of Cables, conduits etc., shall be as per relevant sub clauses Under Main Clause: IV.

7.0 SUPPLY AND RUNNING OF 2 NOS. OF 6 SQ.MM COPPER CABLE AND 1 NO. OF 1.5 SQ.MM COPPER CABLE IN 25 MM PVC CONDUIT:
   a. 2 nos. of 6 sq.mm and 1 no. of 1.5 sq.mm, PVC Copper cable shall be run in 25mm PVC conduits duly fixing the conduits in walls and terminate at MCB DB's, switches, lights, fans plug points etc.
   b. Supply of cables, conduits, PVC accessories fixing hardware and masonry materials shall be contractor’s scope of supply.
   c. Supply and laying of Cables, conduits etc., shall be as per relevant sub clauses Under Main Clause: IV.

8.0 SUPPLY, FIXING AND WIRING OF MODULAR BOX WITH 15/5A MODULAR SWITCH AND MODULAR SOCKET:

Contractor’s scope of work includes supply and fixing of the following

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Modular Box of 5 Module</td>
<td>1 no.</td>
</tr>
<tr>
<td>15 amps modular switch and socket combined</td>
<td>1 No. (or)</td>
</tr>
<tr>
<td>unit (combination switch)</td>
<td></td>
</tr>
<tr>
<td>15 amps modular Switch</td>
<td>1 No.</td>
</tr>
<tr>
<td>15/5 amps modular Socket</td>
<td>1 No. and</td>
</tr>
<tr>
<td>PVC accessories and Fixing hardwares</td>
<td>As per site conditions.</td>
</tr>
</tbody>
</table>

The internal wiring of the box shall be done by the contractor
The items shall be supplied as per specification mentioned in relevant sub clauses Under Main Clause: IV.
9.0 WIRING OF LONG POINT WITH MODULAR SWITCH BOXES:
The following schedule of items are contractors scope of supply for long point wiring with modular switch box:-

Modular switch box of appropriate size/modules - 1 no.
1.5 sq.mm PVC Cable - 3 runs (Red, Black and Green) of 7 Mtrs Each
PVC Conduit 25" Dia - as per site condition.
5 amps Modular Switch - 1 No.
Round Block - 1 No.
Batton/Slant/Pendent Holder or Adaptor or Ceiling rose - 1 No.
PVC accessories and Fixing hard wares - As per site conditions

The items shall be supplied as per specification mentioned in relevant sub clauses Under Main Clause: IV.
The wiring shall be done as per specification mentioned in relevant sub clauses Under Main Clause: IV.

10.0 WIRING OF SHORT POINT WITH MODULAR SWITCH BOX INCLUDING MATERIAL AND LABOUR AS PER SPECIFICATION.

The following schedule of items are contractors scope of supply for short point wiring with modular switch box:-

Modular switch box of appropriate size/modules - 1 no.
1.5 sq.mm PVC Cable - 3 runs (Red, Black and Green) of 5 Mtrs Each
PVC Conduit 25" Dia - as per site condition.
5 amps Modular Switch - 1 No.
Round Block - 1 No.
Batton/Slant/Pendent Holder or Adaptor or Ceiling rose - 1 No.
PVC accessories and Fixing hard wares - As per site conditions

The items shall be supplied as per specification mentioned in relevant sub clauses Under Main Clause: IV.
The wiring shall be done as per specification mentioned in relevant sub clauses Under Main Clause: IV.

11.0 LABOUR CHARGES FOR DISCONNECTION /REMOVAL OF LIGHT FITTINGS /CEILING FAN /SPEAKER BOX ETC IN MEETING HALL AS PER SPECIFICATION.

The successful tenderer shall disconnect the existing light fittings /ceiling fans /speaker box etc in meeting hall without damaging the ceiling wall and handover the removed materials to ICF as per the instruction of ICF’s site engineer by availing their own transport arrangements.

III. TECHNICAL DETAILS AND DRAWINGS: The following drawings/specification are enclosed herewith for guidance of the contractor.

i) RDSO specification for LED lighting : SPEC No.RDSO/PE/SPEC/PS/0123 (rev. -0) -2009 Amndt-1.
IV. SPECIFICATION FOR SUPPLY OF MATERIALS AND WIRING:

NOTE:- (1) THE ELECTRICAL WIRING SHALL CONFORM TO IE RULES LATEST.
(2) ANY MODIFICATION RELATED TO SAFETY AND GOOD ENGINEERING
PRACTICE WHICH IS NOT SPECIFICALLY MENTIONED IN THE FOLLOWING
CLAUSES, IF SUGGESTED BY THE SITE ENGINEER AT THE TIME OF
EXECUTION SHALL BE INCORPORATED BY THE SUCCESSFUL TENDERER.

1.0 SPECIFICATION FOR SUPPLY ITEMS:

1.1.1 SPECIFICATION FOR MODULAR SWITCHES:

1.1.2 Modular Switches from 6 to 20 A switches should be ISI marked as per the latest IS 3854: 1997, Shall have Finger proof terminals with tunnel for guiding screw driver captive screws. Shall be Possible to remove mechanism from front without opening frame. Shall have Laser marking on mechanisms. Shall have Arrow showing the correct orientation of the mechanism. Shall be shrouded internal mechanism under the rocker preventing visibility of sparks.

1.1.2 SPECIFICATION FOR MODULAR SOCKETS:

a) 6A - 2/3 Pin Combined shuttered socket (2 Module), Shall have Laser marking on mechanisms. Shall have Arrow showing the correct orientation of the mechanism. Twin Shutters for 2/3pin Socket. Stripping template – no exposure of live Terminal

b) 6/16A - 3 pin Combined (2P + Earth) (3 Module) ISI Marked as per IS 1293 : 1988, Stripping template. There should be no exposure of live Terminal. Shall have T Barrier for 6/16A Socket for preventing short circuit.

1.1.3 a) Supply of 5 and 15 Amps sockets that are to be supplied / used in the work shall be white colour, ISI marked and shall conform to IS 3854/66.

b) Switches with symbols of lights and fans as the case may be shall be engraved on it.

c) Acceptable brands: ANCHOR, OSWAL, ANCHOR-ROMA, RECORD, L&T, SIEMENS, MK, MDS/LEGRAND, CRABTREE, SCHNEIDER makes only

1.1.4 SPECIFICATION FOR MODULAR TYPE ELECTRONIC FAN REGULATOR:

Electronic Fan regulator shall be ISI marked as per IS 11037 : 1984, Shall have finger proof terminals with tunnel for guiding screwdriver, Shall comprise of stripping template for stripping exact length of insulation, Shall be hum free, and Shall have 0 to 5 Steps.

1.1.5 SPECIFICATION FOR METAL BOX FOR MODULAR SWITCHES:

i) Metal Flush Boxes (Modular Boxes) shall be factory made. The enclosure shall be galvanized to prevent from the rusting, and shall have Top, Bottom, side and back wall knockout for conduit entry from any direction. Shall be Possible to break open knockout without any special tool, Shall have sliding clamp for vertical adjustment, Adjustment bracket shall be taped to prevent cement ingress, Earthing screw shall be provided & there should be No welding spots should be Free from the rust. Metal flush boxes shall be of 1 / 2 / 3 / 4 / 6 / 8 / 12 Module as per schedule.
a) The boxes shall be powder coated as per relevant IS.

b) The minimum depth of the boxes shall be 75mm.

c) One sample box of all sizes shall be submitted and got approved by ICF before starting bulk supply.

Note: The Contractor shall supply MS base boxes of required size and fix them in appropriate location as directed by ICF site Engineer.

1.1.6 SPECIFICATION FOR MODULAR PLATE FOR MODULAR SWITCHES:
Modular Plate shall have superior finish, screw-less curved look, Supported by Metal frame behind for solid strength, shall be possible to adjust in horizontal or vertical directions, when flush is tilted, shall be supplied with 30mm long screws for perfect fixing if wall box is over-flushed, shall be made of High grade Polycarbonate material, Shall have curved smooth finish screw-less appearance, suitable for no accumulation of dust. Modular plate shall be of 1 / 2 / 3 / 4 / 6 / 8 / 12 Module as per schedule.

1.2 SUPPLY OF FRLS, PVC INSULATED, 1100 VOLTS GRADE, SINGLE CORE MULTISTRAND COPPER CABLES:
a. The copper cable of sizes 1.5 Sq.mm (48/0.2), 2.5 Sq.mm, 6 Sq.mm and 10 Sq.mm cables to be supplied / used by the contractor for internal wiring shall be of PVC insulated, single core, multi-strand, 1100 V Grade, Copper cables and shall be “AJANTA, PLAZA, GLOSTER, UNISTAR, POLY CAB, FINOLEX, RADIANT, MESCAB, MARDIA, L&T ANCHOR, & MANSFIELD ” make only and shall conform to IS 694/1977. The separate colour code for phase and neutral shall be followed.
b. The successful tenderer shall submit type and routine test results of the respective cable from the manufacturer at the time of supply, without which the cables should not be Acceptable.
c. The connections from Ceiling roses to T.L. Fittings, Ceiling Fans, Bulk Head Fittings etc., shall be made using 1.5. Sq.mm PVC insulated, Single Core, Multi strand flexible copper cable.

1.3 SUPPLY OF PVC CONDUITS, PVC ACCESSORIES AND FIXING HARDWARES:
a. The 25mm dia PVC Conduits that are to be supplied /used by the contractor in the wiring shall have a minimum wall thickness of 1.8 mm. The conduits shall be of Avon Plast or Precision make and shall be Dark Grey in color. The conduits shall have ISI marking. On the outer periphery of the conduit and shall conform to the requirements of IS: 9537/83 – Part III.
b. The PVC accessories like bends, tees, junction boxes etc shall be suitable for use with appropriate size of PVC Conduits to be used in the work. The minimum wall thickness of all the PVC accessories shall not be less than 1.8 mm. The accessories shall be of Avon Plast or Precision make and shall conform to the requirements of IS. 9537/83 Part III. The color of the PVC accessories also shall be Dark Grey. The accessories shall have ISI marking on the outer periphery.
c. All the hardware like wood screws, machine screws etc. shall form part of the supply of the contractor and shall be of good quality All the hardwares shall be galvanized / treated.
1.4 SUPPLY OF 25 MM WIDTH CASING & CAPING PVC CHANNEL
   a. PVC channel for casing and caping type (open type) wiring shall be used for the
      ceiling points only.
   b. The width of the PVC channel shall not be less than 25mm for single branch wiring
      and 40 mm for group branch wiring. The wall thickness of the PVC channel shall not
      be less than 1.8 mm thick. The channel shall be rigid and the following makes are
      acceptable:
   c. Acceptable brands of ICF: AVONPLAST, AERO PLAST, MODI makes only.

1.5 SUPPLY OF MS CONDUITS AND ACCESORIES.
   a. The MS Conduits that are to be supplied /used by the contractor in the wiring shall
      have a minimum wall thickness of 1.8 mm. Fixing and joining accessories shall also
      be supplied.
   b. The conduits and accessories shall be of Bharat, Gupta or Vimco make only.
   c. All the conduits and hard ware used for fixing shall be galvanized / treated and black
      enameled.

1.6 SUPPLY OF WIRING ACCESSORIES LIKE BATTON / SLANT / PENDENT HOLDER / ADAPTOR / CEILING ROSE:
   a. The Ceiling Roses that are to be supplied / used by the contractor shall be of
      ANCHOR MAKE of 3 way, 5 Amps rated, ivory colour, ISI marked and shall
      conform to relevant IS 371 / 179.
   b. The pendent / slant holders shall be of non-metallic, ANCHOR /OSWAL MAKE,
      Ivory colour, I.S.I. marked and shall conform to relevant I.S.
   c. The adapters used for this purpose shall be of 5A rated, Anchor make, ivory colour,
      ISI Certified and shall conform to latest I.S.  T.L fittings shall be connected through
      Adapters.

1.7 SUPPLY OF TEAK WOOD/PVC ROUND BLOCKS:
   The round blocks that are to be supplied / used by the Contractor in the work shall be
   made out of good quality “Teak Wood” and coated with varnish. The dia of the round
   blocks shall not be less than 75 mm, 25 mm thickness and shall necessarily be
   supplied with BASE BLOCKS of 12 mm thickness. As per the site condition PVC
   round block of suitable size may be used instead of teak wood round block.

2.0 SPECIFICATION FOR WIRING TO INDIVIDUAL LIGHT FAN AND SOCKETS POINTS:
   a. Wiring to individual light, fan and socket points shall be done using 3 nos. (Red, Black and Green) of 1.5 Sq.mm PVC insulated PVC sheathed, single core, multi
      strand, 1100 Volts grade copper wire as per specification for phase, neutral and earth
      connection through 25mm PVC conduit.

   NOTE:1) fixing of socket along with switch on the exiting board is not considered as
      a point.
   2) Joining of neutral or earth is not permitted inside the PVC conduits any
      joints shall be made only at the junction box/switch box only.
   3) all connections / terminations shall be made only using proper crimping
      sockets / terminals.
b. The wiring to Fan shall be terminated through ceiling rose.
c. The wiring to tube light points shall be terminated first to batten lamp holder and from lamp holder to tube light fitting using adoptor.
d. The wiring to Incandescent lamps connections for toilet and veranda shall be terminated through slant holder.

2.1 **FIXING OF HOLDERS / CEILING ROSES:** The Ceiling roses / holders (baton / slanting) shall be fixed on PVC junction boxes. The holders, hardware etc shall be contractor's scope of supply only.

a. The supply to the each switch board shall be brought from the individual main board through three nos. (Red, Black and Green) of 2.5 Sq.mm single core, multi strand, 1100 V grade copper wire for individual circuit and looping to other switch boards for phase, neutral and earth connection along with the individual point wiring shall be considered as running meter.

2.2 **LAYING OF PVC/MS CONDUITS OVER WALLS**

a. PVC/MS conduits shall be neatly laid and clamped at every 600 mm interval, as far as possible single length of PVC/MS conduit shall be used. In unavoidable circumstances, one joint is permitted where one PVC/MS coupler shall be used.
b. Whenever accessories like Tee, Coupler, Bend etc., are used a clamp shall be provided on either side as close to the accessories as possible.
c. All conduits shall be fixed in a straight line on the wall.
d. The clamp shall hold the conduit rigidly without biting into it.
e. The clamps shall be fixed by means of two wood screws of size 25 x 8 working on wooden plugs inserted tightly on the wall at a fresh location ignoring the old wooden plugs.
f. The drilling and fixing shall be done in such way that the clamp should not come out of the wall/pillars/floor due to any tiny incidents like impacts etc., with wooden plugs of 2 inch depth and metal screws only allowed. All the hard wares. shall form part of the supply of the contractor and shall be of good quality. All the hard ware shall be galvanized / treated.
g. Maximum runs of cables that can be laid inside 25” conduit shall be as follows:

<table>
<thead>
<tr>
<th>Cable Size</th>
<th>Runs</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.5 Sq.mm</td>
<td>8 runs max.</td>
</tr>
<tr>
<td>2.5 Sq.mm</td>
<td>6 runs max.</td>
</tr>
<tr>
<td>4 sq.mm</td>
<td>4 runs max.</td>
</tr>
<tr>
<td>6 sq.mm</td>
<td>3 runs max.</td>
</tr>
</tbody>
</table>

h. *In case of combination different size cables are to be laid inside the conduit the maximum number of runs shall be limited to the allowed runs to the higher size of the cable*

2.3 **FIXING AND INTERNAL WIRING OF MODULAR SWITCHES:**

a. The base box of the Modular type switch boxes shall be concealed on the wall and shall be internally wired with PVC, FRLS insulated single core copper wire of size 1.5 sq.mm with proper colour coding (Red, Black and Green) for identifying the phase, neutral and earth.
b. All the switch boards shall be fixed with necessary switches, sockets, regulator etc., as specified in the schedule of work. The Bakelite insulated connector shall be of IEC make, suitable for taking crimped termination for connecting supply wires.
c. The hardware required shall be GI quality and contractor’s scope of supply only.
NOTE:-

(1) The above specification is generally for open wiring. But whenever concealed wiring is indented the following items in the schedule (if available) will be operated.
   (i) Chasing of wall to conceal 1" PVC /ms conduit and plastering with cement mortar, painting etc to match with adjacent surfaces.
   (ii) Chasing of wall to conceal switch boxes up to 300 x 300 mm size and plastering with cement mortar, painting etc to match with adjacent surfaces.
   (iii) Chasing of wall to conceal switch boxes above 300 x 300 mm size and plastering with cement mortar, painting etc to match with adjacent surfaces.

(2) Wherever conduits are to be taken through partition walls, the contactor shall break the wall suitably and plaster it with cement mortar and paint it to match with adjacent surfaces. All required materials forms contractors scope of supply.

V. ICF SCOPE OF SUPPLY:
   a. Electrical energy required for works / activities such as welding, drilling, grinding will be supplied by this administration at free of cost.
   b. ICF will co-ordinate with the contractor in supplying air free of cost only if the contractor desires to use his air operated / concrete power breakers.
   c. Any shortage in contractor’s scope of supply due to unavoidable circumstances arises in later stages, then the additional requirement apart from the schedule of rates any thing found to be needed at site which will be borne by ICF. However, the supplier shall get prior permission from SEE/M in writing.
   d. ICF will co-ordinate for availing necessary power shut downs in case of removal of scrap materials from the trench and further working into the trench safely. The contractor shall approach ICF site supervisor with written request well in advance for getting the shutdown.

VI. INSPECTION, TESTING AND COMMISSIONING OF THE INSTALLATIONS AFTER COMPLETION OF THE WORK:
   a. All the installations shall be erected and commissioned to the satisfaction of ICF site engineer. Good engineering practices suggested by ICF site engineer shall be followed by the contractor while carrying out the erection work.
   b. The contractor shall get the work inspected during the execution by AEE/CSS or his authorized representative at every stage as indicated below:
   c. The contractor shall supply the sample qty. (both purchase and manufacture items) for each supply items for inspection and necessary approval by AEE / CSS before supplying the bulk qty.
   d. The contractor shall offer stage inspection for completion of each work and should get clearance for every stage before proceeding to the next stage.
   e. After completion of all wiring and installation the following tests are to be conducted before commissioning.
      i. The insulation resistance value of the all wiring circuitry cables shall be measured and to be recorded.
      ii. The earth resistance value of the individual earth pit shall be checked and to be recorded.
      iii. The earth continuity up to the all Electrical installation shall be checked and to be recorded.
      iv. Any other checks and tests as instructed by ICF site engineer shall be conducted and to be recorded.

*****
ANNEXURE - II

ELIGIBILITY CRITERIA & TENDERERS’ CREDENTIALS

I. ELIGIBILITY CRITERIA REQUIRED FOR PARTICIPATING IN THE TENDERS COSTING ABOVE RS. 50.0 LAKHS ARE AS FOLLOWS:

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Description of the Work &amp; contract No.</th>
<th>Contract Awarded by</th>
<th>Contract Value</th>
<th>Date of contract awarded</th>
<th>Date of completion as per agreement</th>
<th>Date of commencement of work</th>
<th>Actual completion Date</th>
<th>Final value of Contract</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Should have completed in the last three financial years (i.e.) current year and three previous financial years</td>
<td>At least one similar single work for a minimum value of 35 % of Advertised Tender Value.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Total contract amount received during the last 3 financial years and in the current financial year.</td>
<td>Should be a minimum of 150 % of advertised tender value. The certificate to be produced by the tenderer(s) to this effect which may be an attested certificate from the employer/ client, audited balance sheets duly certified by the Charted Accountant, etc.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

They shall submit valid documents duly attested in support of the above eligibility criteria along with the tender. The offers of tenderers who are not passing the prescribed eligibility criteria will be rejected.

II. FOLLOWING DETAILS SHALL BE FURNISHED (IRRESPECTIVE OF THE MONETARY VALUE).

1. List of Personnel, Organisation available on hand and proposed to be engaged for the subject work.
2. List of Plant & Machinery available on hand (own) and proposed to be inducted (own and hired to be given separately) for the subject work.
3. List of works completed in the last three financial years giving description of work, organisation for whom executed, approximate value of contract at the time of award, date of award, date of scheduled completion of work, Date of actual start, actual completion, final value of contract, etc., should also be given in a in a separate sheet as per the proforma given below.

4. List of works on hand indicating description of work, contract value, a approximate value of balance work yet to be done and date of award as per the proforma given below.

- **Note:**
  
i). In case of items 3 and 4 above, supportive documents/ certificates from the Organisations with whom they worked/ are working should be enclosed.
  
ii). Certificates from private individuals for whom such works are executed/ being executed shall not be accepted.
ANNEXURE – III

COMMERCIAL TERMS AND CONDITIONS

**Note:** Although details presented in this Tender document have been compiled with all reasonable care, it is tenderer’s responsibility to satisfy themselves that the information/documents are adequate and that there are no conflicts between various documents/stipulations. No dispute or claims will be entertained on this account. Offer proposal preparation is the responsibility of the tenderer and no relief or consideration can be given for errors and omissions.

1.0 **INSTRUCTIONS REGARDING QUOTING OF RATES:** The tenderer shall quote the rates in the schedule of rates enclosed to this specification. The rates quoted by the tenderer shall be net inclusive of all taxes and duties. Taxes quoted separately shall not be accepted. The completed tender documents shall be returned along with the quotation. Violation of this clause shall lead to rejection of the tender.

1.1 The completed tender document in a sealed cover shall be dropped in the box kept in the chamber of **Senior Electrical Engineer / M at North West Corner of First floor of main administrative building / Shell / ICF**.

1.2 The quantities mentioned in the Schedule of rates are tentative and subject to variation.

1.3 Tenderer shall indicate their TIN No. & PAN No. with proper documental proof.

TIN NO : .................................................................

PAN NO : .................................................................

2.0 **EARNEST MONEY DEPOSIT:**

a. The Tenderer shall pay Earnest Money Deposit as per the Column (4) of Tender Notice placed in Page-3 of this tender document, either in the form of a Crossed Demand Draft/ Fixed deposit receipt drawn in favor of Financial Advisor and chief Accounts Officer, Integral Coach Factory (F A & CAO, I.C.F.), or a cash receipt from Asst. Chief Cashier/ICF shall be submitted along with the Quotation. Quotations received without E.M.D. as stipulated above, shall be Liable for rejection and No correspondence shall be entertained in this connection.

b) Fixed Deposit Receipts/ Pay orders or Demand Drafts from nationalized banks (or) schedule banks submitted by the tenderers should be drawn in favour of FA & CAO, ICF- Ch. 38.

c) FDR’s drawn in the Name of the Tenderer with the endorsement of the concerned bank on the overleaf of the FDR transferring the right of encashment to the Railways will not be accepted.

d) No interest will be payable upon the Earnest Money and Security deposit or amounts payable to the Contractor under the Contract.

3.0 **PERFORMANCE GUARANTEE CERTIFICATE**

a). The successful tenderer shall have to submit a Performance Guarantee (PG) within 30 (thirty) days from the date of issue of Letter of Acceptance (LOA). Extension of time for submission of PG beyond 30 (thirty) days and up to 60 days from the date of issue of LOA may be given by the Authority who is competent to sign the contract agreement. However a penal interest of 15% per annum shall be charged for the delay beyond 30 (thirty) days, i.e., from 31st day after the date of issue of LOA. In case the contractor fails to submit the requisite PG even after 60 days from the date of issue of LOA, the contract shall be terminated duly forfeiting EMD and other dues, if any payable against that contract. The failed contractor shall be debarred from participating in re-tender for that work.
b). The successful tenderer shall submit the performance Guarantee (PG) in any of the following forms, amounting to 5% of the contract value:

1). A deposit of cash;
2). Irrevocable Bank Guarantee;
3). Government securities including State Loan Bonds at 5% below the market value;
4). Deposit Receipts, Pay orders, demand drafts and guarantee bonds. These forms of performance guarantee could be either of the State Bank of India or of any of the Nationalised banks;
5). Guarantee bonds executed or Deposits receipts tendered by all Scheduled Banks;
6). A deposit in the Post Office Saving Bank;
7). A Deposit in the National Savings Certificates;
8). Twelve years National Defence Certificates;
9). Ten years Defence Deposits
10). National Defence Bonds; and
11). Unit Trust Certificates at 5% below market value or at the face value whichever is less.

Also, FDR in favour of FA&CAO / ICF, (free from any encumbrance) would be accepted.

c). The performance Guarantee shall be submitted by the successful tenderer after the Letter of Acceptance (LOA) has been issued, but before signing of the contract agreement. This PG shall be initially valid upto the stipulated date of completion plus 60 days beyond that. In case, the time for completion of work gets extended, the contractor shall get the validity of PG extended to cover such extended time for completion of work plus 60 days.

d). The value of PG to be submitted by the contractor will not change for variation upto 25% (either increase or decease). In case during the course of execution, value of the contract increase by more than 25%of the original contract value, an additional Performance Guarantee amounting to 5% (five percent) for the excess value over the original contract value shall be deposited by the contractor.

e). The Performance Guarantee (PG) shall be released after physical completion of the work based on ‘Completion Certificate’ issued by the competent Rly. authority stating that the contractor has completed the work in all respects satisfactorily. The Security Deposit shall, however, be released only after expiry of the maintenance period and after passing the final bill based on ‘No Claim Certificate’ from the contractor.

f). Whenever the contract is rescinded, the Security Deposit shall be forfeited and the Performance Guarantee shall be encashed. The balance work shall be got done independently without risk & cost of the failed contractor. The failed contractor shall be debarred from participating in the tender for executing the balance work. If the failed contractor is a JV or a Partnership firm, then every member/partner of such a firm shall be debarred from participating in the tender for the balance work in his/her individual capacity or as a partner of any other JV/Partnership firm.

g). The Engineer shall not make a claim under the Performance Guarantee except for amounts to which the President of India is entitled under the contract (not withstanding and/or without prejudice to any other provisions in the contract agreement) in the event of:

i). Failure by the contractor to extend the validity of the Performance Guarantee as described herein above, in which event the Engineer may claim the full amount of the Performance Guarantee.
ii). Failure by the contractor to pay President of India any amount due, either as agreed by the contractor or determined under any of the clauses/conditions of the Agreement, within 30 days of the service of notice to this effect by Engineer.

iii). The contract being determined or rescinded under provision of the GCC, the Performance Guarantee shall be forfeited in full and shall be absolutely at the disposal of the President of India.

4.0. SECURITY DEPOSIT

4.1 The Security Deposit/ Rate of recovery / Mode of recovery shall be as under -

(a) Security deposit for each work should be 5% of the contract value.
(b) The rate of recovery should be at the rate of 10% of the bill amount till the full security deposit is recovered.
(c) Security deposits will be recovered only from the running bills of the contract and no other mode of collecting SD such as SD in the form of instruments like BG, FD etc.

4.2 Alternatively, the Earnest Money Deposited by the successful contractor shall be retained by the Railway as a part of the Security Deposit and the balance amount if any to make up Security Deposit, shall be recovered by percentage deduction from the Contractor's "On Account Bills".

4.3 The security deposit would be returned to the contractor after the satisfactory completion of the work and Maintenance/Guarantee period is completed based on ‘No Claim Certificate’ issued by the concerned authorities.

5.0 COMPLETION TIME: The contractor shall complete the entire work in all respects within SIX MONTHS from the date of issue of Letter of Acceptance.

Note: However, early completion of the entire work is mostly preferred. If any unavoidable delays cause in the part of ICF and its associated departments in later stages, extension of completion time will be given subject to the advanced approval obtaining from the competent authority by appropriate written request.

6.0 COMPLETION REPORT: On completion of entire work, the contractor shall submit a completion certificate countersigned by the supervisor under whose direct inspection the work has been carried out.

7.0 TERMS OF PAYMENT: No advance payment will be made against this contract. However Contractor may claim for progressive payment for the Items specified in the schedule of Rates as follows:

a. Supply of Materials for “Supply Items” - 80% of Schedule of Rate
b. Supply of Materials for “Supply & Erection Items” - 65% of Schedule of Rates
c. On completion of works for “Individual schedule items” – 80% of Schedule of Rates.

7.1 The balance will be paid only on successful completion and commissioning of the entire contract work in all respects.
8.0 PAYMENT OF CONTRACTORS BILLS THROUGH ELECTRONIC FUND TRANSFER (EFT)

a. The tenderer should submit the consent in a mandate form of Enclosure-1 for receipt of payment through NEFT and provide the details of bank A/c in line with RBI guidelines for the same. These details will include bank name, branch name & address, A/c type, bank A/c no. and bank and branch code as appearing on MICR cheque issued by bank. Further, the tenderer should also submit certificate from their bank certifying the correctness of all above mentioned information in the mandate form.

b. In case of non-payment through NEFT or where NEFT facility is not available, payment will released through cheque through RPAD.

c. The Tenderer / contractor should indicate their NEFT (Electronic Fund Transfer) contractor code number (allotted, if any) for payment

EFT contractor code no. :

9.0 IMPOSITION OF TOKEN PENALTY FOR DELAY IN THE COMPLETION OF WORK

The clause 17(B) of GCC provides for recovery of liquidated damages from the contractor for delay in completion of work. Under such circumstances, the Competent Authority of Railways would consider levy of token penalty as deemed fit, based on the merits of the case.

10.0 DEDUCTION OF INCOME TAX & SALES TAX AT SOURCE: Income Tax, Sales Tax and any other Government levies, shall be recovered at source at the rates prevailing at the time of passing the bill. Present rate of Income Tax is 2% and SC 10% on Income Tax and CESS 2 % on IT plus SC. Sales Tax applicable now is 4%. Necessary certificate will be issued to the Contractor for Deduction of Income Tax at source.

11.0 GUARANTEE: The materials supplied and the works carried out against this contract shall be guaranteed for ONE YEAR from the date of completion of the work. The materials becoming defective during the guarantee period shall be replaced free of cost and the defects arising out of the works shall be rectified free of charge without delay.

12.0 PROGRAMME OF WORK.

a) Immediately on issue of letter of acceptance of this tender, the contractor should submit a programme of work showing the activities work wise for completing the whole work within the stipulated period of completion, in consultation with the SEE/M - in - charge of the work. If so desired by the SEE/ M, the contractor shall submit further programme from time to time taking into consideration the latest progress achieved till then.

b) This is to reiterate that the Railway reserves the right of terminating the contract at any stage of review of the progress under (a) above , if the above agreed programme(s) are not adhered to within the margin of 10 % as envisaged in Clause 62 (I) (viii) of the General Conditions of Contract.

c) Non submission of the programme as envisaged in (a) above shall entitle Railway to terminate the contract under clause 62 of the General Conditions of Contract.

13.0 VARIATION IN QUANTITIES:

The quantities of various items given in the schedules for the works to be executed are only approximate and are only for the guidance of the contractor. As far as possible, they have been assessed correctly but are likely to vary during the execution of the work. The contractors attention is drawn to clause-42 of the General conditions of contract, dealing with variation in quantities.

1. Individual NS items in contracts shall be operated with variation of plus or minus 25% and payments would be made as per the agreement rate.
2. In case an increase in quantity of an individual item by more than 25% of the agreement quantity is considered unavoidable, the same shall be got executed either by floating a fresh tender. For operating that item or if it is considered not practicable, quantity of that item may be operated in excess of 125% of the agreement quantity subject to the following conditions.

   a). Operation of an item by more than 125% of the agreement quantity needs the approval of an officer as per the extant orders of Railway Board.

      i). Quantities operated in excess of 125% but upto 140% of the agreement quantity of the concerned item, shall be paid at 98% of the rate awarded for that item in that particular tender;
      ii). Quantities operated in excess of 140% but upto 150% of the agreement quantity of the concerned item shall be paid at 96% of the rate awarded for that item in that particular tender;
      iii). Variation in quantities of individual items beyond 150% will be prohibited and would be permitted only in exceptional unavoidable circumstances with the concurrence of associate finance and shall be paid at 96% of the rate awarded for that item in that particular tender.

   b). The variation in quantities as per the above formula will apply only to the Individual items of the contract and not on the overall contract value.

   c). Execution of quantities beyond 150% of the overall agreement value should not be permitted and, if found necessary, should be only through fresh tenders or by negotiating with existing contractor as per the extant orders of Railway Board.

3. In case where decrease is involved during execution of contract:

   a). The Railway authority can decrease the items upto 25% of individual items.
   b). For decrease beyond 25% for individual items or 25% of contract agreement value, the ICF authority can approve, after obtaining ‘No Claim Certificate’ from the contractor as per the extant orders of Railway Board.
   c). It should be certified that the work proposed to be reduced will not be required in the same work.

4. The limit for varying quantities for minor value items shall be 100% (as against 25% prescribed for other items). A minor value item for this purpose is defined as an item whose original agreement value is less than 1% of the total original agreement value.

5. No such quantity variation limit shall apply for foundation items.

6. As far as SOR items are concerned, the limit of 25% would apply to the value of SOR schedule as a whole and not on individual SOR items. However, in case of NS items, the limit of 25% would apply on the individual items irrespective of the manner of quoting the rate (single percentage rate or individual item rate).

7. For the tenders accepted at Zonal Railways level, variations in the quantities will be approved by the Railway authority in whose powers revised value of the agreement lies.

8. For tenders accepted by General Manager, variations upto 125% of the original agreement value may be accepted by General Manager.

9. For tenders accepted by Board Members and Railway Ministers, variations up to 110% of the original agreement value may be accepted by General Manager.

10. The aspect of vitiation of tender with respect to variation in quantities should be checked and avoided. In case of vitiation of the tender (both for increase as well as decrease of value of contract agreement), sanction of the competent Railway authority as per single tender should be obtained.
14.0 VITIATION:

a). In the event of vitiation occurring due to increase or decrease in quantities among the first, second and third lowest valid tenderers, the vitiation shall be to contractor’s account. The total value of the work done shall be calculated at the rate offered by those tenderers and the amount payable shall be limited to the lowest aggregate value as worked out.

b). Vitiation as above shall be worked out as a whole for Agreement including all variations in quantities.

15.0 INDEMNITY BOND

a. An Indemnity Bond to Indemnity this Administration against loss or damage of all the materials for which part payment is effected shall have to be executed by contractor in the manner specified by this Administration.

b. The entire work shall be carried out under contractor’s technically qualified Engineers and expert Supervisors. The Administration shall have the power to direct the contractor to engage sufficient number of expert Supervisor, if it is considered that the contractor’s supervising arrangements are found insufficient for the successful completion of the work.

c. When as the said contractor is entitled for PART PAYMENT for items in Schedule of Rate as per payment clause 7.0 of Annex-III as per conditions of contract on executing an Indemnity Bond against loss or damage for all the material for which part payment has been arranged for all the materials.

d. The said contractor hereby agreed to hold the materials for which part payment is payable as per condition of the agreement, entrusted to him and his possession in trust for the ICF Administration as their property until such time as the works entrusted to him are completed and handed over back to the representatives of the ICF Administration as per the terms of the Agreement.

e. The said contractor further agree to hold the ICF – Administration harm less and free from all liabilities for all losses, damages, etc., arising from any cause, whatsoever to the material while in his possession, and further under takes to indemnify and reimburse the ICF Administration to the extent of loss or damage caused to the materials or any loss or any claims to the ICF – Administration in respect of the said material while in possession of the contractor.

16.0 The contractors attention is drawn to Clause 55A of the General conditions of contract regarding provision of contract labour(Regulation and abolition Act 1970) and the contractor shall comply with the provision in all respects to the extent applicable under this contract and shall face consequences at his risk and responsibilities for any lapses on his part.

17. VALIDITY OF TENDER

The Tenderer shall hold the offer open for a period of 90 days from the date fixed for opening the same. Should the tenderer withdraw his offer within the validity date of his offer or fails to undertake the contract after acceptance of his tender the full earnest money will be forfeited.
### MANDATORY FORM FOR RECEIVING PAYMENT THROUGH NEFT

<table>
<thead>
<tr>
<th>SI</th>
<th>Details</th>
<th>To be filled by the Tenderer/Contractor without fail</th>
</tr>
</thead>
<tbody>
<tr>
<td>1)</td>
<td>Name of the firm</td>
<td>:</td>
</tr>
<tr>
<td>2)</td>
<td>Vendor codes allotted by ICF (If more than one vendor code, furnish all)</td>
<td>:</td>
</tr>
<tr>
<td>3)</td>
<td>Address of the firm</td>
<td>:</td>
</tr>
<tr>
<td></td>
<td>Mobile No</td>
<td>:</td>
</tr>
<tr>
<td></td>
<td>E-mail ID</td>
<td>:</td>
</tr>
<tr>
<td>4)</td>
<td>Name of the bank</td>
<td>:</td>
</tr>
<tr>
<td>5)</td>
<td>Branch</td>
<td>:</td>
</tr>
<tr>
<td>6)</td>
<td>Address of the bank branch</td>
<td>:</td>
</tr>
<tr>
<td>7)</td>
<td>Account number</td>
<td>:</td>
</tr>
<tr>
<td>8)</td>
<td>Type of Account</td>
<td>:</td>
</tr>
<tr>
<td>9)</td>
<td>IFS Code of the branch</td>
<td>:</td>
</tr>
<tr>
<td>10)</td>
<td>MICR Code of the branch</td>
<td>:</td>
</tr>
<tr>
<td>11)</td>
<td>PAN of the Firm</td>
<td>:</td>
</tr>
<tr>
<td>12)</td>
<td>TIN of the Firm</td>
<td>:</td>
</tr>
</tbody>
</table>

**Signature of the authorized person**

Of the Firm with seal & date

Certified than the information furnished above are correct. Our branch is participating in the NEFT system.

**Signature of the Banker with stamp**

**Note**

1. Account number and IFS code should be furnished exactly as appearing in the cheque book and the same may be verified with the Bank.
2. A cancelled cheque may be enclosed for verification.
ANNEXURE – IV

SPECIAL CONDITIONS OF CONTRACT

Note: The special conditions supplement the General Conditions of Contract for Works Contract of Southern Railway, Chennai as amended and/or corrected up to date. The specification referred to shall be the Southern Railway Specification for materials and works 1969. Where the provision of these conditions are at variance with the General Condition and Specification, these special conditions shall prevail.

1. Although the quantities shown in the schedule of rates (enclosed to this specification) are correct, this Railway Administration reserves the right to increase or decrease the quantity. In case the quantity is increased, the contractor shall supply the excess quantity of the material and do the excess quantity of work at same rate offered by him at the time of tender in the schedule of rates.

2. The Contractor shall give advance intimation to SEE/ M for inspection for completion of work.

3. The Contractor shall make his own transport arrangements for drawing any materials from construction Stores to site, and for moving the items if any from site to Construction stores situated inside Shell Factory.

4. The Contractor shall be solely responsible for the orderly conduct of his authorized persons as well as labourers within ICF premises and at work place.

5. The contractor shall obtain revised Entry Permit and following work Permits as required, introduced with effect from 15.6.09, vide CWE/Shell/ICF Procedure Order No. 03 dt.6.6.2009.

   - Revised Entry Permit
   - Permit to work at Height to avoid fall of person or tools (Only to approach to the work area at height above 2 M)
   - Hot work permit for Welding Gas Cutting, use of open flames Etc.,
   - Excavation Permit.

   The above permits shall be available with the contractor or his supervisor of the work site and shall be produced on demand by the site supervisor and any other authority of this Administration.

6. The tenderer shall ensure that their work shall not affect the regular coach production of the factory.

7. Safety accessories like helmets, belts, safety boots, Hand Glouses, Goggles and other safety items shall be used by the contractor while executing the work.

8. The contractor shall employ technically qualified personnel with relevant field exposures related to electrical construction/maintenance works such as installation, power shut downs, material handling etc.,

9. The administration shall have the power to direct the contractor to engage sufficient numbers of expert supervisors, if it is considered that the contractor’s supervising arrangements are found insufficient for successful completion of the work. Failure to comply with the above directive also will result in the contract being terminated at the risk and responsibility of the contractor.
10. **Employment of Qualified supervisor for the execution of work:**

10.1 In terms of provisions of new Clause 26A.1 to the General Conditions of Contract (GCC), contractor shall also employ following Qualified Engineers during execution of the allotted work:

a). One Qualified Graduate Engineer when cost of work to be executed is Rs.200 lakh and above, and

b). One Qualified Diploma Holder Engineer when cost of work to be executed is more than Rs. 25 lakh, but less than Rs. 200 lakh.

10.2 Further, in case the contractor fails to employ the Qualified Engineer, as aforesaid in clause 10.1 above, he, in terms of provisions of Clause 26A.2 to the General Conditions of Contract, shall be liable to pay an amount of Rs. 40,000 and Rs. 25,000 for each month or part thereof for the default period for the provisions, as contained in Para 10.1(a) and 10.1(b) above respectively.

11. All the tools and plants such as welding sets, crimping tools, ladders, safety equipments and other electrical tools required for this work shall be arranged by the contractor at their own expense including the cost of conveyance to adhere to the target date of completion. The administration will not be responsible for inadequacy of tools and plants brought by the contractor and no claim on this ground is admissible.

12. The operation of any of the items in connection with this work will entirely be at the discretion of the ICF administration and no claim whatsoever of any kind will be entertained by the administration for non operation of items.

13. The contractor shall be responsible to see that the work executed by him does not if any way infringe or damage the existing structures or other works in the area. The contractor is liable to take responsibility and rectify for the damage if any caused to the ICF property during the execution of their work.

14. Departmental supply of materials shall be transported by the contractor at his own expense. Necessary fabricating, cutting, welding, bending of structural steel to required size shall be done by the contractor at his expense.

15. **The contractor shall be responsible for any damage to all articles in his custody till the work is completed and finally handed over to this administration.**

16. The tenderer while indicating the rate for the relevant item provided in schedule of rates as per annexure shall include the cost of procurement (if any associated items applicable to this contract), excise duty, sales tax, handling transportation to site of works, storage, wastage etc.,

17. All materials specified in the contract shall be procured only from the reputed manufacturers or their authorized dealer. **The supply of materials shall be accompanied by the original invoice and a Xerox copy of the invoice.**

18. The materials offered shall be of brand/trade name specified in this specification.

19. The materials other than the acceptable brands of ICF specified such as MS angles, Zinc sheets etc., shall be procured through authorized dealers only.

20. Railway administration shall not be responsible for safety of the staff of the contractor and hence the personnel shall not be liable for any compensation arising out of accidents while executing the work.
21. Power shut down required by the contractor, shall be intimated to the SSE/45 in writing at least one week in advance and plan for executing the work. This administration is not responsible for delay in the execution of the work due to the delay in taking power shut down.

22. It is the responsibility of the contractor to get all his doubts clarified about all the points mentioned in this specification. If required he may visit the site duly fixing a prior appointment with Dy.C.E.E/C.

23. The contract against this specification will be governed by the Indian Railway General Conditions of contract applicable to Civil Engineering Works, in addition to the special conditions set forth in this specification. Wherever these special conditions are at variance with the General Conditions of contract, the special conditions shall prevail.

24. The tenderer on whom tender is awarded shall be required to appear at Dy.C.E.E/C in person and to execute the contract documents within seven days after notice in the form of letter of acceptance awarding contract to him. Failure to do so shall constitute a breach of the agreement effected by the acceptance of the tender in which case the full value of the earnest money accompanying the tender shall stand forfeited without prejudice to any other rights or remedies.

25. In the event of any tenderer whose tender is accepted shall refuse to execute the contract documents as herein before provided, the Railway may determine that such tenderer has abandoned the contract and there upon his tender and the acceptance thereof shall be treated as cancelled and the Railway shall be entitled to forfeit the full amount of earnest money and to recover the liquidated damages for such default.

26. The successful Contractor shall start the work within 15 days from the date of issue of letter of Acceptance.

27. If the work is not completed within the due date, the contract will be terminated by giving 7 days and 48 hours notice as per the General Conditions of Contract.

28. The contractor shall clear the work spot free from all unwanted materials like debris, scrap etc when the work is completed in all respects and a photograph showing the Work spot after the completion of work shall be attached with the final bill request, otherwise final bill will not be processed.

29. **ELECTRICAL LICENSE**: The Tenderer shall have valid required level Electrical License. Attested copy of the Electrical License shall be submitted along with the offer. The offers of tenderers who are not possessing prescribed required license will be summarily rejected.
ANNEXURE-V

SAFETY NORMS & EMS REQUIREMENTS

SAFETY NORMS TO BE FOLLOWED BY THE CONTRACTOR

1.0 Safety clause as per CWE/Shell’s letter No.MS.231/ACC/10 dt.23.02.2000.

1.1 The contractor should take all precautionary measures in order to ensure the protection of his own personnel moving about or working on the railway premises, and should conform to the rules and regulations of the Railway.

1.2 The Contractor should abide by all railway regulations in force from time to time and ensure that the same are followed by his representatives, agents or sub contractors or workmen.

1.3 The contractor should ensure that unauthorized, careless or inadvertent operation of installed equipment which may result in accident to staff and / or damage to equipment does not occur.

1.4 The Contractor should indemnify and keep the purchaser indemnified and harmless against all actions, suits, claims, demands costs charges or expenses arising in connection with any accident, death or injury, sustained by any person or persons within the railway premises and any loss or damage to railway property sustained due to the acts or omissions of the contractor irrespective of whether such liability arises under the workmen’s compensation act or the fatal accidents act or any other statute in force from time to time.

2.0 EMS REQUIREMENTS

2.1 The contractor shall ensure that all his workmen wear PPEs commensurate with the severity of work.

2.2 The contractor shall ensure industrial safety methods in executing his work at ICF.

2.3 The contractor shall ensure that all wastes generated by his activities / work are moved to the respective dump sites or taken for re-cycling at ICF.

2.4 The contractor has to give prior information whether any hazardous chemical is used in his work and if so, the operational control to be exercised.

2.5 The contractor has to ensure that all his material handling equipments / transport vehicles are emission tested.

2.6 The contractor has to ensure that his activities are in tune with the ICF EMS Policy (to be incorporated as part of Contract)

2.7 The contractors’ staff must be aware of contents of MSDS in respect of chemicals / materials (if any).

2.8 The contractors’ staff shall be competent to operate emergency appliances like fire extinguishers.

2.9 The contractors’ staff shall be competent in the areas wherein the contract is awarded eg. to operate ETPs at ICF by evaluating through skill matrix by concerned official
Safety, Health and Environmental Instructions
(REF: CWE’s Letter No. Safety Cell/RCW/02 dt. 30.06.2008.)

A) SAFETY & HEALTH

2. Adequate and appropriate tools shall be issued.
3. All instrument used for the work is to be complied with Indian Electricity rules.
4. The instruments are used to be conformed to Indian Standards.
5. Staffs under your control should wear the personal protective equipments as per working condition to prevent injuries.
6. Suitable ladders/scaffoldings are to be used for climb up and working at height.
7. Ensure adequate lighting at work place.
8. Contractor should follow the terms and conditions/instructions of ICF from time to time.
9. Activities other than the specified activities as per the contract clauses, which are assigned to you, are not permitted at our premises.
10. Ensure the Suitable guards are provided to the hand operating machine.
11. Suitable lifting machineries and tackles are to be used to handle the materials.
12. Any loss incurred to ICF because of your activities shall be charged on your account.
13. The equipments & materials stored at our premises are on your own risk.
14. Before start of work, proper shut down (if necessary) is to be undertaken for safety.
15. Before start of any work, appropriate Work Permits shall be obtained.
16. Off cuts and wastes generated during the course of your work, must be suitably disposed identified areas.
17. The renewal of permit will be issued only on the basis of performance of compliance of the said rules, regulations, conditions and safety norms.
18. The contractor shall engage qualified supervisors at the work site whenever men are engaged for work.
19. First aid box with adequate medicine are to be provided in the work area.
20. In case of any accident to the contract staff, the contractor should inform to the CSO/Shell & CSO/Fur. through department concerned within one hour.
21. Disobeying or not following the conditions / precautions / procedures shall result in penalty. In serious cases, stoppage of work or cancellation of permits may be done. Stopping of the work are empowered by the Safety Officer, Chief Safety Officer, Factory manager and Occupier.
22. For accidents involving to your staff inside Shell factory, necessary compensation to the dependents of the staff and legal expenditure cost shall be borne on your account.
23. The display board containing the details of nature of work, maximum number of staff working per shift, period of work, site in charge name and phone number and main office phone numbers is to be placed at prominent place.
24. If total staff engaged by you on any day of the contract period is 20 or more, you have to register with Central Labour Commissioner at Shastri Bhavan and obtain license.
25. Staffs under your control are to be insured during the work period.
26. Registers in Form XIII, XVI, XIX, and XVII as per contract labour act shall be maintained.
27. Employment card in Form XIV should be issued to all work men by the contractor.
28. The payment of wages shall be made as per Minimum wages Act, and shall be witnessed by ICF nominated Supervisors.
29. Usage of LPG cylinder in the factories (both Shell & Fur) is prohibited for industrial activities. Industrial LPG cylinders shall only be allowed if accompanied by a certificate from gas companies about the end use for which it is issued.
B) ENVIRONMENT

30. ICF is an ISO 14001/2004 certified Factory. All activities shall be carried out as per the Environment Protection Act & Rules.
31. Handling, storage & use of any chemicals and Haz. waste shall be carried out as per conditions laid down by TNPCB (Tamil Nadu Pollution control Board). Any clarification shall be made with contract executing officer & Safety Cell.
32. Spillage of Haz. materials, chemicals and oil shall be strictly avoided; incase of any leakage/spillage, it should be cleaned immediately.
33. Any waste materials should not be burnt inside the Factory.
34. Any open fire or smoke noticed by the contractor or his men, should be informed immediately to the Fire Fighting crew through telephone numbers FIRE Fighting CREW: 46565 (Railway phone) Fire fighting Contractor: 9841098419, 9841269727 (cell).

C) PENALTY

35. Incase any Unsafe conditions noticed that could have led to grievous injury to the contract labour, a minimum penalty of Rs 5,000/- per person shall be imposed by ICF administration to the contractor. However if multiple violation of Safety instructions are noticed, the amount could be higher
36. Recurrence on third occasion for the same contract would result in penalty of Rs.50,000/- (Fifty thousands) and termination of contract.

DECLARATION BY CONTRACTOR

I undertake that all above conditions related with safety, Health and Environment will be followed by our supervisors & staff while working inside ICF factory (Shell and Furnishing)

Signature of Proprietor/Owner/Contractor
(With company seal)
**TENDER NO: EL/W/673**

Schedule of Rate for the work of “Electrification for Improvement to the meeting room by providing false ceiling, Wall paneling and floor tiles in perambur area”

<table>
<thead>
<tr>
<th>SL No</th>
<th>Description of the item</th>
<th>Unit</th>
<th>Qty</th>
<th>Rate</th>
<th>Amount</th>
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<tr>
<td>1.</td>
<td>Supply of LED Downlight 36 Watts, 2 feet X 2 feet, LED fitting similar to type GCR036.56M1 of GE make as per specification.</td>
<td>Nos</td>
<td>25</td>
<td>Rate in Words ……………………………………………………………………………………..</td>
<td></td>
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<td>2.</td>
<td>Fixing of LED Downlight 36 Watts, 2 feet X 2 feet, LED fitting similar to type GCR036.56M1 of GE make as per specification.</td>
<td>Nos</td>
<td>25</td>
<td>Rate in Words ……………………………………………………………………………………..</td>
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<td>3.</td>
<td>Supply &amp; Fixing of High speed regulator type (400mm sweep) Wall Fan similar to WINDFLO of M/s. Crompton Greaves as per ICF Specification.</td>
<td>Nos</td>
<td>12</td>
<td>Rate in Words ……………………………………………………………………………………..</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Supply and Erection of 20 A MCB controlled 20 A, 230V plug and socket box duly wired with earth.</td>
<td>Nos</td>
<td>10</td>
<td>Rate in Words ……………………………………………………………………………………..</td>
<td></td>
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<tr>
<td>5.</td>
<td>Supply and Running Of 4 nos of 10 sq.mm PVC copper cable (Red,Yellow, Blue &amp; Black) and 1 no. of 4 sq.mm (Green) in 40mm dia PVC conduit/Casing Capping and accessories duly fixing the conduit in wall using hardwares. Contractor scope of supply includes pvc conduit/Casing Capping, pvc cable, pvc accessories, hardwares etc.</td>
<td>Running Mtrs</td>
<td>100</td>
<td>Rate in Words ……………………………………………………………………………………..</td>
<td></td>
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<td>6.</td>
<td>Supply and Running Of 2 runs of 4.0 sqmm and 1 run 1.5 sq mm PVC Copper cable. (Red,Black,Green) in 25mm PVC conduit/Casing Capping and accessories duly fixing the conduit in wall using hardwares. Contractor scope of supply includes pvc conduit, pvc cable, pvc accessories, hardwares etc.</td>
<td>Running metres</td>
<td>500</td>
<td>Rate in Words ……………………………………………………………………………………..</td>
<td></td>
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<tr>
<td>SL No</td>
<td>Description of the item</td>
<td>Unit</td>
<td>Qty</td>
<td>Rate</td>
<td>Amount</td>
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<tr>
<td>7</td>
<td>Supply and Running Of 2 runs of 6.0 sqmm and 1 run 1.5 sq mm PVC Copper cable. (Red,Black,Green) in 25mm PVC conduit/Casing Capping and accessories duly fixing the conduit in wall using hard wares. Contractor scope of supply includes pvc conduit, pvc cable, pvc accessories, hardwares etc.</td>
<td>Running metres</td>
<td>150</td>
<td></td>
<td></td>
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Rate in Words .................................................................

| 8     | Supply, Fixing & internal wiring of Modular Switch Box with 15 Amps Modular Switch and 15 /5 Amps Modular socket and internal wiring as per specification. Contractor's scope of supply includes switch, socket and Modular switch Box. | Nos | 10 |      |

Rate in Words .................................................................

| 9     | Wiring of Long Point with Modular Switch Box including material and labour as per specification. | Points | 40 |      |

Rate in Words .................................................................

| 10    | Wiring of short Point with Modular Switch Box including material and labour as per specification. | Points | 25 |      |

Rate in Words .................................................................

| 11    | Labour Charges for Disconnection/Removal of Light Fittings/Ceiling Fan/Speaker box etc in Meeting Hall as per ICF Specification. | LS | 1 |      |

Rate in Words .................................................................

Total

Total amount in Words
## ANNEXURE - VII

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REGULATIONS FOR TENDERS AND CONTRACTS AND CONDITIONS OF TENDER

For the guidance of Contractors for Civil Engineering Works

MEANING OF TERMS

1. In these Regulations for Tenders and Contracts and Conditions of Tender, the following terms shall have the meanings assigned hereunder except where the context otherwise requires:

Definitions:

(a) “Railway” shall mean the President of the Republic of India or the Administrative Officers of the Integral Coach Factory or of the Successor Railway authorized to deal with any matters which these presents are concerned on his behalf.

(b) “General Manager” shall mean the officer in administrative charge of the whole of the Integral Coach Factory and shall mean and include the General Manager of the Successor Railway.

(c) “Chief Engineer” shall mean the Officer-in-charge of the Engineering Department of the Integral Coach Factory and shall also include the Engineer-in-Chief, Chief Engineer (Construction), Chief Signal and Telecommunication Engineer and shall mean and include the (Chief Engineer) Engineer-in-Chief, Chief Engineer (Construction) and Chief Signal and Telecommunication Engineer of the Successor Railway.

(d) “Engineer” shall mean the Divisional and District Engineer or the Executive Engineer in executive charge of the works and shall include the superior officers of the Engineering Department of the Integral Coach Factory (i.e.) the Deputy Chief Engineer / Chief Engineer / Chief Engineer (Construction) I Engineer-in-Chief/Chief Signal and Telecommunication Engineer/Dy. Chief Signal and Telecommunication Engineer and shall mean and include the Engineers of the Successor Railway.

(d) “Successor Railway” shall mean and include such other Railway to which for administrative or other reasons this contract may during its tendency be transferred.

(e) “Tenderer” shall mean the person, the firm or company who tenders for the works with a view to execute the works on contract with the Railway and shall include their personal representatives, successors and permitted assigns.

(f) “Limited Tenders” shall mean tenders invited from all or some contractors on the approved list of contractors with Railway.

(g) “Open Tenders” shall mean tenders invited in open and public manner and with adequate notice.

(h) “Works” shall mean the works contemplated in the drawings and schedules set forth in the tender forms and required to be executed according to specifications.

(i) “Specification” shall mean the specifications for materials and works, current on the Southern Railway or as amplified, added to or superseded by special specifications, if any appended to the tender forms.

(j) Schedule of rates – “Integral Coach Factory” shall mean the Schedule of Rates issued under the authority of the Chief Engineer from time to time.

(k) “Drawings” shall mean the drawings, plans and tracing or prints thereof annexed to the Tender forms.

(i) “General Conditions of Contract” shall mean the General Conditions of Contract for works in the Integral Coach Factory – Engineering Department, issued under the authority of the Chief Engineer.

2. Words importing the singular number shall also include the plural and vice versa where the context requires.

REGULATIONS FOR TENDERS AND CONTRACTS

3. These Regulations for Tenders and Contracts shall be read in conjunction with the General Conditions of Contract and shall be subject to modifications, additions or supersession by special conditions of contracts and/or special specifications, if any, annexed to the tender Forms.
4. List of approved Contractors are maintained under the following categories of works:

- a) Earth work and roads
- b) Buildings and structures;
- c) Supply including loading and unloading of materials such as ballast, boulders, bricks, stone metals, lime and sand;
- d) Steel works;
- e) Wood Works;
- f) Water supply, drainage and sanitary works
- g) Maintenance and repair works;
- h) Supply of miscellaneous materials such as red-earth, bellies, thirties, chicks, manures, etc.

5. A Contractor desirous of having his name included in the list of approved contractors shall apply to the Engineer furnishing particulars regarding:

- a) his position as an independent contractor;
- b) his capacity to undertake and carry out works satisfactorily, as vouched for by a responsible official or form;
- c) his previous experience on works similar to that to be contracted for, in proof of which original certificates or testimonials may be called for and their genuineness verified, if need be by reference, to the signatures thereof;
- d) his knowledge, from actual personal investigation, of the resources of the area in which he offers to works;
- e) his ability to supervise the work personally or by competent and duly authorized agents;
- f) his financial position.

The applicant shall clearly state the categories of works listed under clause 4 of these Regulations for which he desires registration in the list of approved contractors of the Railway and subject with his application a duly authorized copy of the Income Tax Clearance Certificate.

6. Tender forms shall be issued on payment of the prescribed fees to the appropriate contractors on the list of approved contractors. Contractors not on the list of approved contractors, will on payment of the prescribed fees, be furnished with tender forms and shall be required to submit evidence regarding their financial status, previous experience and ability to execute the works, and an authorized copy of the income-tax Clearance Certificate, without which their tenders will not be considered.

7. The transfer of tender forms purchased by one tenderer to another is not permissible.

8. No tender shall be considered which is not submitted in the official tender form attached hereto along with the tender documents issued to the tenderer.

9. Should a tenderer find discrepancies in or omissions from the drawings or any of the tender forms or should he be in doubt as to their meaning, he should at once notify the authority inviting tenders who may send a written instruction to all tenderers. It shall be understood that every endeavor have been made to avoid any error which can materially affect the basis of the tender and the successful tenderer shall take upon himself and provide for the risk of any error which may subsequently be discovered and shall make no subsequent claim on account thereof.

10. No separate commission bearing on the tender shall be addressed by the tenderer to the General Manager, Integral Coach Factory, Chennai 600038, or any other persons, but all explanatory qualifying remarks which the tenderer may desire to make must be recorded on page 7 and 8 hereof or submitted in a covering letter along with the tender.

11. The tenderer should sign on each and every page of the tender documents and at the end of each specification and schedule at places provided for the purpose.

12. The tenderer shall also be required to deposit a sum of Rs.…………………..towards the Earnest Money with the Tender. If his tender is accepted his Earnest Money will be retained as part Security for the due and faithful fulfillment of the contract in terms of clause 16 of the General Conditions of Contract. The Earnest Money of other tenderers shall, save as herein before provided, be returned to them, but the Railway shall not be responsible for any loss or depreciation that may happen thereto while in their possession, nor be liable to pay interest thereon.
13. (a) Before submitting a tender the tenderer will be deemed to have satisfied himself by actual inspection of the site and locality of the works, that all conditions liable to be encountered during the execution of the works are taken into account and that the rates he enters in the tender forms are adequate and all inclusive to accord with the provisions in clause 37 of the Standard General Conditions of Contract for the Completion of works to be entries satisfaction of the Engineer.

(b) When work is tendered for by a Firm or Company of Contractors, the tender shall be signed by the individual legally authorized to enter into commitments on their behalf.

(c) The Railway will not be bound by any power of attorney granted by the tenderer or by changes in the composition of the firm made subsequent to the execution of the contract. It may, however, recognize such power of attorney and changes after obtaining proper legal advice, the cost of which will be chargeable to the contractor.

14. At the advertised time and place, tenders received for a contract shall be opened by the Tender Committee and where practicable, the names of tenders and the rates tendered by them read out in the presence of such of the intending contractors or their agents as may attend.

15. (a) The Railway reserves the right of not to invite tenders for any work or works or to invite open or limited tenders, and when tenders are called, to accept a tender in whole or in part or reject any tender or all tenders without assigning reasons for any such action.

(b) Ordinarily the lowest tender may be accepted by the Railway unless such acceptance would not be to the public interest. The acceptance or rejection of any tender is left entirely to the discretion of the authority empowered to deal with the matter and no explanation can be demanded of the cause of rejection of his tender by any tenderer.

16. The tenderer whose tender is accepted shall be required to appear at the office of the General Manager, Chief Engineer, Regional Engineer or Division/District Engineer, as the case may be in person or if a firm or a corporation, a duly authorized representative shall so appear and to execute the contract documents within seven days after notice that the contract has been awarded to him. Failure to do so shall constitute a breach of the agreement effect by the acceptance of the tender in which case the full value of the earnest money accompanying the tender shall stand forfeited without prejudice to any other rights or remedies.

In the event of any tenderer whose tender is accepted shall refuse to execute the contract documents as therein before provided, the railway may determine that such tenderer has abandoned the contract and three upon his tender and the acceptance thereof shall be treated as cancelled and the Railway shall be entitled to forfeit the full amount of earnest money and to recover the liquidated damages for such default.

CONDITIONS OF TENDER

17. The drawings for the works and relevant specifications can be seen in the Office of ………………………………………………………..Integral Coach Factory, Chennai 600038, at any time during office hours.

18. The General Conditions of Contract for works in the Integral Coach Factory and specification for materials and works can be seen at any time during office hours at the above office, or can be had on payment of Rs.10/- + Rs.2 + Sales tax extra respectively.

19. The tenderer / tenderers shall quote his/their rates with reference to each item and must tender for all the items shown in attached schedule. Both rate and amount columns of the schedule should be filled in by the tenderer / tenderers both in figures and words. The quantities shown in the attached schedule are given as a guide and are approximate only and are subject to variation according to the needs of the Railway. The Railway accepts no responsibility for their accuracy. The Railway does not guarantee work under each item of the schedule.

20. Tenders containing erasures and alterations of the tender documents are liable to be rejected. Any corrections made by the tenderers in his/her entries must be attested by him/her.

21. The works are required to be completed within a period of ……………. months from the date of award of contract.

22. The tender should be accompanied by a Cash Receipt for a sum of Rs.…………….. as Earnest Money deposited in cash with the Assistant Chief Cashier of the Integral Coach Factory or in the form of Deposit Receipts, Pay Order of Demand Drafts, in favour of Financial Adviser and Chief Accounts Officer, Integral Coach Factory.

(i) The Tenderer shall hold the offer open for a period of 90 days from the date fixed for opening the same, it being understood that the Tender documents have been sold/issued to the Tenderer and the Tenderer
is being permitted to Tender in consideration of stipulation on his part that after submitting his tender he will not resale from his offer or modify the terms and conditions thereof in a manner not acceptable to the Executive Engineer of the Integral Coach Factory, should the tenderer withdraw his offer within the validity date of his offer or fails to undertake the contract after acceptance of his tender the full earnest money of Rs………………….. should be forfeited.

The Tenderer shall hold the offer open till the period of 90 days as specified above, if the tender is accepted, the amount of Earnest Money will be held as Security Deposit for the due and faithful fulfillment of the contract. The Earnest Moneys of the unsuccessful tenderer will have as hereinbefore provided be returned to the unsuccessful tenderers but the Railway shall not be responsible for any loss or depreciation that may happen to the Security for the due performance of the stipulation to keep the offer open for the period specified in the tender documents or to the Earnest Money while in their possession, nor be liable to pay interest thereon.

(ii) Tenders unaccompanied by the requisite Earnest money in the prescribed form under no circumstances will be entertained and will be summarily rejected.

**Right of Railway to reject Tender:**
23. It shall not be obligatory on the Railway to accept the lowest tender and no tenderer/tenderers shall demand any explanation for the cause of rejection of his/their tender.

**Furnishing wrong information:**
24. If the tenderer/tenderers deliberately gives/give wrong information in his/their tender or creates/create circumstances for the acceptances of his/their tender, the Railway reserves the right to reject any such tender at any stage.

**Cancellation of Tender**
25. If a tenderer expires after submission of his tender or the acceptance of his tender, the Railway shall deem such tender as cancelled, if a partner of a firm expires after submission of their tender or after the acceptance of their tender, the Railway shall deem such tender as cancelled unless the firm retains its character.

**Refund of Earnest Money to unsuccessful Tenderers**
26. The Earnest Money including the amount taken as Security Deposit for the due performance of the stipulation to keep the offer open till the date specified in the Tender will be refunded to the unsuccessful tenderer/tenderers within a reasonable time. The Earnest Money deposited by the successful tenderer/tenderers will be retained towards, the Security Deposit for the due and faithful fulfillment of the contract but shall be forfeited if the contractor fails/contractor fail to execute the Agreement Bond or start the work within a reasonable time (to be determined by the Executive Engineer) after notification of the acceptance of his/their tender.

**Income-tax clearance certificate**
27. The tenderer/tenderers is /are required to produce along with his/their tender an authorized copy of the Income-tax Clearance Certificate or a sworn affidavit duly countersigned by the Income-tax officer to the effect that he/they has/have no taxable income. Documents testifying to the tenderer’s / tenderers / previous experience and financial status should be produced when desired by the Railway.

**Final date of receipt of tenders:**
28. Tenders must be enclosed in sealed covers, superscribed “tender for……………………………………” and must be sent by registered post to address of ……………………………………………… Integral Coach Factory, Chennai 600038, so as to reach this office not later than …………………. Hours, on the …………………. or deposited in the special box allotted for the purpose in the above office on or before ……………………. Hours on ………………………. The tenders will be opened on the same day at …………………. hours in the office of the ……………………………………………… Integral Coach Factory, Chennai 600038 in the presence of such of the tenderers or their Agents who may attend.

**Non-compliance with any of the condition:**
29. Non-compliance with any of the conditions set forth herein above is liable to result in tender being rejected.

**Accepting authority:**
30. The authority for the acceptance of this tender will rest with the …………………………….. Integral Coach Factory, Chennai 600038, who does not bind himself to accept the lowest or any other tender nor does he undertake to assign reasons for declining to consider any particular tender or tenders.

**Execution of contract:**
31. The successful tenderer/tenderers shall be required to execute an Agreement in the form annexed hereto duly stamped with the President of India acting through the ………………………… Integral Coach Factory, Chennai 600038 of the Railway for carrying out the work according to the General Conditions of Contract and Specifications. The cost of the stamps will be borne by the Contractor.

32. The tenderer shall keep the offer open for a minimum period of 30/60/90* days from the date of opening of the tender, within which period the tenderer cannot withdraw his offer, subject to the period being extended further if required, by mutual agreement from time to time. Any contravention of the above condition will make the tenderer liable for forfeiture of his “Earnest Money”.

**Validity of tender:**

33. Should a tenderer be a retired engineer or any other gazetted officer working before his retirement, whether in the executive or administrative capacity or whether holding a pensionable post or not, in the Engineering Department of any of the Railways owned and administered by the President of India for the time being or should a tenderer being partnership firm have as one of its partners a retired engineer or a retired gazetted officer as aforesaid, or should a tenderer being an incorporated company have any such retired engineer or retired officer as one of its directors, or should a tenderer have in his employment any retired engineer or retired gazetted officer as aforesaid the full information as to the date of retirement of such engineer or retired gazetted officer from the said service and in cases where such engineer or officer had not retired from government service at least two years prior to the date of submission of the tender as to whether permission for taking such contract, or if the contract be a partnership firm or an incorporated company to become a partner or director as the case may be, or to take employment under the contractor has been obtained by the tenderer or the engineer or the officer as the case may be from the President of India or any officer duly authorized by him, in this behalf, shall be clearly stated in writing at the time of submitting the tender. Tenders without the information above referred to or a statement to the effect that no such retired engineer or retired gazetted officer is so associated with the tenderer, as the case may be shall be rejected.

34. Should a tenderer or contractor being an individual on the list of approved contractor, have a relative employed in gazetted capacity in the Integral Coach Factory, Chennai 600038 or in the case of a Partnership firm or Company incorporated under the India Company law should a partner or a relative of the Partner or a shareholder or relative of a shareholder be employed in gazetted capacity in the Integral Coach Factory, Chennai-38, the authority inviting tenders shall be informed of the fact at the time of submission of tenders, failing which the tender may be rejected or if such subsequently comes to light, the contract may be rescinded in accordance with the provisions in clause 62 of the General Conditions of Contract.

35. The contractor shall comply with the provisions of the Factories Act, 1948 or the modifications thereof or any other laws relating there to and the rules made there under from time to time.

36. A contractor who has not carried out any work so far on this Railway should furnish particulars regarding:

a) His position as an independent Contractor.

b) His capacity to under takes and carries out works satisfactorily, as vouched for by a responsible official or firm.

c) His Previous experience on works similar to that to be contracted for, in proof of which original certificates or testimonials may be called for and their genuineness verified, if need be, by reference to the signatories thereof.

d) His knowledge from actual personal investigation of the resources of the zone or zones in which he offers to work.

e) His ability to supervise the work personally or by competent and duly authorized agents.

f) His financial position.

Tenderer / Contractor

Seal
TENDER

To

THE PRESIDENT OF INDIA,

ACTING THROUGH THE CHIEF ENGINEER

INTEGRAL COACH FACTORY, CHENNAI-600 038.

I/ We ………………………. Have read the various conditions to tender attached hereto and hereby agree to abide by the said conditions. I/We also agree to keep this tender open for acceptance for a period of ………….. days from the date fixed for opening the same and in default thereof. I/We will be liable for forfeiture of my/our “Security Deposit”. I/We offer to do the work for ……………. at the rates quote in the attached schedule and hereby bind myself/ourselves to complete the work in ………. Months from the date of issue of letter of acceptance of the tender. I/We also hereby agree to abide by the general and Special Conditions of Contract and to carry out the work according to the specifications for materials and works laid down by the Railway for the present contract.

2. A sum of Rs……………. Is hereby forwarded as Earnest Money in addition to the sum of Rs. …………………… as ‘Security Deposit” mentioned above. The full value of the Earnest Money shall stand forfeited without prejudice to any other rights or remedies if;

(a) I/ We do not execute the contract documents within seven days after receipt of notice issued by the Railway that such documents are ready; or

(b) I/ We do not commence the work within ten days after receipts of orders to that effect.

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.

Contractor’s Address……………………… Signature of Contractor(s) ……………………. ……………………………………………….... ……………………………………………….. ……………………………………………….... Date……………………………….................... ……………………………………………….... Signature of Witness:

……………………………………... 1. ……………………………………….............
……………………………………... 2. ……………………………………….............

ACCEPtANCE OF TENDER

I accept the tender above and agree to pay the rate as entered in the schedule rates and quantities.

Witness On behalf of the President of India

(1) ………………………………………... Signature …......……………………….
(2) ………………………………………... Designation ………..……………………
……………………………………... Date ………………………….
PARTICULARS OF THE CONTRACTOR

1. Name and address of the Contractor

2. Reference may be made to

3. Previous experience in Railway P.W.D. and other work:
AGREEMENT FOR WORKS

Contract Agreement No ………………………………….. Dated……………. 2008

Articles of Agreement made this …………….. day of ………………………….. 2008 between the
President of India acting through the …………………………………………………………….……
INTEGRAL COACH FACTORY hereinafter called the ‘Railway’ of the one part and Shri/
Messrs………………………………………………………………………………...…………… whose
permanent postal address is ……………………………………………………………………………
……………………………………………………………………………….…………………….hereinafter
called the “Contractor” of the other part.

Whereas the contractor has agreed with Railway for the performance of the work “………………
……………………………………………………………………………………………………………………
…………………………………………………………………………………………………….........”
setforth in the schedule hereto annexed upon the General Conditions of Contract for Works in the Integral
Coach Factory and the special condition and special specifications, if any, and in conformity with the drawing
hereunto annexed And Whereas the performance of the said works is an act in which the public are interested.

NOW THIS INDENTURE WITNESSETH that in consideration of the payments to be made by the
Railway, the Contractor will duly performance the said works in the said schedule setforth and shall execute
the same the great promptness, care and accuracy in a workman like manner to the satisfaction of the Railway and
will complete the same in accordance with the said specifications and said conditions of the contract on or
before the …………………………………day of ……………………………. .2004 and will maintain the said
works for a period of ……………………..………………calendar months from the certified date of their
completion and will observe, fulfill and keep all the conditions therein mentioned (which shall be deemed and
taken to be part of this contract) as if the same had been fully setforth herein), AND the Railway both hereby
agree that if the Contractor shall duly perform the sale works in the manner aforesaid and observe and keep the
said terms and conditions, the Railway will pay or cause to be paid to the Contractor for the said works on final
completion thereof the amount due in respect thereof at the rates specified in the Schedule hereunto annexed.

INWITNESS whereof the Parties have hereunto set their respective hands the day and the year
mentioned by them.

Signed for and on behalf of the President of India
by Shri …………………………………………..…………….  …………………………………………
………………………………………………………………. (Signature of  . . . . . . . . . . . . . . . . . . .
Integral Coach Factory, Chennai – 600 038.    Integral Coach Factory)
In the presence of ……………………………………………
…………………………………………………………………. (Signature of Witness)
and by ………………………………………………. the duly
constituted attorney of and for and on behalf of
…………………………………………………………………. (Signature of Contractor)
who has signed these presents in the presence of
(1) ……………………………………………………..…………(Signature of Witness (1))
(2) ……………………………………………………..…………(Signature of Witness (2))

***   End of document   ***