

**बिड दस्तावेज़ / Bid Document**

<b>बिड विवरण / Bid Details</b>	
<b>बिड बंद होने की तारीख/समय / Bid End Date/Time</b>	09-03-2026 10:00:00
<b>बिड खुलने की तारीख/समय / Bid Opening Date/Time</b>	09-03-2026 10:30:00
<b>बिड पेशकश वैधता (बंद होने की तारीख से) / Bid Offer Validity (From End Date)</b>	90 (Days)
<b>मंत्रालय/राज्य का नाम / Ministry/State Name</b>	Ministry Of Railways
<b>विभाग का नाम / Department Name</b>	Indian Railways
<b>संगठन का नाम / Organisation Name</b>	Northern Railway
<b>कार्यालय का नाम / Office Name</b>	Northern Railway
<b>वस्तु श्रेणी / Item Category</b>	Goods Transportation service - Monthly Based Service - Outside state; Miscellaneous Railway Material; Open Body LCV Truck , Goods Transport Service – Per KM Based Service - Miscellaneous Railway Material; Open Body LCV Truck; 17 FT LCV
<b>अनुबंध अवधि / Contract Period</b>	2 Year(s)
<b>बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) / Minimum Average Annual Turnover of the bidder (For 3 Years)</b>	20 Lakh (s)
<b>उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष / Years of Past Experience Required for same/similar service</b>	1 Year (s)
<b>इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है / Past Experience of Similar Services required</b>	Yes
<b>एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / MSE Relaxation for Years of Experience and Turnover</b>	No
<b>स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Relaxation for Years of Experience and Turnover</b>	No
<b>विक्रेता से मांगे गए दस्तावेज़ / Document required from seller</b>	Experience Criteria, Bidder Turnover, Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer

बिड विवरण/Bid Details	
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	1
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	3
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Single Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
अनुमानित बिड मूल्य /Estimated Bid Value	3998240
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

#### ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईएमडी राशि/EMD Amount	79965

#### ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	27

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित कटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने है। एमएसई कटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से

बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b).ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

**लाभार्थी /Beneficiary :**

Sr.DFM/FZR

DRMO/FZR, Northern Railway, Indian Railways, Northern Railway, Ministry of Railways  
(Sr.dfm/fzr)

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

**एमआईआई अनुपालन/MII Compliance**

एमआईआई अनुपालन/MII Compliance	Yes
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**एमएसई खरीद वरीयता/MSE Purchase Preference**

एमएसई खरीद वरीयता/MSE Purchase Preference	No
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**एमएसई के लिए सक्षम प्राधिकारी का विवरण:/Details of the Competent Authority for MSE**

सक्षम प्राधिकारी का नाम/Name of Competent Authority	Railway Board
सक्षम प्राधिकारी का पदनाम/Designation of Competent Authority	Railway Board
सक्षम प्राधिकारी का कार्यालय/विभाग/प्रभाग/Office / Department / Division of Competent Authority	Railway Board
सीए अनुमोदन संख्या/CA Approval Number	2016/CE-I/CT/3/MSME
सक्षम प्राधिकारी अनुमोदन तिथि/Competent Authority Approval Date	01-02-2026
सक्षम प्राधिकारी द्वारा प्रदान की गई स्वीकृति का संक्षिप्त विवरण//Brief Description of the Approval Granted by Competent Authority	As per railway board letter splitting in favour of MSE is not allowed for service contracts.

Competent Authority Approval for not opting Micro and Small Enterprises Preference : [View Document](#)

1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
2. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
3. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any

impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

4. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

#### अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Scope of Work:[1770816576.pdf](#)

#### Goods Transportation Service - Monthly Based Service - Outside State; Miscellaneous Railway Material; Open Body LCV Truck ( 2 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Transport	Outside state
Nature of Goods	Miscellaneous Railway Material
Type of Truck	Open Body LCV Truck
Size / Weight of vehicle	17 FT LCV
Usage Variant	Upto 5000 Kms
Area of Operation	Hilly + Plain area
<b>एडऑन /Addon(s)</b>	
Loading	NA
Unloading	NA
Tracking System (GPS)	NA
Transit Insurance	NA
Handling	NA

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Vehicles for regular basis	अतिरिक्त आवश्यकता /Additional Requirement
1	Akash Deep Singh	152001,Office of the SrDMM	2	<ul style="list-style-type: none"> <li>Total No. of Trucks required - On call basis (If not required please input 0) : 0</li> <li>Estimated Number of Trips during contract Period : 1500</li> <li>Duration in months (for the trucks required on call basis) : 0</li> <li>Duration in months (For Regular basis) : 24</li> </ul>

**Goods Transport Service - Per KM Based Service - Miscellaneous Railway Material; Open Body LCV Truck; 17 FT LCV ( 34080 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Nature of Goods	Miscellaneous Railway Material
Type of Truck	Open Body LCV Truck
Size / Weight of vehicle	17 FT LCV
Type of Travel	Outside state
Km Range	601 - 1000 Km (Filter for Outside State)
Area of Operation	Hilly + Plain Area
<b>एडऑन /Addon(s)</b>	
Loading	NA
Unloading	NA
Tracking System (GPS)	NA
Transit Insurance	NA

**अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents**

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Running Kilometres	अतिरिक्त आवश्यकता /Additional Requirement
1	Akash Deep Singh	152001,Office of the SrDMM	34080	N/A

## क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/**Buyer Added Bid Specific Terms and Conditions**

### 1. **Generic**

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

### 2. **Generic**

**Bidder financial standing:** The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

### 3. **Certificates**

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

### 4. **Service & Support**

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

### 5. **Forms of EMD and PBG**

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

Sr.DFM/FZR  
payable at  
Sr.DFM/FZR

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

### 6. **Forms of EMD and PBG**

Bidders can also submit the EMD with Fixed Deposit Receipt made out or pledged in the name of A/C

Sr.DFM/FZR

. The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of EMD, the FDR will be released in the favour of the bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Bidder has to upload scanned copy/ proof of the FDR along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date/ Bid Opening date

### 7. **Forms of EMD and PBG**

Bidders can also submit the EMD with Banker's Cheque in favour of

Sr.DFM/FZR  
payable at  
Sr.DFM/FZR

Bidder has to upload scanned copy / proof of the BC along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

#### 8. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

Sr.DFM/FZR  
payable at  
Sr.DFM/FZR

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

#### 9. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

Sr.DFM/FZR

A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

#### 10. **Payment**

**PAYMENT OF SALARIES AND WAGES:** Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

#### 11. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

## **SCOPE OF WORK**

**Hiring of Two Trucks for day to day Inspections/Maintenance of P.Way/Works Assets in the be at of ADEN-1/FZR & ADEN-2/FZR.**

**Special tender Conditions: -**

**Eligibility Criteria: -**

**System of Verification of Bidder's Credentials: -**

**The Tenderer shall submit a certificate stating that they are not liable to be disqualified and all their statements/documents submitted along with bid are true and factual. Standard format of the certificate to be submitted by the bidder is enclosed as Annexure -1. Non-submission of an affidavit by the bidder shall result in summary rejection of his/their bid. And it shall be mandatorily incumbent upon the Bidder to identify state and submit the supporting documents duly self-attested by which they/he is qualifying the Qualifying criteria mentioned in Bid document. It will not be obligatory on the part of Tender Committee to scrutinize beyond the submitted document of bidder as far as his qualification for the bidder is concerned.**

- a.** Railway reserves the right to verify all statements, information and documents submitted by bidder in his bid offer, and bidder shall, when so required by the Railway, make available all such information, evidence and documents as may be necessary for such verification. Any such verification or lack of such verification, by the Railway shall not relieve the bidder of its obligations or liabilities hereunder nor will it affect any rights of the Railway hereunder.
- b.** In case of any wrong information submitted by bidder, the contract shall be terminated, Performance Guarantee and security Deposit of contract forfeited and agency barred for doing business on entire Indian Railways for 5 Years.

**Ref: - RB letter no.2017/Trans/01/Policy, Dated-08.02.2018.**

**NOTE: -**

**(1)** This tender shall be governed as per the **Indian Railways General Condition of Contract for services-2018** as amended/corrected upto latest Correction Slips applicable upto the date of opening of tender and as well as other terms and conditions of contract as mentioned in this tender. All uploaded information (Instructions, GCC, Schedule, Other terms and conditions, Penalties etc to be read in conjunction with each other). In case, any contradiction arises between GeM SLA and **Indian Railways General Condition of Contract for services-2018** as amended/corrected upto latest Correction slips applicable upto the date of opening of tender than later will prevail.

**(2)** Performance guarantee at a rate of **5%** of the contractual value shall be deposited by the successful bidder 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 the date of submission of PG 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 31<sup>st</sup> day after the date of issue of LOA. In case the contractor fails to submit the requisite PG after 60 days from the date of issue of LOA, a notice shall be served to the contractor to deposit the PG immediately however not exceeding 90 days from the date of issue of LOA). In case the contractor fails to submit the requisite PG even after 90 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 retender for that work. In case 60 day is a bank holiday or office closure next working day should be considered as the last day for submission of the PGs. Decision of Authority competent to sign the Contract Agreement would be final in case of any dispute.

**Experience Criteria:-**

**1. Work Experience:-** The bidder should have satisfactorily completed\* in the last three previous financial years and the current financial year up to the date of opening of the tender, one similar single service contract\*\* for a minimum of **35%** of advertised value of the bid.

\*Completed service contract includes on-going service contract subject to payment of bills amounting to at least **35%** of the advertised value of the bid.

\*\*Similar service contract means any contract that is specified by the competent authority. Bidder should submit document in support of experience criteria for similar work as mentioned below:-

**Similar nature of work:** - ***“Any engineering work or transportation work”***.

Work experience certificate from private individual shall not be accepted. Certificate from public listed company/private company/Trusts having annual turnover of Rs.100 crore and above subject to the same being issued from their Head office by a person of the company duly enclosing his authorization by the Management for issuing such credentials.

**2. Financial Standing:** - The Bidders will be qualified only if they have minimum financial capabilities as below:-

**(i) T1-Financial Turnover:** - The bidder should have an aggregate financial turnover not less than **1.5 times** the advertised Bid value during the last three previous financial years and in the current financial year up to the date of opening of the tender. The audited balance sheet reflecting financial turnover certified by chartered accountant with her stamp, signature and membership number shall be considered.

**(ii) T2-Liquidity:** - The bidder should have access to or has available liquid assets, lines of credit and other financial means to meet cash flow that is valued at **5%** of the estimated bid value net of applicant's commitments for other contracts. The audited balance sheet and/or banking referenc

e certified by chartered accountant with her stamp, signature and membership number shall be submitted by the bidder along with bid. Banking reference should contain in clear terms the amount that bank will be in a position to lend for this work to the applicant/member of the Joint Venture/ Consortium. In case the Net Current Assets (as seen from the Balance Sheets) are negative, only the Banking references will be considered. Otherwise the aggregate of the Net Current Assets and submitted Banking references will be considered for working out the Liquidity. The banking reference should be from a Scheduled Bank in India and it should not be more than 3 months old as on date of submission of bids.

**NOTE:-**

(1) In case the audited balance sheet of the last financial year is not made available by the bidder, than bidder has to submit an mandatorily affidavit certifying that the balance sheet has actually not been audited so far and due date for filling of ITR for last financial year/current Assessment year is not expired as advised by concerned Ministry under Government of India. In such a case the financial data of previous '4th' audited financial years will be taken into consideration for evaluation. In-case bidder has not submitted requisite affidavit in support than financial data of last three eligible financial years (applicable from date of opening of tender) duly supported by audited balance sheets for respective year will only be taken into consideration for evaluation.

(2) Provisional Audited balance sheet will not be considered for evaluating the financial turnover.

(3) Bidder shall further note that banking reference must be certified by Chartered Accountant as well failing which offer shall not be evaluated.

**LIST OF CLAUSES (AS APPLICABLE) & DOCUMENTS MUST BE UPLOADED WITH THE OFFER:-**

**(For guidance to Bidder):-**

Tenderer must upload following documents along with their offer, as per applicability:-

S. No.	Document/Details	Required in the form
<b>1.</b>	<b>Constitution of Firm:-</b>	
1a	In case of Sole Proprietor Concern	An Affidavit on Non-Judicial Stamp Paper (NJSP) certifying the Sole Proprietorship of the firm.
		Registered/Notarized certified copy of the Partnership Deed.
	In case of Partnership Fi	

1b	firm/Concern	Power of Attorney duly authorizing one or more of the partners of the firm or any other persons(s), authorized by all the partners to act on behalf of the firm and to submit & sign the Bid, sign the Agreement.
1c	In case of JV Firm	<p>A copy of Memorandum of Understanding (MOU) duly executed by the JV members on Stamp paper shall be submitted by JV along with the tender. Complete details of the members of JV, their share and responsibility in the JV etc particularly with reference to financial, technical and other obligations shall be furnished in the MOU.</p> <p>Authorized member-Power of Attorney/authorization duly Notarized by all JV constituents, in favour of the individual signing the tender document on behalf of the JV.</p>
1d	In case one or more of the members of the JV Firm is/are Partnership Firm(s)	<p>Notary certified copy of the Partnership Deed. Document(s) in support of registration of firm with registrar of firms viz. Certificate of registration and register of firm (Form No. may vary From State to State) if applicable etc issued by registrar of firms.</p> <p>Copy of consent of all partners or individual authorized by Partnership firm, to enter into Joint Venture Agreement on a stamp paper.</p> <p>A copy of Power of Attorney (duly registered as per prevailing law) in favour of the individual to sign the MOU/JV Agreement on behalf of the partnership firm and create liability against the Firm.</p>
1e	In case one or more of the members of JV Firm is/are Proprietary Firm or HUF,	A copy of notarized affidavit on Stamp Paper declaring that his/her Concern is a Proprietary Concern and he/she is sole proprietor of the Concern OR he/she is in position of "KARTA" of Hindu Undivided Family (HUF) and he/she has the authority, power and consent given by other partners to act on behalf of HUF.
1f	In case one or more members of JV is/are Limited Companies,	Notary certified copy of resolutions of the Directors of the Company, permitting the company to enter into a JV agreement, authorizing MD or one of the Directors or Managers of the Company to sign JV MOU/Agreement and such other documents required to be signed on behalf of the Company and enter into liability against the Company and/or do any other act on behalf of the Company.
		<p>Complete Copy of Memorandum and Articles of Association of the Company duly registered as per prevailing law.</p> <p>Power of Attorney (duly registered as per prevailing law) by the Company authorizing the person. A copy of Authorization/copy of Power of Attorney issued by the Company (backed by the resolution of Board of Directors) in favour of the individual to sign the tender, sign MOU/JV Agreement on behalf of the company and create liability against the company.</p> <p><b>Note:-Company incorporation certificate, complete MOA &amp; AOA, Resolution of board of Directors must be enclosed with offer without which offer shall be summarily rejected.</b></p>
1g	In case of Company	<p>Copy of the AOA &amp; MOA (Article of Association &amp; Memorandum of Association) of the Company, along with incorporation certificate. Power of Attorney duly registered/notarized by the Company backed by copy of the resolution of Board of Directors in favour of the individual signing the tender on behalf of the Company.</p> <p><b>Note:-Company incorporation certificate, complete MOA &amp; AOA, Resolution of board of Directors must be enclosed with offer without which offer shall be summarily rejected.</b></p>

1h	In case of Registered Society or Registered Trust	Self-attested copy of the certificate of registration; Self-attested copy of Deed of formation; and Notarized copy of Power of Attorney in favour of the individual to sign the tender documents.
<b>2.</b>	<b>Mandatory Documents pertaining to Bid:-</b>	
--	--	<b>Bidder financial standing:</b> - The bidder should not be under liquidation, court receivership or similar proceedings should not be bankrupt. Bidder to upload undertaking in letter head/pad to this effect with bid.
2a	<b>Annexure-1</b>	Undertaking for Eligible Applicant as per <b>Annexure-1</b>
2b	<b>Annexure-2</b>	Certificate by the bidder for system of Verification as per <b>Annexure-2</b>
2c	<b>Annexure-3</b>	Undertaking Regarding Employment/Partnership of Retired Railway Employees as per <b>Annexure-3</b>
2d	<b>Annexure-4</b>	Bank Details as per <b>Annexure-4</b>
2e	<b>Annexure-5</b>	Undertaking for reading the special notes/notes mentioned in tender documents as per <b>Annexure-5</b>

**CHECK LIST FOR DOCUMENTS TO BE UPLOADED DULY FILLED AND SELF ATTESTED BY THE BIDDER ALONG WITH BID (FOR GUIDANCE TO BIDDER):-**

<b>Annexure No.</b>	<b>Description</b>	<b>Required in the form</b>	<b>If not submitted along with the tender, then</b>
--	Constitution of Firm	Copy	<b>Summarily Rejected</b>
--	PAN Certificate	Copy	Liabile to be Rejected
--	GST Certificate	Copy	Liabile to be Rejected
--	Minimum Eligibility Criteria:-Work Experience	Copy	<b>Summarily Rejected</b>
--	Minimum Eligibility Criteria:-Financial Standing-Financial Turnover & Liquidity	Copy	<b>Summarily Rejected</b>
--	<b>Bidder financial standing:</b> - The bidder should not be under liquidation, court receivership or similar proceedings should not be bankrupt. Bidder to upload undertaking in letter head/pad to this effect with bid.	Copy	<b>Summarily Rejected</b>
1	Undertaking for Eligible Applicant	Copy	<b>Summarily Rejected</b>
2	Certificate by the bidder for system of Verification	Copy	<b>Summarily Rejected</b>
3	Undertaking Regarding Employment/ Partnership of Retired Railway Employees	Copy	<b>Summarily Rejected</b>
4	Bank Details	Copy	Liabile to be rejected

5	Undertaking for reading the special notes/notes mentioned in tender documents	Copy	LIABLE to be rejected
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Bidder shall ensure regarding financial bid compatible with all statutory laws and provisions. The financial quote of bidder should be sufficient to cover the statutory requirements of minimum wages, EPF, ESI, GST of each individual schedule/activity. **In-case of non-compliance, the offer shall be summarily rejected.**

**NOTE:-All Annexure's are attached in the Scope of Work.**

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## **Other terms & condition of contract**

1. The truck are required over an entire jurisdiction of Ferozpur division for journeys both on Kaccha/Pucca road/along the track spread over in J & K, Punjab, Haryana, Chandigarh and any state as per requirement of Railways on all days in a month for the entire period of the contract.
2. The Seller i.e. contractor shall arrange necessary permits for the same.
3. The rate quoted shall be all-inclusive and should include following inter-alia on monthly basis. ( a) Wages of Driver/Helper (b) Maintenance of vehicle including frequent cleaning, washing and servicing. (c) Petrol/Diesel/Lubricant charges. (d)Toll taxes & other taxes. (e) Any other costs and charges.
4. The vehicle shall be comprehensively insured along with staff traveling with the vehicle. The insurance policy of the vehicle will be submitted by the Seller i.e. contractor/owner of the vehicle.
5. The contractor shall ensure the identification of the driver reporting for duty duly verified by the police. It should be in possession of the driver while on duty. The office using the vehicle may ask to change the driver, if he is found careless, unfit or insincere on the job and the contractor shall within 3 days deploy any other suitable driver. The period when suitable driver is not available shall be treated as vehicle out of order. Driver should be with valid driving license, of required Type. The Seller shall be responsible for discipline and behavior. Driver is not to leave duty unless permitted to do so by staff using the vehicle. Driver once deployed can only be changed after the approval of officer using the vehicle.
6. The vehicle shall be available for 24hrsX7. In case of failure on the part of seller, the agency is liable to be blacklisted and imposing such monetary penalty/ fine as considered appropriate by

Buyer.

7. The driver of the vehicle shall maintain logbook in which day-to-day movement of the vehicle is to be noted. Entries of journey should be got attested by the users.
8. The bill on monthly basis shall be submitted along with logbook.
9. Vehicle shall be parked at concerned SSE/P-Way/Works office/depot.
10. In circumstances when the hired vehicle is involved in any violation of traffic rules or an accident resulting in loss or damages to property and life with respect to the vehicle, driver, passenger or any third party, the responsibility for any legal or financial implication shall rest solely with the contractor. The railway administration shall have no liability whatsoever in this regard. Nothing will be borne by Railway in this regard.
11. The contractor shall fulfill all obligations under various labour laws in force regarding deployment of contract workers in respect of services provided under this contract.
12. The vehicle shall run for minimum **1200 kms** per month.
13. No advance payment shall be made to the contractor. The payment however, shall be made to the contractor on receipt of bill duly checked and verified by the concerned officer after a reasonable time as per departmental rules but not more than one month in any case. The contractor shall not claim any interest on the delayed payment.
14. Railway shall not be responsible for any escalation in prices of diesel and any other items whatsoever or any increase in any duties, levies of taxes in respect thereof and the contract rates and obligations shall remain unaffected by such escalations or increase during the contract period.
15. In case of breakdown of vehicle, the contractor shall provide a suitable replacement within six hour of receipt of information. In case of failure to provide replacement within, the contractor shall bear the entire expenditure incurred by the Railway in making alternate arrangement or **Rs. 3000.00** per day whichever is more.
16. Speedometers of the vehicle provided are to be sealed and shall be in working conditions at all the times. A sealing certificate of the speedometer shall be obtained from competent authority.

17. Vehicle shall be mechanically sound and decently maintained with proper running condition.
18. The vehicle requisitioned shall report at the place of requisition within reasonable time. In case of delay in reporting at the place of requisition the Railway officer using the vehicle can levy a suitable penalty as per his discretion.
19. The contractor should give a contact number for proper communication with Driver.
20. The vehicle should not be more than **FIVE years** old, on date of first deployment. In case of replacement, date of deployment shall be specific vehicle. The contractor shall provide vehicles in perfect good condition. Contractor shall maintain the Vehicle in the desired condition. In case of rejection of vehicle due to dull appearance/condition of the vehicle action as per "risk and expenses" shall be initiated.
21. Hired Vehicle will be provided authority to move in city area as per norms and with tag of emergency vehicle on railway duty for maintenance base depot may be decided accordingly.
22. On start of duty, Seller shall ensure that vehicle fuel tank is always at least half full and should be capable of carrying 200 km at one go without refueling.
23. Buyer i.e. DEN-HQ/FZR will be the nominated engineer for coordination and execution of work. In case official/ officer using the vehicle is not available in division or on-leave than concerned driver along with vehicle must report to Buyer i.e. DEN-HQ/FZR office or his nominated officer i.e. ADEN-1/FZR & ADEN-2/FZR and their nominated supervisors.
24. Buyer i.e. DEN-HQ/FZR or nominated engineer will inform the delivery schedule of each vehicle required under the work. This office reserves the right to revise the requirements of vehicles being hired. Railway may call all the vehicles (as mentioned in schedule) at any given point of time during the currency of contract. The Tenderer shall be required to provide as many vehicles as may be required by this Office as per schedule. Moreover, number of vehicle required during the execution of contract can be increased or decreased as per convenience of railway. No claim in this regard shall be entertained.
25. The vehicle is generally hired for fixed running of 1200 KM per month (i.e. Per Vehicle-Month).
26. The awarded rates will be all inclusive i.e. Fuel cost, Manpower cost, Insurance cost, maintenance, Toll charges, Octroi, Parking charges cost including Direct and Indirect taxes and any other direct and indirect expenses.

27. All special terms and conditions embodied in tender agreement shall be binding for execution of the contract. Further in case of any dispute arising out of or in connection with the said contract either during subsistence of the contract or thereafter, the arbitration will be governed by general terms and conditions of GeM and will be binding on both the parties.

28. The vehicles are required for 24X7 on Vehicle-Month basis. In case of the absence of the Driver, the agency must provide the substitute. If the agency fails to provide the substitute of Driver/vehicle, a penalty shall be imposed which shall be **Rs.3000** per day of absence.

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### अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
16. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
17. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the

same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

**All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.**

**For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.**

**The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:**

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

**All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.**

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---